

Committee on Nominations Report

J-1

Dec 7, 2010

If you have suggestions of persons who could serve on any of the presbytery committees, please contact Cheryl Finch at cheryl@stjamesjenks.org or 918-299-9988.

RESIGNATIONS:

Bill Burton	Finance & Administration (2011)
Bill Stuckert	Trustees (2011)
Stephanie Mowat	Dwight, Inc (2012)

NOMINATIONS:

Names preceded by an asterisk () will be serving a 2nd term and may not be re-elected
Moderators may only serve 3 years - each completed year is denoted with a (+)*

CARE OF CHURCH PROFESSIONALS (12)

Class of 2012

Class of 2013 Ann LaMar; MIN; Tulsa, St Andrews

CONNECTING CONGREGATIONS (9)

Class of 2013 * Clare Thomas; ELD; McAlester, First

DEVELOPING CONGREGATIONS & EVANGELISM (9)

Class of 2013 Carol Wimmer; ELD; Jenks, St James

FINANCE & ADMINISTRATION (9)

Class of 2011

Class of 2012

MINISTRY (18)

Mod (2011) Deborah Hackler; ELD; McAlester, First

Class of 2013 Bill Stuckert; ELD; Sand Springs, First

PERSONNEL (6)

Class of 2011

PREPARATION FOR MINISTRY (9)

Class of 2013

RESOURCING CONGREGATIONS (9)

Class of 2013

TRUSTEES (6)

Class of 2011

Class of 2013

DWIGHT MISSION AGENCY (3)

Class of 2013

Dustin Fravel; MEM; Tulsa, First

DWIGHT INC (3)

Class of 2012

NOMINATING COMMITTEE (9) (Nominated by Council)

Class of 2011

Class of 2013

REPRESENTATION (3)

(Nominated by Council)

Class of 2011

Eastern Oklahoma Presbytery
NOMINATION FORM

J-3

Please type or print.

Name of person being nominated: _____

Telephone Number: Home _____ Office _____

Mailing Address: _____

Church Membership (for lay persons) - please include both name of church and city:

Gender: _____ Male _____ Female

Age: _____ 25 & under _____ 26-45 _____ 46-65 _____ 65 & up

Racial/Ethnic Identification: _____ (A)sian, (B)lack, (H)ispanic, (N)ative American, (W)hite, (O)ther

Is the nominee: _____ an Elder? _____ a Certified Educator?
_____ a person with disabilities (we seek to include all people)

Endorsement for EOP Committee:

- | | |
|--------------------------------------|-------------------------------------|
| _____ Care of Church Professionals | _____ Permanent Judicial Commission |
| _____ Connecting Congregations | _____ Personnel |
| _____ Developing Cong's & Evangelism | _____ Preparation for Ministry |
| _____ Finance & Administration | _____ Representation |
| _____ Ministry | _____ Resourcing Congregations |
| _____ Mission | _____ Trustees |
| _____ Nominations | _____ Council (at-large member) |

Endorsement for other positions recommended by EOP Nominating Committee:

- _____ Dwight Mission Agency Representative
- _____ Dwight Inc. Representative
- _____ Synod Commissioner (2011-12)
- _____ General Assembly Commissioner (2012) (include letter of recommendation from Session)
- _____ GA Young Adult Advisory Delegate (2012) (include letter of recommendation from Session)

Comments: _____

Nomination submitted by _____ Date _____ Phone _____

Please submit this form to: Nominating Committee
c/o Eastern Oklahoma Presbytery
700 S Boston, Suite 200
Tulsa OK 74119

6/1/10

DESCRIPTION OF COMMITTEES & AGENCIES
OF EASTERN OKLAHOMA PRESBYTERY
JUNE 2010

J-4

Presbytery Assembly:

- The presbytery is the governing body, responsible for mission, program, oversight and policy for the congregations in Eastern Oklahoma
- Meets quarterly (typically in March, June, September, December)

Presbytery Council:

- Comprised of moderators of standing committees and three persons elected at large
- Serves as the coordinating council for the presbytery
- At-large members serve as the presbytery meeting planning team
- Meets quarterly, about four weeks prior to each presbytery meeting

Care of Church Professionals Committee:

- Responsible for pastoral care and support of pastors and church professionals
- Meets quarterly, on Committee Days

Connecting Congregations Committee:

- Responsible for ministries linking congregations to the presbytery, the Presbyterian Church (USA), and the world
- Meets quarterly, on Committee Days

Developing Congregations Committee:

