

Saint Andrew Presbyterian Church  
Minutes of the special Session Meeting for Pastor Evaluation  
May 8, 2017  
Lepic Kroeger office

**Moderator:** Nathan Williams of Echo Hill Presbyterian Church, Cedar Rapids

**Elders present:** Mark Beerends, Patti Benson, Sarah Brakke, Jeff Charis-Carlson, Gene Dierking, Kathy Duys, Margaret Heidger, Cindy Kasper, Kelly Lamb, Aaron Shileny, Dan Steele, Cindy Vonderhaar, Bruce Walker, Jan Waterhouse.

**Excused Elders:** Cecilia Norris, Jenny Pigge

**Personnel team members:** Lora Morgan-Dunham, Dean Oakes, Amy Sparks, Deb Wretman

Nathan opened the meeting in prayer at 7:00 p.m.

Ann Ford was identified as clerk pro tem.

**Moved to accept Ann Ford as clerk pro tem.**

**MSC**

### **Personnel Team**

Session must approve employment and goals. Members of the team discussed data from previous annual evaluations, with ratings of 1-5, averaged, addressing performance and core competencies. The 2017 evaluation uses a new ratings scale with descriptive ratings, such as “needs improvement,” or ”exceeds expectations” etc.

### **Group discussion**

Session split into 3 groups to discuss and fill out reflection guides, which will be given to Pastor Matt. Personnel Team also filled out a reflection guide. After 30 minutes the groups came back together. One person in each group acted as recorder and reporter, and the reflection guides will be given to Pastor Matt. Strengths and areas needing improvement were discussed. Past evaluations and follow-up efforts of the Personnel Team were discussed.

### **Goals**

Common items from goal discussions as follows. Ask for staff ideas about how to improve leadership for them. Plan team building with staff and lay leadership. We need better leadership for moving financially, physically and spiritually into new church. The church vision needs to be developed into strategy. Articulating vision for our financial plan for the move. The pastor needs to be more involved with youth groups and to improve communication with them.

We talked about Immediate and long-term goals in each of the 4 groups and then in the larger group. We selected 3 immediate goals: to provide leadership and vision into our life in the new building, to meet the need for financial and leadership capital campaigns, and to improve staff and lay leadership relationships with pastor.

3 immediate goal areas were chosen as priorities:

1. Leadership and visioning for congregation life in the new bldg.
2. Need for financial and leadership in the capital campaigns, present and future.
3. Improve staff and lay leadership relationships with pastor.

There was a question about whether what we want has been clear and we agreed that we have. Where are we and what do we want to see changed? We picked the 3 immediate goal areas as priorities: Long term goals are also part of the goal setting, which Session will consider again later.

**Personnel Team meeting**

Members of the Personnel Team met with the Pastor last week to discuss issues.

**Committee on Ministry**

The Personnel Team will ask the Presbytery Committee on Ministry to provide counsel to Session about our Pastor evaluation and next steps.

**Motion:** Personnel Team will ask the Presbytery Committee on Ministry to meet and counsel with Session on the Pastor evaluation. Carried with one dissenting vote from Cindy K.

**MSC**

Adjourned, with prayer, at 9:35 p.m.

Respectfully submitted,

Ann Ford  
Clerk pro tem

Nathan Williams,  
Echo Hill Presbyterian Church  
Moderator