

## **Special Session Meeting Minutes**

September 6 at 7 pm,

Heidger House, 708 Seventh Ave., Coralville

**Elders present:** Patti Benson, Bethany Lagani, Cecilia Norris, Sarah Brakke, Jan Waterhouse, Ethan Goers, Kathy Duys, Margaret Heidger, Jeff CharisCarlson, Ann Ford, Mark Beerends, Dave DeGroot, Bruce Walker.

**Excused elder:** Cindy Vonderhaar

**COM guests:** Larry Petrick, moderator of COM

**Pastors:** Kyle Otterbein

**Moderator:** Kitch Shatzer

The only things on the agenda are the new dates for Matt's ministry and last day in the office, as well as appointing a search committee for the interim pastor.

Opening prayer 7:05 p.m.

Seating of Larry Petrick from COM

Item 1: The minutes from the COM/session joint task force meeting have already been sent. The task force set the last date for Matt's ministry to be October 1, the last date for him to be in the office is October 11. COM already as approved these dates.

**Motion:** The last active date of ministry for the Rev. Matt Paul at St. Andrew Presbyterian Church will be October 1, 2017, and that the final date of any service for the church will be no later than October 11, 2017. This is a modification to the dissolution agreement approved by the congregation at their meeting held on July 30, 2017. Since this change is not a material change to the agreement and still falls within the parameters

of that agreement, there will not need to be a subsequent Congregational Meeting.

Discussion: COM has asked MP to have ministerial counseling in Chicago, and COM will pay for it. Question came up about what happens if that group feels negative about his future as a minister. Kitch mentioned that all churches in the Synod will be honest about the ministers leaving our churches, but also make a serious effort to be positive. Kyle asked about what kind of assessment will be passed on. Kitch said that COM has an agreement to agree on the statement. MP asked if he should be present, and he was advised not to be because it will involve future. Margaret asked about whether we will see COM's letter of recommendation for MP. Question about MP's family continue to worship with us? Probably Ari will continue. Some restrictions on interaction and communication with the church, some potential for abuse but can continue on Facebook etc. .

**Motion** to change dates as above. Moved and seconded **MSC**

\*Item 2:

**COM also has approved the formation of a search committee for an interim pastor.** (Unlike with the pastor nominating committee, the search for an interim is under the discretion of the session.)

Discussion: Session makes the decision for intentional interim pastor, no congregational participation as in pastor call. Intentional interim pastor is an official label now for PEIA, and such a person cannot be considered for pastor position. Interims can ask for high salary. Temporary supply would fill some duties. The search can be very helpful. Do a full search to look for the right person and perspective. Should try to find a person who has been trained as interim, with those skills. It's important, per Kitch, speaking as chair of transition. COM likely participates in search. Looking for match of interim skills with church needs.

**Motion:** To approve the formation of an interim pastor search committee to consist of three elders and two members of the congregation. **MSC**

**Nominated and elected:** Jeff, Margaret, Jan, alternates Bethany and Cecilia for interim pastor search. Add 2 members of the congregation, a congregational member. Maybe try to balance with more conservative

members than elders, members who are more conservative than the elders named. Cultural diversity might be a good idea. Gatwech was suggested. The committee will ask candidates. COM suggested committee of 3-5, but keep it small.

\*Item 3: Discuss the questions that the interim search committee will need to answer concerning the process and the type of individual we are seeking. (Note: The goal of the discussion is to compile a list of questions, not to try to answer those questions.)

Possible questions.

Kitch is the person to contact for names of candidates. Questions and needs:

**Need a job description.** Could contact people across the country. Get a CIF ready – church information form. CLC Church leadership connection. Not many interims there, probably have to go outside our presbytery. Margaret asked if committee can look at the training plan for interims. Kitch said yes, she will bring notebooks to Margaret to look at. Sarah suggested looking for a hospitality attitude in a structured approach such as Kyle has worked on. There are 3 denominations in the pool. ELCA, UCC, PC USA. Need to ask candidates if they are comfortable with our gay marriage policy and if they are comfortable with an associate pastor. Availability of interims shifts quite a bit. Probably take about 2 months to find the person. Probably looking for someone to start ca. Dec, 1 but it is unpredictable. PIF – personal information forms. Contract is for 1 year, SAPC must meet minimum salary requirement. Our Ministry Information form (MIF describes church) will describe what we are looking for. Jeff will be in touch with Larry Petrick to get started. Look at the MIFs on the PCUSA web page – all elders should look at this.

Much interviewing is now done via Skype. Can hear sample sermons on CD or YouTube and read sermons as electronic documents. Electronic access has sped the process up.

**Farewell celebration** on October 1<sup>st</sup> for Matt Paul and Personnel Team will take care of it. With cookies, probably not cake which would be messy on

the floor and carpeting. Could be between services or after 2<sup>nd</sup> service. 24 or 3-5 at church?

**Elders retreat question.** Was to be September 21<sup>st</sup>. Cancel that date & leave it open. Date was set to be in new building. Parliamentary procedure and communication with elders.

**Next meeting:** Confirm date for next session meeting (Thursday 21 September) and close in prayer.

At 9:35 we ended the meeting with prayer.

Ann Ford, Clerk

Kitch Shatzer, Moderator

DRAFT