

Saint Andrew Presbyterian Church

Session meeting minutes

March 28, 2019 7:00 p.m.

Draft

Attending elders: Tim Benson, Mark Beerends, Sarah Brakke, Jeff Charis-Carlson, Dave DeGroot, Kathy Duys, Myrna Farraj, Ann Ford, Bethany Lagani, Cecilia Norris, Beth Anne Pigge, William Sparks, Joe Whitney, Doug Wildes

Excused Elders: Bruce Walker, Margaret Heidger

Attending Pastors: Danie de Beer, Kyle Otterbein

Guests: Jeff Edberg, Dan Steele

2. **Devotions & Opening Prayer** – Danie de Beer opened at 7:02 with prayer
3. **Amend/Approve Agenda** – Add under New business: PEIA meeting/picnic July 13th, here at SAPC. If approved, Ann Ford will send an invitation to Presbytery tomorrow. Beth Anne Pigge moved, Bethany Lagani seconded **MSC**
4. **Consent Agenda and MOS report** **MSC**
5. **Clerk's Report** – Ann Ford reported communion attendance 3 March at 321. Monthly attendances: February 2015, 300 (low because 1 Sunday service was cancelled, 2 were not counted at all). February 2016, 1018. February 2017, 908. February 2018, 1163. February 2019, 962
- 5.1 **Approval Session draft minutes** for the called Meeting February 21, 2019. Special session meeting Feb 28th approved with changes Kathy Duys moved, Tim Benson seconded **MSC**
- 5.2 **Report**
- 5.3 **Correspondence:** several membership transfer letters, in or out. These names are included below for approval by session. In correspondence we received Danie de Beer's approved and signed 2019 terms of call from the Presbytery office.
- 5.4 **Membership:** this report was sent by e-mail to elders 27 March, as shown below.
- 5.4.1 **Membership changes:**
 - New members, some needing session approval:**
 - Shirley Barker (#4858) wants to transfer her membership from Cedar Hills Community Church in Cedar Rapids. This needs session approval. Dave DeGroot moved Beth Anne Pigge seconded **MSC**
 - Andrew (#4856) and Lisa Eckhardt (#4857) are new members, by reaffirmation of faith October 21st. Sarah Brakke, Danie de Beer seconded **MSC**
 - Thomas Hartley (#4851) is transferring his membership from First Presbyterian Church, Fort Dodge, IA. Approved and received.

- Scott Hoffman (#4853) and Nichole Hoffman (#4852) are new members of Saint Andrew. They moved here from Sacramento CA. Approved March 10 by elders
- Jeremy (#4848) and Sarah Penn (#4849), are new members, transferring from First Presbyterian Church, Fargo ND. This was approved by session at a previous meeting.
- Jennifer Stephens (#4854) transferring her membership from Grace United Methodist Church in Manassas, VA. She was received at a March service.
- Tom Woodruff (#4850) is transferring from First Presbyterian Church, Davenport, to Saint Andrew. He was received March 10 by elders.

Transferring members, needing session approval:

- Christopher Bodle (#4831) and Amber Rex (#4832) are transferring their membership to Hampton Presbyterian Church, Gibsonia, PA.
- Stephanie Engelhardt Hingtgen is transferring her membership to Broomfield United Methodist Church in Broomfield, CO.
- Joseph and Erika Munch (#4754 and #4753) are transferring their membership to San Pedro Presbyterian Church, 14900 San Pedro Avenue, San Antonio, TX 78232
- Becca Paul (#4647) is transferring her membership to First Presbyterian Church, Port Angeles, WA.

5.4.2 Baptism:

- Philippa Joyce Juber, age 1: we received the announcement of her baptism at the Augustana University Chapel on February 17 (SAPC baptism #1359). She is the daughter of Brian and Michelle Juber, new members of Saint Andrew in December 2018.

Motion Approve membership changes as above. Moved by Dave DeGroot, 2nd Sarah Brakke

MSC

6. Leadership Team Reports

6.1 Interim Senior Pastor – Danie de Beer calls on the Session to begin a discussion on whether St. Andrew should change from a two-pastor model to a one-pastor model. Saint. Andrew is moving forward with calling a Pastor Nominating Committee and writing a position description for the next pastor. Danie had hoped to start that discussion by calling a special Session meeting March 21st, but new information from the Presbytery concerning that process led to cancellation of the meeting. Session members should expect a special meeting to be called sometime in the next few weeks to talk about future plans and options for Saint Andrew’s leadership team.

