

PROCEDURES FOR THE CALL OF THE MINISTER TO THE 2-POINT CHARGE

The two sessions of St Andrew's Kars and St Andrew's Richmond met at St Andrew's Richmond on Thursday, August 20th 2026 to establish the timeline and procedures to call a selected candidate for ministry within the two charges. Following please find the timeline:

- **The candidate will be asked to preach for the call at St Andrew's Kars, Sunday, September 27th at 9:15 am.**
- **The candidate will then proceed to St Andrew's Richmond to preach for the call on Sunday, September 27th at 11:00 am**
- **IT IS TO BE NOTED THAT THE NAME OR DETAILS OF THE CANDIDATE WILL NOT BE MADE KNOWN TO THE GENERAL CONGREGATIONS UNTIL THE DAY OF THE CALL.**
- **A congregational meeting will be held the following Sunday, October 4 at each church following their worship service. Rev Whitecross will attend both these meetings. The vote for the candidate will take place at this meeting.**

These are the procedures as lined out in the Book of Forms and the PCC Guidelines for Calling a Minister:

Voting for the Call

At the October 4th congregational meeting presided by Rev David Whitecross, Interim Moderator, there will be three votes:

- 1. To proceed with a call;**
- 2. The terms of the call; (the floor will then be opened by nominations for ministers to stand for the call. Presumably the candidate that has been recommended by the Search Committee and approved by both sessions, will be the only nomination);and**

- 3. Election of the nominated candidate to become our minister.
Only members can vote; adherents sign another form
concurring with the vote.**

Session will determine at the August 31st Session meeting whether the vote will be by ballot or show-of-hands.

Signing the Call

If the members vote to proceed with the call, approve the terms of the call, and elect a nominated candidate, it is then that members and adherents to “sign” the call documents (one for members, one for adherents).

Session members will reach out to all members to ask for their support of the call to the new minister. If a member indicates their support and wants to elder to sign the call documents on their behalf, this is permissible. Adherents can also be approached in a similar manner.

Members and adherents will have the chance to sign up to and including Sunday, October 11, 2026.

- **One commissioner from each congregation will be selected to attend a special meeting of Presbytery who will then approve and accept the call if approved. This meeting will be held as soon as possible after the voting.**
- **If the call is successful, the candidate will begin ministry on December 1st with their first service to be led on Sunday, December 6th, 2026.**

If you have any questions, please speak to one of the elders below:

David Brown

Bruce Moffitt

Heather Nixon

Nancy Pinck

Shirley Reddick

Laura Tupper

Sharon Stewart