



**The 196th Stated Meeting of
 the Presbytery of East Iowa
 Saturday, March 13, 2021
 10 am-2 pm
 A virtual meeting conducted via Zoom**

196th STATED MEETING DOCKET		
10:00 am	<p>WORSHIP Celebration of the Lord's Supper</p> <p>Today's offering is dedicated to One Great Hour of Sharing, a special offering of the PCUSA. Presbyterian Disaster Assistance receives 32% of the funds raised to support their work alongside communities as they recover and find renewed hope after the devastation of natural or human caused disasters. The Presbyterian Hunger Program, which receives 36% of this offering, takes action to alleviate hunger, care for creation, and address the systemic causes of poverty so that all may be fed. Self-Development of People invests in communities, responding to the experiences of oppression, poverty, and injustice, and educating all of us about the impact these issues exert on the lives of our neighbors. SDOP receives 32% of Great Hour of offerings.</p> <p>Link to donate</p>	
11:00 am	<p>THE PRESBYTERY CONVENES/WELCOME</p> <ul style="list-style-type: none"> Constituting Prayer Declaration of Quorum Approval of Docket/Establishing Rolls Seating of Corresponding Members Introduction of First-time Presbyters 	Co-Moderator Stated Clerk

<p>11:05- 11:30 am</p>	<p>VISIT WITH YOUR NEIGHBORS! After these long months in which COVID-19 has kept us largely separated from each other, wouldn't it be great to enjoy conversation and fellowship with your neighbors across the Presbytery? Here are some questions to prime the pump:</p> <ul style="list-style-type: none"> ■ What ministries have been happening in your churches over the past few months? ■ What's been challenging for you during the pandemic? ■ What have been the surprising gifts during the pandemic? 	
<p>11:30 am</p>	<p><u>REPORT OF THE STATED CLERK</u> ACTION ITEMS Recommendation: Approval of Minutes of the 195th Stated Meeting</p> <p>Recommendation: Dissolution of Administrative Commission for Four Cedar Rapids Churches (AC4CR)</p> <p>INFORMATION ITEMS</p> <ul style="list-style-type: none"> ■ Stated Meeting Dates for 2021 ■ PCC Meeting Cycle for 2021 ■ Synod Administrative Review Committee Final Report ■ Clerk Correspondence ■ Corporate Biennial Report ■ General Assembly Statistics 	<p>Stated Clerk Blair</p>
<p>11:35 am</p>	<p><u>REPORT OF PEACEMAKING TASK FORCE</u> Printed report included in meeting packet</p>	<p>TE Lisa Ross Thedens</p>

<p>11:40 am</p>	<p><u>REPORT OF MISSION AND SOCIAL JUSTICE TEAM</u> ACTION ITEMS None</p> <p>DISCUSSION ITEMS None</p> <p>INFORMATION ITEMS</p> <ul style="list-style-type: none"> ■ Presentations by church recipients of MSJ grants ■ July 16 MSJ event—Co-Moderator Elona Street-Stewart ■ Spring book study ■ Video series update 	<p>TBA</p>
<p>11:50 am</p>	<p><u>REPORT OF BUDGET AND FINANCE TEAM</u> ACTION ITEMS Receipt of monthly statement through end of February pending audit</p> <p>DISCUSSION ITEMS None</p> <p>INFORMATION ITEMS None</p>	<p>RE Tom Martin supported by Finance Manager Karen Bartel</p>
<p>12:00 pm</p>	<p><u>REPORT OF TRUSTEES</u> ACTION ITEMS Recommendation: Affirmation of Trustee action to approve renovation of stained-glass windows in Farmington, Sharon building</p> <p>[Other actions items may be included in the Table Docket]</p> <p>DISCUSSION ITEMS None</p> <p>INFORMATION ITEMS</p> <ul style="list-style-type: none"> ■ Review of Calvin Sinclair/Echo Hill contract ■ Sale of Scotch Grove church ■ Sale of Montrose church 	<p>RE Jan Kosowski</p>

12:10 pm	<p><u>CAMP WYOMING REPORT</u> Printed report included in meeting packet</p>	Kevin Cullum
12:15 pm	<p><u>REPORT OF CONGREGATIONAL DEVELOPMENT AND VITALITY TEAM</u> ACTION ITEMS None</p> <p>DISCUSSION ITEMS CDV Survey—what kinds of support would be helpful to churches? Stan Tate—discussion of work with churches</p> <p>INFORMATION ITEMS</p> <ul style="list-style-type: none"> ■ Invitation to Ruling Elders to join the CDV ministry 	TE Anni Thorn
12:30 pm	<p><u>REPORT OF COMMITTEE ON REPRESENTATION AND NOMINATION</u> ACTION ITEMS Recommendation: Nomination for Personnel Committee and Synod Commissioner, if the way be clear</p> <p>DISCUSSION ITEMS None</p> <p>INFORMATION ITEMS</p> <ul style="list-style-type: none"> ■ How is God calling you to serve on Presbytery commissions, committees, and task forces? 	TE Trey Hegar

