

INFORMATION PACKET & DOCKET

Holston Presbytery Stated Meeting

February 10, 2026 10:00 am

Held Online via ZOOM

ZOOM meeting will open early (9:15 am) for ZOOM practice!

Go to www.holstonpresbytery.org for downloadable
copies of the packet for commissioners, elders and church members.
No printed copies will be available at the meeting.

CLERKS OF SESSION: Please see that each commissioner gets a copy of the information
packet prior to the meeting.

Any new business for the meeting must be sent to statedclerk@holstonpresbytery.org.

Registration **MUST BE COMPLETED BEFORE THE MEETING** on the presbytery website.

Click [HERE](#) to register for the meeting

ITEM OF PARTICULAR INTEREST:

Rev. Brandon Davis will provide a reflection during our worship time.

We will be taking an offering for this meeting – and strongly encourage you to
give to support Five-Cents-a-Meal.



You can mail a check to the Presbytery office at:

POB 3647, Kingsport, TN 37664

~ ~ OR ~ ~

Use our online giving portal to make a donation or set up a recurring gift. Scan
the QR code below, or use this direct link:

[Give Now](#)

As this meeting is online, there will be no opportunity for extra presentations or events. There will be a
time of announcements and sharing at the end of the business meeting.

Appendixes (*description*) Page

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DOCKET
HOLSTON PRESBYTERY
February 10, 2026 Stated Meeting
Online, via ZOOM

9:15 AM **Check In and Zoom Tutorial**

10:00 AM **Call to Order**

Welcome & Introduction of Guests & First Time Commissioners

Introduction of New Business for Today's Docket

Consent Agenda

- Approve Enrollment
- Declaration of Quorum
- Approve granting voice to visiting teaching elders
- Approve minutes from the November 2025 Stated Meeting
- Appointment of Committee on Thanks
- Appointment of Bills and Overtures Committee
- Adoption of Docket

10:10 AM **Worship** (*bulletin available in a separate document*)

10:40 AM **Presentations**

- Aaron Caton-Strategic Plan
- Rebecca Nunley-Disaster Team

11:15 AM **Stretch Break**

11:20 AM **Business**

Reports Not Requiring Action

- General Mission Board
- Mission and Discipleship Committee

- Campus Ministry
- Trustees
- Transitional Executive Presbyter's Report
- Stated Clerk's Report
- Treasurer's Report
- Reports of the Presbytery Administrative Commissions

Reports Requiring Action

- COM
 - "Policy on Transferring Ordinations for Ministers of other Denominations" for second reading and vote.
 - Transfer the membership of Rev. Brad Walker to Holston Presbytery.
 - Approve Minimum Terms of Call Formula
- Nominations
 - Scott Mulligan, Mission and Discipleship

Presbytery Feedback Form and Report

Promotions

Committee on Thanks

Joys and Concerns

Adjournment

Next Stated Meeting will be Saturday, May 9. Location TBD.

Dates for the General Mission Board and Presbytery meetings in 2026: 2026

General Mission Board

January 13 & 27, 3:00 pm (Tues) TBD

April 28, 3:00 pm (Tues) TBD

Presbytery

February 10, 2026 (Tues) Location TBD

May 9, 2026 (Sat) Location TBD

July 28, 3:00 pm (Tues) TBD

October 27, 3:00 pm (Tues) TBD

August 11, 2026 (Tues) Location TBD

November 14, 2026 (Sat) Location TBD

MINUTES

STATED MEETING OF HOLSTON PRESBYTERY

November 11, 2025

Online Meeting via Zoom

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MINUTES

STATED MEETING OF HOLSTON PRESBYTERY

November 11, 2025

Meeting held via Zoom due to weather

Holston Presbytery met for its stated meeting.

At 10:00 AM Vice-Moderator Gary Helton Called the meeting to order and Collin Adams opened with prayer.

Rev. Todd Jenkins welcomed the Presbytery to the meeting.

There was no new business for today's meeting

The amended docket for today's meeting was presented. There was a motion and a second. The amended docket was approved.

ENROLLMENT:

TEACHING ELDERSPRESENT/ABSENT:

Name	Present	Absent
Adams, Collin	X	
Alderman, Brian		X
Amstutz, Sharon	X	
Anderson, William	X	
Askew, Catherine Clasen		X
Austin, Richard C.		X
Barron, Earle		X
Bement, Gary		X
Bier, Tom		X
Bohn, Christine		X
Cartwright, Gregory		X
Cave, Payne		X
Chapman, Alan		X

Christian, H. Martin		X
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Clark, Dan		X
Clements, Lee		X
Cobb, Harrell L.	X	
Coggin, Mitch		X
Davis, Brandon	X	
Donaldson, Dan	X	
Eller, Gary	X	
Fifield, Richard L.		X
Florence, Kaye		X
Greene, Bishop	X	
Hazelwood, Deven		X
Helphinstine, Paul	X	
Hollingshead, Glenda		X
Hopper, Barron	X	
Huff, Allen	X	
Hutchison, Ralph	X	
Hyers, William D.		X
Jenkins, Todd	X	
Jordan, Greg		X
Kendall, Teresa	X	
Kestner, C. Phillip		X
Kim, Choonki		X
Knisley, Mark		X
Locke, Patricia		X
Marcos, Ramy	X	
Martin, James		X
Martin, John L.		X
Mays, James		X
Meredith, Tim W.		X

Moore, Diana	X	
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Norris, Rodney	X	
Pearson, Russ	X	
Randolph, J. David	X	
Raum, Richard	X	
Rolling, George L.		X
Russell, Karen	X	
Rust, Maggie	X	
Schaus, Samuel		X
Scruggs, Glen		X
Sharrett, Lawrence		X
Shaw, Angus		X
Shelton, Mike		X
Sutherland, Terry		X
Wade, Tom		X
Weisz, Stephen R.		X
Welch, David	X	
White, Katherine	X	
White, Ray		X
White, Robert		X
Willard, Pat		X
Wintringham, John		X
Wyatt, Brian	X	
Young, William		X

MINISTERS OF OTHER DENOMINATIONS PRESENT/ABSENT:

Name	Present	Absent
Gomola, Tom	X	

COMMISSIONED RULING ELDERS PRESENT/ABSENT:

Name	Present	Absent
Austin, Jim		X
Ballinger, Calvin		X
Barnette, Anthony		X
Cagle, Tracy	X	
Catts, John		X
Cobb, Marci	X	
Culbertson, Mike		X
Dalton, David		X
Farmer, Mary Jane		X
Freshour, TJ	X	
Helton, Gary	X	
Johnson, Nancy		X
Light, David		X
Morelock, Jeff		X

Rice, Cheryl		X
Stevens, Betty		X
Tucker, John		X
Wilcox, Becky	X	
Wise, Scott		X
Wright, Kathleen		X

RULING ELDER COMMISSIONERS:

Congregation	Principal	Alternate	Visitor/Other
Bethel, Dandridge			
Bethel, Kingsport			Donna & Bill Sade
Blountville			

Bristol, First			

Cedar Creek			Becky Wilcox, TJ Freshour
Cedarview			
Chuckey			
Clinton			
Cold Spring	John Meyer		
Colonial Heights	Amalyn Crawford Thornton		
Cove Creek			
Covenant	Tony Madden		
Cross Anchor			
Elizabethton, First	Mike Rose		
Erwin			Jerry SwamSidi
Greeneville, First	Nick Mitchell		
Hebron	Mark Brown		
Hopewell	Harrell Webb		
Jefferson City, First			
Jennie Moore			
Johnson City, First	Robert Armistead		Laura Hicks-Hardy
Jonesborough	Geoffrey Hoare		
Keystone			
Kingsport, First	Bill McClure		
Leesburg			
Magill Memorial			
Morristown, First	Marianne Sharp		

Mountain City			
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New Bethel			
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New Market			
New Providence	Mike Garrison		Samuel Meredith
Newport			
Oakland			
Old Kingsport			
Philadelphia			
Piney Flats			
Preston Hills	Carolyn Russ		
Reedy Creek, Bristol			
Reedy Creek, Kingsport	Judy Mooney		
Rock Creek			
Rogersville			Timothy Sanford
Salem			
Shady Valley			
Shenandoah			
St. Paul	Mark Brown		
Strawberry Plains			
Tabernacle			
Timber Ridge			
Tri City Korean			
Watauga Avenue			
Waverly Road	Jane Welch		
West Ridge			

PRESBYTERY MODERATOR: Kathi Cary
 PRESBYTERY VICE MODERATOR: Gary Helton
 PRESBYTERY STAFF: Karen Russell, TEP; Beverly Johnson, treasurer; Andi White, Admin. manager

COMMITTEE CHAIRS: Gary Helton, Brandon Davis, Todd Jenkins, Dave Welch, Bill Anderson, Bishop Greene, Collin Adams, Rick Raum

VISITING/CORRESPONDING TEACHING ELDERS/MINISTERS:

Name	Presbytery

VISITORS:

Name	Location
Brad Walker	
John Morrell	
Jackson Sewell	Erwin

Consent Agenda

Introduction of New Business for Today's Docket. No business was presented.

All matters listed under the Consent Agenda are considered to be in the normal course of business by the Presbytery and will be enacted by one motion in the form listed. Any item requiring discussion will be removed from the Consent Agenda and considered separately.

- Enrollment of commissioners and minister members was approved.
- Quorum was declared.
- Minutes from the August 2025 Stated Meeting were approved.
- Karen Russell, Gary Helton, and Collin Adams were appointed to the Committee on Thanks.
- Diana Moore and Brian Wyatt were appointed to the Bills and Overtures Committee.

- The Consent Agenda was approved.

Nominations & Representation Report and Recommendations

Bill Anderson presented the ballot from the nominating committee. There were no nominations from the floor and the ballot passed with 38 YES votes and 0 NO votes. (See Appendix 1 p. 4972)

Report from the Bethel Presbyterian Administrative Commission

Teresa Kendall reported on behalf of the commission. The AC moved that the Bethel Congregation be dissolved as all members have transferred to other churches. The motion passed with 38 YES votes and 0 NO votes. A Litany of Thanksgiving was given for the Bethel congregation and the ministry they provided over the years.

