

# Blue – Requested Changes

## Bold – Scheduled five year review

No.	Policy Name
1	Per Capita Apportionment
<b>2</b>	<b>Study Leave</b>
<b>3</b>	<b>Minimum Salary</b>
4	Temporary Pastors
5	Expenses for Presbytery & Committee Meetings
6	Pastoral Changes
<b>7</b>	<b>Young Adult Advisory Delegates</b>
8	Special Offerings
<b>9</b>	<b>Church Indebtedness</b>
10	Prevention of Sexual Misconduct
<b>11</b>	<b>Hiring of Church Staff</b>
12	Appointing Special Investigating Committee
<b>13</b>	<b>Policy Review</b>
<b>14</b>	<b>Alternate Commissioners to General Assembly</b>
<b>15</b>	<b>When a Pastor Leaves a Call</b>
<b>16</b>	<b>Accounting Principles</b>
<b>17</b>	<b>Electronic Voting</b>
18	Procedure for Accepting Pastors Any Denomination
19	Conference Calls
20	Committee Chairs
<b>21</b>	<b>Inquire/Candidate Indebtedness</b>
22	(Rescinded)
23	(Rescinded)
<b>24</b>	<b>Website Policy</b>
25	Commissioned Pastors
26	Mission Trip Policy

## POLICY 2 STUDY LEAVE

Recognizing it is essential that every minister be mentally and spiritually stimulated, all ministerial calls, other than interim or temporary, shall include a minimum of two (2) weeks annual study leave, accumulative to six (6) weeks in three (3) years. In addition, every pastor shall be allowed a minimum of \$500.00 per year **with any unused amount carried over yearly up to three times the yearly amount**. These terms are to be part of every pastor's call. Study Leaves shall meet the following criteria:

1. Plans for study leave shall be submitted to and approved by the respective session. The session minutes shall record the approval of and a report on each study leave.
2. The course of study shall be related to the ministry in which the minister is involved and should enhance the effectiveness of their Ministry to the congregation.
3. The Minister is responsible for reporting study leave to the COM. The report shall include the date, location, leadership personnel, and an outline of the study.

Adopted	18 September 1984
Revised	15 September 1987
Revised	15 September 1992
Revised	18 September 2001

Reviewed	06 March 2006
Reviewed	21 September 2011
Reviewed	17 June 2017
Revised	15 January 2022

## POLICY 3 MINIMUM SALARY

The minimum compensation package for full-time ~~clergy~~ **ministers of the Word and Sacrament** in the Presbytery of Nevada is; \$38,000 yearly salary, including housing and utilities, \$500 study leave, **a minimum of twelve weeks paid family medical leave and participation in the benefits plans of PCUSA, including both full pension and medical coverage**, two (2) weeks study leave (study leave allowance and time to be cumulative up to a maximum of three years), four (4) week vacation, \$1,800 travel allowance (minimum, vouchered at the IRS rate)

Adopted	05 March 1985
Revised	15 September 1987
Revised	17 September 1991
Revised	07 March 1995
Revised	01 March 2000
Revised	18 September 2001

Revised	17 September 2003
Revised	01 March 2005
Revised	28 February 2007
Reviewed	13 March 2012
Revised	17 June 2017
Revised	15 June 2022

## POLICY 7 YOUNG ADULT ADVISORY DELEGATE GENERAL ASSEMBLY

*This is not being done. Perhaps Equipping could review in March*

The Young Adult Advisory Delegate (YAAD) to the General Assembly shall be elected at the Fall Meeting of Presbytery. The Stated Clerk will provide a rotating list of churches, and the dates the church had a YAAD elected and attended the General Assembly. A record of attendance by the church commissioners to presbytery stated meetings for the last five (5) years shall be provided. The YAAD must be between the ages of seventeen (17) and twenty-two (22) years on the date the General Assembly convenes. The session shall present to the presbytery on endorsement, along with a brief resume, outlining the leadership activities of the nominee in the church, community, school, and other pertinent data.