- Responsible for ministries and strategies in support of congregational development and vitality in the presbytery and its congregations
- Meets quarterly, on Committee Days

Finance & Administration Committee:

- Oversees the presbytery budget and investments, including its monthly expenses
- Meets quarterly, on Committee Days

Ministry Committee:

- Oversees and provides models for pastoral leadership within the presbytery
- Meets 9-12 times per year (not on Committee Days)

Mission Committee:

- Responsible for developing and implementing a mission strategy for the presbytery, interpreting and promoting presbytery mission causes, and assisting congregations in mission
- Meets quarterly, on Committee Days (subcommittees meet as needed)
- Subcommittees: Malawi Partnership; Social Concerns

Nominating Committee:

- Provides nominees for presbytery officers, committees, and moderators of committees, as well as Dwight Agency, Synod and General Assembly
- Meets quarterly, on Committee Days

Permanent Judicial Commission:

- Serves as ecclesiastical court for matters referred in accord with *Rules of Discipline*
- Meets as needed

Personnel Committee:

- Oversees presbytery staff and develops/applies personnel policies
- Meets quarterly, on Committee Days

Preparation for Ministry Committee:

- Oversees inquirers and candidates for ministry
- Meets 6-8 times per year, including Committee Days

Representation Committee:

- Encourages full participation by all constituent groups in the life and work of the presbytery
- Meets quarterly, on Committee Days

Resourcing Congregations Committee:

- Responsible for ministries and resources in support of congregations and their programs
- Meets quarterly, on Committee Days
- Subcommittees: Youth Council

Trustees:

- Oversees the real property of the presbytery and serves as liaison between the presbytery and its congregations in matters of their real property
- Meets quarterly, on Committee Days

Dwight Mission Agency Board:

- Oversees program and facilities of Dwight Mission Camp & Conference Center
- Meets 4-6 times per year, not on Committee Days (meetings rotate between all 3 presbyteries)

Dwight Mission, Inc:

- Oversees investments and real properties of Dwight Mission
- Meets at least annually, not on Committee Days

Commissioner and Young Adult Advisory Delegate to General Assembly:

- Serves as commissioner to week-long General Assembly (usually in June or July)
- Elected for two-year terms (elected in Sept or Dec of odd years for even-year Assembly meeting)
- Must be able to attend orientation prior to GA and report to presbytery after return (June or Sept)
- Lay persons must also submit a letter of recommendation from Session
- Young Adult Advisory Delegate must be 18-23 years old on the day General Assembly convenes

Commissioner to Synod:

- Serves as commissioner to Synod meetings (typically three 2-day meetings per year)
- Elected to two-year terms (new class elected each year)

PERSONNEL STAFFING RECOMMENDATIONS
SEPTEMBER 17-18, 2010

The Personnel Committee met in January, February, April, May, June, and July to discuss staffing needs and designs for EOP. After prayerful consideration of EOP's Mission statement and how we are/are not fulfilling this statement, it was decided that each committee member would be responsible for contacting 3-4 Presbyteries (comparable in size and demographics) regarding their personnel budget financing, staffing design, etc.

Questions we asked the Presbyteries:

1. How many congregations in your presbytery?
2. How is your personnel budget funded (mission or per capita)?
3. What is your total budget for 2010?
4. What is your personnel budget for 2010?
5. What is your staffing design? (# of positions; full time, part time, volunteer)
6. Are your staff in a central office, regional offices, from home?
7. What works well in terms of your staffing?
8. What is not working well? (what would you change)
9. What changes do you expect to see in your staffing design in 3-5 years?
(technology, # of persons)

Our Statistics:

68 Congregations
97 Ministers
4 Larger Parishes: (Choctaw, Indian, Bryan County, Pawhuska Ecumenical)
9,255 Members
33 congregations with 50 or fewer members

We met and reviewed/discussed information gathered from conversations with other Presbyteries, then discussed the staffing needs of EOP.

Before reaching the current recommendation, the committee discussed a number of other models (including regional staff, a virtual office, combining GP and SC functions, and contracting financial services with an outside vendor).

During the discussion, the committee clarified the desire for a full-time presence in the office in addition to the GP, which might involve combining some of the administrative, financial, and possibly some of the ecclesiastical duties.

