

**MINUTES OF THE 181<sup>st</sup> STATED MEETING OF  
THE PRESBYTERY OF EAST IOWA**

**First Presbyterian Church  
Marion, Iowa**

**1:00 p.m.  
Tuesday, 20 March 2018**

**WORSHIP**

At 1:00 p.m., the PEIA body joined together for worship. The Reverend Danie deBeer, Interim Pastor at Iowa City, St. Andrew, brought the message, "Can *You* See Anything?" In keeping with the meeting's theme, "Seeing One Another in Covenant Community," scripture for this service was drawn from Revelation 3:14-22 and Mark 8: 22-26. The Reverend Beth Hilkerbaumer, Associate Pastor at Marion, First, served as Liturgist. Music leadership for the worship service was provided by Judy Chapman (Organist at Marion, First). The offering of \$438.31 was dedicated to fund the most recent Presbytery mission trip to Houston, TX to assist with hurricane recovery.

**CALL TO ORDER**

The 181<sup>st</sup> Stated Meeting of the Presbytery of East Iowa was called to order with prayer at 2:00 p.m. by Moderator Karen Minnis. The Moderator welcomed all those present and expressed appreciation to First Presbyterian Church for hosting the meeting and to the staff and officers of the Presbytery for their work in preparing for the meeting. She oriented the body to the meeting by explaining that commissioners and minister members should address the Moderator after being recognized. She urged the body to avoid side conversations so that everyone present could hear and contribute to the discussion at hand.

**QUORUM**

The Stated Clerk, Ruling Elder Dr. Rebecca Blair, declared a quorum to be present with the roll to be established from the registration forms. Moderator Minnis noted that new business should have been submitted to the Stated Clerk no later than 2:00 p.m.

**TEACHING ELDER MEMBERS—present at the 20 March 2018 stated meeting:**

Cathy Allen	P	Sue Howes, HR	E	Gerald Rife, HR	E
Mike Andrew	A	Kristin Hutson	P	Lisa Ross Thedens	P
Noelle Andrew	A	Herb Isenberg, HR	E	Pam Saturnia	E
Mary Arnold, HR	P	Will Jackson, HR	P	Julie Schuett	A
Karen D. Beals, HR	E	William Jamison, HR	E	Linda (Kitch) Shatzer	P
Jim Bonewald	P	Jennifer Jennings	P	Paul Skelley, HR	E
Robert Bouton, HR	E	R. Dixon Jennings, HR	P	David Snyder	A
Gary Burnett, HR	P	Warren Jensen	P	Colette Soultz	A
Maurice Campbell, HR	E	Bethany Jessop	A	James Stewart, HR	E
David Castrodale, HR	E	Daniel Jessop	P	Penny Thomsen	A
Howard Chapman	P	David Jurgens, HR	E	Anni Thorn	P
Stan Coller	A	Robin Kash, HR	E	Paul Uzel (dual member)	P
Jessica Crane Muñoz	P	Lucille King, HR	P	Emory VanGerpen, HR	E
Robert David	E	Debra Kinney	A	Diane Bishop Voorhees, HR	E
Daniel deBeer	P	Sonda Kirsteatter	E	Dick Wallarab, HR	E
Elizabeth Dickey	P	Wade Kirsteatter	E	Bill Warhover	A
Tim Dyck	P	Jim Langley	A	Mary Anne Welch	P
Robert Dykstra	E	Nancy O. Love	P	Troy Winder	A
Jack Edmisson	A	Mark Martin, HR	E	Lorene Wunder	A
John Elliott, HR	E	Samuel R.D. Massey	E		
Barry Ensign-George	E	Charles McCracken, HR	E		
Jon Evans	P	Darcy Metcalfe	A		
Emory Gillespie	A	Richard Miller	P		
Aimee Goldmeyer	P	Charles Mills, HR	E		
Mildred Grubbs, HR	E	Scott Minter	A		
Dottie Halverson	P	Dennis Morey	P		
Pat Halverson, HR	E	Maxwell Muska	P		
William Harnish, HR	E	Duane Olsen	A		
Robert F. Hart, HR	P	Melody Oltmann	P		
Heather Hayes	P	Kyle Otterbein	E		
Sarah Hegar	A	Kristy Parker	E		
Trey Hegar	P	Kurt Pasko	A		
Patricia Henderson	A	Matt Paul	A		
Randi Henderson	P	Wayne Peach, HR	P		
Elizabeth Hilkerbaumer	P	Joseph Phipps	E		
Robert Hill, HR	E	Elizabeth Platt, HR	E		
John Hougén	A	Mary Pugh	E		
Beverly Hovenkamp	A	Nancy Redman, HR	E		

**RULING ELDER COMMISSIONERS—present at the 20 March 2018 stated meeting:**

<b>Ainsworth, Ainsworth Community</b>	A
<b>Argyle, Argyle PC</b>	Alice Hawes
<b>Atkins, Pleasant Hill</b>	A
<b>Bettendorf, Bettendorf PC</b>	A
<b>Birmingham, First</b>	A
<b>Blirstown, First</b>	A
<b>Blue Grass, Blue Grass PC</b>	A
<b>Bonaparte, Bonaparte United</b>	A
<b>Burlington, First</b>	A
<b>Cascade, Community</b>	Nancy Macomber
<b>Cedar Rapids, Calvin Sinclair</b>	A
<b>Cedar Rapids, Christ Church</b>	Ann Luedtka
<b>Cedar Rapids/Marion, Echo Hill</b>	Deb Hansen
<b>Cedar Rapids, First (two commissioners)</b>	A
	A
<b>Cedar Rapids, Hus Memorial</b>	A
<b>Cedar Rapids, Olivet</b>	Carol Horning
<b>Cedar Rapids, Westminster</b>	Jan Kosowski
<b>Clinton, First United</b>	A
<b>Coggon, Zion</b>	Judy Isaacson
<b>Columbus Jct., Cotter</b>	A
<b>Columbus Jct., Salem Welsh</b>	A
<b>Columbus Jct., United</b>	A
<b>Coralville, St. Andrew (two commissioners)</b>	Ann Ford
	Margaret Heidger
<b>Crawfordsville, United</b>	A
<b>Davenport, First (two commissioners)</b>	A
	A
<b>Davenport, Newcomb</b>	A
<b>Davenport, New Hope</b>	Shirley Irion
<b>Ely, First</b>	A
<b>Fairfield, First</b>	A
<b>Farmington, Sharon</b>	Bert Vandenberg
<b>Ft. Madison, Union</b>	Kathleen Pilkington
<b>Hazleton, First</b>	A
<b>Independence, First</b>	A
<b>Iowa City, First (two commissioners)</b>	Judy Terry
	A
<b>Keokuk, United</b>	A
<b>Keota, United</b>	A
<b>LeClaire, First</b>	Jan Barkdoll

