

Session Meeting Minutes

Saint Andrew Presbyterian Church

Thursday Sept 21, 2017, 7 p.m.

North Campus, 2251 1st Avenue, Coralville

Elders present: Mark Beerends, Patti Benson, Tim Benson, Sarah Brakke, Jeff Charis-Carlson, Dave DeGroot, Kathy Duys, Ann Ford, Margaret Heidger, Bethany Lagani, Cecilia Norris, Cindy Vonderhaar, Jan Waterhouse

Elders excused: Bruce Walker, Ethan Goers

Pastor present: Kyle Otterbein

Moderator: Kitch Shatzer

Upcoming: Meeting Session meeting Thursday, October 19th at 7 p.m., Heidger House.

Kitch opened with prayer at 7:04 p.m.

Agenda: The agenda was amended and approved.

MSC

Approve MOS consent agenda (in supporting documents) Including Allocation to Presbyterian Disaster Assistance of \$2,000 for hurricane relief in Texas and Florida, and allocation of up to \$375 for publication costs of the revised Mental Health Initiatives Devotional/ Music CD package developed earlier by Marcia Murphy. MOS reaffirmed its support of up to \$300 per St. Andrew member participating in the upcoming two Guatemala IMPACTO mission trips. Implementation of a "Mission Welcoming Center" in the narthex of our new building, from "Recipes for St. Andrews' Next Chapter".

MSC

Stewardship: guest Christina Donelson. 4 supporting documents on Session page. Plans for Stewardship program starting in October and duties for elders include all of the following: all members will be invited to a house gathering, invited to attend adult education, urged to pray about your pledge, and to help with follow-up phoning in November. Elder Participation is important. The church has increased giving by 5% but we need to increase by 10% so our balance stays positive, or even 20%. Pray about it and ask the lord what to do.

Clerk's report: Session minutes drafts for August 16th, August 23rd, and September 6th will be posted for the next meeting.

Baptisms: August 20th, Caius Alexander Sperry, son of Steven Sperry and Karolyn Wanat. August 27th, Aksel Henrik Brakke, son of Erik and Sarah Brakke. September 17th, Samuel Tete Tekoe, son of Sewa Tekoe and Lina Adjovi Afangbedji **MSC**

Resignation letter received from Douglas Kaiden, who will soon transfer to a Christ the King, an ELCA church. We will wait for paperwork from Christ the King.

New members:

Karen McChesney Raynor, transfer from First Presbyterian Church, Ocala, FL (member # 2879)

Alex Moraniec, by reaffirmation of faith (member # 4833).

Both were received into membership Sept 10th. **MSC**

Out & About issues from PEIA subscribe at <https://peia.org/news/out-and-about> 178th Stated Meeting at First Presbyterian Church, Independence, Saturday, September 30, 10 a.m. – 3:00 p.m. \$10 each. Registration form at September 19, 2017, issue of Out & About, along with information packet. Meeting will be September 30th Saturday. We will elect 2 members to attend.

Motion: Ann Ford and Margaret Heidger were nominated and elected to attend **MSC**

Elders retreat: Removed from agenda: Elders will not meet Sun Sept 24 after church, 1-4 pm.

Personnel Team report: Jan Waterhouse: Approval of two job descriptions. See supporting documents for 2 items: Finance administrator position description (John Benson) and Nursery Caregiver application for Kelci Knight. Motion to accept job descriptions: **MSC**

Motion Session granted Personnel Team authority to hire. **MSC**

Interim Pastor search with Jeff. We have started the application process. Jeff asked for input about the top 10 qualities we want from deacons and elders. 20 names have been suggested for congregational members on the committee, and we will select those 2 later. May need a special session meeting about this. Kitch stated that the nationwide data base does not have many candidates available, but they did receive an inquiry from a possible candidate. The person who was

previously suggested for us has accepted another position. Pray for qualified candidates.

Finance report (in supporting documents) We want to ask our new treasurer Tony to use the dashboard template developed by Jason for future reports. The reports on Session page for August are from John Benson. Reviewed income and expenses, which look acceptable.

