



Rooted in Faith, Growing to Serve

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

Session Meeting Minutes January 23, 2025 | 7 pm Moderator: Pastor Carl Anderson

Attending Members: Elders: Becky Benson (via zoom), Helen Bryce, Don Burch, Scott Fisher, Aaron Gibson, Eric Goers, Mary Hausler, Virginia Ibrahim-Olin, Austin Kannegieter, Emily Neddermeyer (via zoom), Josh Schilling, Jon Swearingen, Gregs Thomopulos, Munir Tanas Gretchen Van Iddekinge, and Bruce Walker. **Pastors:** Carl Anderson.

Moderator: Pastor Carl Anderson

Scheduled Guests: John Benson, finance administrator

Devotions & Opening Exercise: Pastor Carl Anderson called the meeting to order at 7:02 pm once zoom link established. Devotion offered and Carl emphasized there will be a short discussion on pastoral models for St Andrew to consider. St Andrew has now formally entered into the transition process and will in the next few months be approved, in partnership with the COMV (Committee on Ministry and Vitality) of the Presbytery, to form a PNC (Pastor Nominating Committee). The PNC nomination process & pastoral search was reviewed, and it was again pointed out this process will take time. Two realistic options are a senior/ lead /head pastor and an eventual associate of some type; or option two is selecting a solo pastor as the model. Session broke into small groups to discuss options, with the following comments:

Finances will be a determining factor. A full-time and perhaps part-time/hourly contract pastoral care assistant could be an option. A co-pastor model might be an option if it is a married couple. Could consider someone like Matt Moore once he completes seminary as an associate of some sort focusing heavily on youth ministry. Perhaps staff can fill more roles that fall outside the role of an ordained pastor and that can be carried out by lay staff.

Once a PNC is in place Carl will review staffing patterns during phase 2 of transition.

Ultimately it looks like session thinks we should find one person to be in charge and then look at additional needs that exist and consider finances as to whether other positions are needed once this lead pastor is in place..

Carl shared a Bible verse from Esther: perhaps you have been made queen for such a time as this, followed by a prayer.

Amend/Approve Agenda

MOTION-to accept the agenda as written.

MSC

Approval of Session Minutes:

- **December 19, 2024 Session Minutes**

MOTION-to accept the December minutes as submitted.

MSC

Consent Agenda

- **Team Reports:**

- **Worship Team Minutes**
 - **Attendance and Online Statistics**
- **Deacons January Minutes**

MOTION-to approve the consent agenda.

MSC

Leadership Team Reports

- **Transitional Pastor:**

- **St. Andrew Map to a PNC**
- **Staff Questions for Session to Know**
- **Pastor Carl's Hours and Sundays Away**

Carl has been in conversation with staff on all the upheaval of the past year and looking forward. The words Pastor Carl uses in his communion invitation have been questioned by several individuals, he doesn't believe inviting those who have been baptized is meant to exclude people from taking communion & falls within the Book of Order guidance. He will look into this further. He plans to use THE VOICE as a scripture translation in worship; he believes this will cause us to engage more fully. He encourages each person to bring their own translation for comparison. A request for a wedding Nov 15 for a non-member using a pastor formerly from Westminster Presbyterian Church was received from a couple attending medical school here in Iowa City. A local African community approached Carl about using some space in our building & he will investigate further, considering whether their beliefs align with our inclusion policy and whether services would interfere with activities already happening in the building.

MOTION-to approve a November 15, 2025 wedding for Keaton and Abby by an outside pastor, and with St Andrew's wedding coordinator assisting as needed.

MSC

- **Ministry Directors:**

- **Staff Meeting Notes (Jan. 7, 14, and 21)**
- **Music Ministry**
 - **Report**
- **Communication & Media Ministry**
 - **January/February Messenger**
 - Update on pastor transition by Carl Anderson.

- An update on Hospitality and Connection and St. Andrew Connect efforts by Jeff Charis-Carlson
- Information on the upcoming retreats
 - Nichole Hoffman on Women's Retreat (Feb. 7-8)
 - Matt Moore on Come to the Table Retreat (March 1)
- An update on Mission Partners, Sound of Friendship Concert, and Senior Moments by Amy Schmidt-Rundell
- A report on LFO's bumper crops
- Information on the upcoming Congregational Meeting and Souper Bowl Lunch
- A call for volunteers to the St. Andrew Food Market.
- And a list of upcoming classes for the Learning Academy.
- **Inclement Weather Policy** | Last year's policy has been added back to the homepage of the church website. The church office did stay open on Tuesday because the school closing was due to frigid temperatures, not driving conditions.

