**STATED MEETING OF \_\_\_\_\_\_\_\_ PRESBYTERY   
DATE: \_\_\_ \_\_\_ \_\_\_\_   
FIRST PRESBYTERIAN CHURCH, ANYTOWN, USA**

**21-01 CALL TO ORDER & OPENING PRAYER**The stated meeting of \_\_\_\_\_\_\_\_\_\_\_ Presbytery was called to order at \_\_\_\_ AM on (day)\_\_\_\_\_\_\_\_\_\_\_\_, (date) \_\_\_\_\_\_\_\_ \_\_\_\_\_\_, \_\_\_\_\_ at the \_\_\_\_\_\_\_\_ Presbyterian Church, by the Moderator, TE/RE \_\_\_\_\_\_\_\_\_\_. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ opened the meeting of the presbytery in prayer.

**17-02 ROLL CALL & DETERMINATION OF QUORUM**

A quorum was declared to be present with the following commissioners in attendance:

|  |  |  |
| --- | --- | --- |
| **CHURCHES** | **TEACHING ELDERS** | **RULING ELDERS** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**OTHER TEACHING ELDERS**

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |

**EXCUSED**: Requests for excuse absence from TEs   
and RE commissioners from

**VISITORS**:

**21-03 Approval of Printed Minutes**

The minutes of the \_\_\_\_\_\_\_\_\_\_\_ Stated Meeting (and called meeting) were approved as submitted or corrected.

**21-04 COMMUNICATIONS**

1. Pastoral Call from \_\_\_\_\_\_\_\_\_\_\_\_ Presbyterian Church to TE\_\_\_\_\_\_\_\_\_\_; referred to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (**Appendix A**)
2. Minutes from the commission to install TE \_\_\_\_\_\_\_\_\_\_\_, assistant pastor, found in order and printed in the minutes. (**Appendix B**)
3. Letters from the congregation of FPC and TE \_\_\_\_\_\_\_\_\_\_\_\_ requesting that the pastoral relationship between them be dissolved; referred to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ .
4. Requests for excuse absence from

**21-05 Adoption of Docket**

The docket was adopted as amended. (**Appendix** )

**21-06 INTRODUCTION OF VISITORS**

**21-07 APPOINTMENT OF STANDING COMMITTEES**

**Resolutions & Thanks**

|  |  |
| --- | --- |
|  |  |
|  |  |

**Bill & Overtures**

|  |  |
| --- | --- |
|  |  |
|  |  |

**21-08 EXECUTIVE COMMITTEE – , Stated Clerk**

**SPECIAL ORDER - 11:00 – MISSIONARIES & OTHER VISITING BRETHREN**

**SPECIAL ORDER – 11:30 – SHARING AND PRAYER GROUPS**

**SPECIAL ORDER – 12:00 – 12:45 – LUNCH**

**21-09 MISSION to the World –**

**21-10 EXAMINATIONS –**

**EXAMINATION FOR LICENSURE**

\_\_\_\_\_\_\_\_\_\_\_ opened with prayer and then introduced Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_to presbytery. Mr. \_\_\_\_\_\_\_\_\_\_\_, a ministerial candidate, is seeking licensure in \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presbytery.   
He is a graduate of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ college/university and a MDiv. graduate of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seminary. Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is a ministerial candidate on the rolls of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presbytery and has completed the requirements for internship in \_\_\_\_\_\_\_\_\_\_\_\_ Presbytery.

**OR**

\_\_\_\_\_\_\_\_\_\_\_ opened with prayer and then introduced The Rev. Mr. \_\_\_\_\_\_\_to presbytery. Mr. \_\_\_\_\_\_\_ was ordained as a minister in the PCA but is currently a minister in the EPC. (Or is a member in good standing of \_\_\_\_\_\_\_\_\_\_\_\_ presbytery seeking permission to labor within the bounds of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presbytery.) He is now preaching on a regular basis at the \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presbyterian Church, and is seeking licensure in \_\_\_\_\_\_\_\_\_\_\_\_ Presbytery.