Adopted	15 September 1992
Reviewed	17 September 2001
Reviewed	14 January 2006

Revised	11 June 2010
Reviewed	17 January 2016
Reviewed	09 January 2022

## **POLICY 9 CHURCH INDEBTEDNESS**

The trustees shall review annually and report to presbytery the health of each church, NCD's, and recognized Fellowships receiving grants, program aid, or has an indebtedness encumbering its property.

Adopted	21 September 1999	Reviewed	11 January 2014
Revised	02 March 2004	Reviewed	12 January 2019
Revised	10 January 2009		

## **POLICY 11 HIRING OF PROGRAM STAFF**

It is the policy of the Nevada Presbytery that any person who is contracted to serve on the staff of a particular church or new church development, who is ordained as a minister in a denomination other than PC(USA), shall first be approved by the Committee on Ministry for such service - prior to action being taken by the Session or Steering Committee.

Adopted	19 September 1995	Reviewed	11 January 2014
Revised	25 February 2003	Reviewed	12 January 2019
Reviewed	10 January 2009		

## **POLICY 13 POLICY REVIEW**

The Presbytery Council shall review and report to Presbytery, all Presbytery Policies, every five (5) years from the adopted/revised date, or as needed.

Adopted	21 September 1999	Reviewed	11 January 2014
Reviewed	02 March 2004	Revised	12 January 2019
Reviewed	10 January 2011		

## **POLICY 14 ALTERNATE COMMISSIONERS TO GENERAL ASSEMBLY**

At the Fall Meeting of Presbytery, preceding the next General Assembly, the presbytery shall elect a Minister, nominated from the floor as the Alternate Minister Commissioner, who shall attend/observe that coming year's General Assembly. The Presbytery of Nevada shall pay all reasonable expenses, documented by receipts. Ordinarily, this individual shall be the Primary Minister Commissioner the following regular General Assembly.

At the Fall Meeting of Presbytery, preceding the next General Assembly, the presbytery shall elect an Elder Commissioner, as nominated from the rotating list of churches who shall attend/observe the coming year's General Assembly. The Presbytery of Nevada shall pay all reasonable expenses, documented by receipts. Ordinarily, this individual shall be the Primary Elder Commissioner at the following regular General Assembly.

Nominations are always open from the floor.

Adopted	19 September 2000	Reviewed	11 January 2014
Revised	21 September 2004	Revised	31 May 2014
Reviewed	10 January 2009	Revised	12 January 2019

## **POLICY 15 WHEN A PASTOR LEAVES A CALL**

The departing minister shall not participate in the life of a ministry setting, or provide pastoral services for the congregation which he/she has left, or from which he/she has retired, except as approved by the COM. Nor shall he/she provide pastoral services to members of other congregations, except with the approval of the session and moderator.

The COM shall conduct an exit interview with the pastor and spouse (if there is one), and with the session to review the requirements of this policy.

Adopted	19 September 2000	Reviewed	11 January 2014
Revised	21 September 2004	Revised	31 May 2014
Reviewed	10 January 2009	Revised	12 January 2019

## POLICY 16 ACCOUNTING PRINCIPLES

The Nevada Presbytery follows Generally Accepted Accounting Principles (GAAP) for non-profit organizations, except where the Presbytery's CPA accounting advisor directs otherwise

Adopted 16 September 2003  
Reviewed 10 January 2009

Reviewed 31 May 2014  
Reviewed 12 January 2019

## POLICY 17 ELECTRONIC VOTING

The Presbytery Council may take email votes on business items **between meetings** (ordinary, routine, and non-controversial items) ~~between meetings~~. Adequate opportunity shall be given for discussion to all individuals consistent with Robert's Rules of Order, which states, in part, "...there can be a motion to 'move to table' until adequate discussion has taken place". Anyone can make this motion, **which moves the item from an email vote to the next electronic or in-person meeting**. ~~but the motion (move to table) requires a vote~~. A response time of up to seven days shall be given. All such actions shall be reported at the next ~~regularly scheduled~~ meeting.