<b>LeClaire, Our Savior</b>	A
<b>Lone Tree, United</b>	A
<b>Lost Nation, Union</b>	A
<b>Manchester, First</b>	A
<b>Marengo, First</b>	A
<b>Marion, First</b>	A
<b>Mechanicsville, First</b>	Dorothy Russell
<b>Mediapolis, First United</b>	A
<b>Miles, First</b>	A
<b>Monticello, First</b>	Curt Mayo
<b>Montrose, Montrose PC</b>	A
<b>Morning Sun, First United</b>	Bob Nolan
<b>Mt. Pleasant, First</b>	Steve Readinger
<b>Mt. Vernon, First</b>	Larry Petrick
<b>Mt. Vernon, Linn Grove</b>	E
<b>Muscatine, First</b>	A
<b>New London, New London PC</b>	A
<b>Newhall, Central</b>	Beth Jensen
<b>Onslow, First</b>	A
<b>Princeton, Princeton PC</b>	A
<b>Rowley, First</b>	Richard Crain
<b>Scotch Grove, Scotch Grove PC</b>	A
<b>Shellsburg, First Presbyterian Church</b>	A
<b>Springville, Springville PC</b>	Peg Ewart
<b>Stanwood, Stanwood Union</b>	Jim Kunzel
<b>Vinton, Vinton PC</b>	Jerry Blank
<b>Wapello, First</b>	Josh Drayfahl
<b>Washington, United Presbyterian</b>	Travis Moore
<b>West Liberty, First Church United</b>	A
<b>West Point, West Point PC</b>	A
<b>Williamsburg, First</b>	A
<b>Wilton, First</b>	Kerry Jennings
<b>Wilton, Sugar Creek</b>	A
<b>Winfield, First</b>	Joan Thompson

**MODERATOR**

Ruling Elder Karen Minnis (eligible to vote)

**VICE-MODERATOR**

Teaching Elder Dan Jessop (eligible to vote)

**STATED CLERK**

Ruling Elder Dr. Rebecca Blair (eligible to vote)

**TREASURER**

Ruling Elder Karen Bartel (eligible to vote)

**COMMISSIONED RULING ELDERS (eligible to vote)**

Don Clark

Phil Leipold

**COMMITTEE MODERATOR/PCC RULING ELDERS (eligible to vote)**

Larry Petrick (listed as commissioner—Mt. Vernon, First)

**G. A. COMMISSIONER RULING ELDERS [2014-2016] (eligible to vote)**

Ann Luedtka (listed as commissioner—Cedar Rapids, Christ Church)

**RULING ELDER FORMER PRESBYTERY MODERATORS**

Harry Hoyt

**CANDIDATES AND INQUIRERS**

None

**OTHER PASTORS SERVING CHURCHES**

None

**CORRESPONDING MEMBERS**

Teaching Elder Andrew Smothers (Presbytery of New York City)

**VISITORS**

Kevin Cullum (Camp Wyoming), Betty Lintz (Winfield, First), Margaret Thirkettle (Vinton PC)

## **DOCKET**

Moderator Minnis recognized the Stated Clerk, who advised the body that a motion to approve the docket was in order. She noted that such a motion would include the table docket distributed at registration. **A motion to approve the docket, including the table docket, was seconded and APPROVED.**

## **SEATING OF CORRESPONDING MEMBERS**

The Stated Clerk introduced the Reverend Andrew Smothers, minister member of the Presbytery of New York City. The Reverend Mr. Smothers formerly was a Candidate under care of PEIA, and after ordination, had served a congregation in NYC for nearly four years. His current ministry is as associate pastor of the English Language Congregation at the National Evangelical Church of Bahrain. **A motion to seat the Reverend Andy Smothers (New York City) as a corresponding member was seconded and APPROVED.**

## **INTRODUCTION OF FIRST-TIME MEMBERS**

Moderator Minnis welcomed two new minister members, the Reverend Dr. Danie deBeer, serving Iowa City, St. Andrew, and the Reverend Cathy Allen, serving CR/Marion, Echo Hill. She called attention to the handout providing an expanded introduction of both individuals. The Moderator also welcomed Ruling Elder Steve Readinger, a first-time commissioner from Mt. Pleasant, First and Ruling Elder Jim Kunzel, a first-time commissioner from the Stanwood Union church.

## **WELCOME FROM THE HOST PASTOR**

Moderator Minnis introduced the Reverend Dr. Howard Chapman, host pastor, who welcomed those present and provided information about locations in the church building for activities during the meeting, rest room facilities, and the arrangements for the meal. He observed that the church is delighted to host the Presbytery as it has just completed the celebration of its 175<sup>th</sup> anniversary. The Reverend Dr. Chapman is only the 12<sup>th</sup> pastor during the life of this church. The Reverend Elizabeth Hilkerbaumer serves the church as the Associate Pastor. The Reverend Dr. Chapman also announced that Dixie Jurgens was present at the meeting with copies of the Reverend David Jurgens' book, *The Least*, to share along with several other books from his library. The Reverend Dr. Chapman closed his welcome by affirming that the Marion congregation aims to live out its Mission Statement—"Internally Nurturing, Externally Serving"—through initiatives such as the food pantry and Helping Hands program located across the alley from the church building.

## **EQUIPPING FOR MINISTRY IN COVENANT COMMUNITY**

Moderator Minnis recognized the Reverend Randi Henderson, Interim Pastor of the CR, Westminster congregation, to offer the second installment of her interactive equipping of the Presbytery to live in covenant community. She noted that we are moving forward into new life in this Presbytery. Over the last nine months, the Presbytery has been engaged in thinking about our vision to become Christ's covenant community. She reviewed our collective conversation to date, noting that our Vision Statement provides a view of deep, enduring relationship with every other member of the Presbytery to become Christ's covenant community. The manifestation of that vision comes as we engage in service, treat each other with respect, etc.

We take the first step toward realizing this vision as we engage in honest confession, naming the barriers holding us back. This action is about recognizing our own sin. The second step involves the assurance contained in the Good News. We discussed how to "flip" our contradictions to name a few strategic priorities, understanding that we are chosen for service and are responsible for doing something. We used the Dwelling in the Word process to learn how to hear each other and to hear God in our midst. Lastly, hearing God's Word shows us what it means to see each other, what our common living together in community requires of each of us. This idea comes right out of the Westminster Confession and Covenant Theology.

Reverend Henderson explained Covenant Theology, particularly the distinction between a covenant of works and a covenant of grace, noting that our covenant promises are an ongoing response to God's love in this particular community—chosen for service as well as for salvation. This is a horizontal promise—loving God and loving neighbor as how we show our love for God.

So what are the promises we make to each other? Every one of us made particular promises when we were ordained—set aside for the holy work of loving God's people. In this context, she continued her presentation, "Promises, Promises: Living as Christ's Covenant Community," by leading those present in reading the promises we make to one another through our ordination vows. She explained that these vows mark our mutual responsibilities over a lifetime's worth of promises. We have promised to help each other live into these promises, and we are powerful through these promises in community.

Reverend Henderson then invited those present to find a partner and engage in an exercise to learn to see the other and know when the other is struggling. She observed that we need to learn how to recognize the other's struggle and how to respond genuinely and meaningfully. This kind of care is countercultural, but we need each other and we belong to each other. She then led the body in a discussion of what we have learned. She closed by asking, "How do we as PEIA invite intimate opportunities and conversations? We must be earnest and radically honest. We must care for and hold each other accountable in covenant community so that the community is a safe, trustworthy space for everyone.

## **COMMISSION ON MINISTRY REPORT**

Moderator Minnis recognized RE Larry Petrick to present the commission's report. He presented a **motion on behalf of COM to approve the transfer of membership of the Reverend Cathy Allen from the Presbytery of Great Rivers and enroll her as a minister member of the Presbytery. The motion was APPROVED.** He next presented a **motion on behalf of COM to approve the transfer of membership of the Reverend Dr. Daniel (Danie) deBeer from the Presbytery of Chicago and enroll him as a minister member of the Presbytery. The motion was APPROVED.**

Ruling Elder Petrick received an inquiry concerning the status of the Reverend Dr. Matt Paul. He shared non-confidential information concerning the statement to be shared with those seeking references.