Rocket Docket:

Fellowship team Oct 14th hayrack ride. The Lavelys are retiring from coffee detail after 25 years. Kathy for youth ministries had a great time last weekend. Had 6 little red wagons last weekend downtown as kickoff for U of Iowa. Jeff (for nominating committee) said there is an open deacon position which will be filled by Matthews Jacob, and he will be looking for someone to fill Steve Dunham's elder spot. Sarah said they had an open house and registration for a new True Moms group – 12 moms now, 7 not from SAPC. 14 kids. Their meetings in October will meet at the Mormon church near West High until SAPC new building is available. Mark said Adult Ed starting next Sunday. Dave for Buildings and Grounds team said they are working on a policy for building use and will work on storage plans. Patti said Dobson will start organ installation Oct 16th. There will be volunteer opportunities for cleaning before organ installation. Cindy on hospitality said they are working to get more people involved greeting people. Christian education classes start Sunday for all ages. Trailers with stored items will be moved. Sorting for what is to be kept or donated next Saturday morning, and it will be open in the parking lot to take discarded items. They will start unloading Thursday the 28th. Wed. the 27th new pew chairs arrive. IKEA stuff has been staged and more will be picked up next week. Cecilia talked about MOS and possible trip to Houston to help with hurricane and flood damage. An International Peacemaker will be in Iowa City Thursday the 28th at First Presbyterian at 4 p.m. She is a nurse who has worked in Malawi to decrease HIV rate.

Pastor's report - Kyle has been visiting older members. He has reactivated the at-home communions. After training, elders are welcome to take communion to members. Also elders who are not presently serving.

Sign on Camp Cardinal Road: See supporting document from August 16th meeting and 19 September: Tabled at August 16th meeting. Consider Toni Van Voorhis' letter about \$1500 to HBK to replat survey before we can put up a sign for the church. Sample of size and place has been put up for us to look at. We

would have to pay \$1000-\$2000 to HBK to replat so we keep a small portion of the lot and put the sign on our property. Discussion about helpfulness of the sign. It was suggested that it would be expensive at this time and would not be very helpful.

Motion Direct CCBT to look for a sign location nearer to Gathering Place Lane.

MSC

Organ committee report. Dobson reviewed the site September 12th and reviewed steps required before installation, which will start Monday October 16th. See supporting document from Jack Prall.

Camp Cardinal Building report: Assuming Occupancy permit is in place October 20th the administrative offices and the Sanctuary will be ready for use. See supporting document from Jack Prall. Dates: 20th Oct occupancy for upper floor, Oct 16th for organ installation, Nov 20th for completion except for the lower level finishing into December. Costs are tracking within budget, though there may be additional overtime costs.

Presbytery request: Is it still possible to consider PEIA's request for storage space? No, since it is after the September 15th deadline and we don't anticipate having space to store PEIA materials.

Introductions/Orientation Tabled 8/16 Kyle suggested that he do an orientation for new elders one hour before the Oct 19th meeting. Talk about communion and Roberts Rules at Oct 19th pre-meeting. Behavioral covenant – read through it. It is on Session page.

Team assignments: Harry Hoyt suggested at our July meeting with Personnel Team last June that we extend team assignments beyond the usual term, because we lose much expertise too soon. Consider changing term limits on teams, and not limiting chairs to elders. Informally we have limit of 2 consecutive 3-year terms. Would only affect personnel team and nominating team. After discussion we dropped it.

Farewell reception for Matt Paul, 2-4 p.m. Oct 1. Make it open house style since we don't have dishwasher etc. Someone suggested bringing out the silver for the party but that does seem odd to pour into plastic cups. Will need 2 dozen cookies from each elder. Need 5 people to set up at 1:00 pm, 5 to clean up. Tablecloth, nice napkins, lemonade, music by Jeff. Suggested individual cash gifts with cards, because a bonus would have to be declared it as income. Will send out a message

that there will be a basket for cards. Could order a stole from Session. Limit on cost of up to \$225.

Motion to authorize Bethany to order a stole for up to \$225. For Matt. **MSC**

Listening Post comments compiled by Patti and posted on supporting documents. Asking people for comments, departing members... Should we keep on with listening posts? Maybe monthly? Have another listening post before we leave this building. Next would be Nov 12th.

Kathy asked about dates – the first worship service at new building will be Oct 29th.

For future meetings send reports in the Monday before our Thursday meeting, some of which will go into agenda some onto the Session page for supporting documents. May send reports or agenda items to Kitch or Ann for forwarding to elders, adding to agenda, and posting.

Prayers: John McClure died: he had done a great deal with youth ministry in the past. Mark starts a new job Monday. Kathy reminded us about people in Puerto Rico after the hurricane. Patti asked for prayers for a young man who fell while rock climbing. Margaret's neighbor Marianne who has cancer and has had lots of chemotherapy, and is losing strength. Praying for our congregation.

Kitch ended the meeting in prayer at 9:15 p.m.

Respectfully submitted,

Ann Ford, Clerk

Kitch Shatzer, Moderator