

PRESBYTERY OF WESTERN NORTH CAROLINA COMMITTEES OF PRESBYTERY

PRESBYTERY General Council

- A. Purpose. The General Council shall ensure that the priorities of Presbytery are carried out by the Divisions, committees, and other units, as well as the staff of Presbytery, and that these priorities are reflected in the Presbytery budget. It shall coordinate the many parts of Presbytery to contribute to the life and witness for Christ of the whole Church. It shall foster positive attitudes within the Presbytery and encourage its members to engage in regular prayer regarding the mission of the Presbytery of Western North Carolina, the Synod of Mid-Atlantic, the General Assembly and the whole Presbyterian Church (USA). The General Council is the servant of Presbytery and has only those powers provided by these Standing Rules or authorized by Presbytery.
- B. Membership. The General Council shall be composed as follows:
1. Voting Members
 - A. Immediate Past Moderator of Presbytery, who shall serve as chair for one year.
 - B. Moderator of Presbytery, who shall serve as vice-chair for one year.
 - C. Chair (or his or her designee) from each Division.
 - D. Moderator of the Presbyterian Women of Presbytery.
 - E. Six at-large Members, selected by the Nominating and Representation Committees (giving due consideration to geography and experience, with equal number of teaching and ruling elders) and elected by Presbytery, serving three year staggered terms (two on, two off each year). These may be nominated and elected for an immediate second three year term, after which they may not serve on the board for at least one year before being eligible again.
 2. Non-Voting Members*
 - F. Vice-Moderator (Moderator-elect) of Presbytery, who shall serve as secretary
 - G. General Presbyter
 - H. Stated Clerk
 - I. Treasurer
 - J. Any staff of Presbytery chosen by the General Presbyter
 - K. One commissioner to the Synod Assembly selected by the Nominating and Representation Committees
 - L. One recent commissioner to the General Assembly selected by the Nominating and Representation Committees(*At its discretion, the Board may annually grant voting privileges to any of the above)
- C. Leadership Team. The chair, vice-chair, secretary, two at-large members elected from the General Council, the General Presbyter and the Stated Clerk shall form a leadership team for the General Council, whose duties shall be to
- M. Make preparations for each meeting of the Board
 - N. Submit recommendations to the Board
 - O. Carry out assignments given by the Board
 - P. Take appropriate action on urgent matters that cannot wait for the next Board meeting, such action to be reported at the next meeting

- D. Functions: The General Council shall have the following responsibilities:
1. To lead Presbytery in setting appropriate goals in accord with its Mission Statement.
 2. To coordinate the mission and programs of Presbytery.
 3. To review the work of all Divisions, committees and other units of Presbytery, offering helpful advice as warranted.
 4. To approve the proposed annual budget prepared by the Building Relations Division ensuring that Presbytery's priorities are reflected therein, for submission to Presbytery; and to make adjustments to the budget approved by Presbytery, provided that such are reported to the next meeting of Presbytery.
 5. To refer work to, and to hear recommendations from, the Divisions, committees and other units of Presbytery.
 6. To approve the proposed docket for the Presbytery meetings prepared by the Moderator and Stated Clerk, in consultation with the General Presbyter.
 7. To serve as the Board of Trustees of the Presbytery Corporation, with the right to designate some of their members to exercise that responsibility on behalf of the General Council.
 8. To consider requests from congregations regarding the exercise of their property rights under G-4.0206 in the *Book of Order*, and recommend appropriate actions to Presbytery.
 9. To recommend persons for the Nominating and Representation Committees of Presbytery, and for the offices of Vice-Moderator (Moderator-elect) and if necessary, Moderator.
 10. To approve the appointment of persons by the Nominating and Representation Committees to fill vacancies on committees in cases of emergency (subject to ratification by Presbytery).
 11. To act as a hearing board in matters which may be appealed from the Operations Division.
 12. To refer actions of the General Assembly and Synod to Divisions and committees for study and interpretation.
 13. To keep Presbytery informed of its work through reports at each meeting.
 14. To review Presbytery's fulfillment of its responsibilities listed in the *Book of Order* (G-3.03).
 15. To authorize celebrations of the Sacrament of the Lord's Supper at retreats, camps, conferences and special gatherings under the jurisdiction of Presbytery.
 16. To recommend personnel policies to Presbytery for all its employees, which shall embody the inclusiveness required in the *Book of Order*.
 17. Between meetings of Presbytery, to act on behalf of Presbytery in urgent matters by a two-thirds majority vote, provided that a full report of such action is given to Presbytery at its next meeting.

