

St. James Presbyterian Church
11970 S. Elm Street
Jenks, Oklahoma 74037
(918) 299-9988
web site: www.stjamespresbyterianjenks.org

Jane A. Huffstetler
Pastor/Head of Staff

February 16, 2011

Dear Sisters and Brothers in Christ,

The St. James church family welcomes you to the March 1st meeting of Eastern Oklahoma Presbytery. We are eager to offer hospitality and assistance as you work together to discern the will of Christ for this particular part of the body of Christ.

As we plan for this meeting, we hope that you will contact us directly if you have special needs or requirements. Childcare will be available if you notify the church at least one week before the meeting. We are excited to offer our facility for this meeting. One of our decisions as we were expanding was to make space available to our community and to the larger church whenever possible.

Registration will take place in the narthex outside the sanctuary with entrances both on Elm Street and 120th Street. Coffee and refreshments will be served in the educational building hall, which is the space we will also use for displays and information centers. Lunch will be served in Dancer Fellowship Hall. New commissioner training will take place in the Younger Youth room at the rear of Dancer Hall.

Our prayers will continue over the weeks ahead that the Spirit of Christ will lead and the purposes of God will be accomplished as the Presbytery of Eastern Oklahoma gathers.

In Christ,

Jane

Jane A. Huffstetler

EASTERN OKLAHOMA PRESBYTERY STATED MEETING

Tuesday, March 1, 2011

Saint James Presbyterian Church, Jenks, Oklahoma

PLEASE BRING THIS FORM WITH YOU TO THE MEETING

NAME (Please PRINT) _____

CHURCH _____ CITY _____

Ministers and regular commissioners, please indicate changes in status or address at bottom of page.

I am (check the category that applies):

A voting member:

- Minister
- Elder Commissioner elected by the Session
- Certified Christian Educator
- Council Member
- Commissioned Lay Pastor (if commissioned with voting privileges)

A participant with voice but no vote:

- Corresponding Member from _____
- Other _____

An observer:

- Member of Presbytery's Staff
- Lay Preacher / Commissioned Lay Pastor (without vote)
- Visitor

I NEED TO BE EXCUSED

(If you are requesting an excused absence, please mail this form to Dana Bailey, Stated Clerk, 700 S Boston Suite 200, Tulsa OK 74119-1629, before the meeting.)

I request that the Presbytery excuse me from this meeting for the following reason:

COMMISSIONER ORIENTATION

Are you a new elder commissioner?

Has it been a while since you last attended a Presbytery meeting?

Do you have questions about being an elder commissioner?

Are you just a friendly sort of person and would like someone to talk to prior to the opening of the meeting?

We have just the event for you!!!!

WHAT YOU NEED TO DO

- Come to the registration table thirty minutes before the Call to Order,
- turn in your attendance sheet,
- and look for a sign directing you to the room where the Commissioner Orientation Event will be held
- Follow the signs or ask for directions

WHAT YOU NEED TO BRING

Bring your questions, a Presbytery Packet, coffee, donut, and a smile.

I'LL BE LOOKING FOR YOU!



Items in italics are anticipated requests for action. Formal motions will be made by the committees.

All committees are assigned a docket letter, to facilitate the identification of any anticipated reports. However, not every committee will have written reports.

- 9:30 a.m. REGISTRATION AND COFFEE**
New Commissioner Orientation
- 10:00 a.m. CALL TO ORDER**, Constituting Prayer (Sandy Bach, Moderator)
- 10:05 a.m. WELCOME FROM HOST CHURCH** (Jane Huffstetler, Pastor)
- 10:10 a.m. OPENING BUSINESS**
Roll
Establish Quorum
Seat Corresponding Members
Recognize New Commissioners
Adopt Agenda
Report of the Stated Clerk (Dana Bailey) **ITEM A**
Adopt Omnibus Motion **ITEM B**
- 10:25 a.m. WORSHIP**
- 11:10 a.m. REPORT FROM SYNOD** - Judy Fletcher, Synod Executive
- 11:15 a.m. REPORT FROM EOP STAFF** - Julie Burton, Dir Cong Resources & Communication
- 11:25 a.m. PREPARATION FOR MINISTRY** (Denise Odom) **ITEM C**
(Oversees and shepherds persons as they prepare to be Ministers of Word & Sacrament)
• *approve James Estes as ready to receive a call*
• *approve Wambugu Gachungi for candidacy*
- 11:55 a.m. INSTRUCTIONS FOR LUNCH AND GRACE**
- 12:00 p.m. LUNCH - Order of the Day**
- 1:00 p.m. WORKSHOPS - Order of the Day**
• Confirmation Classes: ideas & resources (come and share) - Dan Milford
• Living with Chronic Pain - Randy Schreurs
• New ideas & Resources for Christian Education - Julie Burton
- 1:45 p.m. COUNCIL** (Dan Milford) **ITEM D**
(The coordinating council for the presbytery)
• *Approve revisions to the 2011 Mission Budget (Bill Wiles)*
- 2:05 p.m. FINANCE & ADMINISTRATION** (Bill Wiles) **ITEM E**
(Oversees the presbytery's budget & investments; provides support for congregations)
• Facebook Community Initiative (Dan Minette)