The committee reached consensus on 4 areas of staffing need which to be addressed by any staffing design:

Executive
Ecclesiastical
Program/communications
Administrative

In order to address those needs in our presbytery, we are proposing the following design:

- a. (executive) General Presbyter full time
- b. (ecclesiastical) Stated Clerk half time
- c. (program/communication) Dir of Cong Res & Communication half time
- d. (administrative) Admin Assistant full time
(office hours: 8-5 M-TH w/ 45 mins for lunch -- 33 hr week + presbytery meetings)
(to include secretarial, financial, assistant to Stated Clerk; Presbytery; Council)
(proposed Position Description and Salary recommendations attached)

Order of Presentation of Recommendations:

- Aug 16 Council
- Sept 2 Talk to staff
- Sept 17-18 Presbytery – first reading
- Oct 23 Committee Day – discuss/amend
- Dec. 7 Presbytery – approval

RECOMMENDATIONS:

- a. close Associate General Presbyter position on or before March 1, 2011
- b. close current part-time Administrative Assistant & Financial Secretary positions on or before February 1, 2011
- c. create and fill new full-time Administrative Assistant/Office Manager position on or before February 1, 2011
- d. change presbytery office hours (on or before February 1, 2011) to Mon-Thurs, 8:00am-5:00pm, with 45 min for lunch (would affect primarily new Admin Asst) (current office hours: Mon-Thurs, 9:00am-4:30pm, with 30 min for lunch)

POSITION DESCRIPTION

- I. TITLE: **ADMINISTRATIVE ASSISTANT (Full Time)**
- II. PURPOSE: To operate and maintain the Presbytery office as the central focus of all Presbytery business and to provide administrative support and secretarial assistance to the Presbytery staff; to serve as Financial Secretary for the Presbytery; and to serve as Recording Clerk for the Presbytery
- III. ACCOUNTABILITY: The Administrative Assistant is accountable to the General Presbyter. As Financial Secretary, is also accountable to the Treasurer and is directed in his/her work by the rules established by the Presbytery.
- IV. RESPONSIBILITIES:
 - A. As Office Manager
 1. Facilitate the correspondence in the Presbytery office, including incoming and outgoing mail, responding to inquiries seeking routine or general information
 2. Maintain up-to-date directories and mailing lists
 3. Maintain adequate supplies, arrange for necessary equipment purchases and maintenance
 4. Maintain master calendar for the Presbytery
 5. Provide telephone and reception services
 6. Coordinate and supervise office volunteers
 7. Maintain office files
 - B. As Financial Secretary
 1. Organize and operate the accounting system that is the financial basis of the Presbytery.
 2. Organize and operate the financial receiving services of the Presbytery.
 3. Receive monies, record receipts and make deposits.
 4. Record and reconcile the receipt of monies, deposits into banks and related record keeping by support staff of the Presbytery.
 5. Prepare checks for payment of any authorized vouchers, invoices and continuing authority statements.
 6. Prepare vouchers for payment of routine and recurring items, as authorized by the Treasurer and/or General Presbyter
 7. Maintain payroll records and prepare checks and tax statements as appropriate.
 8. Review accounts receivable and accounts payable and make periodic reports as needed.
 9. Issue financial reports as needed on a given schedule.
 10. Assist the Finance & Administration Committee in preparation of budgets and to provide assistance as needed in projecting expenses and receipts.
 - C. As Administrative Assistant
 1. Provide secretarial support for the General Presbyter

2. Provide secretarial support for the Stated Clerk
 3. Provide secretarial support for the Director of Congregational Resources & Communication
- D. As Recording Clerk
1. Attend all meetings of the Council and record its transactions.
 2. Prepare minutes of each Council meeting, and submit them to the Stated Clerk two weeks after the Council meets.
 3. Attend all stated meetings of the Presbytery and record its transactions (and may be asked to attend called meetings)
 4. Prepare a draft of the minutes of each Presbytery meeting.
 5. Make corrections as needed, and prepare the final draft minutes for printing at least two weeks before Council packets are mailed.
 6. Assist the Stated Clerk with correspondence as requested
- E. Attend particular meetings outside the office as directed by General Presbyter.
- V. QUALIFICATIONS: The Administrative Assistant must have good organizational skills and be proficient in office procedures and methods to ensure efficient workflow. A working knowledge of office computers and software and its application to business communications and financial accounting is a requirement. Experience in church finances and a working knowledge of accounting principles and procedures to operate an auditable financial system are requirements. The ability to develop and maintain good interpersonal relationships is also a requirement.
- VI. RELATIONSHIPS: The Administrative Assistant will be supervised by the General Presbyter.
- VII. EVALUATION: There will be at least an annual evaluation of progress and performance. Evaluation reviews shall be conducted by the Presbytery Personnel Committee in consultation with the General Presbyter.
- VIII. TERM: The term of employment is until either party gives two weeks notice of intent to terminate.