Ruling Elder Petrick then called the body's attention to the following information items included in The meeting packet:

### **INFORMATION ITEMS**

**The following motions were moved, seconded and approved by the Commission on Ministry at its January 4, 2018 meeting and are presented here as information:**

**Motion:** That COM designate COM Associate Harry Hoyt and Stated Clerk Rebecca Blair to amend the language in the Duties and Responsibilities section of the Contract for Interim Ministry between Echo Hill and the Reverend Cathy Allen to reflect expanded ministry purview to help the congregation address financial exigencies with the possibility of the potential sale of the their church building.

**Motion:** It is the expectation of COM that the Reverend Dr. Matt Paul and his family will comply with separation ethics regarding their pursuit of continuing relationships with the congregation of Iowa City, St. Andrew.

**Motion:** To grant permission for ERE Karen Minnis to officiate communion at the 13 January 2018 stated meeting of the Presbytery of East Iowa.

**Motion:** If the way be clear, that the Reverend Kristin Hutson's ministry in iteration of her D. Min. final project within the Presbytery of East Iowa be recognized as a non-remunerated validated ministry of the Presbytery as Social Justice Catalyst working with the Mission and Social Justice Team with the understanding that the Presbytery will be evaluating this ministry in concert with its evaluation of the efficacy of the new team structures.



**The following motions were moved, seconded and approved by the Commission on Ministry at its January 16, 2018 meeting and are presented here as information:**

**MOTION:** To approve the following statement to be read in response to requests for reference checks on Reverend Dr. Matthew Paul from other presbyteries and/or churches:

“The Commission on Ministry, acting upon authority of the Presbytery of East Iowa, releases the Reverend Dr. Matthew Paul without recommendation or further reference. The Commission on Ministry further affirms that it will not approve the Reverend Dr. Paul to engage in validated ministry within the bounds of the Presbytery.”

**MOTION:** To allow the Reverend Emory Gillespie to enter into a Temporary Pastoral Relationship contract with Monticello First.

**MOTION:** To waive the requirements for rotating session members at Cascade since they do not have enough elders to do so.

**MOTION:** To approve the contract for a Temporary Pastoral Relationship between the Reverend Aimee Goldmeyer and New London Presbyterian Church with the following terms:

Full-time position with contract in force from 1 January 2018 to 30 April 2018

Cash Salary \$35,448

Income reportable to IRS \$35,448

FRV of Manse \$10,635

Manse Allowance paid by church

Utilities paid by church

1 week vacation

1 week continuing ed. accumulated up to 2 weeks

6 weeks maternity/paternity leave

Mileage reimbursed at IRS rate

Continuing ed. (cumulative to 12 months) \$ 600

Professional expense \$ 200

**MOTION:** To approve the contract for Temporary Pastoral Relationship between the Reverend Paul Uzel and Stanwood Union Church with the following terms:

One-third time position with contract in force from 1 December 2017 to 30 November 2018

Cash Salary	\$8,250
Housing Allowance	\$8,250
Mileage reimbursed at IRS rate	
4 weeks' vacation	
Two weeks continuing education	
Continuing education	\$1,000
Professional expenses	\$ 500

**MOTION:** To rescind the approval given by COM in its meeting of 4 January 2018 of the interim contract between the Reverend Cathy Allen and Echo Hill session and to approve the revised full-time interim contract to be effective from 17 February 2018 through 16 February 2019 between Cathy Allen and Echo Hill session as approved by Cathy Allen and Echo Hill session on 13 January 2018, drawn on the COM standard interim contract form with terms of compensation as requested by Cathy and interim responsibilities as follows:

Salary: \$35,000

Social Security and Medicare: \$5,250

Housing Allowance: \$25,000

Deferred Compensation in monthly installments of \$300: \$3,600

Life Insurance: \$192

Medical/Dental Reimbursement Allowance: \$2,500

Continuing Education, cumulative up to 12 months: \$1,500

Professional Expenses: \$500

Moving Expenses up to: \$2,500

1 week per quarter paidvacation

1 week per six months cumulative up to 4 weeks

6 weeks paid maternity leave per occurrence

Board of Pensions Traditional Benefits (Pension, Medical, Disability and life benefits)

### **Duties and Responsibilities of the Interim Pastor:**

- Moderate the Session,
- Be responsible for providing pastoral services such as, preaching, teaching, administration of the sacraments, conducting funerals, officiating at weddings, visiting the congregation, participating in its celebrations, and overall church administration,
- Work with the Session and congregation to accomplish the Interim Ministry tasks including the following:
- Facilitate an ongoing dialogue with the church's leadership about the church's financial crisis to include a possible transition from the current church to a future location to be determined.
- Assist the congregation to review its history as a context for engaging in future ministry
- Assist the congregation to discern a new integratedidentity
- Facilitate the development of effective transitional congregationalleadership
- Assist the congregation in resolving conflict
- Assist the congregation in discerning new directions for ministries
- Renew and strengthen the relationship of the congregation with the Presbyteryof East Iowa, the Synod of Lakes and Prairies, and the General Assembly

### **Motions approved by E-Mail and are presented here as information:**

**The following motion was approved by email dated 5 January 2018 and is presented here for information:**

**MOTION:** To approve an administrative commission to commission Elder Phil Leipold as CRE for the First United Presbyterian Church at Miles on Saturday, January 27, 2018, at 2:00 p.m. including the following members:

TE Gary Burnett  
TE Melody Oltmann  
TE Kitch Shatzer

RE Karen Minnis from Morning Sun, First United  
RE Dick Kunau from Miles, First United  
RE Bob Riley from Davenport/Newcomb

**The following motions were approved by email dated 8 January 2018 and are presented here for information:**

**MOTION:** To allow the Reverend Melody Oltmann to administer communion on February 4th for the participants on the first Presbytery of East Iowa Mission Trip to Houston.

**MOTION:** To allow the Reverend Beth Hilkerbaumer and the Reverend Trey Hegar to administer communion on April 15th for the participants on the second Presbytery of East Iowa Mission Trip to Houston.

**MOTION:** To allow the Reverend Sarah Hegar to administer communion at the St. Andrew's women retreat on February 24th.

**MOTION:** To approve the contract for a full time commission from 1/1/2018 to 12/31/2018 between CRE Don Clark and United Presbyterian Church in Columbus Junction with the following terms and conditions:

Salary: \$29,620

Social Security and Medicare: \$2,266

Housing Allowance: \$7,600

Continuing education expenses :\$800

Professional expenses: \$200

4 weeks' vacation

2 weeks continuing education; May be accumulated up to 4 weeks

6 weeks paternity leave per occurrence

**The following motion was approved by email dated 30 January 2018 and is presented here for information:**

**Motion:** To allow the Reverend Kenneth Murphy (Mackinac Presbytery) to labor inside the bounds of the Presbytery of East Iowa to lead a men's retreat on March 3, 2018 and preach on March 4, 2018, all at St. Andrew Presbyterian Church in Iowa City.

**The following motion was approved by email dated 6 February 2018 and is presented here for information:**

**Motion:** To approve the Terms of Call for the Reverend Katie Styrts as Associate Pastor at First Presbyterian Church in Davenport, IA effective 29 April 2018 with the following terms:

Salary	\$ 2,739.75 monthly	\$ 32,244.00
SECA		4,619.00
Deferred Compensation	1,292.00 monthly	15,504.00
Housing Allowance		12,000.00
DMO Dental thru BOP	52.79 monthly	633.00

4 weeks annual paid vacation

2 weeks annual paid continuing education, cumulative up to 4 weeks

6 weeks paid maternity/paternity leave per occurrence

Full Board of Pension Benefits

Mileage expense reimbursement for use of personal car at IRS allowable rate

Continuing Education expense \$ 1,000.00, cumulative up to 2 years

Professional expenses 1,000.00

Exact amount of moving and associated expenses including the cost of breaking her current apartment lease in moving from Rochester, NY to Davenport, IA TBD

New Pastor Development Program is not required.