12:35 pm	<p><u>REPORT OF MINISTERS AND CONGREGATIONS COMMISSION</u> ACTION ITEMS [Action Items may be included in the Table Docket]</p> <p>DISCUSSION ITEMS None</p> <p>INFORMATION ITEMS</p> <ul style="list-style-type: none"> ■ Celebration of ministries of the following persons: <ul style="list-style-type: none"> ○ The Reverend Mary Anne Welch ○ The Reverend John Hougen ■ Actions taken by the commission since the last stated meeting 	TE Jennifer Jennings
12:55 pm	<p><u>REPORT OF THE LEADERSHIP DEVELOPMENT TEAM [LDV]</u> ACTION ITEMS None</p> <p>DISCUSSION ITEMS None</p> <p>INFORMATION ITEMS</p> <ul style="list-style-type: none"> ■ Candidate/Inquirer Annual Consultations 	TE Mary Anne Welch
1:00 pm	<p><u>REPORT OF THE PERSONNEL TEAM</u> ACTION ITEMS None</p> <p>INFORMATION ITEMS</p> <ul style="list-style-type: none"> ■ Employee Handbook orientation ■ Employee sexual misconduct prevention training ■ Position description review ■ Welcome—Mike Norton 	TE Erin Kaye
1:05 pm	<p><u>REPORT OF THE RESOURCES AND MINISTRY TASK FORCE</u> ACTION ITEMS None</p> <p>INFORMATION ITEMS</p>	

	Update on process development	
1:15 pm	<u>NEW BUSINESS</u>	



REMINDER: Commissioners are so named because they have a commission, a special responsibility to prepare for the meeting by carefully reading and thinking through the meeting materials in advance in order to make educated decisions, and then sharing the information presented at Presbytery meetings with their sessions as a part of the Presbyterian connectional system. Please take this commission seriously and share information so that your session will be “in the know.”

To steward resources wisely, all documents in the meeting packet will be available electronically on the Presbytery website. **Copies of the meeting packet will be available in hard copy form only upon request.**

New business must be emailed to the Stated Clerk no later than 11:00 am. New motions and amendments must be pre-filed in writing with the Stated Clerk.

PLEASE COMPLETE THE ONLINE REGISTRATION FORM FOR THIS MEETING AS SOON AS POSSIBLE

- Your timely registration helps us to get an accurate meeting attendance count.

REPORT OF THE STATED CLERK

ACTION ITEMS

MOTION: The Stated Clerk advises that a motion would be in order that the Presbytery approve the minutes of the 195th Stated Meeting of the Presbytery of East Iowa, convened on 23 January 2021 via Zoom. These minutes may be found on the Presbytery website—www.peia.org—under the "Meetings and Minutes" tab.

MOTION: The Stated Clerk advises that a motion would be in order to dissolve the administrative commission authorized by the governing body at the 191st Stated Meeting (25 January 2020) to work with four churches in Cedar Rapids (Calvin-Sinclair Presbyterian Church, Christ Church Presbyterian Church, Hus Memorial Presbyterian Church, and Olivet Presbyterian Church) in support of the new ministry being discerned as a form of joint congregational witness.

❖ The final report of this commission is as follows:

ADMINISTRATIVE COMMISSION IN SUPPORT OF THE JOINT CONGREGATIONAL WITNESS OF CEDAR RAPIDS CALVIN-SINCLAIR, CHRIST CHURCH, HUS, AND OLIVET

In February 2020, the Administrative Commission was authorized for the following purposes. The AC submits this update report as of January 20, 2021.

1. Prayerfully enter a time of discernment with the four Sessions and congregations, listening carefully to the hopes and concerns of each for ministry and mission while understanding and affirming the value of small church ministries more broadly
2. Establish a dependable process by which the Sessions of these church may engage in collaborative conversation and planning processes
3. In conjunction with the Leadership Development Team, provide leadership development and support as these churches create and undertake new mission and ministry initiatives
4. Converse with the Sessions and congregations concerning any relocation, sharing of, and/or selling any church property, and make appropriate recommendations to the Presbytery for vote
5. Participate in Session meetings, including those occasions when the Session goes into executive Session
6. Engage in any and all conversations concerning ministerial leadership/transition and ministry assessment in consultation with the Ministers and Congregations Commission
7. In consultation with the Stated Clerk, obtain resources and information from the PCUSA for continued support and development of this initiative and in support of the health of these congregations in shared mission and ministry

8. Access all church records, including but not limited to minutes of the Sessions and all boards and committees, membership directories, newsletters, and Session and committee communications

The AC appointment in February 2020 included Rev. Erin Kaye, Connie Proffitt, Rev. Dr. Julie Schuett, Rev. Lisa Ross Thedens, and Dr. Marjorie Thirkettle. (Lisa resigned from the AC on June 29, 2020.) After interviewing pastoral leadership, the AC organized an initial meeting with members of the four Cedar Rapids churches which was held in two parts—at the Hus church on February 27 and then at the Olivet church with other churches' members represented on March 10. The AC's primary approach has consistently been to listen prayerfully in this process. The COVID-19 pandemic shutdown in Iowa started just after the AC began. Unfortunately, this had a real impact on the process of trust building and obstructed discussion as so many participants in the four churches were unable to fully take advantage of the technology needed with email, Zoom, OneDrive, etc.

The AC collected, scanned, and reviewed OneDrive files of 2018-2019 Session minutes, 2018-2019 newsletters, 2018 and 2019 annual reports, 2020 membership rolls and addresses and shared with Stated Clerk Dr. Blair.