COMPARATIVE COMPENSATION NOTES
CURRENT AND PROPOSED STAFFING DESIGNS

Current Support Staff:	Financial Secretary <u>(3 days/week)</u>	Administrative Assistant <u>(2 days/week)</u>
Salary	23,100	11,780
Pension/Medical	9,500	0
FICA	1,767	901
Medical Reimb	2,000	0
Travel/Cont Ed	<u>0</u>	<u>200</u>
	\$36,367	\$12,881

Total 2010 support staff compensation: \$49,248

Administrative Assistant (full time) - 2011

	<u>Minimum</u>	<u>Maximum</u>
Salary	30,000	35,000
Pension/Medical	10,305	11,025
FICA	2,295	2,678
Travel/Cont Ed	<u>500</u>	<u>500</u>
	\$43,100	\$49,203

Comparative Salaries:

EOP cong #1	\$53,200 to \$54,000
EOP cong #2	\$34,386 + BOP (approx \$44,924)
EOP cong #3	\$25,000 to \$35,000 + health ins (approx \$42,000)
EOP cong #4	\$49,931
St Augustine Pby	\$58,443 to \$59,834
Overall range:	\$42,000 to \$54,000 (congregations); \$59,834 (presbytery)
<u>Proposed EOP range</u>	\$43,100 to \$49,203

Total EOP Staffing Costs (without cost of living adjustment):

	<u>2010</u>	<u>2011 min</u>	<u>2011 max</u>
General Presbyter	120,830	120,830	120,830
Associate Gen Presb	74,796	0	0
Stated Clerk	26,651	26,651	26,651
Dir of Cong Res & Commun	24,451	24,451	24,451
Administrative Asst	12,881	43,100	49,203
Financial Secretary	<u>36,367</u>	<u>0</u>	<u>0</u>
	\$295,976	\$215,032	\$221,135

Does not include Workers' Compensation Insurance, which would also be reduced by 25-28% (saving an additional \$400-500).

Resource Sharings

Winter 2010 - 2011



Seasons' Greetings!

Advent and Christmas are quickly approaching, but Lent is not that far away! New in the Resource Center are two Lenten worship sets! "Living Lent – The Animals Tell the Story" from Creative Communications for the Parish. The publisher's description says:

"The animals (of all things!) mentioned near or during the Passion of our Lord, serve as windows into Jesus' life, teaching and saving work in the dramatic service series for Lent."

Also available is the worship kit for just Holy Week. These two resources could be used individually or together.

New from TheThoughtfulChristian: The newest release is three studies on communion.

"Teaching Your Child about Communion" has activities and conversation starters for parents that can be used with both younger and older children. The Youth study is "What's Communion All About?" and for adult study "Communion 101." Each study is one session, \$5.00. These studies could be used for small groups, confirmation, new members or officer training.

It's probably safe to say that most Presbyterians are familiar with the three-year lectionary cycle. But what about the scriptures that aren't included? Now they can be! **The Year D Project** was started by a seminary professor, exploring such questions as "what has been missing from our preaching?" "What has been lacking the church's spiritual and scriptural diet?" and much more. To learn more go to theyearproject.blogspot.com.

The Children's Mission Yearbook is going out of production, but some back issues are available for free from the PCUSA store section of the webpage. When ordering, use CM2010FREE. There is a charge for shipping, but it's a savings of \$8.95 per book! Currently available are: 2003 (less than 100); 2006 (plenty available); 2007 (plenty available); 2008 (plenty available). To order call (800) 728-7228, or <http://store.pcusa.org>.

The next few pages are the recently-cataloged items, and more are coming!

It has been a joy to work with you this year on your resource needs, and look forward to more resourcing next year! Blessings!