Reports Not Requiring Action:

Committee on Preparation for Ministry – No report

Disaster Relief Team

Rebecca Nunley shared the current work of the DRT. She reported that \$158,705 has been received and \$116,895 has been dispersed. A \$25,000 donation toward a third house with Appalachian Service Project has been given. There will be a Thanksgiving offering collected again this year and congregations were invited to participate. The goal is to build 6 or more houses this year, with 3 already underway.

Mission and Discipleship Committee

Bishop Greene gave the report on behalf of the committee. She highlighted the PCUSA Mission Calendar as a resource and placed an emphasis on 5 Cents a Meal giving.

Gary Helton shared the 'Go Bag' mission initiative. This will be a backpack with toiletries and other sundries along with a \$10 gift card to a restaurant that can be given to those in need.

Campus Ministry

Brandon Davis reported on behalf of the committee that the ministry is being redesigned after the director resigned in the spring. He highlighted the pause that was taken as well as the current plans to move forward starting with the search for a new director. He said the committee is seeking involvement from churches for service, connection, fellowship, and financial giving.

Trustees

Karen Russell brought the report on behalf of the Trustees. Karen Russell provided an update on property matters. She highlighted the lease to purchase partnerships that we have with the former Bethany church building and St. John the Baptist congregation, and the former Barton

Springs building and the Micronesian Congregation. She reported that litigation associated with the former Bethany congregation has been settled. Russell also announced a 5-year lease-to-purchase agreement with Children of Christ Baptist Church for the Barton Springs property. She recommended that a property manager be hired in 2026. The Administration and Personnel subcommittee will investigate this suggestion.

Transitional Executive Presbyterian's Report

Karen Russell reported that financial cash constraints have been eased due to property moves. She recommended hiring a stipend person to manage property. She clarified that the Personnel Committee and General Mission Board would address it. (See Appendix 2 p. 4974)

Stated Clerk's Report The 2024 Statistical Report and minister list were approved with 27 YES votes and 0 NO votes. Those reports are in Appendix 10.

Collin Adams reminded ministers and clerks of session that the 2025 statistical reporting season opens December 1, entry begins January 2, closes February 20, and that emails will begin going out with information on how to give those reports. Adams also encouraged session records review if needed. (See Appendix 3 p. 4977)

Treasurer's Report – Appendix 9.

Reports of the Presbytery Administrative Commissions

Dan Donaldson reported on behalf of the Greene County AC.

Reports Requiring Action:

General Mission Board

Rodney Norris presented the recommendation from GMB, based on a recommendation from the Finance Committee, that the Trustees be instructed to sell the campus house, with the proceeds from the sale to be invested in a fund separate from other investment funds, and campus ministry funding be given first consideration and priority in any use of income or principle of that fund. This recommendation passed with 36 YES votes and 2 NO votes.

Rodney Norris reported that the GMB has extended Karen Russell's contract for 6 months.

Committee on Ministry

Maggie Rust brought the report of the Committee on Ministry.

The Second Reading of the Family Leave Policy to be approved as an addendum to the Manual of Operations was brought for a vote. The policy passed with 36 YES votes and 0 NO votes. (See appendix 4 p. 4978)

The policy on 'Transferring Ordination of Ministers from Other Denominations' was brought for a first reading. (See appendix 5 p. 4980)

The COM action to dissolve the pastoral call of between Mike Shelton and First Presbyterian

Church, Kingsport was approved with 39 YES votes and 0 NO votes. The action was effective as of September 14, 2025.

The COM action to transfer the Membership of Samuel Weddington from Holston Presbytery to the Presbytery of Tres Rios was approved with 37 YES votes and 2 NO votes.

The COM action commissioning Mark Brown as a Commissioned Pastor to St. Paul and Hebron where he will preach, administer sacraments and serve as moderator of session was approved with 37 YES votes and 0 NO votes.

The COM action commissioning TJ Freshour to preach and administer sacraments monthly at Salem and Cedar Creek was approved with 38 YES votes and 0 NO votes.

The COM action commissioning Becky Wilcox to preach and administer sacraments monthly at Cross Anchor and Strawberry Plains was approved with 38 YES votes and 0 NO votes.

Collin Adams led the presbytery in a Service of Commissioning and Installation for Mark Brown, TJ Freshour, and Becky Wilcox as well as incoming moderator Gary Helton and Vice Moderator Teresa Kendall.

Finance, Stewardship and Budget

Rick Raum presented the 2026 budget with a projected deficit of \$70,000 and recommended that it be adopted as presented. Raum explained that income projections were conservative while expenses were budgeted high. He noted that investment income would be used to cover deficits, if necessary, and dip into interest income from investments, and possibly into principal if necessary. The motion passed with 39 YES votes and 0 NO votes. Appendix 9

Adjournment:

After soliciting joys and concerns from the Presbytery, Moderator Gary Helton closed with prayer and adjourned the meeting at 11:35 AM.

Respectfully submitted,

Rev. Collin Blair Adams

Stated Clerk

Appendix 1

Holston Presbytery

Committee on Representation/Nominations November 11, 2025

All terms are three year terms, unless otherwise indicated

Moderator of General Mission Board:	RE Kathi Carey (1 yr term)
Moderator of the Presbytery:	RE Gary Helton (1 yr term)
Vice Moderator of the Presbytery:	TE Teresa Kendall (1 yr term)
Stated Clerk:	TE Collin Adams
Treasurer:	Beverly Johnson
General Mission Board, At Large:	RE Pam Pope
Committee on Preparation for Ministry:	RE Bill Reese TE Ramy Marcos RE Stephen Patrick RE TJ Freshour (2 yr term)
Committee on Ministry:	TE Gary Eller RE John Grindstaff RE Becky Wilcox TE Diana Moore (1 yr term) _____ _____ (3 yr term) (1 yr term)
Mission & Discipleship:	RE Julia Beeson TE Russ Pearson RE Debbie Hughes
Campus Ministry:	TE Brandon Davis RE Spencer Morrell
Finance, Budget & Stewardship:	RE Aaron Caton _____
Administration and Personnel Sub:	TE Dave Welch _____ RE Don Sharitt (1 yr term)

Committee on Rep./Nominations:

TE Bill Anderson
RE Matthew Clark

_____ (2 yr term)
_____ (1 yr term)

Ordination Exam Readers (all 1 yr terms): TE Bill Anderson
RE Pam Smith
Alternates: TE Karen Russell
RE _____

General Assembly Commissioners: TE Paul Helphinstine
RE Gary Helton
Alternates: TE _____
RE _____

GA Young Adult Advisory Delegate: Wally Wyatt
Alternate: Tom Meredith
Synod Commissioner (3 year terms): TE Brian Wyatt
RE Matthew Clark

Trustees (6 yr term): TE Dan Donaldson
TE Glenda Hollingshead

Permanent Judicial Comm (6 yr term): TE Rodney Norris
RE Sue Schultz

Appendix 2

Transitional Executive Presbyter Report to GMB

October 21, 20225

Going in the last weeks and months of 2025, it's difficult to measure how different things are than they were as the year began. **Some things are better, some things are not.** Below is a summary of what I have been up to since the last GMB meeting, but also a summary of some very large things that have happened in the presbytery since January. The list represents both some major accomplishments and a directional change for Holston Presbytery – especially in the area of property.

As the year begins to wind down, **I have a list of things** I had planned to complete before the end of the year. That list, along with some suggestions and rationale for suggestions is at the end of this report.

I have one strong suggestion that I believe the GMB should consider as the new year looms in addition to my longer list. Given the large amount of property management, and that we are entering into lease to purchase agreements rather than straight sales, I believe that **a part time property manager** would be an asset (if not a necessity) for the presbytery. This could be an “as needed” position with an annual stipend and mileage reimbursement. This person could be the primary contact on property and insurance issues and liaison with the Trustees on property issues. I believe that property issues of many types will be an issue for the near future, as churches struggle with under-utilized property, congregations continue to shrink, and building maintenance becomes a budget buster for even financially stable congregations. Having someone who can focus on property could help both the presbytery and congregations use their major asset in a faithful way.

Since the last GMB meeting, I have:

- Met with sessions at First, Kingsport, St. Paul, Reedy Creek, Salem, Jonesborough
- Preached at Cold Spring and First Kingsport
- Attended Mike Shelton's last Sunday at First Kingsport
- Served Communion at Hebron
- Continued morning prayer on line – Thursday mornings
- Met with Finance as they interviewed financial advisors
- Met with Personnel chair re: upcoming staff reviews
- Met with Mennonite Disaster Services re: possible properties for “base camp” for work groups
- Met with Kip Elolia and Laura Hicks Hardy re: Kenyan pastor project
- Attended the three hour (!) service at St. John the Baptist Coptic Orthodox Church
- Completed the lease to purchase agreement with St. John the Baptist
- Saw the roof replaced at the former Bethany property
- Worked with St. John the Baptist to replace faulty heat pump at former

Bethany property

- Worked with St. John the Baptist on insurance claim at former Bethany property
- Met with moderators re: next steps for Holston Presbytery

- Met with the insurance agent multiple times to make sure all our properties are covered and our policy is up to date
- Met with EPs from East TN presbytery and Abingdon presbytery
- Met with ETSU representatives re: campus house
- Dealt with the utility companies re: Barton Springs property
- With Dan Donaldson, negotiated a lease to purchase agreement with the Children of Christ Baptist church for the former Barton Springs property
- Consulted with synod stated clerk re: ACs and property issues, communicated with the ACs with what I learned
- Worked with Beverly to properly post income and expenses; okayed expenses as needed
- Completed and distributed budget worksheets to committees for 2026 budget; created a new budgeting process

In the last twelve months the presbytery has:

- Completed the negotiations and sale of Holston Meadows Cabin
- Worked with Barton Springs Presbyterian to dissolve the congregation and make plans for the building and the assets of the church
- Created partnerships with two non-Presbyterian congregations to ensure that our vacant buildings can continue to be a worshipping community
- Successfully converted our bookkeeping to a new system and archived our old financial records
- Worked with Presbyterian Disaster Assistance to lay the groundwork for a significant grant from PDA
- Launched strategic planning team
- Worked with various sessions/groups to resolve the future of several congregations that were unclear
- Launched the Small Church initiative
- Invested a portion of our funds at a modest return while developing a more balanced investment strategy
- Created an investment plan for the presbytery (policy to come)
- Updated the personnel manual
- Finalized changes to the operations manual
- Begun work on an investment policy and made plans for a full audit of the presbytery's financial records and practices