Adopted 20 September 2004  
Reviewed 10 January 2009  
Revised 31 May 2014

Revised 12 January 2019  
Revised 15 January 2022

— Policy 21 is on the next page. —

## POLICY 24 WEBSITE POLICY

The Presbytery of Nevada (Nevada Presbytery) operates a single website on behalf of the presbytery. All website registrations, licenses, and other digital assets are held by the stated clerk in trust for the Presbytery of Nevada.

The website editor is responsible for day-to-day operation of the site and works with the stated clerk to ensure it is maintained, updated, and available.

The stated clerk determines what content should be shared on the website guided by the Presbytery and council. Normally this includes Presbytery policies, Presbytery, council, and trustee meeting information, Presbytery minutes, contact information, and directories of churches, committees, and minister members.

To be eligible for posting on the Presbytery website content must be sponsored by:

- a congregation within the Presbytery
- a Presbytery committee, council, or Nevada Presbytery
- a mission supported by Nevada Presbytery
- another PC(USA) governing body
- a Nevada Presbytery staff member or officer

Submitting sponsored content does not guarantee the content will be posted. All submissions are subject to editing and should be in editable form. Photos should be sent separately at the highest resolution possible with the photographer named. Content providers are responsible for ensuring copyright permission has been obtained for web publication.

The following will appear on the website: "All links are provided for information only and do not necessarily represent the position of the Presbytery of Nevada".

Adopted 11 March 2009

Reviewed 11 January 2014  
Revised 12 January 2019

## POLICY 21 INQUIRE/CANDIDATE INDEBTEDNESS

### INQUIRERS AND CANDIDATES UNDER CARE:

- A. Inquirers are to consult with a Board of Pensions regional representative or the Presbyterian Foundation representative during the inquiry year to make a plan for financing the cost of seminary.
- B. During seminary education, inquirers/candidates will participate in a "Fiscal Fitness" workshop sponsored by the Board of Pensions of the PC(USA), as available.
- C. A designee of the presbytery's Committee on Preparation for Ministry will counsel with an inquirer/candidate regarding the level of indebtedness compared to expected salaries based on the current median income for the denomination. The CPM representative will also help the inquirer/candidate to determine the minimum effective salaries for geographic regions in which the inquirer/candidate is interested in serving.
- D. When appropriate, the Committee on Preparation for Ministry will be an advocate with the congregation of which the inquirer/candidate is a member, and with other congregations of the presbytery as appropriate, in order to generate financial support for the inquirer/candidate in the form of grants.

### MINISTERS SERVING A FIRST CALL WITHIN THE PRESBYTERY

- A. Ministers serving in a first call following graduation from seminary shall show evidence of attending a financial planning workshop. If a minister has not attended such a workshop, she/he shall be required to do so within twelve (12) months of start-up. The cost of registration fees, travel, and accommodations for such a workshop shall be considered a legitimate reimbursable expense from study leave allowance and eligible for a continuing education grant from the Committee on Ministry.
- B. The Committee on Ministry shall encourage calling congregations to utilize further educational debt reduction as a point in negotiating salary with prospective pastors.

### ELIGIBILITY FOR SEMINARY DEBT REDUCTION GRANTS

- A. Recognizing that each inquirer/candidate will have unique financial resources available upon entering seminary, unique financial needs during seminary, and differing salaries in a first call, endorsement for seminary debt reduction grants shall not be restricted by the above guidelines, nor shall following all the guidelines guarantee endorsement. Endorsement for seminary debt reduction grants shall be determined on a case-by-case basis.

Adopted 02 March 2004  
Revised 11 September 2004  
Revised 10 January 2009

Reviewed 11 January 2014  
Revised 12 January 2019