Julie
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<i>(ResCode) Title</i>	<i>Copies</i>	<i>Author</i>	<i>Publisher</i>	<i>Pub Yr</i>
(01051.111) A Study of the Belhar Confession and its Accompanyin The Belhar Confession emerged out of the struggle against apartheid in South Africa. This study document came out of the 2008 General Assembly, and is proposed to be added to the Book of Confessions. This study and worship is very participatory. Suitable for a retreat, group study or officer training. Age: AS 64 pgs	1	McGarrahan, Eunice T.	Office of Theology and W	2008
(01052.808) Exodus and Leviticus for Everyone (Old Testament for FROM THE PUBLISHER: This third volume in Goldingay's series presents a rich overview of the action-packed Book of Exodus and lays down the law as presented in the Book of Leviticus. DESCRIPTION: "Clear, reliable, and thought-provoking studies of the Hebrew Scriptures. These down-to-earth presentations, often illuminated by contemporary images and illustrations, probe the theological dimensions of the text with insight and offer reflections that can richly inform faith and life." Terence E. Fretheim, Elva B. Lovell Professor of Old Testament, Luther Seminary Age: YAS 256 pgs	1	Goldingay, John.	Westminster John Knox Pr	2010
(01053.881) Razing Hell: Rethinking Everything You've Been Taugh FROM THE PUBLISHER: Seventy percent of Americans believe in hell, as do ninety-two percent of those who attend church every week. Clearly, it's a hot topic. Baker offers readers a safe space to contemplate tough issues as we rethink our traditional views of hell. In her candid and inviting style Baker explores and ultimately refutes many traditional views of hell, presenting instead theologically sound ways of thinking that are more consistent with our image of God as a loving creator who desires to liberate us from sin and evil. This is an excellent selection for general readers, students, pastors, professors, and grief counselors, and will provide clarity for those with questions about hell, God's judgment, and what happens to us when we die. DESCRIPTION: Publishers Weekly (Copyright PWxyz LLC) Age: AS 232 pgs	1	Baker, Sharon L.	Westminster John Knox Pr	2010
(01054.856) Reflections: Devotions for the Present Day 2010-2011 Beginning with the first Sunday of Advent, the daily devotions accompany you through the church year, guiding you through your day. Reflections reminds you to make time during Christmas, Lent, Easter, and Ordinary Time to pause and consider the season. It is based on the Cooperative Uniform Lesson Series, making it the perfect companion to any personal Bible study. Age: YAS 377 pgs	1	Crumpler, Anne, et.al	Witherspoon Press	2010
(01055.815) Prophetic preaching : A pastoral approach FROM THE PUBLISHER: Astute preacher Leonora Tisdale considers these vexing questions while providing guidance and encouragement to pastors who want to recommit themselves to the task of prophetic witness. With a keen sensitivity to pastoral contexts, Tisdale's work is full of helpful suggestions and examples to help pastors structure and preach prophetic sermons, considered by many to be one of the most difficult tasks pastors are called to undertake. DESCRIPTION: "A rich and welcome reflection on the nature of preaching. Enormously instructive [and] energizing." Walter Brueggemann, Emeritus, Columbia Theological Seminary Age: AS 192 pgs	1	Tisdale, Leonora Tubbs.	Westminster John Knox Pr	2010

<i>(ResCode) Title</i>	<i>Copies</i>	<i>Author</i>	<i>Publisher</i>	<i>Pub Yr</i>
(01056.001) The spirit-driven leader : Seven keys to succeeding un FROM THE PUBLISHER: Former Pittsburgh Seminary president Sam Calian outlines seven keys to effective leadership under pressure: creativity, competence, commitment, character, collegiality, compassion, and courage. Filled with telling anecdotes, Calian's book asks readers to look not only within themselves but to reach out to others to inspire hope and build stronger communities in trying times.	1	Calian, Carnegie Samuel.	Westminster John Knox Pr	2010
DESCRIPTION: The Ideal Seminary and Survival or Revival. He is currently an adjunct professor at the Katz School of Business at the University of Pittsburgh. Age: AS 130 pgs				
(01057.291) Faith Questions: Reformed Theology In this interactive study, youth will learn about the four books of the Gospel and explore Jesus' message in them. 4 sessions; includes a link to resources found on the Internet. Age: HY 56 pgs	1		Congregational Ministries	2010
(01058.291) Faith Questions: Gospels	1			
(01059.111) Being Reformed: Recognizing God's Grace The "grace of God" is a central conviction of Christian faith and the Reformed and Presbyterian theological tradition. Our worship, theology, and Christian living gain their lives from the God of grace who loves us in Jesus Christ, forgives us, saves us, and draws us into a life of growth in faith, hope, and love. Six sessions; leader's guide and participants guide available separately. Age: A 40 mins	1	Weeks, Louis	Congregational Ministries	2010
(01060.111) Being Reformed: Wisdom from the Early Church We may forget that what we believe has developed through the centuries. Many persons have gone before and given their best thought and insights into what we now take as "givens" for us to believe today. The six studies in this course remind us of the theological developments of the early Christian centuries. Insights from the early church can nourish our Reformed theology and our Christian faith in the present. They can help shape our beliefs and spiritual practices. They provide important directions for theological issues the church faces today. Leader's guide and participant's book sold separately. Age: AS 44 pgs	1	Weaver, Rebecca; Eila, Ma	Congregational Ministries	2010
(01061.111) Being Reformed: Stewardship of Creation This study provides biblical bases as well as tremendously practical suggestions for why we are concerned about the environment and how we can enact our concerns as Christians - at home, in the church, and in the world. Our creation care is for our planet and its people. Both are dimensions of our Christian faith. Six sessions; leader's guide and participants book sold separately. Age: AS 44 mins	1	Brinton, Henry G.	Congregational Ministries	2010
(01062.111) Being Reformed: A Brief Statement of Faith The eighty lines of A Brief Statement of Faith mark the church's belief today and open doors to look back at earlier confessions of faith. They also invite us to look ahead in anticipation of new directions the church may speak about in the future. The six sessions of this study present A Brief Statement of Faith: its history and context, leading theological ideas, and an overview of the important Reformed and Presbyterian convictions to which it points. The statement is a prism for Presbyterian beliefs, arraying them so we can see what our theological tradition has believed and what it confesses. Leader's guide and participant's book sold separately. Age: AS 43 pgs	1	McKim, Donald K.	Congregational Ministries	2010
(01063.805) Gifts of God: The Sacraments The Reformed understanding of the sacraments is told by pastors and parishioners. The Baptism segment is 7.5 minutes long and the Communion segment is about 5.5 minutes. Could be used for worship committees, new member classes or confirmation. Age: HYAS 15 mins	1	Presbyterian Reformed Ed	P.C.(USA) Curriculum Publ	2010