Presbytery voted to proceed with the examination.  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ asked Mr. \_\_\_\_\_\_\_\_\_ to give an account of his Christian Experience and his sense of call to the Gospel ministry. This portion of his examination was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ then questioned Mr. \_\_\_\_\_\_\_\_\_\_\_\_ in area of Theology. After questions from the floor this portion of the exam was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ questioned Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in area of Polity (government). After questions from the floor this portion of the exam was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_ then questioned Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in area of English Bible. After questions from the floor this portion of the exam was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_\_ preached a sermon using \_\_\_\_\_\_\_\_\_\_\_as his text. His sermon was approved by presbytery.

\_\_\_\_\_\_\_\_\_\_\_ stated that he had the following exception to the Westminster standards:

I am persuaded that the first day of the week is a Christian Sabbath and that worship with God’s people and spiritual reflection with our families should be a priority. However, the day was also given for rest and should be used for such. For me, this may include rest and recreation.

It was moved and seconded and adopted that this is an exception, and it is more than semantic but is not out of accord with any fundamental of the system of doctrine.

The motion was made that his examination be sustained as whole and that he be licensed to preach the Gospel in \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presbytery.

After taking the vows found in BCO 19:3, Rev. / Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ was licensed to preach the gospel within the bounds of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presbytery.

A prayer was offered by

**EXAMINATION FOR** **ORDINATION  
See BCO 21-4**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ introduced Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to presbytery. Mr. \_\_\_\_\_\_\_\_\_\_\_ is a graduate of \_\_\_\_\_\_\_\_\_\_\_\_ college/university and a MDiv. graduate of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seminary. Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is a ministerial candidate on the rolls of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presbytery and has completed the requirements for internship.  
  
Presbytery voted to proceed with his examination for ordination.

Presbytery approved Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ sermon and sermon manuscript. Presbytery also voted to approve his Exegetical and theological papers as meeting the requirements for ordination.

Presbytery accepted Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_ seminary study in Greek and Hebrew in place of an oral examination in the languages.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ asked Mr. \_\_\_\_\_\_\_\_\_\_\_\_ to give an account of his Christian Experience and his sense of call to the Gospel ministry. This portion of his examination was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_\_ asked questions in area of English Bible. After questions from the floor this portion of the exam was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ then asked Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_ questions in area of Theology. After questions from the floor this portion of the exam was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ asked Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_ questions in area of the Sacraments. After questions from the floor this portion of the exam was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ asked Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_ questions in area of Church History. After questions from the floor this portion of the exam was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ asked Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_ questions in area of history of the PCA. After questions from the floor this portion of the exam was sustained.

Mr. \_\_\_\_\_\_\_\_\_\_\_ was then questioned in area of Polity (government). After questions from the floor this portion of the exam was sustained.

His examination was then sustained as whole.

Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ takes no exceptions to the Westminster Standards.

**OR**

Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ takes the following exception to the Westminster Standards. (Stated in his own words.)

Presbytery judged this to be an exception that is more than semantic, but not out of accord with any fundamental of the system of doctrine.

Presbytery approved Mr.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ examination as a whole and approved him for ordination. Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ signed the Book of Ministerial Obligation.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ presented the terms of call from \_\_\_\_\_\_\_\_\_\_\_\_ Presbyterian Church. Presbytery approved the call. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ accepted the call and it was placed in his hands.

Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ signed the statement of Ministerial Obligation.  
  
Presbytery elected the following commission to ordain and install Mr. \_\_\_\_\_\_\_\_\_\_\_ :   
TEs \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, REs \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_(Quorum 2RE/2TE) The date and time of the ordination and installation service was set for Sunday, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**EXAMINATION FOR TRANSFER FROM ANOTHER PCA PRESBYTERY  
See BCO 13-6 and 20-9**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ introduced Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to presbytery. Mr. \_\_\_\_\_\_\_\_\_\_\_ is a graduate of \_\_\_\_\_\_\_\_\_\_\_\_ college/university and a MDiv. graduate of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seminary. Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is a member in good standing of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ presbytery and has been released pending upon his reception.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ asked Mr. \_\_\_\_\_\_\_\_\_\_\_\_ to give an account of his Christian Experience and his sense of call to the Gospel ministry. This portion of his examination was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ then asked Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_ questions in area of his views in Theology. After questions from the floor this portion of the exam was sustained.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ asked Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_ questions in area of his views in the Sacraments. After questions from the floor this portion of the exam was sustained.