On a personal level:

- Took my mother to Florida (unexpectedly) to see my aunt, who was not expected to live. (spoiler alert – she got better)
- Returned from a lovely vacation in Canada with the grandkids; realized immigration is more complicated and nuanced than one would think

- Had a(nother) parathyroidectomy, this one successful; surgery was more invasive and recovery was more difficult than anticipated
- Continued a discernment process on the “next thing” – both for me and Holston Presbytery

- Continued monthly coaching session with clergy coach
- Completed course in Church Consulting and began the practicum portion – which will include the “practice” of working closely with a current consultant
- Had several conversations about the possibility of developing training materials and events for training required by the PCUSA, including new elder training and CP continuing education

Things I wish were finished by December 31

- A full program for required training
- A workable database for the presbytery that would track people, events, training, candidates, minister members, commissioned pastors – all the things in one place
- A stable and reliable communications plan – for creating content and distributing it; website, social media, e mail blasts, etc.
- Policies and procedures for cash handling, expense approval, decision making and accountability for staff and committees, pastoral leadership contracts and oversight
- More presbytery learning events: worship lab, curriculum overview for the church year, national church resources and how to find them, how to structure terms of call, long term financial planning, church growth strategies, theological reflection
- Leadership development for GMB and committees
- Presbytery wide elder training an session retreat – including the required session training
- A good filing system for hard files in the presbyter office
- Old church records to the Historical Society

Appendix 3

Stated Clerk's Report

Nov. 11, 2025 Meeting of Holston Presbytery

STATISTICAL REPORT TIMELINE

The time has come to get church statistics ready for our yearly report. The timeline is as follows:

December 1, 2025: Statistics entry option available for presbyteries opens.

January 2, 2026: Statistics entry access opened for churches.

February 20, 2026: Last day the statistics entry option will be available for churches.

Be on the lookout for an email from statedclerk@holstonpresbytery.org with the information you will need to complete your reports!

Over the last few months the Presbytery has conducted Session Record reviews. The list of churches that have been reviewed is attached to this report.

The Synod of Living Waters has conducted records reviews for its presbyteries. Our records were reviewed with exceptions. The 2024 minutes will be bound and placed in the Presbytery office.

Appendix 4

Holston Presbytery COM Family Leave Policy

Eligibility

All ministers of Word and Sacrament serving in an installed relationship with a congregation (pastors and associate pastors) are eligible to have a minimum of twelve weeks paid family medical leave (G-2.0804). Congregations are strongly encouraged but not required to provide these benefits to other pastoral leaders also. The provisions of this policy outline the minimum requirements for paid family medical leave for pastoral calls in Holston Presbytery.

Types of Leave

Paid family medical leave may encompass either of the following:

- **Parental Leave:** Within one year of birth or adoption by a pastor or the pastor's spouse, a pastor may take up to twelve consecutive or intermittent weeks of paid family medical leave.
- **Caregiver Leave:** In times when an immediate family member requires care due to a major illness or disability, a pastor may take up to twelve weeks' paid family medical leave, either consecutively or intermittently.

Leave Parameters

- A pastor may use up to twelve weeks (including Sundays) of paid family medical leave within any rolling twelve-month period. Ordinarily, this should not exceed more than twenty-four weeks within a sixty-month period. If more than one precipitating event or circumstance permitting the use of paid family medical leave arise within a particular twelve-month period, the session and pastor are encouraged to be gracious and generous in their care for one another.
- A pastor should provide as much advance notice as possible for potential paid family medical leave.
- Paid family medical leave may be used—in accordance with need—consecutively or intermittently. Paid family medical leave may also be used as a time offset that allows the pastor to move temporarily to part-time service. Whether used consecutively, intermittently, or as an offset, the total amount of leave time permitted should be equal to the equivalent of twelve weeks of work hours as regularly scheduled prior to the beginning of the leave.
- Eligibility for paid family medical leave begins on the first day of installed service and concludes upon dissolution of the call.
- During paid family medical leave, the pastor will continue to receive all benefits in their terms of call, including dues paid to and benefits provided by the Board of Pensions.
- Use of vacation time or other forms of paid leave is not required but may be used to extend leave time at the discretion of the pastor, in conversation with the Session.
- Any questions about eligibility for paid family medical leave are referred to the Committee on Ministry for interpretation.

Following the period of paid family medical leave, the pastor is expected, to return to a position with the same or comparable title, terms of call, hours worked, and job description, unless circumstances that have arisen during the time on leave would make this prohibitive to the pastor or congregation.

Church Support

- *While the individual congregation is responsible for the funding and administration of paid family medical leave, state-provided disability and paid leave benefits and Board of*

Pensions financial protection programs may be considered in order to help offset income continuation costs.

- Communication of mutual needs and planning is vital to minimize disruption for the congregation. Pastors are encouraged to anticipate leave with sensitivity around the needs of the congregation, including but not limited to temporary replacement and fulfillment of duties.*
- Paid family medical leave is not intended to be a burden but rather a source of joy as congregations encourage pastors to take time for the good of their families. In the spirit of the connectional church, councils of the PC(USA) are encouraged to work together to assist individual congregations in the development of funding paid family medical leave in order to best serve God. Holston Presbytery, through the COM and our BOP congregational consultant, will work to support congregations as their pastors use paid family medical leave.*

Appendix 5

COM of Holston Presbytery – Procedure for Accepting the Transfer of Ordained Ministers from Another Denomination

G-2.0505 states “When a minister of another Christian church is called to a work properly under the jurisdiction of a presbytery, the presbytery, after the constitutional conditions have been met, shall recognize the minister’s previous ordination to ministry.”

The process of meeting those ‘constitutional conditions’ has been largely left up to the presbyteries to define, as the section goes on to say: “Such ministers shall furnish credentials and evidence of good standing acceptable to the presbytery, and shall submit satisfactory evidence of possessing the qualifications of character and scholarship required of candidates of this church.”

While every individual minister is unique, with their own faith journey, educational experience, and sense of call, we hope that this proposed procedure will help provide some consistent standards and expectations for those who would seek to transfer their ordination to the PCUSA within Holston Presbytery.

Steps for Transfer

1. The minister seeking to transfer their ordination shall meet with the COM (along with a representative of the congregation they are seeking to serve, if applicable). The minister must provide the following:
 - a. a 1-2 page Statement of Faith
 - b. a 1-2 page Statement of Call
 - c. Transcripts of any undergraduate or graduate education
 - d. a letter attesting to the minister’s good standing from the appropriate church authority
2. The COM will examine the minister in the areas of theology, polity, and suitability of call.
 - a. For those not coming from a Reformed tradition, additional work in the areas of Reformed Theology, Worship & Sacraments, and Polity will be requested.
 - b. These requirements can be met by
 - i. Taking the traditional Ordination Examinations in these areas overseen by the PCC of the denomination.
 - ii. Taking written examinations overseen by the COM in each of these areas. ¹ Preparation assistance for this option is available through an accredited course taught online or in-person by a Presbyterian seminary, or as an independent study with a COM approved mentor.
3. Upon satisfaction of the COM, the minister will then be examined on the floor of Presbytery for approval of transfer and membership.

Note: at the time of Presbytery approval, the minister must present evidence of having surrendered membership in any and all other Christian churches with which they have been previously associated.

The COM will assign a mentor for the minister as they go through the process and for the first year of their service in the presbytery.

¹ Any examination given by the COM is modeled in the same style of the national Ordination Exams, but can be given on a more flexible schedule. Exams might use past questions or new case study material. Exams will be read by COM volunteers who have participated in the national Ord process previously.

Some Meeting Guidelines

Who can speak and vote at presbytery meetings:

- Teaching elders who are active members, which includes
 - Teaching elders engaged in validated ministry though installed or contracted congregational ministry in Holston Presbytery
 - Teaching elders engaged in approved validated ministries outside the congregation or outside the Presbytery
 - Teaching elders who have been designated retired
 - Teaching elders who have been designated members-at-large
 - Primary ruling elder commissioners
 - Ruling elders commissioned to pastoral service by Holston Presbytery who are under contract with a congregation
 - The presbytery moderator and vice-moderator, if ruling elders, for the term of office
- Who can speak at presbytery meetings:
- Corresponding members
 - Certified Christian educators
 - Others permitted by the presbytery (e.g. committee moderators, staff, guests)

Rules for Debate for Matters before the Presbytery

(Adopted by Holston Presbytery, June 9, 1990)

- Up to (30) minutes will be allowed for debate for a given issue. The time can be extended if Presbytery votes to give additional time for debate.
- In debates on any pending matters, no member of the Presbytery shall be allowed to speak for more than three (3) minutes until all other members who desire to speak on the matter have been heard. The Moderator will balance debate between pro and con. The member presenting a motion or submitting a report has a right to open and close debate.
- At the end of the thirty minutes, Presbytery will proceed to vote on the matter at hand or extend the debate for a definite time.
- Distributing materials at a Presbytery meeting is a privilege, not a right.
- Materials should come from Presbytery committees, General Assembly or Synod, or one of our Institutions.
- Permission from Council is required to distribute materials at the Presbytery meeting that come from one of the various advocacy groups in the PC(USA).

Guidelines for Presbyterians during Times of Disagreement

- Treat each other respectfully so as to build trust, believing that we all desire to be faithful to Jesus Christ;
- 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.
- Learn about various positions on the topic of disagreement.
- State what we think we heard and ask for clarification before responding.
- 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.
- Focus on ideas and suggestions. We will not engage in name calling or labeling of others.
- Share our personal experiences about the subject of disagreement so that others may more fully understand our concerns.
- Indicate where we agree with those of other viewpoints as well as where we disagree.
- Seek to stay in community with each other though the discussion may be vigorous and full of tension; we will be ready to forgive and be forgiven.
- Follow these additional Guidelines when we meet in decision-making bodies:
 - 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 freedom of conscience;
 - Abide by the decision of the majority, working for change in ways that are consistent with these Guidelines.