The AC assigned its members to church Sessions to attend meetings—mostly online. The AC helped formalize pastoral leadership contracts at Christ and Hus as well as encouraged revising the contract at Olivet.

The AC helped to facilitate the current arrangement between Calvin-Sinclair and Echo Hill congregations, Calvin-Sinclair returned to its pastoral relationship with Rev. Morey at their own site and Calvin-Sinclair discontinued active participation with the AC.

The AC met with Session appointed representatives of each church on the Leadership Team which discussed resources, mission, programming, and worship areas to continue mutual support.

The AC coached Hus as they reviewed their ministries, missions, and financials leading to two congregational meetings and the unanimous vote on January 17, 2021 to close the congregation.

In 2021, Olivet and Christ churches continue to plan mutual mission, Lent Bible study, Palm Sunday worship, etc.—especially after the Derecho has rendered the Olivet sanctuary temporarily unusable. Olivet and Christ are preparing (under the leadership of Rev. Scott and Rev. Anderson) to have their Sessions work on a visioning process together in early March.

The AC has consulted with MCC, the Presbytery Trustees, the AC for Echo-Hill, and Stated Clerk Dr. Blair as needed.

As of January 20, 2021, the AC requests decommissioning at the March presbytery meeting.

These are the areas that will need future attention:

1. Pastoral boundaries with Calvin-Sinclair and Echo Hill including appointment of pastoral leadership to Echo Hill.

2. Presbytery Trustees, Calvin-Sinclair, and Echo Hill review arrangements and renew contract.
3. Assist Hus to close with dignity and faithfulness in cooperation with the Presbytery Trustees with the recommendation of including a member of the AC.
4. Refer Christ and Olivet churches to Congregational Development and Vitality Team for ongoing encouragement and support.
5. Turn over all records collected, and minutes recorded to Stated Clerk.

Sincerely, Rev. Erin Kaye, Connie Proffitt, Rev. Dr. Julie Schuett, and Dr. Marjorie Thirkettle

INFORMATION ITEMS

PRESBYTERY MEETING DATES FOR 2021			
Saturday, January 23	10 am-1 pm	Zoom	New Officers
Saturday, March 13	10 am-1 pm	Zoom	
Saturday, July 17	10 am-1 pm	Zoom	
Saturday, September 18	10 am-1 pm	Zoom	Budget/Per Capita
Thursday, November 18	1-5 pm	CR, Westminster	

PCC Meeting Cycle

The dates for all meetings of the PCC for 2021 may be found here:

<https://peia.org/wp-content/uploads/2021-PCC-Report-Cycle-2.pdf>

Synod Administrative Review Committee Final Report

The Stated Clerk has received the final report from the Synod Administrative Review Committee, convened at the direction of the GAPJC in the remedial decision on 24 April 2020. This report may be found in **Appendix A**.

Clerk Correspondence

The Stated Clerk reports receipt of the following correspondence:

- Communication from Jayne Culp, Office of the General Assembly, affirming that RE Elona Street-Stewart, Co-Moderator of the PCUSA General Assembly, will officially visit the Presbytery at its 17 July 2021 stated meeting. Elona, who is also the Executive Presbytery of the Synod of Lakes and Prairies, will also facilitate an event on 16 July coordinated by the Mission and Social Justice Team.
- Communication from Hoover Haney, Co-Transitional General Presbyter, Providence Presbytery writing to express appreciation for the skill and leadership that Kevin Cullum provided to the Bethelwoods Camp and Conference Center as a consultant to plan the 2020 year end strategy and develop a budget to account for the impact of COVID-19.

Corporate Biennial Report

As Corporate Agent for the Presbytery, the Stated Clerk notifies the body that she has timely filed the corporate biennial report with the office of the Iowa Secretary of State.

General Assembly Statistics

The Stated Clerk reports that, in keeping with G-3.0302e in the Book of Order, all required statistics for the calendar year 2020 have been transmitted to the General Assembly.

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REPORT OF THE PEACEMAKING TASK FORCE

Virtual Ecumenical Advocacy Days is April 18-21. Early bird registration is \$25 until April 1st. The theme is environmental justice "Imagine! God's Earth and People Restored." Information and registration:

https://attendify.co/ecumenical-advocacy-days-pbfNWPY?utm_source=EAD+2021+-+Registration&utm_campaign=EAD+2021+Registration&utm_medium=email

The Presbyterian Church's free virtual Compassion Peace and Justice Training event precedes it April 7, 8, & 9th at 11 a.m., with optional small group discussion in afternoon. You can find information and register for that event here: <https://www.presbyterianmission.org/ministries/compassion-peace-justice/washington/advocacy-training-weekend/> Last spring Lisa found this free event particularly eye-opening.

Peacemaking Task Force has been meeting on alternate months via zoom with Myrna as our zoom hostess. Our next meeting is April 5 at 3:30 p.m.—contact Lisa Ross Thedens for zoom access. We have open membership, and all are welcome.

At our last meeting we discussed our concerns with legislation pending in the Iowa state legislature. By the time of this meeting some will perhaps have become law. The school choice bill is troubling because it will divert tax money from public schools. In much of Iowa, public schools are the only in person instruction choice available. The school choice bill/law also undercuts the strategies that were developed by several urban school districts to integrate their schools to address long documented inequities. The bill (perhaps now law) will strip them of the power to remedy the inequities and enable "white flight."