Clerk's Report:

- **Communion Stats: 235** people were in service on January 12 when communion was overseen by Pastor Carl Anderson. Because of tech problems, there was no livestream.
- **Baptism, New Members, and Roll Changes:** Request from Janet Holland to transfer to Ely Presbyterian, member # 2695 since Nov 14, 1993.

MOTION-to accept the transfer of Janet Holland to Ely Presbyterian.

MSC

Annual Church Statistical Report

- **Correspondence:** *Karen Bartel, Presbytery of East Iowa-Per capita amount for 2025 = \$25,073.02 based on membership of 553 as of December 31, 2023. May want to frame budget discussions around asking individuals to pay their own per capita, though Carl points out this is a church responsibility, not meant as a membership fee.*
- **Presbytery:** oral report from commissioners Helen Bryce & Virginia Ibrahim-Olin from meeting held January 16, 2025.
 - Ruling Elder & Boundary Training
 - Saturday, February 8 from 10:00-3:00 at First Presbyterian - Cedar Rapids
 - Saturday, February 22 from 10:00-3:00 at First Presbyterian - Muscatine
 - **Who Should Attend?** *Ruling Elder training is designed for new and experienced ruling elders serving on sessions alike. Boundary Training is open to ruling elders and congregants alike and is designed to fulfill Book of Order requirements.*

Our presbytery is looking at sharing across presbyteries to reduce staffing/volunteer needs. A new childcare training module, Praesidium, is being proposed that would be free, including background checks.. Sending a group of youth to Trienium in the summer is in the planning stages.

Action & Discussion Items From Teams:

- **Finance**

- Monthly Packet
- Team meeting 1.21.25
- 2025 Budget Summary
- 2025 Budget Workpaper
- Finance Resolution

Discussion-led by Finance Director John Benson. St Andrew ended the year in the black, with an excess of \$5,526 thanks to the generosity of the congregation in December and with the reduced expenses for staff by virtue of having no full-time lead pastor and associate pastor part of the past year, now only a transitional pastor. A 3% pay adjustment is recommended for all staff, except for the transitional pastor, increasing Abby Chen to half-time organist and keeping Jeff Charis-Carlson as full-time in his position with communication and media ministry for the coming year. With an hourly pastoral care provider, personnel expense is down about \$60K with these changes. Adding additional funds to the building maintenance fund and \$10K for a pastoral search, the total budget is \$20K less than last year and is a balanced budget, with one pastor on the staff as the model. \$940,000 each is the projected income and expenses for the 2025 budget. Yesterday the loan on the building was paid down an additional \$100K due to a donation from Myrna Farraj, so the loan is now below \$2 million. There will soon come a need to consider holding some funds for big ticket replacement costs on building maintenance/service as the building is now closer to 10 years old.

MOTION-to accept the 2025 budget as presented.

MSC

MOTION-to approve the resolution for appropriate signatures for a pastor credit card.

MSC

A Good Neighbor meeting was held today by the Land Sales Team prior to taking a zoning request to the city. The old 25-year-old bus, St Andy's Ark, is proposed to be donated to NPR. Replacement is not needed at this time.

- **Mission, Outreach, and Service**

- **Monthly Report**

MOTION- A large donation was made to the Alternative Gift Market that did not designate a specific recipient. MOS approved a motion to designate to the PCUSA Gift Catalogue:

\$1,000 to the Emergency Assistance Grants to Church Workers in the Field and \$1,000 to the Food, Water, Medical Care, and Shelter Emergency Fund.

MSC

MOTION- MOS approved a motion to donate \$5,000 to LA fire disaster relief. (Paul Penn has

a Presbyterian pastor connection in the LA area and will contact him about suggestions of where the money would best be used--whether to individual churches in need or through the PDA. Paul will relay the information to the team and a final decision will be made with online discussion.)

MSC

MOTION: To approve the proposed MOS Budget for 2025. Rescinded

Amendment-to amend the previously approved MOS budget to reflect a budget total of \$83,700, previously 82,700.