Appendix 8

Future Events

Dates for the General Mission Board and Presbytery meetings in 2026: 2026

General Mission Board

January 13 & 27, 3:00 pm (Tues) TBD

April 28, 3:00 pm (Tues) TBD

July 28, 3:00 pm (Tues) TBD

October 27, 3:00 pm (Tues) TBD

Presbytery

February 10, 2026 (Tues) Location TBD

May 9, 2026 (Sat) Location TBD

August 11, 2026 (Tues) Location TBD

November 14, 2026 (Sat) Location TBD

Dates for Committee Meetings:

COM 2026 Meeting Schedule: (typically the second Thursday of the month at 4pm)

Mission and Discipleship:

CPM – March 3, 2026 3:00 pm

June 2, 2026 3:00 pm

September 1, 2026 3:00 pm

December 1, 2026 3:00 pm

Balance Sheet

Holston Presbytery

As of September 30, 2025

Account	Sep 30, 2025	Aug 31, 2025	Jul 31, 2025
Assets			
Current Assets			
Cash and Cash Equivalents			
Bank of TN 7552 (Meadows Cabin)	1,000.00	116,224.13	116,224.13
Business Primary Share - ECU	100.06	100.04	100.01
Citizens Bank 1696 (HP Checking)	9,153.41	6,013.56	3,460.38
Citizens Bank 2071 (CPM Checking)	68,863.30	69,408.45	69,990.61
Citizens Bank 6291 (Certified Deposit)	519,618.88	519,618.88	519,618.88
Citizens Bank 8005 (Reserve Sweep)	575,397.78	342,823.36	335,225.17
Eastman Credit Union - 3292	201,832.16	201,134.53	200,416.22
Jumbo 90-179 Day Invest Cert	201,832.16	201,134.53	200,416.22
Jumbo 90-179 Day Invest Cert#001	201,832.16	201,134.53	200,416.22
Total Cash and Cash Equivalents	1,779,629.91	1,657,592.01	1,645,867.84
Accounts Receivable - Holston Presbytery	494.89	494.89	494.89
Church Development Funds - New Covenant Funds	50,276.49	(48,395.93)	(48,395.93)
New Church Development Fund - New Covenant Funds	115,968.51	(111,630.76)	(111,630.76)
Ninth Street Loan Fund - New Covenant Funds	19,846.06	(18,932.20)	(18,932.20)
Small Church Fund - New Covenant	235,426.07	(226,620.06)	(226,620.06)
Total Current Assets	2,201,641.93	1,252,507.95	1,240,783.78
Fixed Assets			
Campus Ministry House	624,350.00	624,350.00	624,350.00
Holston Meadows Cabin	11,919.98	11,919.98	11,919.98
Total Fixed Assets	636,269.98	636,269.98	636,269.98
Long Term Assets			
Hebron Presbyterian Church Loan	31,441.45	32,033.81	32,333.81
New Covenant Mutual Funds	0.00	405,578.95	405,578.95
Strawberry Plains Church Loan	218,102.25	218,710.53	219,318.31
Tri-Cities Presbyterian Church Loan	73,943.08	73,943.08	73,943.08
Total Long Term Assets	323,486.78	730,266.37	731,174.15
Total Assets	3,161,398.69	2,619,044.30	2,608,227.91
Liabilities and Equity			
Liabilities			
Current Liabilities			
Accounts Payable	(429.83)	(429.83)	(475.90)
Pass Thru Benevolence:Columbia Seminary	250.00	250.00	250.00
Pass Thru Benevolence:Hagan Endowmnet Fund	2,676.48	2,676.48	2,676.48
Pass Thru Benevolence:Hope Alliance	93.00	93.00	93.00
Pass Thru Benevolence:Least Coin	10.59	10.59	10.59
Pass Thru Benevolence:OGHS	(1,077.24)	(1,077.24)	(1,077.24)
Pass Thru Benevolence:PCUSA Missionary Support	20,700.32	20,700.32	20,700.32
Pass Thru Benevolence:Pentecost	(112.40)	(112.40)	(189.00)
Pass Thru Benevolence:PW Birthday Offering	596.24	596.24	0.00
Pass Thru Benevolence:Sunset Gap	500.00	500.00	500.00
Pass Thru Benevolence:Theologian in Residence	1,300.00	1,300.00	1,300.00
Pass Thru Benevolence:Union Seminary	400.00	400.00	400.00
Pass-Thru Benevolence; World Missions	2,527.69	2,527.69	2,527.69
Passs Thru Benevolence:Peacemaking	771.75	771.75	771.75
Payroll Liabilities:403(b) Contributions	7,200.00	5,600.00	4,000.00
Payroll Liabilities:Dental	560.64	486.38	412.12

Payroll Liabilities:Longterm Disability

7.88

7.88

7.88

Account	Sep 30, 2025	Aug 31, 2025	Jul 31, 2025
Payroll Liabilities:Medical	591.26	591.26	591.26
Payroll Liabilities:Vision	52.00	44.60	37.20
Suspense	40.83	40.83	40.83
Total Current Liabilities	36,659.21	34,977.55	32,576.98
Long Term Liabilities			
Church Mortgage Grants:Cedar Creek	7,500.00	7,500.00	7,500.00
Church Mortgage Grants:Jennie Moore Memorial	8,500.00	8,500.00	8,500.00
Church Mortgage Grants:Old Kingsport	10,000.00	10,000.00	10,000.00
Church Mortgage Grants:Tabernacle Greeneville	3,500.00	3,500.00	3,500.00
Total Long Term Liabilities	29,500.00	29,500.00	29,500.00
Total Liabilities	66,159.21	64,477.55	62,076.98
Equity			
5 Cents A Meal	29,365.57	27,105.48	26,181.84
Barton Springs Presbyterian	157,838.44	1,000.00	0.00
Braziel Scholarship	6,887.70	6,887.70	6,887.70
Disaster Response	41,810.70	76,650.70	26,650.70
Dixon Scholarship	6,797.71	6,797.71	6,797.71
Equipment Reserve	697.02	697.02	697.02
Evangelism	988.81	988.81	988.81
Grigsby Scholarship	9,497.56	9,497.56	9,497.56
Hattie Fathing Fund	2,631.37	2,631.37	1,314.78
Honoraria	14,630.67	14,430.67	15,930.67
Leesburg Fund	74,805.18	74,805.18	74,805.18
Liberty Presbyterian	80,429.18	80,429.18	80,429.18
Mount Zion Checking (3381)	56,885.69	56,885.69	56,885.69
Mount Zion Checking (3392) Cemetary	31,626.31	31,626.31	31,626.31
Pastoral Care	0.00	0.00	1,697.00
PFSA Initial Investments	227,000.00	227,000.00	227,000.00
Robinson Fund	70.79	70.79	70.79
Rosemont	55,284.16	55,284.16	55,284.16
St. John's Coptic Orthodox	3,000.00	0.00	0.00
Williams Fund	9,908.71	9,908.71	9,908.71
Windsor Avenue Church	334,486.68	334,486.68	334,486.68
Youth Triennium	1,176.43	3,938.05	3,938.05
Current Year Earnings	(122,318.86)	(116,777.55)	(76,466.73)
Retained Earnings	2,071,739.66	1,650,222.53	1,651,539.12
Total Equity	1,145,818.68	1,021,121.77	971,078.54
Total Liabilities and Equity	1,211,977.89	1,085,599.32	1,033,155.52

Income Statement (Profit and Loss)

Holston Presbytery

For the 9 months ended September 30, 2025

<u>Account</u>	<u>Jan-Sep 2025</u>
Income	
Campus Ministry Income	\$ 5,053.60
Holston Meadows Cabin Income	\$ 15,425.99
Unified Giving	\$ 137,767.55
Youth Program	\$ 2,458.45
Total Income	\$ 160,705.59
Gross Profit	\$ 160,705.59
Operating Expenses	
Administrative - Barton Springs	\$ 10,001.66
Administrative-Chuckey Church	\$ 6,143.41
Administrative:Bethany Expenses	\$ 76,077.95
Administrative: Amity Church Expenses	\$ 1,000.00
Administrative: Mt. Hermon expenses	\$ 606.20
Administrative:Zion Presbyterian Expenses	\$ 11,717.22
TOTAL CHURCH PROPERTY EXPENSES	\$ 105,546.44
Administrative:Accounting	\$ 5,694.18
Administrative-Presbytery Stated Meetings	\$ 280.85
Administrative:ADP Fees	\$ 1,049.25
Administrative:Communications	\$ 279.05
Administrative:Copy & Printing	\$ 397.04
Administrative:Dues/Memberships	\$ 1,109.25
Administrative:Insurance	\$ 1,189.49
Administrative:Internet Office	\$ 1,227.99
Administrative:Miscellaneous Administrative	\$ 1,672.06
Administrative:Office Supplies	\$ 1,022.82
Administrative:Office/General Administrative Expense	\$ 441.25
Administrative:Payroll Taxes	\$ 2,470.80
Administrative:Security	\$ 405.00
Holston Presbytery Committees:Background Checks	\$ 104.00
Immigration -VISA Application	\$ 8,865.00
Youth Ministry	\$ (750.20)
Administrative:Service Contracts	\$ 69.55
Administrative:Software	\$ 186.42
Administrative:Staff Travel	\$ 1,089.35
Administrative:Telephone	\$ 515.58
Administrative:Utilities	\$ (295.63)
GMB:Equipment	\$ 140.00
Bank Charges	\$ 25.30
TOTAL ADMINISTRATIVE EXPENSES	\$ 27,188.40
Campus House - Lawn mowing	\$ 4,950.00
Campus House:Cleaning Service	\$ 2,280.00
Campus House:CPM Insurance	\$ 182.75
Campus House:Electricity	\$ 1,842.96
Campus House:Internet	\$ 972.25
Campus House:Miscellaneous	\$ 48,770.00
Campus House:Programs	\$ 241.38
Campus House:Repairs & Maintenance	\$ 440.00

