



## ***Our Vision***

*Grounded in the Biblical image for human community,  
as disciples of Jesus,  
following His witness and command for His church,  
guided by the principles of  
trust,  
open communication,  
and genuine relationships,  
we will challenge and support congregations  
to be thriving faith communities by  
providing competent pastoral leadership  
resourcing to energize ministry,  
and (developing) networks and partnerships of Presbyterians.*

## ***Our Values***

We are

- Missionally focused
- Faithful
- Accountable
- Energized
- (Permission-giving)
- Connected
- Engaged in gifts-based ministry

## *Who We Are*

- Christians in the body of Christ
  - Individuals
  - A Community...A Family
  - Disciples, Stewards, Servants
  - Presbyterians (members of the PC(USA))
  - Volunteers
- Teaching & Ruling Elders
- Members of Presbyterian Churches

## *Meeting Courtesies*

### When Gathered:

- Remember, we are Christians, and we are working *together* with one another
- Respect and consider others' perspectives—including those outside the room
- Avoid side conversations
- Put cell phones on silent/mute – if you have to answer, please leave the room before you answer

## *Meeting Courtesies continued*

When speaking on the floor:

- Remarks must be courteous in language and behavior
- Move on when a point has been made—don't beat a dead horse
- Speak in terms everyone can understand and proactively translate for your peers from other areas
- Always speak respectfully and look for opportunities to affirm

## *Meeting Basic Rules*

- Jesus is in charge of us. We are here to serve him and one another
- Robert's Rules of order is used, which gives all, including minorities, voice
- Moderator has control of the assembly floor
- Anyone wishing to have access of the floor must address the moderator and please do so by using one of the microphones provided
- The moderator is the person being addressed when one is on the floor (look at and talk to the moderator when speaking on the floor)

## *Meeting Basic Rules continued*

- One person talks at a time
- Moderator will not recognize anyone shouting out from the assembly, including 'call the question'
- If it becomes clear that Robert's Rules is causing confusion rather, the Moderator will call on the Parliamentarian for explanation. This can also be done from the floor by a member by request.

## ***Robert's Rules of Order Process***

1. Obtaining the floor
  - a. Wait until the last speaker has finished.
  - b. Rise and address the Moderator at one of the microphones provided.
  - c. Wait until the Moderator recognizes you.
2. Make Your Motion
  - a. Speak in a clear and concise manner.
  - b. Always state a motion affirmatively. Say, "I move that we ..." rather than, "I move that we do not ...".
  - c. Be polite & courteous, and stay on your subject.

## ***Robert's Rules of Order Process***

3. Wait for Someone to Second Your Motion  
(if motion not coming from a committee)
4. Another member will second your motion or the Moderator will call for a second.
5. If there is no second to your motion it is lost.

## ***Robert's Rules of Order Process***

### 6. The Moderator States Your Motion

- a. The Moderator will say, "it has been moved and seconded that we ..." Thus placing your motion before the assembly for consideration and action.
- b. The assembly then either debates/ discusses your motion, or may move directly to a vote.
- c. Once your motion is presented to the assembly by the Moderator, it becomes "assembly property", and cannot be changed by you without the consent of the members.

## ***Robert's Rules of Order Process***

### 7. Expanding on Your Motion

- a. The time for you to speak in favor of your motion is at this point in time, rather than at the time you present it.
- b. The mover is always allowed to speak first.
- c. All comments and debate must be directed to the Moderator.
- d. Keep to the time limit for speaking that has been established.
- e. The mover may speak again only after other speakers are finished, unless called upon by the Moderator.

## ***And Always Remember...***

- Take deep breaths
- Smile
- Love one another