ABOUT THE COMMITTEE: **STAFF PERSON - Bobbi White & Cam Murchison & Robbin Buchanan**

General Council meets every month (12 times a year) - the second (2) Wednesday of the month in Morganton, at Morganton, First in Room 102. The meetings usually begin at 9:30 am and continue until about 2:00 pm. Time may vary depending on the number of items on the agenda. Useful Skills: Past experience on Presbytery committees or commissions, commitment to the mission and work of the Presbytery.

DIVISIONS AND COMMITTEES

SEE, We Are The Body Of Christ
We Covenant to...

***S* trengthen Congregations**

***E*quip Disciples**

***E*ngage in Mission**

1. **Ministry** (*Equipping Congregations and Leaders*)
2. **Administration**
3. **Congregational Development Division** (*Equipping and Strengthening Congregations, and Developing Leaders,*)
4. **Leadership Development Division** (*Strengthening and Equipping Leaders and Disciples, and Developing Leaders*)
5. **Youth Division** (*Developing Leaders, Strengthening and Equipping Young Leaders and Disciples, Engaging in Mission*)
6. **Outreach/Mission Development Division** (*Sharing God's Love, Strengthening and Equipping Congregations for Discipleship and Engagement In Mission*)

B. General Regulations:

1. Subject to the approval of Presbytery, the General Council shall determine the general responsibilities and the number of members of each Division.
2. Working with the General Council, each Division shall determine the committees/sub-committees it deems necessary, as well as the number of members and the duties of each.
3. Members of the Divisions and committees shall be nominated by the Nominating and Representation Committees and elected by Presbytery. Members of the sub-committees shall be selected by the Nominating/Representation Committee or the relevant Division and confirmed by the General Council. Normally, no more than half of these members should be teaching elders.
4. Normally, members of the Divisions and committees shall serve a three-year term, may be re-elected, but may not serve more than six consecutive years, after which they may not serve on the same body for at least one year before being eligible again.
5. All Divisions and committees should report to Presbytery through the General Council to enable it to coordinate activities in Presbytery. The General Council may not alter any Division or committee report, but may offer advice to Presbytery concerning Division or committee recommendations.
6. Divisions and committees shall develop and implement plans and programs that carry out their goals as adopted by Presbytery, and evaluate and report to Presbytery their activities annually. Some committees may need to meet as a whole only a few times a year, with sub-committees working on specific tasks during the rest of the time. Divisions and committees may also meet by telephone conference, emails, or other suitable methods.
7. Divisions and committees shall be encouraged to be creative and to explore new avenues of ministry with accountability to Presbytery through the General Council.
8. Divisions and committees shall annually submit their budget requests to the Administration Division. They shall carry out their responsibilities within the approved budgets, unless an overrun is approved in advance by the General Council.
9. Ordinarily, a person may serve on only one Presbytery Division or committee at the same time. Normally, there should not be more than one representative of any one church on the same Presbytery Division or committee at the same time (except congregations having more than two hundred active members may have more than one representative on the same committee).
10. Divisions and committees chairs will contact any committee member after three meetings in a year have been missed (without a reasonable excuse approved by the committee) and inquire as to their ability and willingness to serve at this time, and will advise the committee member that a further unexcused absence will result in removal from the

committee. It will be the responsibility of the committee chair to inform the Nominating/Representation Committee when members have missed half of the committee meetings; and the Nominating/Representation Committee shall replace such members as soon as possible.