Campus House:Water	\$	(124.95)	
TOTAL CAMPUS HOUSE EXPENSES			\$ 59,554.39

Account	Jan-Sep 2025	
House Expenses without \$\$ transfer		\$ 14,554.39
Holston Meadows Cabin Expenses:Electricity	\$ 1,809.87	
Holston Meadows Cabin Expenses:Housekeeping - C	\$ 5,350.00	
Holston Meadows Cabin Expenses:Housekeeping - O	\$ 660.87	
Holston Meadows Cabin Expenses:Interent	\$ 537.87	
Holston Meadows Cabin Expenses:Miscellaneous	\$ 1,648.50	
Holston Meadows Cabin Expenses:Pest Control	\$ 198.00	
Holston Meadows Cabin Expenses:Propane	\$ 199.20	
Holston Meadows Cabin Expenses:Rental Fee:Holsto	\$ 6,912.98	
Holston Meadows Cabin Expenses:Repairs & Mainten	\$ 2,130.98	
TOTAL CABIN EXPENSES		\$ 19,448.27
Ministries with Councils:Per Capita - General Assemb	\$ 30,000.00	
Ministries with Councils:Per Capita - Synod of Living	\$ 17,420.46	
TOTAL PER CAPITA PAID		\$ 47,420.46
Personnel-Administrative Manager expenses	\$ 737.64	
Personnel: Stated Clerk Training	\$ 573.00	
Personnel:Administrative Manager:Salary	\$ 12,436.61	
Personnel:Assistant Stated Clerk:Salary	\$ 500.00	
Personnel:Executive Presbyter:Board of Pensions	\$ 5,492.16	
Personnel:Executive Presbyter:Cash Salary	\$ 42,425.00	
Personnel:Executive Presbyter:Continuing Education	\$ 5,697.82	
Personnel:Executive Presbyter:Housing Allowance	\$ 15,750.00	
Personnel:Executive Presbyter:Professional Expense	\$ 6,141.63	
Personnel:Executive Presbyter:Retirement	\$ 8,400.00	
Personnel:Executive Presbyter:SECA	\$ 4,686.22	
Personnel:Stated Clerk:Salary	\$ 9,000.00	
Personnel:Treasurer:Salary	\$ 10,919.96	
TOTAL PERSONNEL COSTS		\$ 122,760.04
Operating Income	\$ (221,212.41)	
Other Income / (Expense)		
Interest Income	\$ 20,367.83	
Interest Income - CPM	\$ 159.00	
Interest Income-Strawberry Plains Loan	\$ 1,641.96	
Interest-Hebron loan	\$ 47.25	
Other Income	\$ 3,377.51	
Rent - St. John's Orthodox	\$ 300.00	
Transfer from Reserves	\$ 73,000.00	
Total Other Income / (Expense)	\$ 98,893.55	
Net Income	\$ (122,318.86)	

Proposed Budget - 2026
All Committees

Income

UNRESTRICTED GIVING

Unified Giving	\$	185,000.00	
Investment Income	\$	100,000.00	
Misc Income	\$	1,000.00	
Rental Income	\$	8,400.00	
TOTAL UNRESTRICTED GIVING			\$ 294,400.00

CAMPUS MINISTRY INCOME

Synod Contribution	\$	8,400.00	
Church Contributions	\$	2,500.00	
Interest Income	\$	500.00	
Misc Income	\$	1,000.00	
TOTAL CAMPUS MINISTRY INCOME			\$ 12,400.00

OTHER INCOME (Restricted)

Youth Ministry Income	\$	2,000.00	
Church Loan Interest Income	\$	1,750.00	
Interest Income	\$	2,000.00	
Other Misc Income	\$	2,500.00	

RESTRICTED INCOME **\$ 8,250.00**

TOTAL INCOME **\$ 315,050.00**

ANTICIPATED DEFICIT **\$ (69,125.50)**

EXPENSES

General Mission Board

Administrative Expenses	\$	33,910.00	
Personnel Expenses	\$	177,315.50	
Required Training	\$	2,500.00	
Stated Meeting Expenses	\$	400.00	
Ministries w/ Other Councils	\$	79,000.00	
Misc Expenses			
GMB Expense Total			\$ 293,125.50

Committee on Ministry

Background Checks	\$	200.00	
Commissioned Pastor Training	\$	250.00	
COM Expense Total			\$ 450.00

Committee on Preparation for Ministry

Candidate Support	\$	500.00		
Candidate Evaluation	\$	300.00		
Commissioned Pastor Training	\$	250.00		
CPM Expense Total			\$	1,050.00
Finance, Stewardship & Budget				
Investment Expenses	\$	7,500.00		
Audit Expenses	\$	15,000.00		
FS & B Expense Total			\$	22,500.00
Mission & Discipleship				
Five Cents a Meal marketing	\$	1,000.00		
Small Church Ministry	\$	1,000.00		
International ministry	\$	1,000.00		
Go Bags	\$	500.00		
Youth Ministry	\$	5,000.00		
M & D Expense Total			\$	8,500.00
Campus Ministry				
Campus House expenses	\$	21,000.00		
Programming expenses	\$	4,100.00		
Campus Ministry Expense Total			\$	25,100.00
Trustees				
Misc Property Expenses	\$	17,500.00		
Misc Trustee Expense	\$	1,000.00		
Trustee Expense Total			\$	18,500.00
Administrative Commissions				
Misc Administrative Commissions	\$	14,750.00		
AC Total Expenses			\$	14,750.00
Permanent Judicial Commission				
Misc Expenses	\$	200.00		
PJC Expense Total			\$	200.00
TOTAL EXPENSES	\$	384,175.50	\$	384,175.50

Church Name	Without Exception	With Exception	Date Reviewed
Rogersville	X		5/31/2025
Salem	X		5/31/2025
Preston Hills	X		5/31/2025
First Kingsport	X		5/31/2025
First Bristol	X		5/31/2025
New Providence	X		6/14/2025
Hopewell	X		6/14/2025
St. Paul	X		6/14/2025
First Jefferson City	X		6/14/2025
First Morristown	X		6/14/2025
First Johnson City	X		8/9/2025
New Bethel	X		8/9/2025
Cold Spring	X		8/9/2025
Reedy Creek, Kingsport		X	8/9/2025
Watauga Avenue		X	8/9/2025
Timber Ridge	X		8/9/2025
Keystone		X	8/9/2025
Colonial Heights	X		8/9/2025
West Ridge	X		8/9/2025
Covenant	X		8/9/2025
Waverly Road	X		8/9/2025
Rock Creek	X		8/9/2025
Jonesborough	X		8/9/2025
Erwin	x		10/4/2025
Blountville			
Reedy Creek, Bristol			
Tri-City Korean			
Weaver Union			
Bethel, Dandridge			
First Elizabethton			
Jennie Moore			
Cedar Creek			
Cross Anchor			
New Ebenezer			
Hebron			
Shenandoah			
Bethel, Kingsport			
Cedarview			
Old Kingsport			
Oakland			
Philadelphia			
Salem			
St. Paul			

Clinton			
Mountain City			
First New Market			
Newport			
Piney Flats			
Cove Creek			
Shady Valley			
Strawberry Plains			
New Providence			

Who has voice and vote at Holston Presbytery meetings is summarized below:

Who can speak and vote at presbytery meetings:

- Active member, teaching elders
- Member-at-large, teaching elders
- Primary ruling elder commissioners
- The presbytery moderator, if they are a ruling elder
- Commissioned Ruling Elders who have completed Level II Training and who are under contract

Who can speak at presbytery meetings:

- Corresponding members
- Certified Christian educators
- Others permitted by the presbytery (e.g. committee moderators, staff, guests)

The Book of Order D-5.0206b. reads that: The stated clerk of the governing body shall keep a current roster of those members of the permanent judicial commission whose terms have expired within the past six years. The names shall be arranged alphabetically within classes beginning with the most recent class. Whenever the permanent judicial commission reports its inability to obtain a quorum, the stated clerk shall immediately select, by rotation from that roster, a sufficient number of former members of the permanent judicial commission to constitute a quorum. The stated clerk shall report the roster annually to the governing body.

The current roster of members of the Permanent Judicial Commission whose terms have expired within the past six years are:

Class of 2022

Scott Wise (Ruling Elder – Bristol)
Carol Baird (Ruling Elder—Jonesborough)
Mark Knisley (Teaching Elder)

Class of 2020

Brian Wyatt (Teaching Elder)
William Phillips (Ruling Elder—Rogersville)

Class of 2018

Ed Hutchinson (Ruling Elder—Mt. Hermon)

Roll of Ministers as of December 31, 2024

Active Ministers (Resident):

Collin Adams
Brian Alderman
Sharon Amstutz
William Anderson (HR)
Robert Armistead
Earle Barron
Gary Bement
Christine Bohn
Payne Cave
Gregory Cartwright
Alan Chapman (HR)
H. Martin Christian (HR)
Lee Clements (HR)
Harrell L. Cobb (HR)
Brandon Davis
Dan Donaldson (HR)
Richard L. Fifield (HR)
Kaye Florence (HR)
Bishop Green
Paul Helphinstine
Glenda Hollingshead
Barron Hopper (HR)
Allen Huff, Jr.
William D. Hyers
Todd Jenkins
Greg Jordan (HR)
Teresa Kendall
C. Phillip Kestner (HR)
Mark Knisley (HR)
Ramy Marcos
John R. Martin (HR)
Rodney Norris
J. David Randolph
Richard Raum (HR)
George L. Rolling (HR)
Karen Russell
Maggie Rust
Sam Schaus
Angus Shaw

Mike Shelton
Marshall Steinle
Terry Sutherland (HR)
Sam Weddington
Sherrolyn Weed (HR)
David Welch
Robert White
John Wintringham (HR)
Brian Wyatt

Active Ministers (Non-Resident)

Catherine ClasenAskew
Dan Clark (HR)
Richard C. Austin (HR)
Mitch Coggin
Pat Locke (HR)
James Martin (HR)
Lawrence Sharrett
ThomasM.L.Wade(HR)
Stephen R. Weisz (HR)
William Young(HR)

Member-At-Large (Resident)

Thomas M. Bier
Deven Hazelwood
Tim Meredith
Diana Moore (HR)
Patricia Willard
Katherine White
Ray White

