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October 10, 2016

Dan Rogers
Stated Clerk, Albany Presbytery
1915 5th Ave
Troy, NY 12180

Dear Dan,

I write to inform you that on August 11, 2016 my office received a mailed letter dated August 3, 2016 from several members of the Albany Presbytery. They requested that the Synod conduct an administrative review of the presbytery to investigate irregularities and disregard for the Book of Order as well as the Standing Rules of the Albany Presbytery.

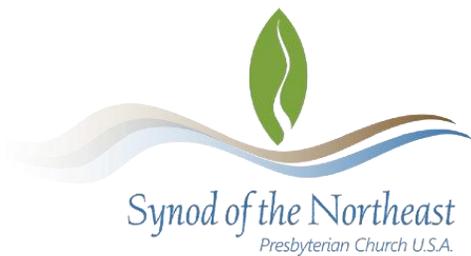
Having created three Special Administrative Review Committees in the past two years, it is the practice of the Synod Mission and Ministries Commission to consider the concerns being expressed by members of a presbytery and determine if G-3.0108b – Special Administrative Review, is the appropriate avenue.

At the Synod Mission and Ministries Commission meeting on September 16, 2016 the Commission considered the request and voted to form a Special Administrative Review Committee (SARC) to review matters of the Albany Presbytery. The Synod is in the process of recruiting members for the SARC that will consist of Ruling Elders and Teaching Elders from other presbyteries to ensure a fair and objective review.

The SARC, a committee of the Synod of the Northeast, will operate under the following charge:

The SARC shall have the authority to review operations and procedures at the Albany Presbytery that include but are not limited to:

- Minutes of Presbytery meetings
- Minutes of the Presbytery Council, Presbytery committees, commissions, and task forces or working groups created for a particular reason
- Written policies and procedures including but not limited to Presbytery By-Laws, Presbytery Standing Rules, and the Presbytery Manual of Administrative Operations
- Standard practices of the Presbytery, its Council and its committees, commissions, and task forces or working groups that may or may not have an actual written policy or procedure related to them
- Financial documents including Presbytery budgets



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In its review function the SARC shall have the authority to interview presbyters, staff, contractors and other concerned parties as well as request any other documents relevant to this review.

The SARC will consist of five to seven members. Once they have been appointed, I will forward their names to you. They will begin with a training session that I will provide. At this meeting or a subsequent meeting SARC members will select their Moderator and Clerk. SARC members will first contact the Presbytery members who requested the SARC to make sure they understand the issues of concern. SARC members will then begin to reach out to staff and other members of the Presbytery.

If you have any questions concerning this letter or the process, please do not hesitate to contact me.

Faithfully,

Rev Nancy Talbot
Synod Stated Clerk