# APPENDIX B

# CONGREGATIONAL MEETINGS

## Form B1 – Agenda for Election of Officers

## CONGREGATIONAL MEETING FOR THE ELECTION OF OFFICERS

1. Call to Order and Opening Prayer (*BCO* 24-2)
2. Election of a Recording Clerk
3. Explanation of the Procedure
4. Prayer for God’s Guidance
5. Question Posed – “Are you ready to proceed to the election of Officers?” (*BCO* 20-4)
6. Report of the Session concerning the Candidates for Office
7. Determination of the number of Officers to be elected
8. Voting by Ballot (20-4)
9. Announcement of the results of the balloting
10. Adjournment and Closing Prayer

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**Form B2 – Agenda for Election of Pastor**

## CONGREGATIONAL MEETING FOR ELECTION OF A PASTOR

1. Call to Order and Opening Prayer (*BCO* 20-3)

2. Election of a Moderator and Recording Clerk (*BCO*-25-4 & 25-5)

3. Determination of a Quorum (*BCO* 25-3)

4. Explanation of the Procedure

5. Prayer for God’s Guidance

6. Question Posed–“Are you ready to proceed to the election of a Pastor?” (*BCO* 20-4)

7. Nomination of Pastoral Candidate by the Pulpit Committee

8. Voting by Ballot (*BCO* 20-4)

9. Approval of the Minister’s Terms of Call (*BCO* 20-6)

10. Election of Signers of the Call (*BCO* 20-7)

11. Dissolve the committee with thanks pending the pastoral candidate’s acceptance of the call and approval of the call by presbytery.

12. Adjournment and Closing Prayer

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