Mr. \_\_\_\_\_\_\_ was then questioned in area of his views in Polity (government). After questions from the floor this portion of the exam was sustained.

Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ takes the following exceptions (or no exceptions to the Westminster Standards.)

Presbytery judged this to be an exception that is more than semantic, but not out of accord with any fundamental of the system of doctrine.

Presbytery approved his examination as a whole and voted to receive him from \_\_\_\_\_\_\_\_\_\_ Presbytery.

TE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ signed the Book of Ministerial Obligation.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_ presented the terms of call from \_\_\_\_\_\_\_\_\_\_\_\_ Presbyterian Church. Presbytery approved the call. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ accepted the call and it was placed in his hands.   
  
Presbytery elected the following commission to install Mr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ :  
   
TEs \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, REs \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Quorum 2RE/2TE) The date and time of the ordination and installation service was set for Sunday, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The Examinations Committee report was closed with prayer by the Chairman.  
  
**21-11 CHRISTIAN Education –**

TE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Chairman of the Committee, opened with prayer and presented the following report to presbytery:

**21-12 MINISTERS and Candidates –**

**21-13 MISSION to North America –**

**21-14 REFORMED UNIVERSITY FELLOWSHIP** **–**

**21-15 ADMINISTRATION –**

**21-16 UNFINISHED Business**

**21-17 NEW Business**

**21-18 REPORTS of Standing Committees**

**Resolution & Thanks**

**BILLS & OVERTURES**

**21-19 ADJOURNMENT and Closing Prayer**

The presbytery was adjourned with prayer by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Respectfully submitted,  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Stated Clerk

**APPENDIX A**

**SAMPLE FORM FOR TERMS OF CALL**

Subject to the approval of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Presbytery, the \_\_\_\_\_\_\_\_\_\_ (*Session, or Congregation, or Session on behalf of the congregation*) of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Church in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ earnestly calls you, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to undertake the office of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in our congregation, promising you, in the discharge of your duty, all proper support, encouragement and obedience in the Lord. That you may be free from worldly care and avocations, we hereby promise and oblige ourselves to provide you with the following:

Annual Cash Salary & Housing Allowance, paid \_\_\_\_\_\_\_\_\_ (*semi-monthly, etc.*) $ \_\_\_\_\_\_\_\_\_\_

The amount/portion dedicated to housing allowance will be determined by the Minister and approved by the Session before employment with the church in this new position and shall be reviewed prior to each fiscal year.

Primary Benefits

Social Security/Medicare Allowance: \_\_\_\_ % of salary + housing $ \_\_\_\_\_\_\_\_\_\_

Medical Insurance &/or Medicare Supplement Insurance (specific $ amount) $ \_\_\_\_\_\_\_\_\_\_

Retirement Savings: \_\_\_ % of salary + housing $ \_\_\_\_\_\_\_\_\_\_

Long Term Disability Insurance: enough to replace \_\_\_% of salary + housing $ \_\_\_\_\_\_\_\_\_\_

Life Insurance: amount equal to \_\_\_\_ x (salary + housing) $ \_\_\_\_\_\_\_\_\_\_

Equity Allowance if Minister living in a manse $ \_\_\_\_\_\_\_\_\_\_

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $ \_\_\_\_\_\_\_\_\_\_

Secondary Benefits

Dental Insurance $ \_\_\_\_\_\_\_\_\_\_

Vision Insurance $ \_\_\_\_\_\_\_\_\_\_

Long Term Care Insurance $ \_\_\_\_\_\_\_\_\_\_

Temporary Benefits

Relocation expenses reimbursed up to a maximum of: $ \_\_\_\_\_\_\_\_\_\_

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_ $ \_\_\_\_\_\_\_\_\_\_

Miscellaneous Paid Leaves per year. (Any specific church policies are described in a separate document.)