<i>(ResCode) Title</i>	<i>Copies</i>	<i>Author</i>	<i>Publisher</i>	<i>Pub Yr</i>
(01064.831) Stars Tell the Story - Music Guide This unique worship program for children tells the story of Advent from the Star's point of view. Packet includes music guide, cd and 5 complete scripts for a child-led worship service. Age: YAS 17 mins	1	Neidigk, Donald H.	Creative Communications	2010
(01065.831) The Stars Tell the Story - Advent worship services This unique worship resource explores the story of Advent and Christmas through the stars' point of view. This resource has a worship template, complete scripture readings, scripts, music suggestions and children's sermons for each week of Advent. A fifth service of "The Morning Star - Christ" can be done on Christmas day, or the Sunday following Christmas. Age: YAS 185 mins	1	Neidigk, Donald H.	Creative Communications	2010
(01066.161) Jesus' Birth: Mary Accepts, Magnifies and Ponders This rotation workshop lesson set explores the events of Jesus' annunciation and birth through the Virgin Mary through a variety of learning activities. Workshops are: art, banners/textiles, cinema, computer, creative writing/music, drama, games, music, photography, science, and storytelling. Age: eEM 80 pgs	1	Rotation.org Writing Team	Rotation.org	2010
(01067.161) Jesus' Birth Through the Eyes of Joseph What was it like being Joseph - the adoptive father of the Son of God? In a series of learning activities, children will explore who Joseph was and his role in the birth of Jesus. Age: eEM 85 mins	1	Rotation.org Writing Team	Rotation.org	2009
(01068.161) Jesus' Birth Through the Eyes of Isaiah What were some of the Old Testament prophecies about the coming of the Messiah? Children will explore some of the prophecies through such learning activities as art, games, video, storytelling and more. Age: eEM 40 pgs	1	Rotation.org Writing Team	Rotation.org	2002
(01069.841) Living Lent - The Animals Tell the Story The animals (of all things!) mentioned near or during the Passion of our Lord, serve as windows into Jesus' life, teaching and saving work in their dramatic service series for Lent. The resource includes a dialog homily (involving a professor and a farmer), a children's sermon, prayers, hymns. Appropriate for any worship setting during Lent. Age: HYAS 163 mins	1	Neidigk, Donald H.	Creative Communications	2010
(01070.841) Living Lent - the animals tell the story (Holy Week) This series of special worship services for Holy Week is told through the point of view of a donkey, lamb, rooster and fish. The Good Friday service is distinguished from the rest of the series as a Tenebrae service. Rather than having a dramatic homily, the Good Friday Tenebrae is a service of readings, reflections and hymns. Complete scripts, order of worship, scripture lessons and hymn suggestions are included. Could be used with the Living Lent series during all of Lent, or just for Holy Week. Age: HYAS 125 mins	1	Neidigk, Donald H.	Creative Communications	2010
(01071.856) Seeing Jesus Again for the First Time FROM THE PUBLISHER: This book is a collection of devotional meditations on the Gospels of Matthew, Mark, and Luke. In my reflections on Holy Scripture, I endeavor to marry the Bible with current events, personal stories, and historical people, endeavoring to do what the late Swiss theologian Karl Barth advised: "Carry a Bible under one arm and a newspaper under the other." Age: YAS 154 pgs	1	Voie, Gerald	PublishAmerica	2007

EVALUATION OF **DECEMBER 7, 2010**, STATED MEETING

The Presbytery Planning Committee and the Presbytery Council review your comments after each presbytery meeting. To help us plan more effective meetings, please take a moment to respond to the following questions.