Member at Large (Non-Resident)

Ralph Hutchison
Glenn Scruggs

Members Temporarily Enrolled

None

Members of Other Denominations Serving in Temporary Relationships with a Contract

Mark Diddle

Members of Other Denominations Serving in Temporary Relationships

None

Roll of Certified Christian Educators as of December 31, 2024

Eileen B.Madden

Roll of Certified Associate Christian Educators as of December 31, 2024

None

Persons Added to the Rolls in 2024

Choonki
Kim Justin
Miller Russ
Pearson

Persons Removed from the Rolls in 2024

Andy Blackwelder (renunciation of jurisdiction)
Khayla Johnson
James Mays
Justin Miller
Richard Ray (death 4/10)

The 2024 Annual Statistical Cumulative Report for Holston Presbytery is below:

Membership			
Prior Active Members	4374	Adjusted membership	4268
Gains		Losses	
Certificate	39	Certificate	18
Youth Professions	24	Deaths	90
Professions & Reaffirmations	45	Deleted for any Other Reason	26
Total Gains	108	Total Losses	134
Total Ending Active Members		4242	
Baptisms		Average Weekly Worship Attendance	1806
Presented by Others	34	Friends of the Congregation	487
At Confirmation	5	Ruling Elders on Session	255
All Other	4	Do you have Deacons? Yes / No	8 / 23
Age Distribution of Active Members		People with Disabilities	
17 & Under	181	Hearing impairment	198
18 - 25	191	Sight impairment	64
26 - 40	442	Mobility impairment	172
41 - 55	518	Other impairment	205
56 - 70	852	Gender Distribution	
Over 70	1100		
Total Age Distribution	3284		
		Women	1870
		Men	1398
		Non-Binary	4
Youth in Congregation			
Age 4 and under	94	Middle School (6th – 8th grade)	101
Elementary School (K-5th grade)	154	High School (9th – 12th grade)	116
		Total Youth	465
Racial Ethnic			
Asian/Pacific Islander/South Asian	16	Native American/Alaska Native/Indigenous	0
Black/African American/African	38	White	3192
Middle Eastern/North African	4	Multiracial	99
Hispanic/Latino-a	16	Total Racial Ethnic	
		3365	
Budgeted Income		6,543,986	
Budgeted Expense		6,783,046	
Receipts			
Regular Contributions	7,179,781	Bequests	845,508
Capital Building Fund	477,461	Other Income	253,031
Investment Income	1,414,206	Subsidy or Aid	9,717
Expenditures			
Local Program	5,874,352	Investment Expenditures	350,234
Local Mission	615,594	Per Capital Apprt	87,710
Capital Expenditures	677,550	Other Mission	627,549

Holston Presbytery Strategic Planning Summary

Introduction

Purpose of the Strategic Planning Process

The Strategic Planning Team was charged by the General Mission Board to clarify Holston Presbytery's priorities for the next three to five years, assess current mission engagement, and determine what the Presbytery must, ought, and should do to fulfill its calling. This work was grounded in Holston Presbytery's mission to live out its connectional identity and its vision to resource and inspire congregations to live out their own mission.

Implementation Focus

To ensure this work leads to action, each priority area is paired with specific implementation pathways. These steps are designed to be achievable within current governance structures and to create measurable progress over the next three to five years.

The Strategic Planning Team: Aaron Caton, John Vann, Kaye Florence, Gary Helton, Kathi Carey, Rodney Norris

Information Management and Retention

Current Challenges

Holston Presbytery lacks reliable, up-to-date information about its churches, including statistical reports, contact lists, and institutional records. Systems are fragmented, making it difficult to support churches, allocate resources, and communicate effectively.

Vision for Information Systems

The Presbytery envisions an integrated, searchable, and accessible system that combines church records, financial data, donor tracking, payroll, and reporting into one platform that serves both staff and congregations.

Implementation Steps

1. Select and deploy a unified database system (such as Realm/ACS or an equivalent) within 12 months.
 2. Create and use a standardized financial system for simplified electronic transactions and invoicing of income and expenses.
 3. Conduct a full data audit of all churches and Presbytery records.
 4. Create standardized data-submission processes for statistical reports, rolls, and leadership information.
 5. Redesign the Presbytery website to serve as a practical resource hub with ministry pages, calendars, and forms.
 6. Launch a “shared clerks” and mentor-clerk network to help small churches with reporting and compliance.
-

Stewardship

Financial Stewardship

Holston Presbytery must use its financial resources more strategically, especially designated funds and interest income, to support shared ministry, leadership development, and congregational vitality.

Property and Asset Stewardship

The Presbytery holds significant physical and knowledge-based assets that are underutilized. These assets must be managed intentionally to strengthen mission rather than simply preserve property.

Implementation Steps

1. Conduct a full review of designated funds and establish clear spending priorities aligned with mission.
 2. Dedicate investment income to the general fund with the imperative being leadership recruitment and shared ministry initiatives.
 3. Form a standing Property and Assets Team with financial, legal, and real-estate expertise.
 4. Create standardized property decision pathways (sell, lease, repurpose, transfer).
 5. Develop a Presbytery-wide asset directory (AV systems, facilities, equipment, expertise) that churches can access through resource sharing.
-

Communication

Current Communication Reality

Communication is fragmented, inconsistent, and often filtered through siloed committee structures. Many churches feel disconnected, unseen, and uninformed.

Desired Communication Culture

The Presbytery seeks to become relational, accessible, and relevant through consistent, multi-platform communication that invites participation rather than simply transmits information.

Implementation Steps

1. Create a Communications Team responsible for messaging, calendar coordination, and storytelling. Consider hiring a communications manager or outsource to a professional firm.
 2. Identify and maintain key lay and clergy contacts in every congregation.
 3. Establish consistent communication rhythms (weekly emails, monthly stories, quarterly updates).
 4. Use multiple channels—email, mail, social media, and regional gatherings—to reach diverse audiences.
 5. Introduce calls-to-action in every communication to invite engagement.
-

Church Connection

Strengthening Congregational Relationships

Small and mid-size churches need stronger relational support, leadership development, and practical help in navigating Book of Order responsibilities and ministry challenges.

Supporting Pastors and Leaders

Pastoral isolation weakens congregations. The Presbytery must cultivate networks of mutual care, mentoring, and shared learning.

Implementation Steps

1. Assign Presbytery “connectors” to every region to maintain regular contact with church leaders.
 2. Offer annual clerk and elder training at regional hubs.
 3. Launch pastor cohorts (lectionary groups, retreats, lunch gatherings).
 4. Create a shared resource library for VBS, confirmation, elder training, and session support.
 5. Establish a retired-pastor care network for peer support and mentoring.
-

Shared Ministry

Campus, Youth, and Disaster Ministries

Shared ministry allows Holston Presbytery to live out its connectional identity through collaborative mission rather than isolated programs.

Mission as a Unifying Force

Hunger relief, disaster response, and Sunset Gap provide tangible opportunities for churches to serve together and build relationships across the Presbytery.

Implementation Steps

1. Hire or designate a part-time shared campus minister and establish a campus-based ministry model.
 2. Develop Presbytery-wide youth initiatives such as confirmation, VBS, and leadership training in addition to current retreats and social events. Reach out to other reformed congregations in our area to participate as well.
 3. Form a standing Disaster Response Team with a dedicated activation fund.
 4. Expand and rebrand 5 Cents a Meal to 10 Cents a Meal with regular storytelling from grant recipients.
 5. Host an annual Presbytery-wide work camp at Sunset Gap.
-

Conclusion

A Call to Action

Holston Presbytery stands at a moment of opportunity. By focusing on information, stewardship, communication, connection, and shared ministry, the Presbytery can move from fragmentation to faithful collaboration.

Next Steps

The Strategic Planning Team recommends that the General Mission Board assign ownership for each implementation area, establish timelines, and require quarterly progress reporting so this vision becomes a living, working roadmap rather than a static document.

Minutes of the General Mission Board

January 27, 2026

3:00 pm, Zoom

Meeting held via Zoom, at 3:00 PM.

Moderator Kathi Cary opened the meeting with prayer at 3:07 pm.

Members Present: Kathi Cary, Bill Anderson, Maggie Rust, Bishop Greene, Todd Jenkins, Gary Helton, Teresa Kendall

Ex-officio Members Present: Collin Adams

Absent: Sam Schaus, Dave Welch, Rick Raum, David Light, Pam Pope, Julia Beeson

The minutes of the November 2025 meeting of Presbytery were approved. The minutes of the called meeting of the GMB on January 13, 2026 were approved.

Finance, Budget and Stewardship had no report.

Administration & Personnel Subcommittee had no report.

Maggie Rust (co-chair Committee on Ministry) recommend Approval of "Good Standing" Guidelines and create a group to implement standards. The Good Standing guidelines were approved. The Stated Clerk will be responsible for keeping a database of those who have met the guidelines.

Committee on Preparation for Ministry had no report.

Nominations Committee will report at the February 10th meeting of Presbytery.

The Mission and Discipleship committee let the GMB know that Go bags and Youth will report at the May meeting of Presbytery. There will be a mission fest at that meeting as well. Five Cents a Meal receiving organizations need to respond by March 5 with a Thank You note.

Karen Russell let the GMB know that Rev. Brandon Davis resigned from his position as Chari of the Campus Ministry committee. The GMB also talked about the Campus Ministry committee and how it has operated. A motion was made and seconded to let the moderator of GMB appoint 3 people to a fact-finding group that will report back to a called meeting of the GMB where we will discuss Campus ministry.

The Trustees had no report.

Karen Russell reported that the Greene County AC is still doing its work. There is a final survey on the Zion property and has some things that will need to be taken care of by the court.

Gary Helton reported that Bethel Kingsport AC is awaiting the date of closing the church.

Karen presented her Transitional Executive report. There are tentative dates for a second Clerk of Session and elder training. There is a tentative date for a pastor boundary training.

Karen also presented a suggestion on how to restructure the restricted funds of the Presbytery for the GMB to think about and discuss.

Stated Clerk Collin Adams reported that the Annual Statistical Report Process is going well. All churches have been contacted.

The Stated Clerk informed the GMB that he would be setting up a work group to oversee Session Record Reviews. This is to help streamline the process and to allow better oversight of Book of Order Requirements.