- 2:10 p.m. NOMINATING** (Cheryl Finch) **ITEM F**
(Provides nominees for presbytery committees, moderators, and related institutions)
- *Elect those nominated to fill vacancies*
- 2:15 p.m. PERSONNEL** (Anna Milligan) **ITEM G**
(Oversees presbytery staff; develops and applies presbytery personnel policies)
- Introduce new Administrative Assistant / Office Manager
- 2:20 p.m. MINISTRY** (Deborah Hackler) **ITEM H**
(Oversees and provides models for pastoral relationships within the presbytery)
- *Approve all matters regarding issuance or changes in calls*
- 2:40 p.m. MISSION** (Lynda Ward) **ITEM I**
(Develops & implements presbytery mission strategy; assists congregations in mission)
- Celebration of 15 years in Partnership with Malawi (Jeanie Kvach)
- 3:00 p.m. RESOURCING CONGREGATIONS** (Kristy Rodgers) **ITEM J**
(Provides resources and support for congregations and their programs)
- Dwight Mission - Peter Newbury, Executive Director
 - Resource Center - Julie Burton, Dir Cong'l Resources & Communication
 - Youth Council - Craig Gibson, Youth Council Moderator
- 3:15 p.m. TRUSTEES** (Jeff Mayo) **ITEM K**
(Oversees presbytery's real property & assists congregations in property matters)
- East Side Presbyterian Church
- 3:25 p.m. CONNECTING CONGREGATIONS** (Mary Carter) **ITEM L**
(Links us to ministries within our presbytery, the Synod, and the General Assembly)
- Celebration of anniversaries
- 3:35 p.m. CONCLUDING BUSINESS**
- New Business
 - Evaluation of Meeting
Please complete your evaluation form for this meeting before you depart and leave it in the box in the registration area marked "Evaluations."
 - Resolution of Thanks & Closing Prayer
- 3:45 p.m. ADJOURNMENT**
- ALL INFORMATION ITEMS INCLUDED IN THE PACKET** **ITEM O**

NEXT...

Committee Day	Sat, Apr 9	9:30 a.m.	Southminster, Tulsa
Council Packet Materials Due	Mon, Apr 11		
Council Meeting	Mon, May 9	10:00 a.m.	Bernsen Community Life Ctr
Presbytery Packet Materials Due	Mon, May 9		
Presbytery Meeting	Fri-Sat, June 10-11	(Tri-Presbytery)	First, Stillwater

All requests for docket time, display space, packet or handouts must be approved by the Council .

**STATED CLERK'S REPORT
EASTERN OKLAHOMA PRESBYTERY
MARCH 1, 2011**

PRESBYTERY

1. Minister Identification Cards are available at the Stated Clerk's table.
2. A letter was received from the First Christian-Presbyterian Church of Pryor regarding prayer for the Presbytery.
3. Letters were received from First Church, Tulsa, (8:00, 9:30 and 11:00 worshippers) regarding appreciation for the General Presbyter.
4. A letter was received from Yale Avenue Church, Tulsa, regarding prayer for the Presbytery Officers and Staff.
5. An announcement was received regarding "Stars and Promises," the annual benefit concert for Goodland Academy at Kirk of the Hills.

PRESBYTERIAN CHURCH (U.S.A.)