**The following motion was approved by email dated 13 February 2018 and is presented here for information:**

**Motion:** To approve the Temporary Supply Contract between the Reverend Emory Gillespie and the First Presbyterian Church of Monticello, IA for a full-time position effective February 1, 2018 to January 31, 2019 with the following terms:

Salary	\$ 4,411.62 Monthly	\$ 52,943.00
Housing Allowance		13,333.00
1 week per quarter paid vacation		
1 week per six months paid continuing education, may be accumulated up to 4 weeks		
6 weeks paid maternity/paternity leave per occurrence		
Full Board of Pensions benefits		
Mileage reimbursement for use of personal car at the IRS allowable rate		
Continuing education expense, cumulative up to 12 months		\$ 1,000.00
Professional expenses		500.00
New Pastor Development program not required		
Contract can be terminated by either party by giving 60 days written notice		

**The following motion was approved by email dated 19 February 2018 and is presented here for information:**

**Motion:** To approve the Administrative Commission below for the installation of the Reverend Heather Hayes at First Presbyterian Church, Cedar Rapids, IA on 25 February 2018 during the 10:15 AM Sunday morning worship service.

Karen Minnis      Ruling Elder, Moderator of the Presbytery of East Iowa  
 Lynda Barrow      Ruling Elder, First Presbyterian Cedar Rapids  
 Ann Luedtka      Ruling Elder, Christ Presbyterian  
 Herbert Isenberg Teaching Elder, Honorably Retired  
 Jim Langley      Teaching Elder, At-Large

**The following motion was approved by email dated 21 February 2018 and is presented here for information:**

**Motion:** To appoint the Reverend Jim Langley to be moderator at Linn Grove Presbyterian Church in Mt. Vernon, IA effective immediately.

**The following motion was approved by email dated 23 February 2018 and is presented here for information:**

**Motion:** To approve the Stated Supply Ministry Contract between the Reverend Dr. Dennis Morey and Calvin Sinclair Presbyterian Church in Cedar Rapids. IA for a part-time position (18 hours per week) effective January 2018 to January 2019 with the following terms:

Salary	\$ 2,520.00 monthly	\$ 30,240.00
Housing Allowance		5,000.00
1 week per quarter paid vacation		
2 weeks per six months paid continuing education, may be accumulated up to 4 weeks		
NO Board of Pension benefits		
Mileage reimbursement for use of personal car at the IRS allowable rate		
Continuing education expenses, cumulative up to 12 months		\$ 1,000.00
Professional expenses		500.00

Contract can be terminated by either party by giving 30 days written notice.

**PRESBYTERY COORDINATING COMMISSION REPORT**

Moderator Minnis recognized Stated Clerk Blair to present the report on behalf of the Presbytery Coordinating Commission (PCC). Stated Clerk Blair presented the following motion:

**MOTION: The PCC recommends that the Presbytery elect the following persons to service on the Committee on Representation and Nomination (COR-N):**

<b>COMMITTEE ON REPRESENTATION AND NOMINATION</b>		
<b>NAME</b>	<b>CHURCH</b>	<b>TERM</b>
Elder Larry Lamont	Monticello, First	March 20, 2018-March 20, 2021
The Reverend Aimee Goldmeyer	New London PC	March 20, 2018-March 20, 2021
The Reverend Trey Hegar	Mt. Pleasant, First	March 20, 2018-March 20, 2020
Elder Mary Atwood	Washington, UP	March 20, 2018-March 20, 2020
Elder Judy Whitford	Iowa City, First	March 20, 2018-March 20, 2019
The Reverend Gary Burnett	Davenport, Newcomb	March 20, 2018-March 20, 2019

Moderator Minnis asked for nominations from the floor. Hearing none, she proceeded to the vote. **The motion was APPROVED.**

**REPORT OF THE STATED CLERK**

Stated Clerk Blair advised the body that the following consent motion would be in order.

**MOTION:**

- **That the Presbytery approve the minutes of the 180<sup>th</sup> Stated Meeting of the Presbytery of East Iowa, convened on 13 January 2018 at First Presbyterian Church, Iowa City, Iowa.**  
These minutes are posted on the Presbytery website—[www.peia.org](http://www.peia.org)
- **That the Presbytery receive the following report from the Administrative Commission for the Installation of the Reverend Heather Hayes and dismiss the Commission with deep appreciation.**

MINUTES

Administrative Commission for the Installation  
of the Reverend Heather Hayes  
Cedar Rapids, First  
25 February 2018

The Administrative Commission for the Installation of the Reverend Heather Hayes as Pastor of First Presbyterian Church in Cedar Rapids, Iowa, duly appointed by the Presbytery of East Iowa, convened with prayer on Sunday, 25



February 2018 at 9:48 a.m. in the parlor of First Presbyterian Church, Cedar Rapids, Iowa.

Commission members present were:

Elder Karen Minnis, PEIA Moderator, Morning Sun, First United

Elder Lynda Barrow, Cedar Rapids, First

Elder Ann Luedtka, Cedar Rapids, Christ Church

The Reverend Herb Isenberg, HR, Cedar Rapids

The Reverend Jim Langley, Member-at-Large, Cedar Rapids

Elder Karen Minnis, Presbytery Moderator, called the commission to order with prayer, appointed Elder Ann Luedtka as Clerk, and reviewed the order of worship for the installation service. The Clerk moved to dispense with the reading of the minutes and to adjourn the meeting with the benediction at the close of the installation service. The motion was seconded and APPROVED.

Moderator Minnis recessed the commission meeting with prayer in order for the commission to carry out the Service of Installation. The requirements of the Constitution were met, and all questions of Heather Hayes and the congregation were answered in the affirmative. No scruples were expressed. After the Prayer of Installation, Moderator Minnis pronounced that the Reverend Heather Hayes was installed as Pastor of First Presbyterian Church in Cedar Rapids, IA. The service and the meeting of the commission adjourned with the Benediction at 10:15 a.m.

Respectfully submitted,  
Elder Ann Luedtka, Clerk

**The consent motion was seconded and APPROVED.**

The Stated Clerk then presented the following items of information:

**INFORMATION ITEMS**

- The Stated Clerk expresses deep appreciation to those churches that have sent in the Presbytery Information Form (2018) and the Changes in Terms of Call (2018). If your churches has not yet sent in these forms, there is still time! For further information, please contact Rebecca.
- The Stated Clerk reports that the overture (*On Amending G-3.0104 Regarding the Definition of Ecclesiastical Officers*) approved by the Presbytery for transmission to the 223<sup>rd</sup> General Assembly did not receive a concurrence prior to the 180-day

deadline and therefore will not be included in the business of this Assembly.

- The Stated Clerk reports that, in keeping with G-3.0302e in the *Book of Order*, all required statistics have been transmitted to the General Assembly.

**Stated Meetings for 2018:**

<b>PRESBYTERY MEETING DATES FOR 2018</b>			
Saturday, January 13	10 am-3 pm (Lunch)	Iowa City, First	Overtures to 223 <sup>rd</sup> General Assembly/ New Officers
Tuesday, March 20	1-5 pm (No Meal)	Marion, First	
Tuesday, May 22	4-8 pm (Dinner)	Washington, UP	
Sunday, August 12	3-7 pm (No Meal)	Vinton Presbyterian Church	
Saturday, September 29	10 am-3 pm (Lunch)	Cedar Rapids, Westminster	
Thursday, November 15	1-5 pm (No Meal)	Iowa City, St. Andrew	2019 Budget/Per Capita

**PERSONNEL COMMITTEE REPORT**

Moderator Minnis recognized TE Lori Wunder to present the Personnel Committee report. She presented the following action item on behalf of the committee:

**MOTION: The Personnel Committee recommends that the Presbytery approve the following position description for a Presbytery Communications and Projects Associate. The Personnel Committee further requests that the Presbytery authorize the Personnel Committee, if the way be clear, to advertise the position widely and to present finalist candidate(s) for this position to the PCC for interview and final selection.**

**The motion was APPROVED.**

The position description for the Presbytery Communications and Projects Associate is included below.