Vice Moderator Teressa Kendall made a motion to designate the offering at the February meeting of Presbytery to Five Cents a Meal. The motion was seconded and passed.

After Sharing Joys & Concerns, Bill Anderson closed the meeting with prayer at 4:54 PM

Respectfully submitted,

Rev. Collin Blair Adams, Stated Clerk

Holston Presbytery General Mission Board

Called Meeting

3:00 PM, January 13, 2026. Campus House

Present: Kathi Cary, Moderator. Bill Anderson, Theresa Kendall, Rick Raum, Pam Pope, Dave Light, Todd Jenkins, Sam Schaus, Maggie Rust, Brandon Davis, Gary Helton, Gwen Hunter, Kaye Florence, Karen Russell, Collin Adams

Absent: Julia Beeson

Guests: Aaron Caton

Moderator Kathi Cary called the meeting to order at 3:00 PM and asked Todd Jenkins to lead us in prayer. After the prayer the members of the General Mission Board went around the table and introduced themselves.

Aaron Caton presented the final report of the Strategic Planning Group. There was a good deal of excitement and discussion around the report. The report was received and the GMB will monitor the progress that is being made.

The GMB then moved to talk about the search for a new Presbytery Executive. Discussion showed that there is still a desire to keep the Presbytery Executive and the Stated Clerk as separate positions. There was discussion on the benefits of our geographic area and the progress that we have made financially as a presbytery.

The following motion was made: That we (the General Mission Board) search for a full-time Presbytery Executive, with that search being done by five members currently serving on the General Mission Board. The Moderator of Presbytery and the Stated Clerk will serve as ex-officio members. This motion was seconded and passed.

The following motion was made: Nominating Kathi Cary, Rick Raum, Dave Welch, Theresa Kendall and Bishop Greene to the Presbytery Executive Search Team. Motion was seconded and passed.

With all called business being done, Gary Helton closed the meeting with prayer at 4:20 PM.

Respectfully submitted,

Rev. Collin Blair Adams, Stated Clerk

GENERAL MISSION BOARD COMMITTEE REPORT

As of January 23, 2026

Committee: Trustees

Date of Meeting(s): several all by email

ACTION ITEMS FOR GENERAL MISSION BOARD:

None Yet

ACTION ITEMS FOR PRESBYTERY:

None yet

INFORMATION:

The Mount Herman Presbyterian Church – Sale of property completed and funds deposited in Holston Presbytery bank account.

Newport Presbyterian Church – Approved the proposed extension on the cell tower lease at Newport Presbyterian Church.

In Re: 1412 College Heights Road, Johnson City, TN 37604 (The Campus Ministries House) –The Trustees Accepted “The Option to Purchase” by and between **HOLSTON PRESBYTERY**

OF THE PRESBYTERIAN CHURCH (U.S.A.), INC., known as the "Seller," and the **STATE**

OF TENNESSEE, known as the "Buyer".

Transitional Executive Presbyter Report & Recommendations to the General Mission Board

January 14, 2025

(recommendations are at the end of this report)

Moderating Duties:

The COM has adopted a practice of the TEP serving as moderator for 90 days when a pastoral call is dissolved. To date, I have moderated sessions at Rock Creek, Jonesborough, Bristol First, Cold Spring, and will take up Reedy Creek in Kingsport beginning with a congregational meeting this week. Reedy Creek is the only session for which I am still moderator. This seems to be a successful practice – it gives a bit of a buffer after a pastor leaves for the session and congregation to feel as if they are on the radar of the presbytery, and my schedule is more flexible for meetings, which means they don't have to change their meeting schedule right away.

Commissioned Lay Pastor Training:

In October, we began a partnership with Abingdon Presbytery to offer CLP training via zoom meetings once a month, using the TheoAcademy videos produced several years ago by the Synod of Mid America along with readings from the Confessions and the Book of Order. These high quality videos are great for this sort of training (including new elder training!!) and the class discussion give participants a chance to hear the thoughts and reflections of others. We currently have two folks who have participated in the first two classes – and this design allows interested people to “jump in” at any point in the class cycle.

This approach to training will rely on COM assessment for commissioning. In the past we have “certified” elders for certain things, without a requirement they be commissioned to a specific congregation. It may be we need to examine that practice. The current BOO makes clear that commissioning rather than certification is the point of the training – and the act of commissioning will remain with the COM.

Finance Conference:

In November I attended the Finance Conference (hosted by the Presbyterian Foundation, the Presbyterian Loan & Investment Program, along with various partners of those agencies), held in Atlanta. I made contact there with the representative of New Covenant Funds, through which most of our donor-designated funds are invested. I also got good information on trends in property use (of congregations that have more building than people – or money), the importance of presbyteries in the survival/thriving of congregations, cyber security (including cyber security insurance), insurance both for mid councils and congregations, the need for new funding models, and what appears to be on the horizon for issues around finance, debt, property, and funding for Presbyterian Churches.

Bottom line: we continue to decline in terms of money and people, as a denomination. The mere survival for congregations is too small a goal – and hard facts will need to be faced in the coming

years. But because other churches are also declining, the use of property and seeing property as a ministry rather than a simple financial equation likely won't work.

Property:

Speaking of property use – some updates:

- Former Bethany property – the Trustees report will have more, but we have an interesting opportunity for use of that building which honors the history of the congregation, and keeps the building moving forward in ministry. This plan would also provide more meeting space for the presbytery, larger office space, and a facility that could be used for ongoing training and workshops.
- Meadows Cabin – the cabin had a bit more revenue over the previous year, but still is not the revenue producer we would like it to be. Recent changes in camp personnel may affect how they approach management of the cabin, which could create a situation where we might need to be more “hands on” with the property. We have a potential buyer for the property if investigate a joint sale.
- The Trustees have plans to create some guidelines around property sales that would help with those decisions.

Training:

- We need to reschedule the Leaderwise Boundary Training session that was postponed due to Hurricane Helene.
- I am looking into other options for training, boundary, harassment prevention, anti-racism training (all required), and some on-going training on other things, including clerk of session training, and new elder training that we can do on a presbytery-wide basis.

Finances:

- We are still working to make necessary adjustments to the 2024 final reports, but the unaudited reports are in the packet.
- We are making a change in our bookkeeping software that will make it easier for us to update/correct/produce our financial reports.

Pastoral Searches:

- CLC is still not proving to be a good source of candidates; there are synods and presbyteries that are launching their own sites. We may consider alternatives, like using Indeed or Linked In to post jobs
- Currently, Cold Spring, Strawberry Plains are both in active searches. Jonesborough and Bristol First are preparing to launch searches. Reedy Creek will regroup and we will look at what they will need in terms of support as they transition from a long time pastorate into a vacancy.

Disaster Response:

- The team Allen put together is still working and meeting every couple of weeks. PDA was in town yesterday to meet with the folks at Newport and Cove Creek who are currently hosting work groups. They are in need of a host site closer to Erwin or Mountain City – and we are taking volunteers to help facilitate that.
- I am recommending that the Disaster Response team become a standing committee of the General Mission Board, with members appointed as necessary as folks come and go. Current team members are: Allen Huff, chair; Rick Raum; Geoff Hoare; Rebecca Nunley; Harrell Cob; Pauline Douglas; Ray White; Chris Kilday; Jeanne Stokes. Jim Garret is our PDA liaison.

Personal:

- My current employment agreement expires December 31, 2025. My current plan is for that to be my last day of full time employment.
- I will be traveling to the Seattle area in May for the 2025 PLF Residency, which has been a source of ideas, support, and good information in the last two years. Those dates are May 4-9. (see related recommendation below)
- Preaching – I plan to preach more this year. If you are interested in booking me, it's always best to do that early.
- Vacation: I'd like to take four weeks in July and two weeks in August to go to Canada this summer.

RECOMMENDATIONS:

1. That the Disaster Response Team be made a standing committee of the General Mission Board, accountable to the Presbytery through the GMB. Members of the committee would be appointed by the GMB on an as-needed basis.
2. Due to the dates of the Presbyterian Leader Formation Residency conflicting with the May Stated Meeting of the Presbytery, I ask that you consider pushing back the date of the May Stated Meeting by one week, to May 13. (Colonial Heights is agreeable to this change)
3. Further, that due to the November Stated Meeting dates conflicting with election day, and the possibility of the first Tuesday or Saturday also being the first day of the month, that GMB consider moving 2026 Stated meetings to the second Tuesday or Saturday of February, May, August, and November.
4. That the November 2025 Stated Meeting be pushed back by one week to avoid election day, to November 11.
5. That a task force be appointed by the GMB moderator to address issues of staffing, finances, committee structure, and other issues related to the future of Holston Presbytery, and produce a set of recommendations prior to the July GMB meeting for consideration.

GENERAL MISSION BOARD COMMITTEE REPORT

Committee on Ministry

Date of Meeting(s): November 13, December 11, and January 8

ACTION ITEMS FOR GENERAL MISSION BOARD:

1. **Recommend Approval of “Good Standing” Guidelines and create a group to implement standards**

ACTION ITEMS FOR PRESBYTERY:

2. **Second Reading: Procedure to Accept the Transfer of Ordained Ministers from Other Christian Denominations**
3. **Recommend 2026 Terms of Call formula (see attached)**
4. **Accept Transfer of Minister Member Brad Walker**

INFORMATION:

- **Approved Interim Contract between Brad Walker and First Kingsport**
- **Approved Contract Renewal between Rich Fifield and Preston Hills**
- **Approved Karen Russell to moderate Rogersville for 90 days, beginning Feb. 1**

Upcoming Meeting Dates:

First Monday of the month on Zoom at 6pm

Feb. 2, March 2, April 6, May 4...

Holston Presbytery – COM Recommendation for 2026 Compensation Guidelines

The goal of setting a minimum Cost to the Congregation is to allow as much flexibility as possible in structuring a pastor's terms of call for maximum benefit, while still maintaining a standard expectation of fair compensation to support those "laboring in ministry among us," acknowledging that the needs of each pastor, their family situation, and their congregational context is unique.

ALL Terms of Call and Temporary Supply Contracts for the coming year must be submitted to COM annually, no later than January 15th.

