

Grace Presbytery Policy on Dissolving Congregations
Revised by the Presbytery Council June 16, 2021

Grace Presbytery will elect an Administrative Commission to act on behalf of Grace Presbytery for the purpose of dissolving congregations with the authority and responsibilities listed below. The proceeds of all sales of properties and other assets of a dissolved congregation will be distributed to the Presbytery Mission Budget Fund, net of expenses.

The Administrative Commission is authorized:

1. to meet with the session and members of the congregation
2. to call a meeting of the session and/or of the congregation
3. to counsel with the session concerning dissolution issues and advise the session as to appropriate actions to be taken
4. to correct any difficulties in the congregation if the session is unable or unwilling to do so, if needed
5. to assume original jurisdiction of the session, if needed, after according the session a full opportunity to be heard concerning the advisability of assuming original jurisdiction with the full power of session
6. to arrange for the pastoral care of the members
7. to arrange for the transfer of members to other churches
8. to convey to the Stated Clerk the names of all members who have not transferred their membership by the time of the dissolution of the congregation
9. to plan and conduct a Service of Witness at the conclusion of which the following statement should be made: "In the name of our Lord Jesus Christ and by the authority of Grace Presbytery of the Presbyterian Church (USA), the ministry of [name of congregation] is complete, the congregation is dissolved by Grace Presbytery."
10. to dissolve the congregation (the effective date of dissolution must be specified and does not need to be the same as the date of the Service of Witness)
11. to secure, close, convey, or transfer rights to Grace Presbytery all real estate and financial assets, bank and investment accounts, and other assets of the church, and to ensure conformity with donor restricted gifts when the funds are conveyed to the presbytery
12. to ensure all outstanding financial obligations are paid or transferred to the presbytery including (a) expenses related to the dissolution of the congregation, (b) utilities,

insurance, and maintenance of the property, (c) payroll taxes, and (d) the filling of required IRS forms and payments, (d) utilities and building maintenance

13. to collect and transfer all permanent records to the Stated Clerk for filing with the presbytery or transferring to the Presbyterian Historical Society
14. to dispose of the moveable personal property of the congregation by sale or gift to other churches or to members of the church or community at the discretion of the commission
15. to prepare a final report for the presbytery listing all actions taken by the commission as well as a brief history of the congregation
16. to do such things and take such actions on behalf of Grace Presbytery as shall be reasonably necessary to accomplish the general purpose of this commission, including signing legal documents, real estate contracts/transactions, and banking or investment accounts on behalf of Grace Presbytery, Inc. This signature authorization includes any member of the Administrative Commission, the General Presbyter, the President or Secretary of Grace Presbytery's Board of Trustees, or the Director of Property Management.