1. A letter was received from the Stated Clerk of General Assembly with an information packet about Per Capita.
2. An announcement was received regarding the Big Tent Event to be held June 30 through July 2 in Indianapolis.
3. Information was received regarding the General Assembly Nominations Process 2010-2012.
4. A letter was received showing our 2011 General Assembly Per Capita payments received as of January 31, 2011.
5. Information was received from the Office of the General Assembly regarding actions taken and including the Stated Clerk's Christmas letter.
6. The Monthly Column by the 219th General Assembly Moderator (2010) Cynthia Bolbach was received.
7. The "Future of the Church" Statement from the Moderator of the 219th General Assembly (2010), the Stated Clerk of the General Assembly, and the Executive Director of the General Assembly Mission Council was received.
8. Information was received from General Assembly regarding Phyllis Schneck, a member of Northminster Church, Tuscon, who was among those killed in the shootings on January 8, 2011, in Arizona.
9. Information was received from General Assembly regarding a Per Capita Resource that will be mailed to congregations.
10. A request was received from General Assembly for assistance in identifying persons to serve on the PCUSA delegation to the Caribbean and North American Area Council of the World Communion of Reformed Churches meeting September 24-30, 2011, in the Dominican Republic.
11. Information was received from General Assembly regarding the deadline to enter statistics.
12. An e-mail was received regarding General Assembly per capita folders and leaflets for congregations.

13. An e-mail was received from the Stated Clerk of General Assembly and the Executive Director of the General Assembly Mission Council regarding prayer for Peace in Israel/Palestine.
14. An e-mail was received transmitting the Christmas letter to the Presbyterian Church (U.S.A.) from the Stated Clerk of the General Assembly.
15. An e-mail was received from the Presbyterian Office of Vocation regarding a new video resource, "Raising Up Leaders."
16. An e-mail was received from the Presbyterian Church (U.S.A.) regarding Applications for First Call Pastoral Residents.
17. A Christmas greeting was received from the Presbyterian Church (U.S.A.)'s Office of Vocation.
18. Ecumenical News
11/26, 12/10, 1/7, 1/21, 2/4
20. A letter was received from the General Assembly Mission Council Project Manager for Special Offerings thanking us for our support of The One Great Hour of Sharing Offering.

An e-mail was received from the Interim Executive Presbyter of Grand Canyon Presbytery announcing the retirement of Dick Coffelt, Stated Clerk, on March 31, 2011.

THE PRESBYTERIAN OUTLOOK INFORMATION

11/22, 12/23, 12/27, 1/3, 1/6, 1/10, 2/4, 2/10

PRESBYTERIAN CHILDREN'S HOMES AND SERVICES

12/2, 12/9, 12/23, 12/30, 2/2

"HERITAGE," PRESBYTERIAN HISTORICAL SOCIETY fall 2010

BOARD OF PENSIONS

12/1, 12/10, 1/5 education webinars, 1/5, 1/25, 2/4, 2/11

GOVERNING BODY NETWORK ARMSS LETTER

VERA LLODY PRESBYTERIAN HOME AND FAMILY SERVICES NEWS
BULLETIN

PRESBYTERIAN GLOBAL FELLOWSHIP

11/18, 12/9, 1/20

PRESBYTERIAN PASTORAL CARE NETWORK

PRINCETON SEMINARY

School of Christian Vocation and Mission

Multicultural Ministry 2/17-19

Faith and Life 3/10-12

12/9, 12/16, 12/20, 1/7 1/25

AUSTIN SEMINARY "WINDOWS" winter 2011

LOUISVILLE SEMINARY "MOSAIC" winter 2011

CHURCH MUTUAL INSURANCE INFORMATION

CHRISTIAN NETCAST

NWR NETWORK

GLOBAL INTERNET RADIO

CENTER FOR PERSONAL PROTECTION AND SAFETY

CENTER FOR PARISH DEVELOPMENT

MEDICAL BENEVOLENCE "MISSION CONNECTION"

NATIONAL WORKSHOP ON CHRISTIAN UNITY

CHURCH SAFETY AND SECURITY COURSE IN Oklahoma City

"CHURCH LAW AND TAX REPORT" November/December

**RULES FOR DEBATE
EASTERN OKLAHOMA PRESBYTERY
JUNE 2008**

A-4

PURPOSE:

When we gather as a presbytery, we seek the mind of Christ and God's will for us here and now. During this process of discernment, we commit ourselves to work together for the good of the Presbytery as we talk together with forbearance and pray for one another as members of the Body of Christ.

GENERAL RULES AND PRINCIPLES:

The rules which govern conduct and process at meetings of Eastern Oklahoma Presbytery are contained in the Book of Order and Roberts Rules of Order, Newly Revised. A chart of motions is attached to the Stated Clerk's Report. However, to assist the Presbytery in its work together, the following summary of rules and procedures is offered.