## **PRESBYTERY COMMUNICATIONS AND PROJECTS ASSOCIATE POSITION DESCRIPTION**

### ***RESPONSIBILITIES***

- Execute communication strategies as directed by the Presbytery Moderator, Stated Clerk, or Presbytery Coordinating Commission to advance the Presbytery's mission and vision, and engage the entire Presbytery community in active discussion
- Generate communications (both writing and soliciting communications) as directed to internal and external audiences through channels such as email, blog, website, and social media; assist website developer in maintaining Presbytery website and social media presence
- Provide administrative support to Stated Clerk and committee moderators to maintain Presbytery files, databases, directories, records, etc.
- Assist in preparation and coordination of events and meetings of the Presbytery, including virtual meetings

### ***EDUCATION***

Bachelor's degree in Communications or a relevant field, or substantial equivalent experience. Experience in web design and social media is highly desirable

### ***REQUIRED EXPERIENCE AND SKILLS***

- Demonstrated excellence and experience in strategic communications design and application
- Demonstrated excellence and experience in written, oral, and multi-modal communications and programs, particularly website applications, Microsoft Office, database software, and print design software
- Demonstrated close attention to detail with an eye for excellence
- Ability to maintain confidentiality
- Ability to learn and accurately apply Presbyterian polity and processes
- Ability to work well at a fast pace in a variety of contexts with composure, accuracy, and flexibility
- Ability to work independently and responsibly without close supervision
- Ability to develop and maintain healthy working relationships with Presbytery leadership and the Presbytery at large
- Demonstrated professionalism, emotional maturity, and stability

### ***DESIRABLE EXPERIENCE AND SKILLS***

- Professional experience in church or non-profit work environment
- Facility in multi-tasking and prioritizing projects
- Five years' experience in comparable role

## ACCOUNTABILITY/EVALUATION

The Presbytery Communications and Projects Associate is directly accountable to the Presbytery through the Personnel Committee, which will conduct periodic evaluations to be reported to the Presbytery governing body. This position will be evaluated in keeping with the provisions of the PCUSA Constitution.

Revision 3-February 22, 2018

## REPORT OF THE TRUSTEES

Vice-Moderator Dan Jessop, moderator of the Trustees, presented the following action item on behalf of the Trustees:

**MOTION: The Presbytery Trustees recommend that the Presbytery approve the request from Ft. Madison, Union to undertake the following physical improvements to the church building. The estimated cost of these improvements is greater than 10% of the church budget, but the church has available funds to be used from a memorial fund.**



UNION PRESBYTERIAN CHURCH  
719 Avenue F 319-372-1424  
Fort Madison, IA 52627 unionchurch01@q.com

February 26, 2018

Presbyterian Trustee  
1700 S. 1st Ave., Suite 23  
Iowa City, IA 52240

Dear Board of Trustees,

We are seeking your approval to update and repair things around our church. At our February session meeting we received an estimate to remove and put down new flooring in our kitchen, fellowship hall, nursery, library, and choir room of first floor and also an estimate on our stairs and our 3 classrooms on second floor.

Enclosed you will find estimates showing the above updates in phases:

1. The first that we would like to do is the kitchen, which would include \$211.90 from A-1 Appliance Repair who would work with Rheinschmidt Flooring to remove and uninstall appliances from the kitchen and then replace and install them when floor has been replaced. Replacing the flooring estimate is \$8,333.68. Total Estimate \$8,545.58
2. An estimate, between \$12,500 and \$13,500 from IITI for removing the jute back carpet over asbestos floor tile. Rheinschmidt estimate of \$10,142.96 to prepare floor and install carpet. Total Estimate \$23,642.96 (high \$ from IITI)
3. For second floor same as #2 with IITI estimate between \$6,500-\$7,500 and Rheinschmidt estimate of \$5,308.76. Total Estimate \$12,558.76 (high \$ from IIT)

These estimates were given to us by Jim Rheinschmidt who is a member of our congregation and is the owner of Rheinschmidt Flooring. With any job like this, finding some unforeseen problems may change the pricing.

We will be paying for the above with memorial money that has been given to us by a member from the past. If you require any other information please contact Kathleen Pilkington 319.470.8549, or by email

Sincerely,

A handwritten signature in cursive script that reads "Joyce Pappas".

Joyce Pappas  
Clerk of Session  
Union Presbyterian Church  
Fort Madison, IA 52627

cc: Church Office - Session Reports  
Kathleen Pilkington



### A-1 Appliance Repair

2825 Mount Pleasant St, #4  
Burlington, Iowa 52601  
319-754-7777  
www.burlingtona1.com

# Proposal

February 20, 2018

██████████ CONSULTATION  
██████████ 2264-101  
██████████ 4/22/2018

Union Presbyterian Church  
719 Ave F  
Fort Madison, IA 52627

██  
Union Presbyterian Church  
719 Ave F  
Fort Madison, IA 52627

\* KITCHEN AREA  
APPLIANCE MOVING

**We Hereby Submit Specifications And Estimates For:**

Day 1- Move three upright freezer/refrigerators, two electric stoves and uninstal one dishwasher.  
Day 2- After new floor has been replaced, install three upright freezer/refrigerators, two electric stoves and one dishwasher.  
Any parts or changes made to original request will require additional costs.

Labor	1.00	170.00	170.00
Trip Charge	2.00	15.00	30.00

	Subtotal	Sales Tax	Total
	200.00	11.90	\$211.90

Authorized Signature \_\_\_\_\_ Acceptance Signature \_\_\_\_\_ Date \_\_\_\_\_



RHEINSCHMIDTS FLOORING AMERICA  
 1201 NORTH ROOSEVELT  
 P.O. BOX 697  
 BURLINGTON, IA 52601  
 Telephone: 319-753-1611 Fax: 319-753-1944

QSS0115

**QUOTE**

<b>Sold To</b>		<b>Ship To</b>	
UNION PRESBYTERIAN CHURCH 719 AVENUE F FORT MADISON, IA 52627		UNION PRESBYTERIAN CHURCH 719 AVENUE F FORT MADISON, IA 52627	
<b>Quote Date</b>	<b>Tele #1</b>	<b>PO Number</b>	<b>Quote Number</b>
02/20/18	319-372-1424	KITCHEN AREA VINYL	QSS0115

RHEINSCHMIDTS WILL REMOVE EXISTING VINYL COMPOSITION TILE AND UNDERLAYMENT, PREPARE FLOOR TO RECEIVE NEW 1/4" PLYWOOD UNDERLAYMENT AND PROVIDE AND INSTALL ARMSTRONG COMMERCIAL PARALLEL VINYL TILE FOR A TAX INCLUDED SUM OF \$8,333.68.

CUSTOMER IS RESPONSIBLE FOR MOVING FREE STANDING CABINETS AND SUPPLIES OUT AND BACK IN.

CUSTOMER IS RESPONSIBLE FOR APPLIANCE MOVING.

ESTIMATE BASED ON EXAMPLE PRODUCTS AND WILL BE ADJUSTED UPON FINALIZING SELECTION.