The bill removing background checks for guns (except for FBI ones) opens even more loopholes for people with a history of violence to purchase guns easily. Already our sheriffs, who once could deny permits to known abusers and others at risk of harm to themselves or others, have been stripped of that power.

We were concerned about proposed legislation forcing transgender people to use the bathroom of the gender they do not identify with and excluding them from sports. We were concerned about efforts to stifle instruction addressing how we treat and view people in the minority through the prohibition of Project 1619 educational materials. We were concerned about the return of the effort to do away with tenure, as it would degrade the quality of our higher education and thus harm the state.

Some of us are concerned that the amendment to the state constitution to deny the right to abortion for women (with no exceptions) denies women the right to life and control over their bodies, since they would have to bear the children of rape and incest. This amendment will probably come before Iowa voters in the 2023 general election.

In the 2022 general election the "strict scrutiny" gun amendment will come before Iowa voters. This change would make it very difficult to pass any legislation regulating the possession of firearms, and any legislation intended to avert violence committed with guns. It is stricter than the U.S. constitution's provision and that of all other states except Alabama, Louisiana, and Missouri.

At the December meeting, at Myrna's urging, the Task Force resolved to counsel protesters of both sides that love should always be the focus.

At our February meeting George El Khoury led devotions, talking about an esteemed physician/scientist and mentor of George's who, like George, was an immigrant. This friend, when diagnosed with terminal illness shared with his friends (via email) remembrances of the people that helped him when he came to this country. George shared then his own testimony as a refugee bringing his family to this country from war torn Lebanon many years ago and remembered with great emotion his privilege as a member of St. Andrew Presbyterian Church to welcome and resettle new refugees.

Robin plans to conduct a recorded interview with George that we could share with the Presbytery, as it is moving testimony to the value of welcoming the stranger and the refugee.

Marta Pumroy has been keeping us up to date on needs of the Iowa City Catholic Worker House as they provide for the needs of immigrants and refugees in the Iowa City/Cedar Rapids Corridor. She has also introduced us to Marion First Presbyterian's Mental Health ministry and will bring us more information next time.

We discussed planning/collaborating on a (virtual?) educational event for Iowa presbyteries to educate us on the effects of the proposed Strict Scrutiny Gun Amendment to our state constitution.

Lisa reported on the No Way to Treat a Child Campaign, which has monthly virtual informational meetings. This campaign centers on the illegal detention of Palestinian minors without charge and without access to family or lawyer. Children are pulled from their homes in the middle of the night by substantial armed forces, detained without charge, deprived of sleep, and subjected to other ill-treatment in order to coerce "confessions" and incriminating testimony against others. You can find out more about the troubling aspects of Israeli detentions of child prisoners and the campaign against these detentions at <https://nwtac.dci-palestine.org/about>. NoWay to Treat a Child is a joint campaign of Defense for Children International - Palestine (Defence for Children International was originally set up in 1979 during the U.N.'s International Year of the Child), and the American Friends Service Committee (Quakers).

We commend to all <https://peia.org/wp-content/uploads/Remembrance-of-Indigenous-Peoples.pdf> on our Presbytery website. It is information about those whose land we now live on, with a brief report on how the U.S. took it from them and removed them from it. We hope you will share the information widely.

We believe the Peacemaking Banner/Quilt to be at Winfield. Please let us know if you are interested in hosting the Peacemaking Quilt at your church.

In peace and hope,

Lisa Ross Thedens,

Peacemaking Task Force co-moderator

REPORT OF THE MISSION AND SOCIAL JUSTICE TEAM [MSJ]

ACTION ITEMS

None

INFORMATION ITEMS

- Presentation by church recipients of MSJ grants
- July 16 MSJ event—Co-Moderator Elona Street-Stewart
- Spring book study
- Video series update

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REPORT OF THE FINANCE AND BUDGET TEAM [F&B]

Balance Sheet

				Feb 28, 21
ASSETS				
Current Assets				
Checking/Savings				
		1005 · Checking - U of I Credit Union	2,888.95	
		1006 · Hills Bank Checking	68,337.96	
		1010 · Savings - U of I Credit Union	10,672.87	
		1012 · Hills Bank Savings	400,194.63	
		Total Checking/Savings	<u>482,094.41</u>	
		Total Current Assets	<u>482,094.41</u>	
TOTAL ASSETS				<u>482,094.41</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
		24000 · Payroll Liabilities	3,620.68	
		Total Other Current Liabilities	<u>3,620.68</u>	
		Total Current Liabilities	<u>3,620.68</u>	
		Total Liabilities	3,620.68	
Equity				
		30000 · Opening Balance Equity		
		30001 · Prior Year Balances	137,888.28	
		30002 · Church Closing Reserves	201,364.54	
		30003 · Restricted Balances	50,420.43	
		30000 · Opening Balance Equity - Other	25,127.35	
		Total 30000 · Opening Balance Equity	<u>414,800.60</u>	
		32000 · Unrestricted Net Assets	23,002.20	
		Net Income	40,670.93	
		Total Equity	<u>478,473.73</u>	
TOTAL LIABILITIES & EQUITY				<u>482,094.41</u>

