



**Annual Meeting
Presbytery of Santa Fe
Saturday, October 17th, 2020
Online Meeting**

To: All Ministers, Elder Commissioners and Clerks of Session
From: Stephen Rhoades, *Stated Clerk*
Re: Annual Meeting of the Presbytery

The Annual Meeting of the Presbytery will be held online through Zoom, starting at 10:00 a.m. on Saturday, October 17th, and ending around 3:30 p.m.

Absences. Excuses for Ministers, Commissioned Pastors and Certified Christian Educators must be sent to the Stated Clerk or Associate Stated Clerk before the meeting. Elder commissioners who are unable to attend are encouraged to pass their information on to the alternate commissioner(s) from their congregation.

New Business. NEW PROCEDURE: Any new business brought to this meeting, but not on the approved docket, must be submitted to the Stated Clerk, by email to statedclerk@santafepresbytery.org, no later than 7pm on Thursday, October 15th. Any proposed new business will be referred to the New Business Committee for consideration prior to the meeting.

Consent Agenda. The Consent Agenda will be made available on the presbytery website prior to the meeting. If you wish to pull any items from the Consent Agenda, please let the Stated Clerk know by email (statedclerk@santafepresbytery.org) no later than 7pm on Thursday, October 15th.

Purpose of the Meeting

- To approve the Annual Reports and the 2021 Budget.
- To vote on revisions to our Standing Rules and the structure of the Presbytery.
- To elect new leadership for the Presbytery.
- To welcome new minister members.
- To participate in worship and unite as a body of Christ, including the installation of the Moderator and Moderator-Elect.

Yours in Christ,
Stephen Rhoades
Stated Clerk

PRESBYTERY OF SANTA FE
PRESBYTERY MEETING INFORMATION AND REGISTRATION
Saturday, October 17, 2020

REGISTRATION DEADLINE IS October 14TH

Registration

Register in advance for this meeting by clicking on the link:

<https://zoom.us/meeting/register/tJcqdeyqrT8qGtA5w8yUHk3KZEpy89ga8fK>

After registering, you will receive a confirmation email containing information about joining the meeting.

Docket, Reports, Requested Actions and other Papers for the Meeting

Reports for the meeting will be posted on the Presbytery website by October 13th. The *draft* docket is attached to this document. The final docket will be posted before the meeting.

Zoom Help/Procedures

Special Procedures for the meeting are attached to this document. If you are unfamiliar with Zoom, you are encouraged to contact Tiffany at 505-688-5182 prior to the meeting. Tiffany can setup an opportunity to test your equipment and give technology assistance.

New Commissioner Orientation

New Commissioners (as well as experienced commissioners) are encouraged to attend a new commissioner orientation that will be held on Saturday at 9:30 a.m. through the same Zoom link as the Stated Meeting. If you are a new commissioner of a church, please indicate so during registration.

Lunch and Breaks

There will be a lunch break around noon, as well as other breaks after points of business.

Communion

Communion will be served during the worship service. You are invited to prepare your own common food elements for communion.

Questions?

You can reach me at statedclerk@santafepresbytery.org or 505-235-1551. Questions can also be directed to Tiffany Lo-Finch at admin@santafepresbytery.org or 505-688-5182.

We all look forward to seeing you at this important meeting of our Presbytery.

DRAFT DOCKET Annual Presbytery Meeting

Presbytery of Santa Fe Virtual Meeting through Zoom Saturday, October 17, 2020

9:00 AM	New Business Committee (if needed)	
9:30 AM	New Commissioner Orientation -Breakout Room	Stephen Rhoades, Stated Clerk
10:00 AM	Call to Order/ Convene with Prayer Acknowledgement of Whose Land We Are On	Seth Finch, Moderator
	Declaration of Quorum	Stephen Rhoades
	Nature, Scope and Legality of Virtual Meeting Suspension of Certain Bylaws and Standing Rules by CT Future Ratification of Actions Taken	Stephen Rhoades
	Approval of Docket (#1) and Rules of Decorum (#1a) Action: That the Presbytery adopt the docket for this meeting, as submitted/as amended, subject to adjustment as may be necessary and at the discretion of the Presbytery Moderator. Action: That the Presbytery adopt the Rules of Decorum (#1a), as attached to and made a part of this proposed docket.	
	Welcome and Announcements	
	Introduction of Corresponding Members/Partners in Ministry <ul style="list-style-type: none"> • Ghost Ranch • Presbyterian Investment & Loan Program Seating of Corresponding Members Action: That the Presbytery seat the following corresponding members, with voice but without vote (the Stated Clerk will provide the list).	Mickie Choi
	Introduction of New Commissioners	
10:20 AM	Opening Devotional	
10:30 AM	Approval of Presbytery Minutes (#2) Action: That the Presbytery approve the July 2020 Presbytery Minutes (#2). Any minor spelling/editing to the minutes can be emailed to the Stated Clerk.	
	Approval of Consent Agenda (#1b)	