MSC

MOS 2025 Budget

Act Justly	1000
Agape Café	1000
Amana/Clear Crk Thanksgiving	1000
Bird House Hospice	1250
C Worker Justice	1500
Camp Bear Creek	2500
Christar Stewarts	2000
CommUnity*Crisis/Food	3000
Compeer Mental Health	1000
Coralville Food	1250
CRC	1000
DVIP	1500
Free Lunch	1500
God's Grace Kenya Fogelmans	1500
Guatemala*travel	4000

Habitat for Humanity	2000
Houses into Homes	1000
IC Free Medical	4000
Impacto general	1000
Impacto pastoral	1000
Inside Out	1500
Iowa City Compassion	1250
JCIC	800
Kosovo, Frey Family Mission	1250
Kummer, Graduate Fellowship	2000
Life of Christ* Liberia	1750
Lunch Bunch	3500
MCC Sinead Legacy Project	2500
MH Special Programming	1000
MHI Expenses	1250
Mission Society	2500
N Liberty Food	1250
NAMI	750
Neighborhood centers	2500

Open Heartland	1000
Our Daily Bread	750
PC USA Drs Adeny/Risakota	2500
Pres Bd of Pakistan	2400
Salaam Med Center	2250
Salvation Army	750
Shelter House	2500
St Andrew Food Distribution	4000
Table to Table	1250
Unfolding Word	2500
United Action for Youth	1500
United Pres Home	1000
Women's Coop	750
Wycliff Assoc Aviation	500
Youth for Christ Chaplaincy	2250
Total	\$83700

- **Building & Grounds**

Discussion regarding the sunlight coming through the upper window in the sanctuary, a tinting could be done for several thousand dollars. Would be a temporary solution, could be removed. Building and Grounds will investigate further.

- **Building & Grounds January Minutes**

- **Draft Event Form**

- **For staff comments, see Staff Meeting Notes**

Staff should also use this form for events and activities outside of the normal weekly routine. The form is 2-part and is ready to use once finalized by the team for a few fine tuning items.

- **Personnel**

- **January Minutes**

MOTION: To hire Walter Sparks as St. Andrew's Finance Administrator at the same salary and hours as John Benson, and to authorize the Personnel Team to work with both John and Walter to find a start date that allows for a period of overlap and training.

MSC

- In terms of salary for 2025, the Personnel Team makes the following recommendations:
 - Increase Abby's hours from 15 to 20 hours per week and pay her benefits
 - Increase annual salaries by 3% for all employees, excluding Carl as transitional pastor.
- **Updated Pastoral Care Contract**
 - The contract with the Rev. Colette Soult has been updated to show that she is being paid \$35 an hour only for pastoral care services. An addition of 70 cents per mile for mileage will be added to the contract per session consensus.
 - Letter announcing Colette's hiring

Old Business

- New Member Orientation Task Force: Austen Wilson, Laurel Crusinberry, Josh Schilling, Kathi Anderson, Bruce Walker, Patti Benson. Austen is stepping away this month. Jeff's skills are needed for powerpoint development. Still would like to add a mentoring component after the orientation, pairing "seasoned " member(s) with new to promote connection.
 - Draft plan

New Business

- Signing Up for Feb. 2 Communion
- Overseeing Zoom during Session meeting-hoping elders can share this role.

Rocket Docket:

- **Reminders of upcoming events**
 - **Communion Sunday | Feb. 2**

- **At the Table** | Feb. 6
- **Women's Retreat** | Feb. 7-8
- **Congregational Meeting** | Feb. 9
- **Chili Cook-Off & Lunch** | Feb. 9
- **Compeer: Sound of Friendship** | Feb. 15
- **BASIC Pancake Fundraiser** | Feb. 16
- **Senior Moments** | Feb. 18
- **'Pie for a Pint' Blood Drive** | Feb. 23
- **Food Market** | Feb. 26
- **'Come to the Table' Retreat** | March 1
- **Communion Sunday** | March 2
- **Ash Wednesday** | March 5
- **At the Table** | March 6
- **Maundy Thursday Meal & At the Table Service** | April 17
- **Good Friday** | April 18
- **Easter Sunday** | Services at 7, 9, and 11 a.m.
- **April 11 Trivia Night**

Lord's prayer spoken by all to close the meeting.

Meeting adjourned at 8:52 pm

Next Meeting: 7 p.m. Thursday February 20, 2025

Respectfully submitted,

Patricia Benson
Clerk of session

Rev Carl Anderson
Moderator