11. Terms of office for Division and committee chairs shall be one year, with no chair serving more than two consecutive terms. Each committee chair shall be nominated specifically for that position by the Nominating/Representation Committee, but still be from the total membership of the committee. In extenuating circumstances, an additional year as chair may be recommended to General Council.
12. Each committee may co-opt additional members as desired, who shall have voice but no vote in the committee deliberations.
13. Divisions and committees are encouraged to suggest to the Nominating/Representation Committee suitable persons for new members and new chairs.
14. Each committee may, on its own initiative, create one or more on-going working groups for long-term projects or temporary task forces for specific short-term projects. Both working groups and task forces will report to the creating committee. When a task force has completed its assignment, it shall cease to exist. The membership and a statement of purpose of all working groups or task forces shall be reported to the General Council within a month after their formation.
15. Each Division and committee shall keep accurate minutes, copies of all minutes, and reports should be submitted to the General Council on a regular basis.
16. The quorum for each Division and committee shall be a majority of its members.
17. Sub-committees should comply with all the above regulations and shall report to the Division and General Council through their committees.

MINISTRY DIVISION COMMITTEE ON MINISTRY

The Committee on Ministry (COM) provides the Presbytery's mechanism outlined in the Book of Order (G-3.0307) to serve as pastor and counselor to the ministers of Presbytery; facilitate relations between Presbytery and its congregations, ministers, Certified Christian Educators, and Commissioned Pastors; and settle difficulties on behalf of the Presbytery when possible and expedient. The COM aids the Presbytery through keeping the lines of communication open with its congregations and church leaders, enabling Presbytery to better understand their lives and ministries. To this end, each member of the COM serves as liaison to three to five congregations (each church being assigned a liaison), with the responsibility of acting as their connection to the Presbytery leadership and vice versa.

The COM is charged with providing support, guidance to and oversight of anyone engaged in a validated ministry within the Presbytery, recommending to the Presbytery minimum terms of calls for ministers and educators. It is charged by the Presbytery with granting membership in the Presbytery in accordance with categories outlined in the Book of Order (G-2.05). In carrying out this work, the COM coordinates and relies on the work of its subcommittees: Validated Ministries, Examinations, and Commissioned Pastors.

The COM consists of 27 members in three classes of three-year terms. The membership should be as equal a balance as possible between Ministers of Word and Sacrament and Ordained Ruling Elders and strive for diversity in demographics and thought. ALL members of COM must complete the Sacred Trust Relational Boundaries offered by the Presbytery and renew that training periodically as determined by the COM.

ABOUT THE COMMITTEE:

STAFF PERSON(s) - Cam Murchison & Bobbi White & Marcia Puckett

COM meets monthly, generally on the first Tuesday of each month. If there is no business requiring action by COM, it may skip a meeting as determined by the committee's leadership, but not for two consecutive months. In some months when holidays interfere the meeting may be moved to the second Tuesday of the month. These are generally determined and announced at the first meeting of each calendar year. Meetings begin at 9:30 a.m., held in Room 102 of First Presbyterian Church of Morganton (next door to the Presbytery office). Meetings generally run up to or past noon. Lunch is provided, but monetary donations to defray the expense are welcomed and encouraged. Useful skills: Knowledge of PC(USA) polity, experience with churches in transition

COMMITTEE ON PREPARATION FOR MINISTRY (CPM)

The minimum responsibilities of the CPM shall be those outlined in Book of Order (G-14.0300). It shall fulfill other duties as assigned by Presbytery. The committee shall have twelve members (12) with equal numbers of ministers and elders. ALL members of CPM must complete the Sacred Trust Relational Boundaries offered by the Presbytery and renew that training periodically as determined by the COM.

ABOUT THE COMMITTEE:

STAFF PERSON(s) Marcia Puckett

CPM meets once a month - the third (3) Wednesday of each month in Morganton at Morganton, First in Room 102. The meetings usually begin at 10:00 am and conclude by 2:00 pm. Time may vary depending on agenda. Normally, the committee meets with two to three inquirers or candidates. Useful skills: Knowledge of PC(USA) polity, knowledge of CPM manual, being a good listener and decision maker.