ANY UNFORSEEN FLOOR PREPARATION NEEDED COULD RESULT IN ADDITIONAL MATERIAL AND LABOR CHARGES. THIS WILL BE DISCUSSED BEFORE CONTINUING WORK.

02/21/18	2:42PM
Sales Representative(s):	Material: 4,098.54
SARAH SMITH	Service: 3,689.95
JIM RHEINSCHMIDT	Misc. Charges: 0.00
	Sales Tax: 545.19
	Misc. Tax: 0.00
	<b>QUOTE TOTAL: \$8,333.68</b>

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**Jim Rheinschmidt**

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**From:** Linn Fahrenkrug <LinnFahrenkrug@iailti.com>  
**Sent:** Tuesday, February 20, 2018 10:08 AM  
**To:** Jim Rheinschmidt  
**Subject:** Union Presbyterian Church

Jim,

Rough costs for the flooring abatement that we discussed.

Phase 1 - 3,636 square feet of jute back carpet over asbestos floor tile. Flooring mastic to be scraped smooth, no chemical removal. Budget \$12,500 - 13,500 (1st Floor)  
Phase 2 - 1,764 square feet of jute back carpet over asbestos floor tile. Flooring mastic to be scraped smooth, no chemical removal. Budget \$6,500 - \$7,250 (2nd Floor)

The above prices are considered an estimate. Actual pricing could vary higher or lower depending on extent on containment setup.



***We Appreciate Your Business***

**IOWA ILLINOIS TAYLOR INSULATION CO.**

LINN FAHRENKRUG  
PROJECT MANAGER

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3205 WEST 76TH STREET  
DAVENPORT, IA 52806

PHONE (563) 391-8100  
FAX (563) 391-8200  
MOBILE (563) 529-9306



RHEINSCHMIDTS FLOORING AMERICA  
 1201 NORTH ROOSEVELT  
 P.O. BOX 697  
 BURLINGTON, IA 52601  
 Telephone: 319-753-1611 Fax: 319-753-1944

QSS0116

**QUOTE**

Sold To		Ship To	
UNION PRESBYTERIAN CHURCH 719 AVENUE F FORT MADISON, IA 52627		UNION PRESBYTERIAN CHURCH 719 AVENUE F FORT MADISON, IA 52627	
Quote Date	Tele #1	PO Number	Quote Number
02/20/18	319-372-1424	1ST FLOOR CARPET AREA	QSS0116

RHEINSCHMIDTS WILL PREPARE FLOOR FOR MINOR IRREGULARITIES BEFORE INSTALLING NEW KRAUS NOTORIOUS COMMERCIAL CARPET GLUED DIRECT IN AREAS REQUESTED FOR A TAX INCLUDED SUM OF \$10,145.07.

ANY UNFORSEEN FLOOR PREPRATION NEEDED COULD RESULT IN ADDITIONAL MATERIAL AND LABOR CHARGES. THIS WILL BE DISCUSSED BEFORE CONTINUING WORK.

CUSTOMER IS RESPONSIBLE FOR MOVING FURNITURE AND MISCELLANEOUS SUPPLIES OUT AND BACK IN.

— 02/21/18 —

2:19PM —

Sales Representative(s):  
 SARAH SMITH  
 JIM RHEINSCHMIDT

Material: 6,463.10  
 Service: 3,016.30  
 Misc. Charges: 0.00  
 Sales Tax: 663.56  
 Misc. Tax: 0.00

**QUOTE TOTAL: \$10,142.96**



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**Rung & Hundt Painting  
P.O. Box 583  
Ft. Madison, Iowa 52627**

March 1, 2018

Union Presbyterian Church  
719 Ave. F  
Ft. Madison, Iowa

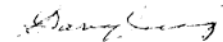
Re: Interior painting

Proposal for patching & painting classrooms, reception area, downstairs hallway, upstairs hallway and stairway including labor & material. \$3,700.00

Proposal for patching & painting kitchen, kitchen storage rooms, painted woodwork and removing wallpaper including labor & material. \$650.00  
Owner can deduct \$50.00 if they remove wallpaper.

Proposal for patching & painting Sanctuary including labor & material. \$2,300.00

Respectfully,



Gary Rung  
Rung & Hundt Painting  
319-316-3692

**The motion was APPROVED.**

Vice-Moderator Jessop closed his report by noting that the Presbytery has no buildings currently for sale and that the Trustees are working on the Condo sale and the move to CR, Westminster.

**At this point, Moderator Minnis requested Vice-Moderator Jessop to assume the chair.**

**REPORT OF THE TREASURER**

Treasurer Karen Bartel presented the following printed report. She also announced that the Presbytery has shifted payroll services from the Synod back to the Presbytery. She explained that the item labeled Sinclair Endowment is a designated fund, started in 1914, intended to benefit mission at the CR, Olivet church.

**Presbytery of East Iowa  
Balance Sheet 28 Feb 2018**

**ASSETS**

**Current Assets**

**Checking/Savings**

1005 · Checking - U of I Credit Union	30,036.41
1010 · Savings - U of I Credit Union	<u>604,866.64</u>
<b>Total Checking/Savings</b>	<b>634,903.05</b>

**Total Current Assets** 634,903.05

**TOTAL ASSETS** 634,903.05

**LIABILITIES & EQUITY**

**Equity**

30000 · Opening Balance Equity	
30001 · Prior Year Balances	210,855.62
30002 · Church Closing Reserves	179,745.59
30003 · Restricted Balances	<u>224,562.62</u>
<b>Total 30000 · Opening Balance Equity</b>	<b>615,163.83</b>

**32000 · Unrestricted Net Assets** 37,378.19

**Net Income -** 17,638.97

**Total Equity** 634,903.05

**TOTAL LIABILITIES & EQUITY** 634,903.05

Presbytery of East Iowa  
Budget vs Actual  
As of February 28, 2018

	<u>Jan - Feb 18</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Income</b>			
<b>4000 - Unified Missions</b>			
4001 - East Iowa Missions	9,167.57	180,000.00	5.09%
4002 - PEIA Prev Year Missions	9,204.37	0.00	100.0%
4003 - PEIA Peacemaking Offering	369.25	0.00	100.0%
4004 - Prior Year Transfer Funds	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total 4000 - Unified Missions</b>	<b>18,741.19</b>	<b>180,000.00</b>	<b>10.41%</b>
<b>4010 - Endowment Incomes</b>			
4011 - Grubbs Endowment	12.55		
4013 - Mt Zion Endowment	70.72		
4010 - Endowment Incomes - Other	<u>0.00</u>	<u>2,200.00</u>	<u>0.0%</u>
<b>Total 4010 - Endowment Incomes</b>	<b>83.27</b>	<b>2,200.00</b>	<b>3.79%</b>
<b>4040 - Per Capita/PEIA</b>			
4041 - East Iowa Per Capita	<u>33,679.57</u>	<u>256,579.00</u>	<u>13.13%</u>
<b>Total 4040 - Per Capita/PEIA</b>	<b>33,679.57</b>	<b>256,579.00</b>	<b>13.13%</b>
4050 - Operating Interest - Savings	695.53	2,500.00	27.82%
<b>4100 - Synod Support</b>			
4101 - CPS Support	<u>5,616.18</u>	<u>16,402.00</u>	<u>34.24%</u>
<b>Total 4100 - Synod Support</b>	<b>5,616.18</b>	<b>16,402.00</b>	<b>34.24%</b>
<b>4640 - Other Types of Income</b>			
4641 - Mt Moriah Principle	464.36		
4642 - Mt Moriah Interest	1,310.28		
4660 - PEIA Disaster Recovery Fund	<u>182.50</u>		
<b>Total 4640 - Other Types of Income</b>	<u><b>1,957.14</b></u>		
<b>Total Income</b>	<u><b>60,772.88</b></u>	<u><b>457,681.00</b></u>	<u><b>13.28%</b></u>
<b>Expense</b>			
<b>6000 - Commission on Ministry (COM)</b>			
6010 - Admin Expense	0.00	350.00	0.0%
6020 - Meals	72.82	400.00	18.21%
6030 - CRE Retreats	350.00	2,000.00	17.5%
6040 - New Pastor Development	542.50	1,000.00	54.25%
6045 - Pastoral Development	0.00	2,000.00	0.0%