6.2 Associate Pastor’s Report none

6.3 Director of Musical Ministries A children’s musical, “In His Image,” is coming up next Sunday at both services.

6.4 Director of Youth Randy Hausler’s youngest daughter will be married just before Easter.

6.5 Director of Children and Young Family Ministries

7. Rocket Docket – Sarah Brakke on children and youth ministry –The Rape Victim Advocacy Program is providing free training on child sexual abuse and most of the sessions are filled. We had our final school day camp of the year with 5 kids from

Pheasant Ridge. Plans for a summer lunch program are coming along. Kathy Duys reported the ETC Pittsburgh Project plans for summer 2019 are coming along.

8. Team Reports

8.1 Finance Team Report Tim reported the budget is doing well financially, even with all of the snow removal cost. We now have money for 21 monthly mortgage payments of \$30,000. Kyle said the capital campaign is looking at their schedule, planning the next 1-2 months to establish “lead” givers. At the June 9th congregational meeting they will receive lead gift commitments. August and September will show further development of the commitments. September 15th will be the final commitment date. After lead gifts are paid, we could make a large payment toward the mortgage.

8.1.1 Financial Report above and in supporting documents.

8.1.2 Stewardship above

8.1.3 Capital Campaign above

8.2 Land Sales Team – Jeff Charis-Carlson. Jeff Edberg as a guest. Some of this discussion was held in executive session.

We welcomed our new listing agent, Jeff Edberg. He has been invited to discuss with Session marketing plans for The Triangle and Outlot A and extending the contract. According to Edberg, the new city planner is adopting a very strict reading of the master plan and thus limited the use of the Triangle property for commercial office only. We eventually would like to see that zoning expanded to include a few more office options, but Edberg advises moving forward within those limitations. He is reaching out to the neighbors in Walnut Ridge as well as to various large medical entities in the area to see if there are some office opportunities. If those efforts fail to attract a buyer, he plans to go back to the city and explain why a looser definition of “commercial/office” is called for.

8.2.1 Background: With the possibility of an offer coming on our eastern land, the land sales team recommends having that property appraised, along with Outlot A. The Land Sales Team requested spending \$1,500 of general fund money to update the assessment on Outlot A and to assess all land within 400 feet of our eastern property line. There has been some interest expressed in that eastern property, and the Session is taking the preliminary steps to see what it is worth. If an offer seems likely on that property, the Land Sales Team will hold an informational session between worship services as soon as convenient.

During the meeting, it was said that the \$1,500 would come from the General Fund. But later it was clarified with John Benson that all Land Sales-related expenses would come from Fund 5, which deals with capital assets.

John Benson has been in touch with David Passmore of Rally Appraisal who, for \$1500, will provide a short Appraisal Report that would contain the following information:

- The value of Outlot A in its entirety,
- The value if we were to retain the southern 1 +/- acres,
- The value of all land within 400 feet of our eastern property line

Motion: Authorize Jeff Edberg to negotiate to pay up to \$300 for the existing development plan for Outlot A

MSC

8.2.2 Background: The listing for Outlot A expires at the end of March, and the Land Sales Team will be recommending that Session change listing agents for the property. The team has been working with Bill Wittig to ensure a fair compensation to him under certain circumstances.

MOTION: To authorize the Land Sales Team to spend up to \$1500 from the general fund on seeking an appraisal of all sellable church property outside the Triangle. **MSC**

MOTION: Pending legal review, authorize Tim Benson to sign a listing agreement for Outlot A with Jeff Edberg that will coincide with the listing agreement on the Triangle property, including a provision for Jeff Edberg to provide Bill Wittig with a 1% commission if Jim Nepola and/or James Heck make an offer on the property and if Jeff represents both parties in that sale. **MSC**

