

**Saint Andrew Presbyterian Church**  
**Regular Session Meeting**  
**7:00 p.m. July 19, 2018**  
**Minutes draft**

At 6:00 p.m. we enjoyed a potluck dinner before the regular Session meeting, with incoming elders invited to join us. Kathy Duys and Sarah Brakke arranged and managed the potluck.

**Attending elders:** Mark Beerends, Patti Benson, Tim Benson, Sarah Brakke, Jeff Charis-arlson, Dave DeGroot, Kathy Duys, Myrna Farraj, Ann Ford, Ethan Goers, Margaret Heidger, Bethany Lagani, Cecilia Norris, Cindy Vonderhaar, Bruce Walker, Jan Waterhouse

**Excused elders:** none

**Excused Pastor,** Danie DeBeer

**Guests:** John Benson and newly elected elders: William Sparks, Class of 2019; and five in class of 2021: Sarah Brakke, Margaret Heidger, Beth Anne Pigge, Joe Whitney, and Doug Wildes. Outgoing elders are Patti Benson, Ethan Goers, Cindy Vonderhaar, and Jan Waterhouse.

The meeting opened at 7:03 p.m.

**Devotions & Opening Prayer:** Kyle Otterbein read from Romans chapter 12, Paul's explanation of the Gospel and his encouragement to be "transformed by the renewing of your mind" to prove the ultimate good of God's will. We are many, but one body of elders, each of us with different gifts, but all in partnership with each other and the congregation, serving the Lord. We need a friendship foundation to thrive in conflict. Conflict isn't bad unless the group lacks that foundation. We must honor each other and encourage each other in our Session activities.

**Agendas:** The agendas were approved, including MOS agenda, with the addition of the land sales team update to follow the Finance team report.

**Motion:** Approve agendas.

**MSC**

**Motion:** Approve the Session minutes draft for June 21, 2018.

**MSC**

**Clerk's Report:** Ann Ford reported that 259 received communion July 1<sup>st</sup>. There was no correspondence.

**Pastor's Reports:** Kyle reported that he will be out of town next week, and that Danie will still be visiting in South Africa. Also out of town will be Matthew Penning, Heather Woodin and Randy Hausler. Colette Ciha-Soults will be preaching July 22<sup>nd</sup> and Danie will be back for Sunday July 29<sup>th</sup>. Karen Wieting's memorial service will be Thursday morning Aug 2<sup>nd</sup> at 11:00, led by Kyle.

**8. Rocket Docket:** Sarah reported for Children's Ministry that the outdoor play area is being built. Aug 17<sup>th</sup> will be parents' night out. The team is considering the idea of a day camp for school days off. Dave, for Buildings and Grounds, reported that they are checking prices to prepare for volleyball and basketball in the MPR. Kyle told us about Kitchen progress: rewiring is under way for the changed arrangement, resurfacing the kitchen floor, and ordering from Wilson Restaurant Supply in Cedar Falls for needed items. We are staged for mid-Aug installation to mid-Sept completion of kitchen. We will have a storage shed placed on the east side of the building for equipment storage. By consensus Session approved the storage building. Reviewing snow and mowing contracts, it would be best to purchase additional equipment, which would cost \$15,000-\$20,000 and could be stored in the shed. Ethan for Youth Ministry said we have new students coming for our programs. The Pittsburgh Project has about 30 participants leaving Sunday July 22<sup>nd</sup>. Jeff for Nominating Team said we will need a new deacon for Karen Wieting's spot. Kathy asked for cookie donations for Kristin's farewell party July 29<sup>th</sup>. It will also be youth Sunday that day. Bruce reported for the Emergency Response Team that, in case of storm warnings, there are shelter rooms in our lower level marked with stars. After reminders to members we have \$1,117 deposited in per capita payments. Celia, on Lettuce Us Feed Others, said there will be an open house this Sunday. Kyle said the Fellowship Team will coordinate an all-church grill-out Aug 18<sup>th</sup> before school starts. The Halvorsons will be taking photographs for the InDirectory July 22<sup>nd</sup> and Aug 5<sup>th</sup>.