	Action: That the Presbytery approve the Consent Agenda (Report #1b) as submitted OR as amended.	
	<i>Reports from Committees, Commissions and Officers of the Presbytery:</i> Report from the Stated Clerk <ul style="list-style-type: none"> • Report on Balance of Ruling Elder Commissioners 2020 (#4b) • Receipt of Annual Reports (#AR) • Report from Administrative Commission to Raton, First Report from the Youth/YAV Coordinator Report from the Commission on Ministry	Stephen Rhoades Luke Rembold Judy Belvin, David Elton
11:00 AM	Faith Sharing	
11:05 AM	Small Group Fellowship Breakout Session #1	
11:20 PM	Report from Finance and Property Committee <ul style="list-style-type: none"> • Treasurer's Report (#60, 62) • Our Resources Doing Mission –Budget Presentation • Action: The Presbytery approve the 2021 Budget (#61) Report from Coordinating Team Action: That \$10,000 be donated from Santa Fe Presbytery's portion of the Peace & Global Witness Offering to the Synod of the Southwest's Native American Relief Project, in response to the letter from the Native American Ministries Coordinating Committee	Kathy Rhoades Bill Belvin Nelson Capitan
12:00 PM	Adjourn for lunch	
12:30 PM	Announcements, Celebrations, & Concerns	
12:40 PM	Reconvene with Prayer	
12:45 PM	<i>Reports from Committees, Commissions and Officers of the Presbytery:</i> Report from Mission Networking Committee Report from the Review of Presbytery Design Task Force Second Reading of Updated Proposed Revisions to the Standing Rules	Roger Scott Powers Catherine Robinson Stephen Rhoades

	Action: The Presbytery votes on the Updated Proposed Revisions to the Standing Rules.	
1:25 PM	Faith Sharing	
1:30 PM	Report from Committee on Representation & Participation <ul style="list-style-type: none"> • Election of Nominees (#14) • Representation Report (#15) Report from the Moderator <ul style="list-style-type: none"> • Election of CORP Members & Chair 	Stephanie Urban Seth Finch
1:40 PM	Small Group Fellowship Breakout Session #2	
1:55 PM	Faith Sharing	
2:00 PM	Announcements, Celebrations, and Concerns <i>Break before Worship</i>	
2:30 PM	Closing Worship Lord's Supper Necrology Installation of Moderator & Moderator-Elect	
	Adjournment upon Benediction	

Special Zoom Procedures

Participation in this meeting requires access to an internet-connected device such as a computer, tablet, or smartphone. This device should also have a microphone and a video camera. Participants can also call in from a landline, but this is not recommended.

If you do not have access to the necessary equipment, please reach out to your church for possible options and assistance. You can also call Tiffany at 505-688-5182 to discuss solutions.

1. You can name or rename yourself when you enter the meeting. Please name yourself with your title RE (Ruling Elder), (MWS) Minister of Word and Sacrament or CP (Commissioned Pastor). You can then state your name. And finally, state which church you are from. You can edit your name by clicking on the dot menu on your video.

So, for example, RE Tiffany Lo-Finch, Covenant ABQ

2. You will be muted upon entering the meeting, but you can ask to be recognized to speak to an issue. Instructions are below. When you are recognized, we will be asked to unmute.

How to raise your hand in Zoom

1. During a meeting, click on the icon labeled "Participants" at the bottom center of your PC or Mac screen.
2. At the bottom of the window on the right side of the screen, click the button labeled "Raise Hand."
3. Your digital hand is now raised. Lower it by clicking the same button, now labeled "Lower Hand."

The same method can be used to raise your hand in a Zoom meeting on a mobile device, simply tap "Raise Hand" at the bottom left corner of the screen. The hand icon will turn blue and the text below it will switch to say "Lower Hand" while your hand is raised. If you are joining by phone and wish to speak, please hit *9. It is important to let Tiffany know if you are joining by phone.

3. Most of the votes will be conducted by polling. The question being voted on will appear on your screen. You will then vote yes, no, or abstain and hit submit. You will be given a certain amount of time to register your vote. Then the results will be shown on your screen. If you are joining by phone, you will be instructed to hit *9 in order to vote yes (and then followed by a no vote). *Ex-officio and non-voting members should select "Not a voting member" for every vote.*

4. Documents for the meeting will be posted on the [Presbytery website](#) under the *Presbytery Meetings* tab. We will also show documents up for discussion during the Zoom meeting. We are not able to provide printed documents for this meeting.

Zoom Help

1. If you would like to see a video about how to join a meeting you can use this link:
[Joining a ZOOM Meeting](#) (Youtube Tutorial)

When you click on the link to run the Zoom meeting from the email you received after registering, you may be required to hit a second button "Open Zoom Meetings". Your screen may ask if you want to join with Computer Audio (click on Join with Computer Audio). You also may be required to Start Video which will be at the bottom left of your screen.

2. Denver Presbytery has created this video that gives a good introduction to Zoom and our procedures for the meeting: [Denver Presbytery tips for Zoom presbytery meeting participation](#)
3. We can setup a practice session with anyone who would like to prior to the meeting. Call Tiffany at 505-688-5182 for any assistance.