Committee members need to be present. Each committee member will be a liaison for one to three inquirers or candidates. They will be responsible for staying in contact with their inquirer/candidate and reporting back to the committee on a monthly basis.

EXAMINATIONS SUB-COMMITTEE

The Examinations Sub-Committee shall examine each minister or candidate who seeks membership in Presbytery as prescribed by Book of Order G-11.0402, and make recommendations to the COM. The sub-committee shall have nine members (9), at least one of whom is currently on the COM. ALL members of Exams must complete the Sacred Trust Relational Boundaries offered by the Presbytery and renew that training periodically as determined by the COM.

ABOUT THE SUB-COMMITTEE:

STAFF PERSON(s) - Tonya Williams & Charles Davenport

Exams meets once a month - the first (2) Monday of each month in Morganton at Morganton, First. The meetings usually begin at 10:00 am. Time may vary depending on the number of candidates to be examined. Useful skills: Knowledge of PC(USA) polity, familiarity with reformed theology.

VALIDATED MINISTRIES SUB-COMMITTEE (VMSC)

The VMSC makes recommendations to the COM whether ministers of Word and Sacrament serving in ministries beyond the jurisdiction of the PCUSA satisfy the five criteria in the Book of Order (G-2.0503a). On behalf of the COM, it also annually reviews the status of members-at-large (G-2.0503b). ALL members of VMAC must complete the Sacred Trust Relational Boundaries offered by the Presbytery and renew that training periodically as determined by the COM.

ABOUT THE SUB-COMMITTEE:

STAFF PERSON (s) - Marcia Puckett

The VMSC should have a minimum of six members, at least one of whom is on the COM. Ideally, one member should be serving in a non-congregational validated ministry.

The VMSC meets quarterly, usually in March, June, September, and December in the week prior to a COM meeting (which generally meets the first Tuesday of each month). Currently, it meets at 9:00 am on Wednesdays in the Black Mountain church.

COMMISSIONED PASTORS SUB-COMMITTEE

Commissioned Pastors, also known as Commissioned Pastors and formerly as Commissioned Ruling Elders, were established in the Book of Order to further the mission and ministry of the Presbytery. In accordance with G-2.10, the responsibilities of the Commissioned Pastors Sub-Committee shall include:

1. Develop and recommend updates for the policies, processes and guidelines for the Commissioned Pastor Program.
2. Work with the Church Leadership School to ensure that the CP classes meet the policies and guidelines and are providing quality training.
3. Meet with any student who wishes an exception to any guidelines or policies and make appropriate recommendations to COM.
4. Manage the initial assessment and renewal of the commissioning process and send recommendations to COM.
5. Establish and annually review continuing Education Criteria, communicating with any CP not complying.
6. Report annually to the COM on the status of the program, the annual reviews, continuing education and any other relevant information.

The sub-committee shall consist of six members (6): one from COM; one from Smaller Membership Churches Committee; one appointed by the CP Sub-Committee; and three at-large members. The Dean of the Church Leadership School shall be an advisory member. ALL members of CP Sub-Committee must complete the Sacred Trust Relational Boundaries offered by the Presbytery and renew that training periodically as determined by the COM.

ABOUT THE SUB-COMMITTEE:

STAFF PERSON (s) - Bob Ayala

The committee meets 6 to 10 times a year. Usually, meets on Mondays from 11 to 1. No set schedule.

MISSION/OUTREACH DEVELOPMENT DIVISION

*****PEACE AND JUSTICE COMMITTEE*****

This Division is called to share God's love by "Strengthening and Equipping Congregations for Discipleship and Engagement in Mission. This includes local as well as missions outside the bounds of WNC and the USA. To enable this call the Division is composed of the following entities:

Missions Committee

Guatemala Leadership Team

Health Ministry

Education Team

Malawi Ministry Team

Peace and Justice Committee

Self-Development of People

Hunger Committee

Campus Ministry Committee

The Peace and Justice Committee is responsible for:
Identifying issue(s) under the rubric of peace and justice for a one or two year focus. Past areas of focus have included Care of Creation and South Sudan.