Actual vs Budget

	Jan - Feb 21	Budget	% of Budget
Operating Income/Expense			
Operating Income			
10061 · Checking Acct Interest	1.34	1,000.00	0.13%
10062 · Interest on Savings Account	107.15	500.00	21.43%
4001 · Unified Mission Passthroughs			
40011 · Unified Mission Collections GA	8,334.72		
40012 · Unified Mission Coll - Synod	2,359.89		
40014 · GA Designated Missions	150.00		
40015 · Mission Passthrough Disb	-10,844.61	80,000.00	-13.56%
4001 · Unified Mission Passthroughs - Other	0.00	80,000.00	0.0%
Total 4001 · Unified Mission Passthroughs	0.00	160,000.00	0.0%
4040 · Per Capita/PEIA	39,052.27	198,525.00	19.67%
4041 · Per Capita Pass Throughs			
40411 · Per Capita Rec'd - GA	14,437.91		
40412 · Per Capita Rec'd - Synod	8,688.49		
40415 · Per Capita Passthr Disbursed	-23,126.40	90,000.00	-25.7%
4041 · Per Capita Pass Throughs - Other	0.00	90,000.00	0.0%
Total 4041 · Per Capita Pass Throughs	0.00	180,000.00	0.0%
4045 · PC(USA) Special Offerings			
40451 · One Great Hour	2,410.00	28,000.00	8.61%
40452 · Pentacost	0.00		
40453 · Peace & Global Justice - GA	0.00		
40454 · Peace & Global Witness - Synod	0.00		
40455 · Christmas Joy	0.00		
40456 · GA Special Offerings Disb	-2,410.00	28,000.00	-8.61%
Total 4045 · PC(USA) Special Offerings	0.00	56,000.00	0.0%
4100 · Synod Support	1,666.68	10,000.00	16.67%
4640 · Other Types of Income			
4643 · Miscellaneous Revenue	396.00		
Total 4640 · Other Types of Income	396.00		
Total Operating Income	41,223.44	606,025.00	6.8%
Gross Operating Income	41,223.44	606,025.00	6.8%
Operating Expense			
6000 · Ministers & Congregations Comm			
6010 · MCC Admin Expense	0.00	350.00	0.0%

6021 · MCC Travel	0.00	400.00	0.0%
6050 · Pastor Assessmnt & Consultation	0.00	2,170.00	0.0%
Total 6000 · Ministers & Congregations Comm	0.00	2,920.00	0.0%
6080 · Mission & Social Justice Team			
6082 · M&SJ Team Mileage & Meals	0.00	200.00	0.0%
Total 6080 · Mission & Social Justice Team	0.00	200.00	0.0%
6100 · Leadership Development Team			
6030 · CRE/Pastor Retreats	0.00	2,500.00	0.0%
6031 · LDT Travel	0.00	400.00	0.0%
6040 · New Pastor Development	0.00	500.00	0.0%
6045 · Pastoral Development	0.00	2,500.00	0.0%
6105 · Comm on Prep for Ministry	0.00	500.00	0.0%
6106 · Leadership & Networking Events	0.00	1,000.00	0.0%
Total 6100 · Leadership Development Team	0.00	7,400.00	0.0%
6120 · Comm Representation & Nominatn			
6121 · CRN Travel	0.00	100.00	0.0%
Total 6120 · Comm Representation & Nominatn	0.00	100.00	0.0%
6122 · Budget & Finance Team			
6123 · B&FT Travel	0.00	100.00	0.0%
Total 6122 · Budget & Finance Team	0.00	100.00	0.0%
6125 · Trustees			
6126 · Trustees Travel	0.00	200.00	0.0%
Total 6125 · Trustees	0.00	200.00	0.0%
6200 · Congr Dev & Vitality Team			
6070 · CDV Admn Expense	0.00	350.00	0.0%
6071 · CDV Travel	0.00	400.00	0.0%
6072 · CDV Events	0.00	2,000.00	0.0%
Total 6200 · Congr Dev & Vitality Team	0.00	2,750.00	0.0%
6210 · Presbytery Meeting Expense	0.00	1,000.00	0.0%
6220 · Administrative Commissions			
6221 · Admin Commissions Travel	0.00	100.00	0.0%
6222 · Administrative Commission Other	0.00	500.00	0.0%
Total 6220 · Administrative Commissions	0.00	600.00	0.0%
6225 · PEIA Coord Commission (PCC)			
6226 · PCC Travel	0.00	500.00	0.0%
Total 6225 · PEIA Coord Commission (PCC)	0.00	500.00	0.0%
6230 · Permanent Judicial Commission			
6231 · PJC Travel	0.00	100.00	0.0%
6232 · PJC - Other	0.00	100.00	0.0%

