

CURRENT STRUCTURE

The Presbytery Council: The Presbytery Council is a visioning and coordinating body with a primary responsibility to discern how God is at work in Albany Presbytery, what God wants the members of Albany Presbytery and its church to do in the future, and to develop a strategy for following that vision. The Presbytery Council is not a council or governing body of the Presbytery as defined by G-3. 01.

Duties and Responsibilities of the Presbytery Council: a) The Presbytery Council shall have all the general and specific duties and powers authorized in the Form of Government and Part 2 of the Manual of Administrative Operations. b) The Presbytery Council shall receive bills and overtures for study, referral and recommendation to Presbytery as appropriate. c) The Presbytery Council shall be the nominating committee to the Presbytery for members of the Committee on Nominations. In the event of the resignation, or permanent inability to serve, of the Moderator or Vice Moderator, the Presbytery Council shall recommend to the next stated meeting of Presbytery how the vacant office shall be filled. d) In order to fulfill its primary responsibility as a visioning and coordinating body, and to implement its vision and strategies the Presbytery Council shall have the authority to appoint or dismiss committees and task forces as needed and have oversight of them.

PROPOSED STRUCTURE

Coordination Committee (*Moderator, Stated Clerk, Vice Moderator, executive/professional staff, committee chairs or representatives as needed*)

- coordinate agenda for business meetings of the Presbytery
- facilitate planning for education and spiritual growth meetings of the Presbytery
- propose a schedule (dates, times, & locations) for meetings of the Presbytery
- call special meetings of the Presbytery when appropriate
- communicate regularly with all committees to assure that work is done in a timely manner
- work with the Committee on Leadership Development to develop and implement regular plans for growth
 - in leadership skills for those serving in various capacities within the Presbytery
- work with all committees to develop opportunities to work cooperatively with other presbyteries and ecumenical entities to fulfill their particular responsibilities

Committee on Ministry: This Committee shall fulfill all responsibilities described in G-3.0307 and in Chapter Two of the Form of Government pertaining to teaching elders, ruling elders commissioned to particular pastoral service, and Certified Christian educators.

Committee on Teaching Elders and Congregations:

(Min: 9 members Max: 15 members)

- serve as pastor and counselor to all Teaching Elders and Commissioned Ruling Elders
- facilitate relationships between congregations and Teaching Elders and Commissioned Ruling Elders
- counsel with a session concerning reported difficulties within a congregation, including: (1) advising the session as to appropriate actions to be taken to resolve the reported difficulties, (2) offering to help as a mediator, and (3) acting to correct the difficulties if requested to do so by the session or if the session is unable or unwilling to do so, following the procedural safeguards of the Rules of Discipline
- recommend to the Presbytery the appointment of commissions to assume original jurisdiction in any situation in which it determines that a session cannot exercise its authority
- propose annually the minimum compensation standards for pastoral calls and Certified Christian Educators and Certified Associate Christian Educators for approval by the presbytery
- propose and administer the Presbytery's financial support for teaching elders and congregations

This Committee is commissioned to:

- appoint administrative commissions of Presbytery for the purpose of ordaining and installing Teaching Elders and Commissioned Ruling Elders to particular pastoral service**
- approve terms of call and contracts for Teaching Elders and Commissioned Ruling Elders**
- examine and receive Teaching Elders by transfer from other presbyteries for the purpose of accepting valid calls to ministry and membership in the Presbytery; and for membership in the Presbytery as at-large and honorably retired.**
- approve and review annually the work of all teaching elders engaged in validated ministries outside the congregation**

Committee on Preparation for Ministry: This committee shall fulfill all responsibilities described in G-3.0307 and in Chapter Two of the Form of Government pertaining to preparation to become a teaching elder or commissioned ruling elder.