AGENDA:

Our agenda, or order of business, is provided online or by mail prior to Stated Meetings. It is adopted at the beginning of the meeting with any appropriate changes noted. It is not binding unless an item is noted as an "order of the day."

ORDER OF THE DAY:

A particular item of business may be set in advance to be taken up during a given session at a specific time. It cannot be taken up prior to the time for which it is set except by reconsidering the vote that established the order (a motion which can only be made by a person that voted for the adoption of the docket with the previously identified "order of the day"). A majority vote is required for passage.

ADDRESSING THE ASSEMBLY:

1. Speakers who wish to be heard should stand until recognized by the moderator.
2. Speakers should use a microphone, that all may hear.
3. Speakers should address all comments to the moderator and should be respectful at all times.
4. Speakers should preface all remarks by identifying themselves by name, status (minister, elder commissioner, member of Council, certified educator or administrative personnel who is an elder, commissioned lay pastor, if so authorized), and (where appropriate) congregation. Guests may not speak, unless offered the privilege of the floor by a vote of the presbytery.
5. The moderator has the prerogative of not recognizing speakers and motions which are out of order. Appeals of the moderator's rulings may be made by moving to a microphone and raising a "point of order."
6. The Stated Clerk is the parliamentarian of the meeting. Appeals of the moderator's rulings should be directed to the moderator, who will seek the advice of the parliamentarian. The moderator may consult with the Stated Clerk as needed during the meeting.

MOTIONS:

1. Motions coming from a committee (or commission or task force) do not need a second (having been seconded, in effect, by the rest of the committee). New motions offered on

the floor of the meeting require a second. Motions which do not receive a second (from committee or the floor) automatically fail.

2. Once a motion has been made, seconded, and restated by the moderator, the floor will be open for debate on that motion.
3. A motion that is not included in packet material should be provided in writing to the stated clerk before being stated on the floor.
4. Only minister members of the presbytery, elder commissioners, and other persons designated by the presbytery as a matter of rule may vote on motions before the body. There may be occasions on which means of verification will be issued to identify persons eligible to vote.
5. From time to time, commissioners may feel the need to register dissent or protest. Each is appropriate at any time. A dissent registers a person's disagreement with an action taken and may be delivered to the Stated Clerk in writing – it should include the person's name, commissioner status and congregation, and the action for which the dissent is registered. A protest, alleging improper action, may also be filed in writing with the Stated Clerk – indicating name, commissioner status, congregation, and alleged irregularity and delinquency. Either action must be filed before adjournment.

DEBATE:

1. The maker of the motion has the right to be the first speaker to the motion, but not also the last (this is a change in Roberts Rules).
2. Speakers must first identify the nature of their comments: whether they are speaking for or against the motion, asking a question, or making a new motion.
3. Each speaker will be allowed two (2) minutes.
4. Speakers will alternate between those for the motion and those against the motion.
5. Speakers may only speak one time on any motion as long as anyone who has not spoken desires the floor. Speaking twice on a motion exhausts any further right of that speaker to debate that question.
6. Debate will not continue when there are no opposing speakers. The moderator may declare debate closed if there is nothing new to add.
7. At various times in the meeting, it may be appropriate for a commissioner or the moderator to request a time of silence, prayer, or praise.

QUESTIONS:

Questions for clarification will take precedence over debate and will be answered as they arise before debate continues.

CALL FOR THE QUESTION:

Occasionally a commissioner feels the debate is no longer fruitful and wishes to close debate. The motion to "call for the question" or "move the previous question," when recognized by the moderator and seconded, calls for an end to the debate and must be considered before any further discussion on the current debate. Any request to end debate must be made from a microphone. The moderator does not have to recognize a motion to close debate. A two thirds (2/3) vote is required for passage of this motion. If such a motion passes, the moderator will state the motion on the floor and call for the vote. At the discretion of the moderator, he or she may simply ask, "Are you ready to vote?" If there is no objection, the moderator may rule, "Then we shall proceed to vote on the main motion (or amendment)."

CHART #1

RANKING MOTIONS—and their five salient parliamentary points. The order in which the thirteen motions are listed.

