



Called Meeting • January 25, 2022 • via Zoom Meeting

## Registration Information

**Note:** ALL participants (Ministers, Commissioned Pastors (CRE), Certified Christian Educators, Ruling Elder Commissioners, and guests) will be required to register in advance. We will need to know the names of Ruling Elder Commissioners (those elected by session to represent their congregations) in advance. This is a change from in-person meetings.

**Ministers and Clerks of Session:** We will need to know the names and contact information (email and phone number) for your commissioners ahead of time. Please email this information to Barbara Espigh at [barbara@presbyteryofthejames.org](mailto:barbara@presbyteryofthejames.org), or if you do not have internet access, please leave a message: 804-262-2074 ext. 301.

**All attendees:** Please use the link below to access registration on our website. You will be asked for your name, phone number where you can be contacted on the day/time of the virtual meeting, your church's name and city, preference for ordination sermon, and whether you are a Ruling Elder Commissioner (a ruling elder who was elected by the church session to represent the congregation), ruling elder serving as moderator of a POJ committee, minister member, commissioned pastor (CRE), Certified Christian Educator, or guest. It is important that all information is filled out. Once you have registered, information regarding meeting access links, numbers, and passwords will be emailed to you. Please save that email to use on January 25 to log in to the meeting.

**There will be NO Zoom registrations allowed after noon on the day of the meeting, so please be sure to register prior to the deadline (Tuesday, January 25 at 12:00 p.m.)**

Registration: <https://www.presbyteryofthejames.com/stated-meetings/>

Thank you for your flexibility as we continue to meet virtually. If you have questions or concerns not covered in the above information, please contact Barbara Espigh at [barbara@presbyteryofthejames.org](mailto:barbara@presbyteryofthejames.org). If you do not have reliable internet access you may leave a message at (804)262-2074 ext. 301.

**\*\*Emails and calls will be returned during POJ office hours Monday – Thursday 8:30 a.m. to 4:00 p.m.\*\***

## General Information

**Please thoroughly review Section II of the packet prior to the meeting to become familiar with the topics that will be discussed and voted on.**

- ◆ At their earliest opportunity, each moderator or clerk of session is requested to put Section I and Section II of this packet in the hands of the Ruling Elder Commissioner(s) representing their church.

◆ **Presbytery convenes promptly at 7:00 p.m. You must have completed registration by the deadline (January 25 at 12:00 p.m.) and be logged in by 7:00 p.m. the day of the meeting. The Zoom link will open at 6:30 p.m. for all commissioners and attendees.**

- ◆ **Excused Absences:** All ministers and sessions are reminded that email excuses are required for absences to be approved. Please plan to stay logged in for the entire meeting and attend to all matters. Send excuses to Franklin Reding, assistant to the stated clerk, at [franklinr@presbyteryofthejames.org](mailto:franklinr@presbyteryofthejames.org).
- ◆ **Motions/Amendments:** If you plan to offer a motion or an amendment to any motion, please raise your virtual hand by using the “Raise Hand” icon in the participants window or by using \*9 if you are participating by phone. Once you have been recognized, you will be asked to unmute using the “Mute/Unmute” icon – phone users may unmute by using \*6. Please state your motion or amendment, which will be typed out by presbytery staff and read back to the body.
- ◆ Overtures must be at the presbytery by noon eight (8) weeks prior to a meeting. For the June 21, 2022 meeting, the deadline will be April 26, 2021 by noon.

### Stated Meetings 2022

February 19, 2022.....	via Zoom
June 21, 2022.....	Invitation needed
October 15, 2022.....	Invitation needed