What comments do you have about this presbytery meeting?

What suggestions do you have for future presbytery meetings (ideas for speakers, workshops, reports, meeting format, etc)?

So that we might respond, when appropriate, please provide the following optional information:

Name: _____

Congregation & City: _____

When completed, please leave on the registration table or mail it to the presbytery office. Thank you for helping us to improve the quality of our time together.

December 1, 2010

TO: All Clerks of Sessions
Pastors and Associate Pastors

FROM: Mission Committee

RE: Application for Grants

Grants money is available in the following categories:

- a. Peacemaking
- b. Children at Risk
- c. Hunger

The Mission Committee will be offering grants to help Congregations in EOP with innovative ideas for helping to feed the hungry in our communities, work with children at risk, and to assist with peacemaking. If you would like to participate in this Program please fill out an application.

Application Process

1. Sessions interested in submitting an application have until March 1, 2011. Send applications to:
Pastor Lynda Ward, Mission Committee Moderator – First Presbyterian Church, 300 East 2nd St., Skiatook, Oklahoma 74070 – or e-mail the application to wardrevlynda@aol.com
2. The Mission Committee will review every grant request and all applicants will be notified of the results of that review in April. The Presbytery will award grants at its meeting in June 2010.
3. The funds will be available after the approval of grants by Presbytery and will be released as soon as possible, prior to June 30, 2011.

Notes:

Congregations receiving grants will be expected to assess the effectiveness of their project and report at the Committee's request so we may continue to assess the on-going value of this grant program.

These grants are a great way to develop new ways to engage our communities.

We welcome all applications, but first time requests will receive priority.

If your Church has an idea, please return the application as soon as possible. Questions may be directed to Lynda Ward – cell phone 918-284-7196 or home: 918-352-3031

Deadline: March 1, 2011

2011 Mission Grants Eastern Oklahoma Presbytery

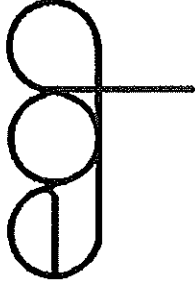
Please provide the following information (on no more than 3 typed pages):

1. Name of Church (please include the City)
2. Name of Pastor/Commissioned Lay Pastor/Moderator of Session
3. Who will answer questions about your application?
 - a. Name
 - b. Email Address
 - c. Day/Evening Phone
4. Please indicate which Grant you are applying for.
 - a. Peacemaking
 - b. Children at Risk
 - c. Hunger
5. What type of program do you want to offer?
 - a. Please describe the nature or purpose of your proposed program.
 - b. Who are you trying to reach?
 - c. What resources will you be using?
 - d. When and where (day of week and time) will the program happen?
 - e. How will the congregation be involved (financially and personally)?
 - f. How will presbytery funds be used? (What is the project's budget? How will EOP funds fit in?)
 - g. When do you plan to begin your program? (Note: Grants will be awarded in Dec 2010.)
 - h. Who will administer the program? (committee?, contact people?, outside agency?)
 - i. How (by what standards) will you evaluate your program (please be as specific as you can)?
6. What is the date of Session approval for the Project.

Application deadline is March 1, 2011 (Mission Committee will review all applications and report to Presbytery by June 10-11).

Please be prepared to report to the presbytery on your progress one year from the receipt of funds.