Committee on Leadership Development:

(Min: 5 members Max: 9 members)

- care for and supervise of candidates and inquirers for ordination as Teaching Elders (see G-2.06)
- supervise the preparation of Commissioned Ruling Elders
- work with the Committee on Coordination to develop and implement regular plans for growth in leadership skills for those serving in various capacities within the Presbytery
- propose and administer the Presbytery's financial support for preparation for ministry

This Committee is commissioned to:

- transfer inquirers and candidates to other presbyteries**
- receive inquirers and candidates by transfer from other presbyteries**

Committee on Nominations: This committee shall be responsible for nominating to the Presbytery Council chairpersons and members of Presbytery Council committees. It shall also be responsible for nominating to the Presbytery: the Vice Moderator of Presbytery; members of Presbytery Council; the chairpersons and members of all committees of Presbytery (except the Presbytery Committee on Nominations); and Board of Trustees of the Presbytery. The Committee on Nominations shall normally choose its Vice Moderator candidate from among those elders who have recently served or are currently serving on Presbytery Council. It shall also nominate commissioners to General Assembly and Synod, as well as Young Adult Advisory Delegates, (in accordance with rules in Part 2 of this Manual); and such other special representatives as Presbytery may, from time to time, be permitted to nominate. The committee shall consider recommending endorsement of persons for nomination to General Assembly Committees.

Committee on Representation: This committee shall have the responsibility given to it under Form of Government G-3.0103.

Committee on Representation & Nominations (5 members)

- advise the Presbytery regarding the implementation of principles of unity and diversity
- advocate for diversity in Presbytery leadership
- consult with the Presbytery on the employment of personnel, in accordance with the principles of unity and diversity in F-1.0403
- nominate persons to serve in positions requiring election by the Presbytery, ensuring that nominations are broadly representative of the Presbytery and in conformity with the church's commitment to unity in diversity (F-1.0403)

Board of Trustees: There shall be seven trustees, divided into 3-year terms, with a balance of teaching and ruling elders. New members shall be elected at the last stated Presbytery meeting of the year and take office on the first day of the succeeding calendar year. A quorum shall be a majority. The principle of the rotating system shall be in operation as provided for officers in the local church in the Form of Government.

Permanent Judicial Commission: The terms, responsibilities, and quorum of this commission shall conform to the requirements of the Rules of Discipline of the Constitution of the Presbyterian Church (U.S.A.), Part II, Book of Order (D-5.000).

Board of Trustees (7 members—Ruling Elders & Teaching Elders)
--receive, hold, encumber, manage, and transfer property, real or personal, for and at the direction of the Presbytery
--monitor and oversee the financial condition of loans co-signed by the Presbytery
--administer the Grants and Loans Program
--assist congregations in developing plans for the care and maintenance of buildings
--consult and coordinate with the Committee on Budget and Finance concerning financial issues impacting the Presbytery budget

The Board of Trustees is commissioned to:

--consider and act upon requests from congregations for permission to take the actions regarding real property as described in G-4.0206

Permanent Judicial Commission (7 members—Ruling Elders & Teaching Elders)
--shall consider and decide cases of process for the Presbytery according to the Rules of Discipline
--shall be composed of no fewer than seven members, with no more than one of its ruling elder members from any one of its constituent churches
--the term of each member shall be six years, with members elected in three classes and with no more than one half of the members to be in one class

The following committees are committees of the Presbytery Council:

Staff Personnel Committee: The members and chairperson shall be elected annually by the Presbytery Council. No person shall serve more than six years successively. The Executive Staff Member shall be an ex-officio member of this committee, without vote. This committee shall confer with the Administrative Staff and other salaried officers of Presbytery about their relations with the Presbytery and to each other; the adequacy of their compensation; and matters concerning the administration of offices and staffs. This committee shall also recommend any changes in the Presbytery's personnel policies and/or equal employment/affirmative action guidelines. It shall be responsible for annual reviews and a five-year comprehensive review of all professional staff and the Stated Clerk. The committee will name a member to serve on Presbytery Council.