- 8.3 **Missional Planning Team** – Dan Steele presented a summary of the team’s work thusfar. See Supporting Documents for status of diagnosis. Callahan’s book defines “missional” as about missions helping people in the community. We have been working with Callahan’s book on characteristics of successful churches, which is based on his long experience. The group will prepare a plan for approval on May 14th. This work will also be helpful as a church description for the Pastor Nominating Committee as they work with the Session to write a job description for our next pastor.
- 8.4 **Personnel** – Kathy Duys reported about staffing. As discussed in the Interim Senior Pastor report, the Session is beginning a series of discussions about what St. Andrew’s leadership team — pastors, staff and volunteers — should look like. A special Session meeting will be scheduled to discuss the topic in more detail, and opportunities for congregational feedback will be scheduled at some point over the next two months. The team also looking into the pastor nominating process required by the Presbytery should Pastor Kyle decide to apply for the head pastor position.
- 8.5 **Pastor Nominating Committee (PNC)** – Jeff Charis-Carlson said we are waiting for Presbytery to give us permission to move forward.
- 8.6 **Nominating Team** – Sarah Brakke. Melissa Fath has agreed to be on the ballot for session. A few others are considering officer spots.
- 8.7 **Buildings and Grounds** – Dave De Groot / Doug Wildes. Hundreds of volunteer hours are going into improvements. The HVAC has been modified and is much quieter now.
- 8.7.1 **MPR Update** – the new support steel and dry wall are complete, lights are moved, hoops are ready. There is painting to do, then flooring next week.
- 8.7.2 **Acoustic Panels in sanctuary**, Update: Installation is in progress with about 700 volunteer hours spent so far. We want to be finished for Palm Sunday.
- 8.7.3 **Downstairs Bathroom Shower:** We reviewed quotes for showers in the future. We have new estimates of about \$30,000.
- 8.7.4 **Move the storage shed.** The current location is not working, as it is inaccessible in the winter due to the snow. Propose to move to next to transformers, where originally envisioned.
- 8.7.5 **Shelter over Drive and Downstairs door** - review quotes for covered drive in the future, cost estimated at \$250,000.
- 8.7.6 **Parking** – Kyle said we can do some shuttle service for Easter and have musicians park off site. However, the shuttle bus is not working right now.

8.8 **Worship** – Jeff Charis-Carlson

Communion

Background: last year, the Worship Team proposed a motion that established intinction as the default setting for distributing the elements during a communion. The motion passed by session included exceptions for the Maundy Thursday service and the first week in December. The team now is recommending that Session remove those specific dates from the communion policy.

MOTION: For session to remove any specific dates for non-intinction service from the communion policy. Communion in the pews will remain possible, but when coordinated by the Worship Team and the Deacons. **MSC**

- 8.8 **Interiors Team: Additional Pews** Deb Fick inquired about funding for future additional pews. Session is looking forward to a time when money will be available to expand the number of pew chairs in the Sanctuary. In the meantime, the Session has directed the Buildings and Grounds Team to explore purchasing enough fabric for future pews to ensure they will match our existing pews.

9. **New Business**

9.1 **Mister Rogers Weekend**

Session approved the spending of \$1,000 from the Session Discretionary Fund to help cover the costs of bringing biographer Maxwell King to Iowa City on Saturday April 27 as part of St. Andrew's weekend-long "A Friend Just Like You': The Music and Message of Fred Rogers." The Presbytery of East Iowa also is recommending local congregations read King's biography, "A Good Neighbor: The Life and work of Fred Rogers," as part of the Presbytery's theme for 2019: "Neighborliness in the Covenant Community.

The events will be offered at no charge to the community, but they are not cost free. As such, we will be taking a free-will offering and continuing to fundraise from people who catch the vision for this timely celebration for the most well-known and beloved Presbyterian minister in U.S. history. (We would like to promise donors that any money raised above expenses would be donated to the Neighborhood Centers of Johnson County.)

The series is in keeping with the Presbytery of East Iowa's 2019 theme of "Neighborliness in the Covenant Community," and we will be requesting assistance from the Presbytery to help cover the \$2,500 fee to bring biographer Maxwell King to town. That case will be easier to make if we can say how much St. Andrew is willing to contribute — up to and beyond providing the space in the Sanctuary and children's rooms for the events.

MOTION: To use \$1,000 of Session Discretionary Fund specifically to help cover the costs of bringing Maxwell King to town. Moved: Jeff Charis-Carlson, Second: Bethany Lagani **MSC**

10. **Old Business**

Motion: Call the June 9 congregational meeting between services **MSC**

11. **Adjourn at 9:55 p.m.** Closed with the Lord's Prayer.

12. Next meeting: April 25, 2019, probably, but we may need to adjust the date for Easter events, **Moderator** will be Kyle Otterbein.

Respectfully submitted,

Ann Ford, Clerk of Session

Danie de Beer, Moderator