FIVE PRIVILEGED MOTIONS

	Must be Seconded	May be Debated	May be Amended	Vote	May be Reconsidered
	1	2	3	4	5
13. To Fix the Time to Which to Adjourn	Yes	No	Yes	Maj	Yes
12. To Adjourn	Yes	No	No	Maj	No
11. To Take a Recess	Yes	No	Yes	Maj	No
10. Question of Privilege	No	No	No	—	No
9. Call for Orders of the Day	No	No	No	—	No
SEVEN SUBSIDIARY MOTIONS					
8. Lay on Table	Yes	No	No	Maj	No
7. Previous Questions	Yes	No	No	2/3	Yes
6. Modify Debate	Yes	No	Yes	2/3	Yes
5. To Postpone Definitely	Yes	Yes	Yes	Maj	Yes
4. To Commit or Recommit	Yes	Yes*	Yes	Maj	Yes
3. To Amend	Yes	Yes	Yes	Maj	Yes
2. Postpone Indefinitely	Yes	Yes	No	Maj	Yes Affirmative Only
1. MAIN MOTION	Yes	Yes	Yes	Maj	Yes

Examples of Incidental Main Motions: rescind, ratify, amend bylaws.

*only re. desirability of referral or details of referral. The merits of the question *cannot* be debated.

CHART #2

NON-RANKING MOTIONS—and their five salient parliamentary points. These motions (incidental motions) have no rank among themselves. Their being in order depends upon their necessity at the time.

	Must be Seconded	May be Debated	May be Amended	Vote	May be Reconsidered
	1	2	3	4	5
Appeal	Yes	**	No	Maj	Yes
Suspend Rules	Yes	No	No	2/3	No
Point of Order, Call to Order	No	No	No	Mod	No
Objection to Consideration of a Question	No	No	No	2/3	Yes No Vote
Requests	No	No	No	Maj	No
Division of Assembly	No	No	No	—	No
To Read a Paper	Yes	No	No	Maj	Yes
To Withdraw a Motion (to be used only before debate)	No	No	No	Maj	Yes No Vote
To Divide the Question	Yes	No	Yes	Maj	No
To Close Nominations or Polls	Yes	No	Yes	2/3	No
To Consider Seriatim	Yes	No	Yes	Maj	No
TO UNCLASSIFIED MOTIONS					
Reconsider	Yes	**	No	# Maj	No
To Take From the Table ^o	Yes	No	No	Maj	No
Rescind	Yes	Yes	Yes	* Maj	Neg

same Presbytery meeting

* with previous notice

^o before the end of the next regular Presbytery meeting

** if main motion is debatable

— Neither the chart nor references are inclusive but are to be used as an abridgement of *Robert's Rules of Order, Newly Revised*.

Seeking to be Faithful Together:

Guidelines for Presbyterians During Times of Disagreement

A-7

In a spirit of trust and love, we promise we will...

<p>Give them a hearing... listen before we answer</p> <p><i>John 7:51 and Proverbs 18:13</i></p>	<ol style="list-style-type: none"> 1 Treat each other respectfully so as to build trust, believing that we all desire to be faithful to Jesus the Christ; <ul style="list-style-type: none"> — we will keep our conversations and communications open for candid and forthright exchange, — we will not ask questions or make statements in a way which will intimidate or judge others. 2 Learn about various positions on the topic of disagreement. 3 State what we think we heard and ask for clarification before responding, in an effort to be sure we understand each other.
<p>Speak the truth in love</p> <p><i>Ephesians 4:15</i></p>	<ol style="list-style-type: none"> 4 Share our concerns directly with individuals or groups with whom we have disagreements in a spirit of love and respect in keeping with Jesus' teachings. 5 Focus on ideas and suggestions instead of questioning people's motives, intelligence or integrity; <ul style="list-style-type: none"> — we will not engage in name-calling or labelling of others prior to, during, or following the discussion. 6 Share our personal experiences about the subject of disagreement so that others may more fully understand our concerns.
<p>Maintain the unity of the spirit in the bond of peace</p> <p><i>Ephesians 4:3</i></p>	<ol style="list-style-type: none"> 7 Indicate where we agree with those of other viewpoints as well as where we disagree. 8 Seek to stay in community with each other though the discussion may be vigorous and full of tension; <ul style="list-style-type: none"> — we will be ready to forgive and be forgiven. 9 Follow these additional guidelines when we meet in decision-making bodies: <ul style="list-style-type: none"> — urge persons of various points of view to speak and promise to listen to these positions seriously; — seek conclusions informed by our points of agreement; — be sensitive to the feelings and concerns of those who do not agree with the majority and respect their rights of conscience; — abide by the decision of the majority, and if we disagree with it and wish to change it, work for that change in ways which are consistent with these Guidelines. 10 Include our disagreement in our prayers, not praying for the triumph of our viewpoints, but seeking God's grace to listen attentively, to speak clearly, and to remain open to the vision God holds for us all.