Total 6230 · Permanent Judicial Commission	0.00	200.00	0.0%
6500 · Operations			
6501 · New Equipment	0.00	400.00	0.0%
6502 · Copier & Printing	258.34	5,000.00	5.17%
6503 · Communications Contract	90.00	2,000.00	4.5%
6504 · Internet Access Contract	553.80	2,500.00	22.15%
6505 · IT Services & Software	2,662.11	14,000.00	19.02%
6506 · Telephone, Telecommunications	363.60	3,200.00	11.36%
6510 · Condo Association Dues	2,406.68	14,440.00	16.67%
6511 · Utilities	352.87	1,400.00	25.21%
6512 · Property Insurance	1,258.75	5,000.00	25.18%
6513 · Custodial Contract	0.00	3,000.00	0.0%
6514 · Office Maintenance Exp	0.00	400.00	0.0%
6515 · Rent	1,400.00	4,200.00	33.33%
6520 · Supplies	173.95	1,000.00	17.4%
6521 · Postage, Mailing Service	119.77	1,800.00	6.65%
6522 · Bank Fees & Charges	0.00	50.00	0.0%
6523 · Legal & Professional	235.00	4,000.00	5.88%
6524 · Audits & Financial Reviews	0.00	1,000.00	0.0%
6525 · Kitchen/Hospitality	0.00	100.00	0.0%
6530 · Publications	59.00	200.00	29.5%
6531 · Awards/Recognitions/Remembrance	100.00	400.00	25.0%
6535 · Payroll Expense	430.36	100.00	430.36%
Total 6500 · Operations	10,464.23	64,190.00	16.3%
6600 · Officer & Other Travel			
6601 · GA Expenses	0.00	1,000.00	0.0%
6602 · Clerk Denominational Travel	0.00	1,000.00	0.0%
6603 · Moderator & Vice Moderator Exp	0.00	100.00	0.0%
Total 6600 · Officer & Other Travel	0.00	2,100.00	0.0%
6700 · Payroll Expense			
6701 · Stated Clerk Payroll Expenses			
6705 · Compensation- Stated Clerk	4,806.34	56,836.00	8.46%
6720 · Continuing Education St Clrk	0.00	1,000.00	0.0%
6725 · Travel Exp - Stated Clerk	0.00	3,000.00	0.0%
6730 · Professional Exp - Stated Clerk	0.00	500.00	0.0%
Total 6701 · Stated Clerk Payroll Expenses	4,806.34	61,336.00	7.84%
6703 · Payroll Exp - Pastor to Pastor			
6707 · Salary - Pastor to Pastor Assoc	916.34	10,830.00	8.46%
6723 · Continuing Ed -Pastor to Pastor	0.00	1,000.00	0.0%

6727 · Travel Exp - Pastor to Pastor	0.00	2,000.00	0.0%
Total 6703 · Payroll Exp - Pastor to Pastor	916.34	13,830.00	6.63%
6750 · Payroll Expense -Communications			
6755 · Salary - Comm Proj Manager	5,517.84	32,625.00	16.91%
6756 · Benefits - Comm Proj Manager	1,309.02	7,300.00	17.93%
6758 · Continuing Ed - Comm Proj Mana	129.00	500.00	25.8%
6759 · Travel Expenses Comm Proj Mngr	0.00	500.00	0.0%
Total 6750 · Payroll Expense -Communications	6,955.86	40,925.00	17.0%
6760 · Payroll Exp - Financial Manager			
6765 · Wages - Financial Manager	1,945.84	11,505.00	16.91%
6768 · Continuing Ed - Fin Manager	0.00	500.00	0.0%
6769 · Financial Admin Mileage	0.00	500.00	0.0%
Total 6760 · Payroll Exp - Financial Manager	1,945.84	12,505.00	15.56%
6770 · Employer FICA	653.16	8,552.00	7.64%
6700 · Payroll Expense - Other	6,375.86		
Total 6700 · Payroll Expense	21,653.40	137,148.00	15.79%
Total Operating Expense	32,117.63	219,408.00	14.64%
Net Operating Income	9,105.81	386,617.00	2.36%
Missions Income/Expense			
Mission Income			
4000 · PEIA Unified Missions			
4002 · PEIA Cur Yr Unified Missions	19,579.77	80,000.00	24.48%
4004 · Prior Year PEIA Unified Mission	35,794.64	35,800.00	99.99%
Total 4000 · PEIA Unified Missions	55,374.41	115,800.00	47.82%
40031 · PEIA Peacemaking Offering	628.18		
4010 · Endowment & Other Incomes			
4011 · Grubbs Endowment	12.48		
40111 · Grubbs Endowment Disbursed	-49.89		
4013 · Mt Zion Endowment	70.31		
Total 4010 · Endowment & Other Incomes	32.90		
4650 · PEIA Designated Missions	2,900.00		
4652 · PEIA Designated Disbursed	-2,900.00		
8000 · Church Closings			
8001 · Church Closing Incomes	11,469.75		
8003 · Church Closing Expense	-390.12		
Total 8000 · Church Closings	11,079.63		
Total Mission Income	67,115.12	115,800.00	57.96%
Mission Expense			

6800 · PEIA Missions			
6801 · Camp Wyoming	35,000.00	45,000.00	77.78%
6802 · Youth & Young Adult Ministry	0.00	5,000.00	0.0%
6803 · Mission Starfish Haiti	0.00	10,000.00	0.0%
6804 · Endowment Disbursements	0.00	20,000.00	0.0%
6805 · Mission & Social Justice Grants	550.00		
Total 6800 · PEIA Missions	<u>35,550.00</u>	<u>80,000.00</u>	<u>44.44%</u>
Total Missions Expense	<u>35,550.00</u>	<u>80,000.00</u>	<u>44.44%</u>
Net Mission Income	<u>31,565.12</u>	<u>35,800.00</u>	<u>88.17%</u>
Net Operating & Missions Income	<u><u>40,670.93</u></u>	<u><u>422,417.00</u></u>	<u><u>9.63%</u></u>

