



St. Andrew | Presbyterian Church

140 Gathering Place Lane | Iowa City, IA 52246 www.saintandrew-ic.org

To be the body of Christ, living Christ's love, and serving as Christ served.

Session Agenda for July 19, 2018, 7:00 p.m.

1. Excused elders:

Guests:

2. Devotions & Opening Prayer – Kyle Otterbein – 10 minutes

3. Amend/Approve Agenda – 5 minutes

4. Items brought by Guests

4.1 No guests anticipated at the time this was sent out.

5. Minutes approval – June 21, 2018 - 5 minutes

6. Clerk's Report – Ann Ford – 10 minutes

6.1 **Report**

6.2 **Correspondence** (*if any*)

7. Pastor's Reports – 10 minutes

7.1 **Kyle** – 10 minutes

8. Rocket Docket – 15 minutes

Leaders of Different Ministry Areas report

9. Team Reports for action

9.1 Children and Family Ministry

Children's Ministry requests that we prepare an info sheet (or pamphlet) on St. Andrew teams and ministries with a description of each team's work, regular meeting schedule, and a contact person. We would like to see this available in September.

9.2 Finance Team Report – 10 minutes

Report will be uploaded to supporting documents

9.3 MOS

The following motion was approved by email ballot of MOS members:

BACKGROUND FOR REQUEST for support of travel expenses for Bernie and Farsijana's recent visit to St. Andrew. It is PC(USA) Mission Agency policy that support of the travel expenses of mission co-workers visiting congregations during a mission itinerary is the responsibility of the hosting church; i.e., no support for travel is provided by the Mission Agency for domestic travel.

BASIS FOR CALCULATION OF SUPPORT: They traveled from Champaign, IL to us; their next church visit is in Milwaukee, WI. They are traveling in a rental car charged to them. Mileage adds up according to Mapquest as: Champaign to IC, 242 miles, IRS reimbursement am't, \$131.90; IC to Milwaukee, 263 miles, IRS reimbursement am't, \$143.39, totaling \$275.29, plus two light meals at \$30 (\$15 x 2) each segment, totaling \$60. Grand total: \$335.29.

MOTION: Provide support for the travel expenses of the Adeney-Risakottas in the amount of \$335.29, funds to be taken from personally designated mission support in the MOS budget. Note: This support is in addition to St. Andrew's usual modest honorarium to be tendered to Bernie as pulpit supply (per earlier consent of Session). I am unaware of what this amount is. Bernie has requested that any such sum also be designated to cover travel expenses.

9.4 **Personnel Team** – 15 minutes

Proposal for Music Ministry

See supporting document entitled "Music Personnel Proposal_session"

9.5 **Buildings and Grounds** – 30 minutes

Approval of Maintenance contract for HVAC

Discussion of liability/risks associated with building use by outside groups

Report from Emergency Response Team/Insurance Update/**Bruce Walker**

Motion:

MOTION: Bruce will make a motion at the meeting to switch our insurance from GuideOne to The Insurance Board.

See documents from Bruce Walker under Supporting Documents

10. **Other Action Items**

10.1 **Motion from Sarah Brakke:**

MOTION: I move that the Session agenda be available on the St. Andrew web site on the Monday prior to each regularly scheduled meeting. For special meetings the agenda will be available as soon as possible prior to the meeting.

Not part of the motion, but Sarah suggests that we advertise this in the Messenger each month: a brief line reminding the congregation that meeting dates, agendas and minutes are posted under the "About" tab and the "Session" link.

11. **Old Business** 15 minutes

11.1 **Ordination and Installation of Officers**

Our new officers will be ordained and installed at either service on August 12.

12. Motion to Adjourn
Closing Prayer

13. Next meeting:
August 23, 2018