Send completed forms to:
 Pastor Lynda Ward
 First Presbyterian Church
 300 East 2nd Street
 Skiatook, Oklahoma 74070



2011

Presbytery Prayer List

Eastern Oklahoma Presbytery



- Aug. 21**
First Church, Poteau
First Church, Broken Arrow
- Aug. 28**
First Church, Miami
Korean Church, Bixby
- Sep. 4**
St. Andrew's Church, Tulsa
Buffalo Church, Watson
- Sep. 11**
Presbytery Mtg.-Sep. 16th-17th,
Dwight Mission
First Church, Wagoner
- Sep. 18**
First Church, Owasso
Grace Church, Grove
- Sep. 25**
First Church, Caddo
Malawi Partnership
- Oct. 2**
Bristow Church, Bristow
Wee Kirk of Middle America
- Oct. 9**
Old Bennington Church, Bennington
Spring Hill Church, Honobia
- Oct. 16**
First Church, Okmulgee
Cmte. Day Oct 22nd, Southminster, Tulsa
- Oct. 23**
First Church, Tahlequah
Goodland Academy, Hugo
- Oct. 30**
Sandy Creek Church, Coleman
First Church, Wilburton
- Nov. 6**
Council Mtg. Nov. 7th-Bernsen Bldg., Tulsa
First Church, Broken Bow
- Nov. 13**
John Knox Church, Tulsa
First Church, Bartlesville
- Nov. 20**
First Church, Hominy
Big Lick Church, Smithville
- Nov. 27**
St. James Church, Jenks
Synod of the Sun
- Dec. 4**
Presbytery Mtg. Dec. 6th-
Goodland Academy, Hugo, OK
EOP Presbyterian Women
- Dec. 11**
First Church, Fort Gibson
At-large-Ministers & Validated Ministries
- Dec 18**
First Church, Henryetta
Presbytery Officers and Staff
- Dec 25**
PC(USA) Mission Co-workers
EOP Youth Council

Peace on Earth !

*Please remember these friends
in your daily and weekly prayers.
Lift them up in Sunday worship, list
them in your bulletin announcements
and newsletters, extend greetings to
one another, encourage each other to
build up Christ's body through our
common ministry!*

Jan. 2, 2011
 First Church, Skiatook
 Nanih Chito Church, Smithville

Jan. 9
 St. Matthew Church, Broken Bow
 Cmte. Day-15th, Southminster, Tulsa

Jan. 16
 Our Inquirers and Candidates
 First Church, Coalgate

Jan. 23
 Mt. Zion Church, Battiest
 Bethany Church, Muskogee

Jan. 30
 First Church, Idabel
 Council Mtg.-31st, FPC, Sand Springs

Feb. 6
 First Church, Durant
 Homer's Chapel, Boswell

Feb. 13
 Lay Preachers & Commissioned
 Lay Pastors
 First Church, Nowata

Feb. 20
 Kulli Chito Church, Bethel
 First Church, Muskogee

Feb. 27
 Presbytery Mtg.-Mar 1st. St James, Jenks
 Yale Avenue Church, Tulsa

Mar. 6
 Mountain Fork Church, Eagletown.
 First Church, Sallisaw

Mar. 13
 Our Honorably Retired Ministers
 Westminster Church, Tulsa

Mar. 20
 1st Christian/Presby. Church, Pryor
 Indian Parish

Mar. 27
 St. Paul's Church, Eagletown
 First Church, Antlers

Apr. 3
 Cmte. Day-9th, Southminster, Tulsa
 Lay Leadership Academy

Apr. 10
 Presbyterian Church (USA)
 EOP Volunteers

Apr. 17
 First Church, Sapulpa
 John Calvin Church, Tulsa

Apr. 24
 Choctaw Agency
 First Church, Pawhuska

May 1
 First Church, Hugo
 First Church, Chouteau

May 8
 St. John Church, Rufe
 Council Mtg.-May 9th, Bernsen Bldg., Tulsa

May 15
 PC(USA) Seminars
 Trinity Church, Bixby

May 22
 Oka Achukma Church, Broken Bow
 Dwight Mission

May 29
 College Hill Church, Tulsa
 Local church staff & volunteers

June 5
 Tri-Presbytery Mtg.-10th-11th.
 First Church, Stillwater
 First Church, Tulsa

June 12
 First Church, McAlester
 First Church, Cleveland

June 19
 First Church, Claremore
 First Church, Sand Springs

June 26
 Robertson Mem. Church, Haskell
 Federated Church, Checotah

July 3
 Member of our congregations
 serving in the armed forces

July 10
 Southminster Church, Tulsa
 Good Shepherd Church, Bartlesville

July 17
 Univ. Of Tulsa & Sharp Chapel
 Kulli Tuklo Church, Broken Bow

July 24
 Cmte. Day -30th, Southminster, Tulsa
 Park Hill Church, Park Hill

July 31
 EOP congregations seeking pastors
 Pilgrim Church, Vinita

Aug. 7
 Good Springs Church, Boswell
 First Church, Chelsea

Aug. 14
 Council Mtg.-Aug. 15th,
 Bernsen Bldg., Tulsa
 EOP Cursillo