Vacation \_\_\_ days Sick Leave \_\_\_ days

Educational Leave \_\_\_ days Paternity Leave \_\_\_ days

Sabbatical Leave accrual \_\_\_ days Funeral Leave \_\_\_ days

Any reimbursement of reasonable and necessary business expenses shall be in accord with a Session-adopted Accountable Reimbursement Plan, with a maximum amount specified in the annual church budget.

I, having moderated the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*Session or Congregational)* meeting which extended a call to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for his ministerial services, do certify the call has been made in all respects according to the rules in the PCA *Book of Church Order* and the persons who signed the call were authorized to do   
so by vote of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(Session or Congregation)*.

(*Check if applicable*) \_\_\_ Authority to approve these Terms wasdelegated by the Congregation to the Session at a congregational meeting on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date).

Meeting Moderator (sign) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone or e-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Meeting \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Vote: # Yes = \_\_\_\_\_\_ # No = \_\_\_\_\_\_

Minister-Elect (sign) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**APPENDIX B  
  
 Report of Commission to Ordain/Install  
 (Send a copy to the Presbytery Clerk.)**

Report of the Commission to ordain/install Mr./Rev. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

as Pastor of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The Commission met on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_, at \_\_\_\_\_\_\_\_\_\_\_\_\_a.m./p.m.

at the church (or at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_). A quorum was present.

Commission members present were:

TE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Others Present:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Commission meeting was called to order and opened with prayer by \_\_\_\_\_\_\_\_\_\_\_\_.

Mr./Rev. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ was elected chairman and Mr./Rev. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ was elected Secretary of the Commission. The order of Worship was reviewed and approved by the Commission. The minutes were read and approved. Commission recessed with prayer by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the ordination/installation service.

The Chairman presided in the sanctuary service, which was opened with singing, prayer and Scripture reading. The sermon was preached by Rev. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, on the topic/text: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The Chairman stated briefly the previous proceedings of the Presbytery and pointed out the nature and importance of the ordination/installation ordinance.

The Chairman propounded the constitutional questions to the Candidate/Minister (*BCO* 21-5 or 21-9) and these were answered in the affirmative. The Chairman then propounded the constitutional questions to the congregation (*BCO* 21-6 or 21\_10), and these were answered in the affirmative by the Members holding up their right hands. The Candidate then kneeled and was set apart to the holy office of the Gospel Ministry with prayer and the laying on of hands. (Or \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ led in prayer as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ was installed as Pastor of the congregation.) He then rose and the Members of the Commission gave him the right hand of fellowship. The Chairman then declared that Mr./Rev. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ had been regularly elected, (ordained), and installed as Pastor of the Church.

A charge to the Pastor was delivered by Mr./Rev. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

A charge to the Congregation was delivered by Mr./Rev.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Following prayer and singing, the new Pastor pronounced the benediction. The minutes having been approved, the Benediction closed this portion of the Commission’s business.   
  
 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary

**APPENDIX C**

**PROPOSED DOCKET  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PRESBYTERY – \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ STATED MEETING**

**\_\_\_\_\_ \_\_\_\_\_\_, \_\_\_\_\_\_ – 9:00 AM**

# \_\_\_\_\_\_\_\_\_\_ Presbyterian Church, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_

1. Call to Order and Opening Prayer
2. Worship Service & Sacrament of the Lord’s Supper
3. Welcome by Host Pastor –
4. Roll Call & Determination of a Quorum
5. Approval of Printed Minutes
6. Communications
7. Adoption of Docket
8. Introduction of Visitors
9. Appointment of Standing Committees
10. Permanent Committee Reports
11. Executive –
12. Examinations –
13. Christian Education –
14. Ministers and Candidates –
15. Mission to North America –
16. Mission to the World –
17. Reformed University Fellowship –
18. Administration –

SPECIAL ORDER - 11:00 – MISSIONARIES & OTHER VISITING BRETHREN

SPECIAL ORDER – 11:30 – SHARING AND PRAYER GROUPS

SPECIAL ORDER – 12:00 – 12:45 – LUNCH

1. Unfinished Business
2. New Business
3. Time & Place of \_\_\_\_\_\_\_ Stated Meeting – \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Reports of Standing Committees & Commissions
5. Resolution & Thanks
6. Bills & Overtures
7. Adjournment and Closing Prayer