

CHECKLIST FOR THE DISSOLUTION OF A PASTORAL RELATIONSHIP

Name: _____

- 1. Minister or session consulted with the Ministerial Committee before making request to dissolve the pastoral relationship (G.14-1B).
- 2. If relationship of a pastor or associate pastor is being dissolved, a congregational meeting was duly called and the congregation concurred (G.14-1B).
 - Congregation or pastor did not concur
 - Presbytery heard representatives from congregation explain their action (could be handled by an Administrative Commission) (G.14-1C)
 - Decision of presbytery regarding the dissolution:
- 3. Status of pastor following dissolution:
- 4. "Record of Official Change for Minister's Status and Ministry" sent to the minister and General Assembly (Procedure Manual page 160).

Sample text for minutes (this section is not fillable):

Pastor/Associate Pastor:

The congregation of _____ Church in a duly called congregational meeting on _____ (date) approved the dissolution of the pastoral relationship with TE _____. On motion, the Presbytery of _____ concurred [or The Ministerial Committee concurred (G.21-2D.2(e))] and the relationship is dissolved.

On motion, TE _____ was transferred to _____ [or the call to TE _____ from _____ as _____ was approved].

Assistant Pastor:

The Session of _____ Church, approved the dissolution of relationship of _____ as Assistant Pastor prior to the expiration of his/her term. On motion, The Presbytery of _____ concurred with the dissolution of the pastoral relationship with TE _____. Rev. _____ was/is (fill in new status: transferred, without call, out of bounds, etc.) On motion, the Presbytery of _____ concurred [or The Ministerial Committee concurred (G.21-2D.2(e))] and the relationship is dissolved.

On motion, TE _____ was transferred to _____ [or the call to TE _____ from _____ as _____ was approved].