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Church Name	City	PIN	2021 Per Capita	Paid	Due	Mission Pledge	Paid
Ainsworth Community Church	Ainsworth	10415	3,726.94		3,726.94		
Argyle Presbyterian Church	Argyle	2549	2,966.34		2,966.34		
Pleasant Hill Presbyterian Church	Atkins	2345	2,814.22		2,814.22		
Bettendorf Presbyterian Church	Bettendorf	2589	11,865.36		11,865.36	3,000.00	
First Presbyterian Church	Birmingham	2550	304.24		304.24	125.00	
First Presbyterian Church	Blairstown	2346	912.72	912.72	0.00		
Blue Grass Presbyterian Church	Blue Grass	10388	5,856.62		5,856.62		
Bonaparte United Church	Bonaparte	2551	798.63	798.00	0.63		
First Presbyterian Church	Burlington	11889	5,742.53		5,742.53		
Community Presbyterian Church	Cascade	2479	722.57		722.57	700.00	150.00
Calvin Sinclair Presbyterian Church	Cedar Rapids	9582	1,293.02		1,293.02		
Christ Church Presbyterian	Cedar Rapids	2375	4,145.27		4,145.27		
First Presbyterian Church	Cedar Rapids	2347	16,124.72		16,124.72		
Hus Memorial Presbyterian Church	Cedar Rapids	2350	1,939.53		1,939.53		
Olivet Presbyterian Church	Cedar Rapids	2352	2,015.59	2,015.59	0.00	1,000.00	1,000.00
Westminster Presbyterian Church	Cedar Rapids	2354	7,567.97	7,567.97	0.00		
First United Presbyterian Church	Clinton	12129	3,688.91		3,688.91		
Zion Presbyterian Church	Coggon	2358	2,471.95	2,243.77	228.18	1,000.00	1,000.00
Cotter Presbyterian Church	Columbus Junctn	2596	798.63	798.63	0.00	750.00	750.00
Salem Welsh Presbyterian Church	Columbus Junctn	2594	1,331.05		1,331.05		
United Presbyterian Church	Columbus Junctn	2593	3,841.03	3,841.03	0.00		3,000.00
United Church of Crawfordsville	Crawfordsville	10414	1,977.56		1,977.56		
First Presbyterian Church	Davenport	2598	26,811.15	114.00	26,697.15		3,375.00
New Hope Presbyterian Church	Davenport	12240	2,852.25	476.00	2,376.25	600.00	100.00
Newcomb Presbyterian Church	Davenport	2600	6,883.43		6,883.43		
First Presbyterian Church	Ely	2357	7,682.06		7,682.06		
First Presbyterian Church	Fairfield	2554	3,993.15		3,993.15		
Sharon Presbyterian Church	Farmington	2557	4,297.39	4,297.39	0.00		
Union Presbyterian Church	Ft. Madison	2558	2,928.31		2,928.31		
First Presbyterian Church	Independence	2484	6,084.80	1,502.19	4,582.61		
First Presbyterian Church	Iowa City	2605	12,854.14	4,687.34	8,166.80		
St. Andrew Presbyterian Church	Iowa City	2626	32,591.71	5,427.66	27,164.05		5,955.83
United Presbyterian Church	Keokuk	10668	2,700.13		2,700.13		
United Church of Faith	Keota	2607	2,928.31	335.00	2,593.31	2,000.00	
First Presbyterian Church	LeClaire	2609	2,433.92	202.83	2,231.09		
Our Savior Presbyterian Church	LeClaire	10135	4,449.51	405.83	4,043.68		
United Presbyterian Church	Lone Tree	10026	7,111.61	80.00	7,031.61	4,150.00	345.83
Union Presbyterian Church	Lost Nation	2360	2,966.34	270.01	2,696.33		
First Presbyterian Church	Manchester	2489	4,069.21		4,069.21		
First Presbyterian Church	Marengo	2611	6,655.25		6,655.25		
Echo Hill Presbyterian Church	Marion	12233	7,415.85		7,415.85		
First Presbyterian Church	Marion	2361	13,804.89		13,804.89	0.00	
First Presbyterian Church	Mechanicsville	2362	3,194.52	3,156.49	38.03	1,000.00	1,000.00
First United Presbyterian Church	Mediapolis	2562	1,445.14		1,445.14		
First Presbyterian Church	Miles	2363	2,776.19		2,776.19	1,500.00	500.00
First Presbyterian Church	Monticello	9641	7,758.12	4,000.00	3,758.12	4,000.00	
First United Presbyterian Church	Morning Sun	2566	2,243.77		2,243.77	1,395.35	1,395.35
First Presbyterian Church	Mt. Pleasant	2569	10,420.22		10,420.22	3,778.00	
First Presbyterian Church	Mt. Vernon	2366	4,943.90		4,943.90		
Linn Grove Presbyterian Church	Mt. Vernon	2367	1,293.02		1,293.02		
First Presbyterian Church	Muscatine	2613	8,442.66		8,442.66		
New London Presbyterian Church	New London	2571	3,118.46	212.33	2,906.13		
Central Presbyterian Church	Newhall	2368	1,749.38		1,749.38		
First Presbyterian Church	Onslow	2369	1,331.05	1,293.02	38.03	1,293.02	
Princeton Presbyterian Church	Princeton	2616	1,597.26		1,597.26		
First Presbyterian Church	Rowley	2495	950.75	874.69	76.06	800.00	800.00
First Presbyterian Church	Shellsburg	2372	2,662.10		0.00	0.00	