Stewardship and Mission Interpretation Committee: The committee shall address fiduciary matters concerning the developing and monitoring of the Presbytery budget. It shall receive all budget requests from Presbytery committees and task forces and shall prepare and submit to the Council the annual budget of the Presbytery. It shall propose to the Presbytery Council any unbudgeted expenditures, including the source of funds. It should also propose to the Council the use or placement of any undesignated receipts not previously budgeted and shall arrange for financial review (G-3.0113) of the books of the Presbytery, Board of Trustees, and any other agencies in the Presbytery responsible for the receiving and disbursing of funds. The committee will address strategic matters regarding the Presbytery's mission and congregational engagement and generative matters regarding the interpretation and celebration of our common witness. It shall engage in study and recommendation of any special matters referred to it by the Presbytery Council. The committee shall report to the Presbytery at each stated meeting on the current state of the budget and finances of the Presbytery, pointing out any concerns the committee may have. The members and chair shall be elected by the Presbytery Council, divided into three year terms, with a balance of ruling elders and teaching elders. The committee will name a member to serve on the Presbytery Council. (Added 1/25/14)

Committee on Personnel (5 members)

- develop and administer the personnel policies of the Presbytery
- propose job descriptions and compensation for Presbytery staff and employees to the Presbytery
- review and evaluate the work of Presbytery staff and employees and report annually to the Presbytery
- provide care and support for all Presbytery employees
- facilitate the process for employing and terminating Presbytery employees

Committee on Budget & Finance (5 members)

- prepare and propose a budget for annual operating expenses, including administrative personnel, to support the church's mission within the Presbytery
- propose to the Presbytery the means for funding the operating budget
- conduct a full financial review of all financial books and records every year
- present a financial report at each business meeting of the Presbytery
- consult and coordinate with the Board of Trustees concerning financial issues impacting the Presbytery budget

Worship Task Force : The Presbytery Moderator serves as chairperson and shall appoint the members of the task force. The members of the task force shall be responsible to prepare worship for all stated meetings of Presbytery. They shall model worship in the Reformed tradition, including modeling the use of materials and policies provided by the denomination. They shall be available to provide counsel for those planning services of ordination and installation of pastors in the Presbytery. They shall advise in the purchase of worship resources for the Presbytery.

Peacemaking Task Force

Disaster Response Task Force

Mission Trip Scholarship Team

Youth of Albany Presbytery

Guatemala Task Force

1. Worship for Presbytery meetings will be under the supervision of the Committee on Coordination.
2. The Peacemaking Task Force will be under the supervision of the Committee on Church Mission.
3. The Guatemala Task Force will be under the supervision of the Committee on Church Mission.
4. The Disaster Response Task Force, the Mission Trip Scholarship Task Force, and the Youth of Albany Presbytery have been discontinued.

The following committees are new:

Committee on Church Development

(Min: 9 members Max: 12 members)

--promote, support, and coordinate the establishment of new congregations, new worshiping communities, fellowship groups, non-congregational entities, and other forms of corporate witness

--support congregations in the work of transformation, revitalization, and transition

--propose and administer the Presbytery's financial support for church development

Committee on Self Development of People: This committee shall function according to the criteria and guidelines provided by the National Self Development of People Committee when so certified by the National Committee.

Committee on Church Mission

(Min: 9 members Max: 12 members)

--develop and support ways in which the Presbytery, its congregations and pastors, its members engaged in validated ministries, and its new congregations, new worshiping communities, fellowship groups, and other non-congregational entities can fulfill the mission of God in Christ, guided particularly by the Great Ends of the Church (F-1.0304)

--encourage and support ministry partnerships among congregations, regions, and ecumenical and interfaith organizations which fulfill the mission of church

--promote and support ministries of social, racial, and environmental justice, peacemaking, and self-empowerment throughout the congregations of the Presbytery

--promote and support ministries of proclamation, evangelism, and discipleship throughout the congregations of the Presbytery

--propose and administer the Presbytery's financial support for church mission