- Developing displays for each Presbytery Meeting, workshops following Presbytery Meetings, and supplying educational materials, etc. around the chosen focus
- When appropriate requesting and itinerating a visiting Peacemaker through the Mission Division in Louisville
- Administering the allocation of funds from the Peacemaking Offering through grant requests submitted to this committee by churches within the Presbytery.
- Staying in contact with the work of the Self-Development-of-People by a face-to-face meeting once a year and seeking avenues for their work.
- Presented displays at each Presbytery Meeting of the Peace and Justice activities being done by one small and one large congregation within the Presbytery.
- Working toward identifying and establishing relationships with contacts within clusters and congregations in order that ideas and efforts can be shared.

The Peace and Justice Committee shall consist of six (6) members.

ABOUT THE COMMITTEE

STAFF PERSON(s) - Billy Robinson

Meetings are held on the 2nd Tuesday of every other month at 2 PM at Black Mtn. Presbyterian Church beginning in January of each year.

*****HUNGER COMMITTEE*****

The Hunger Committee shall:

1. Promote within Presbytery and its churches prayer, study, experience, and action in the five areas of the Presbyterian Hunger Program: education, direct aid, development assistance, lifestyle integrity, and advocacy.
2. Interpret, promote and administer the Nickel a Meal Program.
3. Interpret and promote the One Great Hour of Sharing Offering.
4. Interpret, promote and administer the "Reclaiming Christmas" emphasis.
5. Identify, train and resource congregational contacts on hunger issues.
6. Evaluate and make recommendations to the Coordinating Council on projects requesting funds from the Presbyterian Hunger Program.

The Hunger Committee shall consist of six (6) members.

ABOUT THE COMMITTEE:

STAFF PERSON - Billy Robinson

Hunger Committee meets approximately five (5) times a year in Morganton. Two (2) of the meetings are all day Saturday meetings in Morganton. The other three (3) meetings are held on Tuesday from 4:00 pm until 6:30 pm.

*****MISSIONS COMMITTEE *****

The Missions Committee shall:

1. Interpret and promote support for national and global missions which includes such activities as:
 - a. Organizing mission work teams;

- b. Developing and nurturing a missions advocate program in local congregations;
 - c. Organizing the itineration of missionaries, and
 - d. Encouraging participation in other mission activities.
2. Oversee Presbytery's ongoing partnership with Suchitepequez and Sur Occidente Presbyteries in Guatemala.
 3. Oversee the Malawi Partnership and any other international partnerships.
 4. Provide congregations with resources to support participation in the denomination's mission programs.
 5. Interpret Presbytery's relationship with ecumenical partners at all levels.
 6. Create and supervise various working groups and task forces.

The Missions Committee shall consist of six (6) members.

ABOUT THE COMMITTEE:

STAFF PERSON - Billy Robinson

Missions Committee meets every other month -

They meet during the following months: March, May, September and November. An overnight retreat is held in January or early February.

*****SELF-DEVELOPMENT OF PEOPLE COMMITTEE*****

The Self-Development of People Committee shall interpret and promote support for the Self-Development of People Program within Presbytery. It is also authorized by Presbytery to deal directly with the National Self-Development of People Program, and to review projects being considered for funding by the national program, and to validate and fund projects within the bounds of Presbytery, abiding by the General Assembly Mandate. Funds available to this committee to support validated projects include a portion of One Great Hour of Sharing offerings raised within Presbytery.

The Committee shall consist of nine members, a majority of whom shall be representatives of racial/ethnic minority groups, as required. At least seventy-five percent, including the moderator, shall be members of the Presbyterian Church (USA). Members should have skills/experience, understanding of and sensitivity to people in need, and /or previous experience with efforts of self-development.

ABOUT THE COMMITTEE:

STAFF PERSON(s) -Billy Robinson/Charles Davenport

SDOP meets six(6) times a year. The meetings are held on Saturday in Morganton at Morganton, First at 10:00 am.