**Children and Family Ministry** Sarah Dyck has been working on a uniform set of description cards or sheets for all our teams and ministries. She is also working on a complete list of the teams and ministries. Children's Ministry requests that we prepare an information sheet (or pamphlet) on St. Andrew teams and ministries with a description of each team's work, its regular meeting schedule, and a contact person. We would like to see this available in September.

**Finance Team Report** John Benson reported our financial situation is a little better than we projected. He is trying to make the numbers reporting more understandable. John has worked on a new format for the Messenger financial report, which he explained and the Session approved it. Kyle suggested John also send it to the Presbytery, or have Sarah Dyck send it to the correct person there.

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

**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. **MSC**

**Personnel Team** See supporting document entitled "Music Personnel Proposal session" Personnel Team created a proposal for Music Ministry, splitting Kristin Degrazia's duties between several staff members, still spending \$28,000. Some elders commented about the time and money devoted to children's music, suggesting cuts. Some expressed support for the Personnel Team's proposal as an important ministry and as an already-budgeted item. We

must budget carefully and there is some feeling that the church is overstaffed, and therefore too much money is spent on staff for the size of our membership. It would be good to know number of participants, but we do have a large number of preschool to 2<sup>nd</sup> grade children participating. Participation numbers cannot be available for the August Session number, but they could be for the September Session meeting. The programs will be starting soon for the 2018-2019 program year.

**Motion:** Amend to approve the proposal for 2018-2019 program year, with evaluation and recommendation to follow for succeeding years.

**MSC**

**Motion:** Accept proposal. 8 in favor, 5 against, 3 abstentions

**MSC**

**Buildings and Grounds** – Dave reported that the Heidger house is not quite cleared of Saint Andrew property, with walnut lumber harvested from the Melrose church lot still in the garage. Regarding maintenance of the HVAC system, Doug Wildes solicited quotes from companies, and we have 2 quotes. There is a range in cost for basics from 3 companies, low quote for inspect/clean is \$4520 annually with quarterly maintenance. Church members can learn to change the many filters, which will cost \$400 for new filters for each change.

**Motion:** Approval of Maintenance contract for HVAC

**MSC**

**Emergency Response Team/Insurance Update:** *See documents from Bruce Walker under Supporting Documents.* Bruce suggested that we switch our insurance from GuideOne to The Insurance Board. Bruce has checked to see how other churches handle liability insurance on use by outside groups and it varies. Buildings & Grounds says the decision on such coverage should come from Session. The Insurance Board will provide an improved package for us and will cover outside groups. And it will save us about \$4,000 in premiums, while being entirely reliable, and that company is recommended by Presbytery. Groups may make application to the church and if we approve, the group will pay \$110 for set up and maintenance. We must make sure we don't call such fees "rent."

**Motion:** Commission Bruce to switch insurance from Guide One to The Insurance Board and save about \$4000 in premiums.

**MSC**

**Motion** from Sarah Brakke: 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 on our web pages.

**Amendment:** Include the Session agenda in each monthly Messenger.

**MSC**

**Amendment:** State it as "no later than Monday."

**MSC**

**Motion:** I move that the Session agenda be available on the Saint Andrew web site no later than Monday prior to each regularly scheduled meeting. For special meetings the agenda will be available as soon as possible prior to the meeting. This announcement will be in each monthly Messenger.

**Land Sales Team update** Jeff explained that when Presbytery approved the proposal the clock started on the sale. There will be a more complete report at the August Session meeting.

**Guest comments:** Beth Anne Pigge, guest and elder elect, presented a proposal for partnership with Houses into Homes, asking to provide temporary storage at Saint Andrew ahead of heavy demand. They will have donations but will need people to work with it. That space will be used July 19<sup>th</sup> – Sept 14<sup>th</sup> for Feed My Starving Children storage.

**Motion:** Allow use in the popup ministry for storage for Houses into Homes for July 20<sup>th</sup>-Sept 14<sup>th</sup>

**MSC**

Beth Anne also brought up the local food insecurity issue, asking to meet at Saint Andrew. Kyle suggested that Beth Anne go through MOS, and Celia volunteered to be a liaison. SAPC has many connections with this group.

### **Ordination and Installation of Officers**

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

Motion to Adjourn 9:15 p.m.

Kyle closed with prayer.

Respectfully submitted,

Ann Ford, Clerk of Session

Kyle Otterbein, Moderator

*Next meeting: Thursday, August 23, 2018*