

MINUTES OF ADMINISTRATIVE COMMISSIONS TO  
COMMISSION, ORDAIN OR INSTALL

Name of MINISTER Jay Kim

The Administrative Commission appointed by the Presbytery of Miami Valley met at:

Location Presbyterian Church, Wilmington 3:30 PM Date April 6, 2025

Purpose:  To Ordain as Minister of Word and Sacrament  
 To Install as pastor at Wilmington Presbyterian  
 To Commission as a Ruling Elder to Particular Service at \_\_\_\_\_

Janet Miller presided as Moderator and constituted the meeting with prayer.  
Pam Barrett was appointed to serve as Clerk of the Commission.

Administrative Commission Present were:

MINISTERS: Annie Melick, Terry Kukuk

ELDERS/ CHURCH Rev Janet Miller, Rev Bruce Saunders, Wilmington  
BAPT

The following were seated as **Corresponding Members**:

\_\_\_\_\_ of the Presbytery of \_\_\_\_\_  
\_\_\_\_\_ of the Presbytery of \_\_\_\_\_

OTHERS PRESENT: Pam Barrett, clerk of session, Wilmington

The Order of Worship was approved:

To introduce the Candidate and Call Janet Miller  
To propound the Constitutional Questions Janet Miller - Pam Barrett  
To Preach Terry Kukuk  
To Charge the Pastor Annie Melick  
To Charge the Congregation Bruce Saunders  
To lead the Prayer of Ordination/Installation Janet Miller  
Celebrant if the Lord's Supper is served Jay Kim

45C  
Terry  
Annie

The Commission proceeded to the service of worship. The meeting adjourned with the benediction by the newly ordained and installed Rev Jay Kim at the close of the service.

Signed,  
Pam Barrett, Clerk

**Please attach a copy of the bulletin with these minutes** and send to the attention of:

Lynn Bova, Stated Clerk  
Presbytery of the Miami Valley  
4417 Bigger Road, Dayton, Ohio 45440  
or email to statedclerk@miamipresbytery.org.