6050 · Pastor Assessmnt & Consultation	924.74	2,000.00	46.24%
6060 · COM Background Checks	<u>0.00</u>	<u>250.00</u>	<u>0.0%</u>
<b>Total 6000 · Commission on Ministry (COM)</b>	<b>1,890.06</b>	<b>8,000.00</b>	<b>23.63%</b>
<b>6100 · Commission/TaskFrc Expenses</b>			
6105 · Comm on Prep for Ministry	0.00	500.00	0.0%
6110 · Personnel	0.00	100.00	0.0%
6115 · Nominating	0.00	100.00	0.0%
6120 · Comm on Representation	0.00	100.00	0.0%
6125 · Trustees	0.00	100.00	0.0%
6130 · Mileage for Comm/Task Forces	626.49	4,000.00	15.66%
6210 · Presbytery Meeting Expense	817.72	3,000.00	27.26%
6220 · Administrative Commissions	0.00	500.00	0.0%
6225 · PEIA Coord Commission (PCC)	0.00	200.00	0.0%
6230 · Permanent Judicial Commission	0.00	500.00	0.0%
6305 · Networking Events	0.00	3,000.00	0.0%
6310 · Leadership Events	<u>0.00</u>	<u>2,000.00</u>	<u>0.0%</u>
<b>Total 6100 · Commission/TaskFrc Expenses</b>	<b>1,444.21</b>	<b>14,100.00</b>	<b>10.24%</b>
<b>6500 · Operations</b>			
6501 · New Equipment	0.00	500.00	0.0%
6502 · Copier & Printing	1,570.66	4,000.00	39.27%
6503 · Communications Contract	347.00	5,000.00	6.94%
6504 · Internet Access Contract	129.95	1,500.00	8.66%
6505 · IT Services & Software	1,185.98	10,000.00	11.86%
6506 · Telephone, Telecommunications	256.36	1,700.00	15.08%
6510 · Condo Association Dues	2,406.68	14,720.00	16.35%
6511 · Utilities	419.51	2,800.00	14.98%
6512 · Building Insurance	796.25	5,500.00	14.48%
6513 · Custodial Contract	548.66	3,500.00	15.68%
6514 · Office Maintenance Exp	0.00	300.00	0.0%
6520 · Supplies	0.00	1,500.00	0.0%
6521 · Postage, Mailing Service	213.35	1,500.00	14.22%
6522 · Bank Fees & Charges	0.00	100.00	0.0%
6523 · Legal & Professional	216.00	2,000.00	10.8%
6524 · Audits & Financial Reviews	0.00	1,000.00	0.0%
6525 · Kitchen/Hospitality	0.00	400.00	0.0%
6530 · Publications	19.95	100.00	19.95%
6531 · Awards/Recognitions/Remembrance	<u>161.60</u>	<u>500.00</u>	<u>32.32%</u>
<b>Total 6500 · Operations</b>	<b>8,271.95</b>	<b>56,620.00</b>	<b>14.61%</b>
<b>6600 · Officer &amp; Other Travel</b>			
6601 · GA Expenses	0.00	4,000.00	0.0%
6602 · Overture Advocate Expenses	0.00	3,000.00	0.0%
6603 · Moderator & Vice Moderator Exp	20.00	300.00	6.67%

6604 · Treasurer	<u>0.00</u>	<u>1,200.00</u>	<u>0.0%</u>
<b>Total 6600 · Officer &amp; Other Travel</b>	20.00	8,500.00	0.24%
<b>6700 · Payroll Expense</b>			
6701 · Stated Clerk Payroll Expenses			
6705 · Salary - Stated Clerk	10,472.00	54,353.00	19.27%
6710 · Benefits - Stated Clerk	1,848.00	19,567.00	9.44%
6715 · FICA Stated Clerk	942.48	4,158.00	22.67%
6720 · Continuing Education St Clrk	0.00	1,000.00	0.0%
6725 · Travel Exp - Stated Clerk	152.60	3,000.00	5.09%
6730 · Professional Exp - Stated Clerk	<u>0.00</u>	<u>500.00</u>	<u>0.0%</u>
<b>Total 6701 · Stated Clerk Payroll Expenses</b>	13,415.08	82,578.00	16.25%
6702 · Payroll Expenses COM Associate			
6706 · Salary - COM Associate	10,472.00	54,353.00	19.27%
6711 · Benefits - COM Associate	1,848.00	19,567.00	9.44%
6716 · FICA - COM Associate	942.48	4,158.00	22.67%
6721 · Continuing Ed - COM Assoc	0.00	1,000.00	0.0%
6726 · Travel - COM Associate	0.00	4,000.00	0.0%
6731 · COM Associate - Other Expenses	<u>0.00</u>	<u>500.00</u>	<u>0.0%</u>
<b>Total 6702 · Payroll Expenses COM Associate</b>	13,262.48	83,578.00	15.87%
6703 · Payroll Exp - Pastor to Pastor			
6707 · Salary - Pastor to Pastor Assoc	1,722.16	10,333.00	16.67%
6712 · Benefits - Pastor to Pastor Ass	0.00	0.00	0.0%
6717 · FICA - Pastor to Pastor	0.00	0.00	0.0%
6723 · Continuing Ed -Pastor to Pastor	0.00	1,000.00	0.0%
6727 · Travel Exp - Pastor to Pastor	<u>203.30</u>	<u>2,500.00</u>	<u>8.13%</u>
<b>Total 6703 · Payroll Exp - Pastor to Pastor</b>	1,925.46	13,833.00	13.92%
6704 · Payroll Exp - Networking Assoc			
6708 · Salary Exp-Networking Associate	0.00	39,264.00	0.0%
6713 · Benefits - Networking Assoc	0.00	14,135.00	0.0%
6718 · FICA - Networking Associate	0.00	3,004.00	0.0%
6724 · Cont Ed - Networking Assoc	0.00	2,000.00	0.0%
6728 · Travel Expenses - Networking	<u>0.00</u>	<u>2,500.00</u>	<u>0.0%</u>
<b>Total 6704 · Payroll Exp - Networking Assoc</b>	0.00	60,903.00	0.0%
6750 · Payroll Expense -Communications			
6755 · Wages - Comm Proj Manager	0.00	21,000.00	0.0%
6756 · Benefits - Comm Proj Manager	0.00	7,350.00	0.0%
6757 · FICA - Comm Proj Manager	0.00	1,607.00	0.0%
6758 · Continuing Ed - Comm Proj Mana	<u>0.00</u>	<u>500.00</u>	<u>0.0%</u>
<b>Total 6750 · Payroll Expense - Communications</b>	0.00	30,457.00	0.0%
6760 · Payroll Exp - Financial Manager			
6765 · Wages - Financial Manager	1,833.84	11,003.00	16.67%