*****CAMPUS MISSION COMMITTEE*****

The Campus Mission Committee shall support ministry on the campuses within the bounds of Presbytery. The responsibilities of the Campus Mission Committee shall be:

1. To represent the Presbytery by initiating ministry in partnership with PC(USA) congregations in the campus communities and by developing, with the colleges, appropriate covenants and mutually beneficial relationships.
2. To establish the means by which each ministry or covenant is reviewed and renewed each five years.
3. To be an advocate for the Church's mission in higher education within the Presbytery and with the other presbyteries in North Carolina, working through the North Carolina Presbyterian Higher Education Ministries Board.
4. To review annually the support of the ministries and college chaplaincies and to propose appropriate designation of the funds budgeted by Presbytery for each institution and congregational partnership.
5. To be a network for sharing ideas, resources, and professional development opportunities

- among the students, faculty and staff serving at these institutions.
6. To connect the campuses and congregations within Presbytery so that they may support one another in nurture and mission.
 7. To be a catalyst for the establishment of new campus ministries.

The Campus Mission Committee shall consist of nine members. Campus ministers and chaplains shall be advisory members.

ABOUT THE COMMITTEE

STAFF PERSON(s) - Billy Robinson

Meetings are held on a different campus or at Black Mountain Presbyterian Church. No set pattern for meetings. Useful skills: love of young people, love of church universal, financial sense, and organizational skills

**YOUTH DIVISION
YOUTH MINISTRIES COMMITTEE**

The Youth Committee shall:

Strengthen Congregations by identifying opportunities to share youth ministry resources between congregations, encouraging connections between congregations in their youth ministry, and providing training for youth leaders.

Equip disciples by organizing special events for the fellowship and faith development of middle and high school youth, and by serving as a resource for the Presbytery Youth Council.

Engage in mission by organizing and coordinating youth mission trips, mission retreats, and other special events, and by promoting events for the youth of the Presbytery of Western North Carolina.

The Youth Ministries Committee shall consist of nine (9) members.

ABOUT THE COMMITTEE

STAFF PERSON: Beth Gunn

The Youth Ministries Committee meets approximately 10 times a year, usually on the fourth Thursday of each month at 10:00 AM in the Presbytery Office. They are responsible for planning Middle School and High School Retreats, Coordinating the Youth Council, and other special events for the youth of the Presbytery.

LEADERSHIP DIVISION

*****CHRISTIAN EDUCATION COMMITTEE*****

The Christian Education Committee shall be responsible for strengthening faith development in local churches. This shall include:

1. Providing for teaching, training, and development for children, youth, adults, officers, and those in special ministries.
2. Provide resources for Christian Education, faith development, and for the Presbytery committees through overseeing the Presbytery Resource Center.
3. Encouraging and assisting churches to minister to special needs people, e.g.: older adults, single parents, working mothers, divorced persons, etc.
4. To provide resources and training on the Reformed tradition in music and worship, as well as newer forms of worship and music.

The Christian Education Committee shall consist of twelve (12) members.

ABOUT THE COMMITTEE

STAFF PERSON(s): Tonya Williams

The Christian Education Committee meets the second Thursday of the month at 10 a.m. Part in Morganton and part in Black Mountain (Skype).

ADMINISTRATIVE DIVISION FINANCE COMMITTEE

The responsibilities of the Finance Committee shall be:

1. To organize the annual process by which Presbytery committees submit their yearly budget requests.
2. To submit an annual budget to the Coordinating Council, using income forecasts and budget requests, for recommendation to Presbytery.
3. To recommend and monitor investments.
4. To oversee Presbytery's finances, in cooperation with the Treasurer.
5. To obtain an annual audit on behalf of Presbytery.
6. To provide guidelines to local churches for procedures for bookkeeping and forwarding contributions to Presbytery.
8. To investigate Presbytery's need for an endowment to fund special areas of ministry.
9. To help the Presbytery identify other sources of funds, particularly related to projects and mission.