Beginning in 2025, we also encouraged congregations to re-evaluate the way in which "full-time" and "part-time" work is defined in the context of ministry. Rather than a model defined by hours/week, we recommend a model built on "**units**" (each unit representing a morning, afternoon, or evening period, and typically counting a Sunday morning as 2 units). Full-time work should be defined as 12 units, and part-time work is appropriately pro-rated. *See the examples below.*

Minimum Compensation

1. All Pastoral Leaders (Teaching Elders, Commissioned Ruling Elders, or those serving in Temporary Pastoral Service) working full-time (12 units/week) in a congregation of Holston Presbytery shall have a salary and benefits package with a total cost to the congregation of no less than **\$80,000** inclusive of salary, housing (allowance or manse value), deferred compensation, pension, medical coverage, SECA offset, professional reimbursements, and any other benefits extended to the pastor. At a minimum this package shall include:
 - a. Professional Reimbursements of at least \$4,000 (mileage, con. ed., etc)
 - b. Vacation Leave of at least 4 weeks & Continuing Education Leave of at least 2 weeks, including Sundays
 - c. Up to 12 weeks paid family leave and participation in the pension and medical coverage plan through the Board of Pensions, in compliance with G-2.0804
 - d. A policy permitting a Sabbatical leave after six continuous years of service

In order to calculate the total cost & benefit of a Pastoral Leader's Compensation Package, we strongly encourage the use of this [Terms of Call Calculator](https://fpce.church/toc): fpce.church/toc.

Notes:

- Congregations should factor in a 2.7% COLA increase for 2026 (based on the SSA).
 - Unused vacation does not typically accrue.
 - Unused continuing education leave and unspent related reimbursement funds may roll over into the following year, up to a maximum availability of 6 weeks in one year, upon session action to approve the accrual.
 - Congregations that give extra weeks of vacation or continuing education leave may count those weeks as part of the Total Cost to the Congregation at a rate of 2% of the Total Effective Salary.
 - The cost of pulpit supply should not be included in a Pastor's Compensation Package.
2. All Pastoral Leaders and Christian Educators working less than full-time in a congregation of Holston Presbytery shall have a compensation package that is pro-rated based on the "Units" expected to work, with **each unit being calculated at a minimum \$5000** in total cost to the congregation.

%of Full-Time	#of Units	Annual Minimum Cost to Congregation
25%	3	\$15,000
50%	6	\$30,000
75%	9	\$45,000

Positions that are at least half-time (6 units) should include participation in the pension plan of the PCUSA and an exploration of the benefits available. Vacation and Continuing education leave should not be pro-rated at less than 4 weeks annually.

3. If a Pastoral Leader is engaged in Shared Ministry (serving more than one congregation simultaneously), the compensation of all congregations served will be added together to determine if the minimum standard has been met, as reviewed by the COM.
4. The compensation rate for Sunday morning Pulpit Supply is at least \$150 for anyone traveling less than 25 miles, \$175 for anyone traveling between 25 and 50 miles, and no less than \$200 for anyone traveling more than 50 miles. Expected compensation should be communicated with the invitation to preach, and mileage should be estimated in advance. Preachers may choose to donate all or part of the fee back to the congregation at their discretion.

Understanding Units

Recognizing the value of trained and educated pastoral leaders, honoring the unique mental/emotional energy that ministry can require, and seeking to encourage all our congregations to see compensation of these leaders as more than a transactional “cost of doing business” and rather a relational investment in the shared ministry, mission, and life of the church, the COM is trying to find new metrics to discuss the time, energy, and work a pastor’s vocation requires.

The idea of ‘Units,’ dividing each day into 3 – morning, afternoon, and evening, rather than the rigidity of counting hours worked per week, seems a better reflection of the flow and flexibility ministry often requires. It also allows you to account a double value for those activities that are especially taxing emotionally or spiritually. The energy required to lead worship, make a hospital visit, or lead a contentious meeting can all be different, even when they take the same hour of time.

If we consider 12 units to be full-time: A pastor could reasonably be expected to lead worship on Sunday morning (2 units), spend 4 days in the office (morning and afternoon, 8 units), and still have 2 units spent on evening meetings, Bible study, or recognizing the additional time spent thinking about/praying over the sermon, even at home. If a pastor’s weekly schedule needs to include more evenings for meetings, perhaps some of the ‘morning’ units are traded out. Or in seasons like Advent/Christmas, when there might be additional church commitments or special services, keeping a ‘12 unit per week’ guideline can help ensure that pastoral leaders are appropriately balancing church work with time for renewal and rest.

Those in ministry part-time should also evaluate their work with an honest assessment of how many ‘units’ it takes them to adequately prepare a sermon, complete administrative tasks, make pastoral visits, or any other assignments included in their job description. The session and other church leaders should be aware of the time and energy a pastoral position requires and be prepared to sufficiently compensate those who have been called to serve. If we consider half-time to be 6 units, it needs to be understood that a third of that pastor’s time/energy is spent just on preparing and leading Sunday morning worship. Expectations need to be adjusted accordingly.

All of us are called to share in ministry and show grace to one another. It is our hope that these guidelines can help our pastoral leaders and our congregations flourish together.

Holston Presbytery

“Good Standing” Checklist for Churches

Policies:

- Manual of Operations
- Personnel Handbook
- Sexual Misconduct Prevention
- Child, Youth, Vulnerable Adult Safety
- Anti-Racism
- Anti-Harassment

Training for all active session members:

- Boundary Training every 36 months

Records Reviewed Annually

- Session Minutes
- Membership Rolls
- Financial Review

Activities

- Statistical Report submitted annually
- Provide terms of call or contract terms for pastoral leader
- Provide annual update on contact information to Presbytery office
- Provide list of active elders serving on session to the COM
- Participate in at least one stated Presbytery meeting annually
- COM Consultation every 36 months

“Good Standing” Checklist for Commissioned Pastors

- Annual contract renewal
- o Contracts can be up to 3 years, but **reporting of terms is annual**

- Annual COM form completed
- Review of Commissioned status every 36 months:
 - o interview with COM and updated Statement of Faith
- Boundary training every 36 months
- At least two ConEd training courses every 36 months (polity, reformed theology, worship)

“Good Standing” Checklist for Contract & Interim Pastors

- Annual contract renewal
- o Contracts can be for up to 3 years, but **reporting of terms is annual**
- Boundary training every 36 months
- COM consultation every 36 months

“Good Standing” Checklist for At-Large & Validated Ministers outside a Congregation

- Annual COM form completed
- Participation in a Congregation
- Participation in the Presbytery
- Boundary Training every 36 months

“Good Standing” Checklist for Installed Pastors

- COM consultation every 36 months
- Report of ConEd work
- Participation in the Presbytery
- Boundary Training every 36 months

Committee on Nominations and Representation:

Recommended that Edler Scott Mulligan be elected to serve a three year term on the Mission and Discipleship Committee.

Appendix 1 – Some Meeting Guidelines

Who can speak and vote at presbytery meetings:

- Teaching elders who are active members, which includes
 - Teaching elders engaged in validated ministry though installed or contracted congregational ministry in Holston Presbytery
 - Teaching elders engaged in approved validated ministries outside the congregation or outside the Presbytery
 - Teaching elders who have been designated retired
- Teaching elders who have been designated members-at-large
- Primary ruling elder commissioners
- Ruling elders commissioned to pastoral service by Holston Presbytery who are under contract with a congregation
- The presbytery moderator and vice-moderator, if ruling elders, for the term of office

Who can speak at presbytery meetings:

- Corresponding members
- Certified Christian educators
- Others permitted by the presbytery (e.g. committee moderators, staff, guests)

Rules for Debate for Matters before the Presbytery

(Adopted by Holston Presbytery, June 9, 1990)

- Up to (30) minutes will be allowed for debate for a given issue. The time can be extended if Presbytery votes to give additional time for debate.

- In debates on any pending matters, no member of the Presbytery shall be allowed to speak for more than three (3) minutes until all other members who desire to speak on the matter have been heard. The Moderator will balance debate between pro and con. The member presenting a motion or submitting a report has a right to open and close debate.
 - At the end of the thirty minutes, Presbytery will proceed to vote on the matter at hand or extend the debate for a definite time.
 - Distributing materials at a Presbytery meeting is a privilege, not a right.
 - Materials should come from Presbytery committees, General Assembly or Synod, or one of our Institutions.
 - Permission from Council is required to distribute materials at the Presbytery meeting that come from one of the various advocacy groups in the PC(USA).
-

Guidelines for Presbyterians during Times of Disagreement

- Treat each other respectfully so as to build trust, believing that we all desire to be faithful to Jesus Christ;
- 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.
- Learn about various positions on the topic of disagreement.
- State what we think we heard and ask for clarification before responding.
- 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.
- Focus on ideas and suggestions. We will not engage in name calling or labeling of others.
- Share our personal experiences about the subject of disagreement so that others may more fully understand our concerns.
- Indicate where we agree with those of other viewpoints as well as where we disagree.
- Seek to stay in community with each other though the discussion may be vigorous and full of tension; we will be ready to forgive and be forgiven.
- Follow these additional Guidelines when we meet in decision-making bodies:
 - 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 freedom of conscience
 - Abide by the decision of the majority, working for change in ways that are consistent with these Guidelines.

Revised: September 11,
2007

Appendix 2 – Future Events

Dates for the General Mission Board and Presbytery meetings in 2026: 2026

General Mission Board

January 13 & 27, 3:00 pm (Tues) TBD

April 28, 3:00 pm (Tues) TBD

July 28, 3:00 pm (Tues) TBD

October 27, 3:00 pm (Tues) TBD

Presbytery

February 10, 2026 (Tues) Location TBD

May 9, 2026 (Sat) Location TBD

August 11, 2026 (Tues) Location TBD

November 14, 2026 (Sat) Location TBD

Dates for Committee Meetings:

COM 2026 Meeting Schedule: (typically the second Thursday of the month at 4pm)

Mission and Discipleship:

CPM – March 3, 2026 3:00 pm

June 2, 2026 3:00 pm

September 1, 2026 3:00 pm

December 1, 2026 3:00 pm