6766 · Benefits - Financial Manager	0.00	0.00	0.0%
6767 · FICA - Financial Manager	140.28	842.00	16.66%
6768 · Continuing Ed - Fin Manager	<u>0.00</u>	<u>500.00</u>	<u>0.0%</u>
<b>Total 6760 · Payroll Exp - Financial Manager</b>	<u>1,974.12</u>	<u>12,345.00</u>	<u>15.99%</u>
<b>Total 6700 · Payroll Expense</b>	30,577.14	283,694.00	10.78%
<b>6800 · Mission Partnerships</b>			
6801 · Camp Wyoming	35,049.90	45,000.00	77.89%
6802 · Young Adult & College Ministry	0.00	13,000.00	0.0%
6803 · Mission Starfish Haiti	0.00	10,000.00	0.0%
6804 · Presbytery Mission Outreach	<u>1,158.59</u>	<u>10,000.00</u>	<u>11.59%</u>
<b>Total 6800 · Mission Partnerships</b>	<u>36,208.49</u>	<u>78,000.00</u>	<u>46.42%</u>
<b>Total Expense</b>	<u>78,411.85</u>	<u>448,914.00</u>	<u>17.47%</u>
<b>Net Income</b>	<u><b>-17,638.97</b></u>	<u><b>8,767.00</b></u>	<u><b>-201.2%</b></u>

**A motion to receive the Treasurer’s Report was seconded and APPROVED.**

#### **COVENANT COMMUNITY HAPPENINGS**

- TE Trey Hegar (Mt. Pleasant, First) announced that early conversations are underway about starting a Pound Puppy prison ministry.
- TE Jessica Crane-Muñoz (Vinton PC) expressed gratitude for new LED lights and noted that she is looking for 8 weeks of pulpit supply for her maternity absence in the Fall.
- RE Judy Isaacson (Coggon, Zion) invited everyone to the 150<sup>th</sup> anniversary celebration at the Coggon, Zion church on Saturday, May 19<sup>th</sup> at 2:00 p.m.
- The Reverend Paul Uzel (Stanwood, Union) observed that the Stanwood church is alive with a vital music ministry. He invited all to join the congregation to experience this ministry in worship.
- RE Kathleen Pilkington (Ft. Madison, Union) expressed thanks for the vote on the Trustees’ motion and invited everyone in the Presbytery to join the congregation on April 18 for the 180<sup>th</sup> anniversary celebration.
- TE Dan Jessop (Williamsburg, First) noted that the church after school program is growing and has established a vital partnership with the local school system to meet student needs.
- Stated Clerk Blair urged everyone to serve the Presbytery by indicating areas of interest on the Team Sign-Up sheets. She asked those present to share these opportunities with those in their home churches.

## NOMINATING COMMITTEE REPORT

TE Gary Burnett, moderator of the Nominating Committee, presented the following action item:

**The Nominating Committee recommends that the Presbytery elect the following individual to be elected the position indicated:**

CAMP WYOMING BOARD		
Jennifer Stratman Non-East Iowa Representative	Davenport, IA	2 <sup>nd</sup> Term, Class of 2021

Vice-Moderator Jessop asked for nominations from the floor. Hearing none, he moved to the vote.

**The motion was APPROVED.**

## CAMP WYOMING REPORT

Executive Director Kevin Cullum shared the following report from Camp Wyoming:

1. Attached for your review please find the Balance Sheet as of February 28, 2018.
2. We encourage families to register for the camp program of their choice very soon as spots are starting to fill up. As a reminder, the deadline for our Early Bird Rate is March 15<sup>th</sup>. Our prices will increase by \$25 after the deadline.
3. We will be replacing the roofs on our cabins this Spring as well as installing a new sound system, projector, and projection screen in our Dining Hall the first week of April.
4. The Camp Board has changed two full-time positions into four part-time positions in an effort to balance its budget, reinvest into the operation, and develop savings for the future.
5. We are seeking a nurse for the week of June 17-22. We pay \$200 for the week and host nurses in our Adult Retreat Center. Please contact our Executive Director, Kevin Cullum, if you are interested or if you know of someone who might be interested.

2:45 PM  
02/28/18  
Accrual Basis

**Camp Wyoming**  
**Balance Sheet**  
**As of February 28, 2018**

	Feb 28, 18
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1120 · Checking Regular	7,001.99
1130 · Savings Deer	4,825.33
1135 · Savings Regular	12,028.56
1136 · Savings - Summer Sale	100.51
Total Checking/Savings	23,956.39
Accounts Receivable	
1150 · Accounts Receivable	310.00
Total Accounts Receivable	310.00
Other Current Assets	
1110 · Petty Cash	500.00
1146 · Endowment Fund - Johnston	53,372.87
Total Other Current Assets	53,872.87
Total Current Assets	78,139.26
Fixed Assets	
1210 · Vehicles Fixed Asset	104,558.46
1220 · Furnishings Fixed Asset	9,129.22
1230 · Office Equipment Fixed Asset	22,251.03
1240 · Machinery & Equipment	103,454.88
1245 · Program Equipment	7,614.97
1250 · Buildings	1,055,619.31
1260 · Swimming Pool Fixed Asset	39,782.75
1270 · Land Value Fixed Asset	22,600.00
Total Fixed Assets	1,365,010.62
<b>TOTAL ASSETS</b>	<b><u>1,443,149.88</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 · Accounts Payable	8,907.38
Total Accounts Payable	8,907.38
Other Current Liabilities	
2100 · Payroll Liabilities	844.46
2102 · Line of Credit	40,336.95
2310 · Camper Deposit	37,422.00
2320 · Rental Deposit	8,225.00
Total Other Current Liabilities	86,828.41
Total Current Liabilities	95,735.79
Total Liabilities	95,735.79
Equity	
3510 · Retained Earnings	1,406,348.36
Net Income	-58,934.27
Total Equity	1,347,414.09
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,443,149.88</u></b>



**PEACEMAKING TASK FORCE ANNOUNCEMENT**

Task Force co-moderator, TE Lisa Ross Thedens, announced that the next meeting will take place on April 3 at 7:00 p.m. at Iowa City, St. Andrew. The Peacemaking Banner is current at the West Liberty church.

**NEW BUSINESS**

Stated Clerk Blair announced one piece of new business. At the 178<sup>th</sup> Stated Meeting, nominees for the Committee on Preparation for Ministry were deferred from election at the committee’s request. The committee now requests that these persons be elected. The Nominating Committee presented these individuals for nomination at the 178<sup>th</sup> Stated Meeting, and renews this nomination now as follows:

<b>COMMITTEE ON PREPARATION FOR MINISTRY</b>		
<b>Ruling Elder Anita Burnett [First Term]</b> Iowa City, First	1 January 2018	31 December 2020
<b>Ruling Elder Bob Youngquist [Second Term]</b> Iowa City, First	1 January 2018	31 December 2018
<b>Teaching Elder Jon Evans [Second Term]</b> Morning Sun, First United and Wapello, First	1 January 2018	31 December 2018

Vice-Moderator Jessop asked if there were nominations, from the floor. Hearing none, he proceeded to the vote. **The motion was APPROVED.**

**ADJOURNMENT**

Vice-Moderator Jessop asked if there was further new business. Hearing none, he asked if there was a motion to adjourn. **A motion to adjourn was seconded and APPROVED.** Vice-Moderator Jessop closed the meeting with prayer at 4:20 p.m.

Respectfully submitted,

Rebecca Blair, Ph.D.  
Stated Clerk

<p><b>NEXT STATED MEETING:</b>  <b>182<sup>ND</sup> Stated Meeting</b>  <b>22 May 2018—4:00-8:00 pm</b>  <b>Washington, United Presbyterian</b></p>
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