The Finance Committee shall consist of nine (9) members.

The Stewardship Functions of Finance Committee:

1. Provide consulting to churches and individuals working on stewardship.
2. Provide leadership training on stewardship and encourage the good practice of stewardship.
3. Help interpret programs, mission and ministry of the Presbytery, Synod and General Assembly.
4. Look at the Presbytery's need for an endowment to fund special areas of ministry.
5. Be a liaison with the Presbyterian Foundation, letting churches know about the services they provide.

The Property and Equipment Functions of the Finance Committee shall be:

1. To approve plans for maintenance and improvements.
2. To give attention to safety and liability factors, and environmental concerns.
3. To prepare a capital budget, including plant and equipment improvement and new equipment costs, for consideration by the Budget & Finance Committee.

ABOUT THE COMMITTEE:

STAFF PERSON(s) - Lisa Pressley

Usually, the committee meets about four (4) times a year in the afternoon (4 pm). The meetings last about two (2) hours and are held in Morganton. Once a year, the committee meets in conjunction with the Coordinating Council for Budget Review for the next year. This meeting is usually in November. Useful Skills: financial management, accounting, real estate, legal background, and business operations management

PERSONNEL COMMITTEE

The responsibilities of the Personnel Committee shall be:

1. To recommend to the Coordinating Council and/or to the Presbytery policies affecting staff, job descriptions, terms of employment, and personnel administration.
2. To evaluate the performance of staff annually.
3. To recommend changes in the terms of employment.
4. To engage in the care and support of Presbytery staff.

5. To inform the Coordinating Council whether staff salaries are competitive.

The Personnel Committee shall consist of six members.

ABOUT THE COMMITTEE

STAFF PERSON: Bobbi White

The committee meets approximately 4 to 6 times a year as needed with set date. Useful Skills: personnel or HR experience, knowledge of PC(USA) polity and presbytery personnel duties

PERMANENT JUDICIAL COMMISSION

The Permanent Judicial Commission, as set forth in the Book of Order (D-5.000), shall serve in judicial matters with the powers prescribed by, and shall conduct proceedings according to, the Constitution of the Presbyterian Church (USA). It shall elect from its members a moderator and a clerk.

The Permanent Judicial Commission shall consist of nine members, five ministers and four elders with not more than one of its members from any one church. The term of members shall be for six years. ALL members of Permanent Judicial Commission must complete the Sacred Trust Relational Boundaries offered by the Presbytery and renew that training periodically as determined by the COM.

ABOUT THE COMMITTEE

STAFF PERSON(s): Cam Murchison & Robbin Buchanan

Elders serving on the PJC must be ordained. This committee meets as needed. Useful Skills: knowledge of civil and church law, conflict resolution.

NOMINATING/REPRESENTATION COMMITTEE

Nominations/Representations Committee, which is to be nominated by Presbytery's General Council, shall be responsible for nominating persons to Presbytery for the following positions:

- Members of General Council - At-Large Members
- Division Moderators
- Members of all Presbytery Committees and Examinations Sub-Committee except Nominations/Representation Committee and other sub-committees, working groups or task force
- Members of Permanent Judicial Commission
- Commissioners and Youth Advisory Delegates to the General Assembly
- Commissioner Delegates to the Synod of the Mid-Atlantic

In fulfilling its duties, the Nominations/Representation Committee shall be responsible:

1. To ensure that committees reflect the diversity (including racial/ethnic groups) of the membership of Presbytery and its geographical areas, recognizing that special needs must be met for certain committees and sub-committees.
2. To devise ways to involve sessions in identifying capable leaders for the work of Presbytery.
3. To nominate, for Presbytery's election, ministers and elders to serve on search committees for General Presbyter, Associate Presbyters and Stated Clerk. Search committees shall include one member of the Coordinating Council, and are responsible only to Presbytery.
4. To advocate representation of racial/ethnic members, women, varied age groups including youth, persons with disabilities, as well as persons from small membership churches and all geographical areas for Presbytery.
5. To review the performance of Presbytery in these matters, and report to Presbytery annually on results of the previous year and make recommendations for any needed corrective action.
6. To determine achievable representation and discover potential racial/ethnic nominees for committees and other units in consultation with racial/ethnic constituencies, sessions and the Nominating Committee.

7. To advise the Presbytery on the employment of personnel in accordance with the principles of participation and representation in conformity with a church-wide plan for equal employment opportunity (G-13.0201.b and G-4.0403).
8. To assist and monitor the related working groups (or task forces), e.g. Presbytery-level Women of Color and the African-American Advisory Group.
9. To encourage racial/ethnic congregations in their mission, heritage preservation and ministry.
10. To promote appreciation and understanding of the uniqueness of individuals

The Nominations/Representation Committee shall consist of fifteen (15). It shall be broadly representative of the member churches of the Presbytery. One-third of its members shall be ministers, one-third laywomen, and one-third laymen (youth to be included among the laity). There shall be racial/ethnic representation of up to twenty-five percent, whenever possible. Nominees for vacancies on the Nominations/Representation Committee and its moderator shall be made to Presbytery by the Coordinating Council.

ABOUT THE COMMITTEE

STAFF PERSON(s): Robbin Buchanan

Nominating/Representation Committee usually meets four (4) or five (5) times a year. The committee generally meets in February, May, August, September and November. Meetings are held in Morganton at 10 a.m. Useful skills: knowledge of presbytery committees and commissions, broad knowledge of Ruling and Teaching Elders in the Presbytery.

**CONGREGATIONAL DEVELOPMENT
SMALLER MEMBERSHIP CHURCHES COMMITTEE**

The Smaller Membership Churches Committee shall energetically pursue Presbytery's priority of increasing the light of Christ within and through our smaller membership churches (under 150). The goal of such churches is that each will have consistent pastoral leadership, including the ministry of Word and Sacrament, Bible Study, and Pastoral Care and Visitation. It shall likewise communicate Presbytery concerns to these churches.

The Smaller Membership Churches Committee shall:

1. Help smaller membership churches to network, share concerns, and develop common ministries.
2. Help Presbytery, clusters, or other combinations of churches build up the ministry of our smaller membership churches.
3. Develop and implement plans to train leaders in our smaller membership churches, especially those without a pastor.
4. Develop and implement a process to help smaller membership churches determine their mission and financial needs, particularly those that receive financial aid from Presbytery.
5. Enlist the expertise and services of other committees for smaller membership churches.
6. Assist the pastors of smaller membership churches in their ministry with small town, rural, retirement and mountain communities.

The Smaller Membership Churches Committee shall consist of twelve members. The committee meets the 3rd Thursday of every other month (odd months) at 1 p.m. in Black Mountain. The committee sets their schedule in January of each year. ALL members of Smaller Membership Churches Committee must complete the Sacred Trust Relational Boundaries offered by the Presbytery and renew that training periodically as determined by the COM.

ABOUT THE COMMITTEE

STAFF PERSON: Billy Robinson & Tonya Williams

The committee meets about six(6) times a year. Committee meetings are held the 3rd Thursday of each

month (odd months) at 1 p.m. in Black Mountain.

EVANGELISM COMMITTEE

The Evangelism Committee shall:

1. Work with congregations of the Presbytery to assist them in the implementation of effective strategies and methods of evangelism;
2. Keep the Presbytery aware of Christ's two-fold commission to be disciples and to make disciples;
3. Make available to congregations of the Presbytery various resources for evangelism and identify trained persons able to assist congregations to carry out effective evangelism in their communities.

The Committee consists of 9 people (3 classes of 3) and typically meets on the second Monday of odd months at 10:00 in the Presbytery office.

ABOUT THE COMMITTEE:

STAFF PERSON - Billy Robinson & Tonya Williams

The Evangelism Committee every other month (odd months), the second Monday, at 10:00 a.m. at the Presbytery Office. *Useful skills: knowledge of 1001 Worshiping Communities, openness to new forms of ministry*