Church Name	City	PIN	2020 Per Capita	Paid	Due	Mission Pledge	Paid
Springville Presbyterian Church	Springville	2373	2,852.25		2,852.25	0.00	
Stanwood Union Church	Stanwood	10413	1,293.02	646.50	646.52	0.00	
Vinton Presbyterian Church	Vinton	10227	9,241.29	1,540.22	7,701.07		
First Presbyterian Church	Wapello	2579	4,031.18		4,031.18		
United Presbyterian Church	Washington	9756	13,348.53	2,224.76	11,123.77	7,500.00	1,250.00
First Church United	West Liberty	2622	2,852.25		2,852.25		
West Point Presbyterian Church	Denmark	2580	950.75		950.75		
First Presbyterian Church	Williamsburg	2623	7,910.24		7,910.24		
First Presbyterian Church	Wilton	2624	4,373.45		4,373.45	0.00	
Sugar Creek Presbyterian Church	Wilton	2625	1,178.93		1,178.93		
First Presbyterian Church	Winfield	2581	2,586.04		2,586.04		
			348,963.28	49,923.97	296,377.21	34,591.37	20,622.01
Less Montrose & Scotch Grove Unbillable			2,129.68				
Presbytery of East Iowa							
General Missions and Per Capita							
2021							
Members as of 12/31/2019				9,232	351,185.28		
	Per Capita	2021	Billed	Collected YTD	Due		
	GA	0.236129	82,903.36	11,788.52	71,114.84		
	Synod	0.141993	49,852.80	7,088.86	42,763.94		
	PEIA	0.621877	218,336.80	31,046.59	187,290.21		
	Due	1.000000	351,092.96	49,923.97	301,168.99		
2021 Per Capita \$				Uncollectable	Billed		
	GA	8.98	82,903.36				
	Synod	5.40	49,852.80				
	PEIA	23.65	218,336.80				
		38.03	351,092.96	0.00	351,092.96		
	General Mission	2021 %	Pledged	Collected	Over/Under		
	GA	0.2	6,918.27	4,124.40			
	Synod	0.1	3,459.14	2,062.20			
	PEIA	0.7	24,213.96	14,435.41			
			34,591.37	20,622.01	13,969.36		

REPORT OF THE TRUSTEES

ACTION ITEMS

MOTION: The Trustees recommend that the Presbytery affirm provisional Trustee action taken on 28 January 2021 to approve the renovation of the stained glass windows in the Farmington, Sharon church building for a cost of \$ 38,454, which exceeds 10% of the church budget. The church has sufficient funds in memorial and gift accounts to fund this project.

INFORMATION ITEMS

- Review of Calvin Sinclair/Echo Hill lease contract
- Sale of Scotch Grove church—signature process
- Sale of Montrose church—contract executed, title legal work in progress

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CAMP WYOMING REPORT

- Attached please find our Balance Sheet as of February 25, 2021. We paid off the principal balance of our line of credit on February 26th so we do not have any debt at this time. We could not be in this position without the help and support of the Presbytery of East Iowa. We continue to be grateful for your commitment to the Camp Wyoming ministry.
- To date, we have received \$19,642.19 from Presbytery of East Iowa churches towards the \$25,000 matching funds from the Presbytery towards our new High Ropes Course & Climbing Tower campaign. We need \$5,357.81 from the churches and \$10,000 from individual donors (\$15,357.81 total) to meet our goal. Please consider giving towards this wonderful new project to support the future of Camp Wyoming.
- We applied for and received our second PPP loan in the amount of \$32,231.55. This will cover payroll, benefits, and utilities during the months of February and March. Our accountant also applied for an Employee Tax Retention Credit for 2020. We were approved and received a check from the IRS in the amount of \$15,014.35.
- Please encourage the children and youth of your church and community to register for our summer camp program. Families can register through our website at www.campwyoming.net. The deadline for our Early Bird Rate is March 15th. Our prices will increase by \$25 after the deadline.

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Camp Wyoming Balance Sheet

Feb 25, 21

ASSETS	
Current Assets Checking/Savings	
1120 · Checking Regular	28,622.57
1132 · Paycheck Protection Savings	17,612.32
1135 · Savings Regular	244,293.54
Total Checking/Savings	290,528.43
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	344,401.30
Fixed Assets	
1210 · Vehicles Fixed Asset	55,424.46
1220 · Furnishings Fixed Asset	9,129.22
1230 · Office Equipment Fixed Asset	15,637.03
1240 · Machinery & Equipment	107,474.87
1245 · Program Equipment	13,499.97
1250 · Buildings	1,081,727.51
1260 · Swimming Pool Fixed Asset	39,782.75
1269 · Accumulated Depreciation	-942,071.00
1270 · Land Value Fixed Asset	22,600.00
Total Fixed Assets	403,204.81
TOTAL ASSETS	747,606.11
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll Liabilities	2,513.68
2102 · Line of Credit	5,839.10
2104 · Paycheck Protection Loan	
PPP Loan Proceeds	32,231.55
Potential PPP Forgiveness	-14,619.23
Total 2104 · Paycheck Protection Loan	17,612.32
2310 · Camper Deposit	21,635.05
2315 · Camper Deposits - Summer Sale	475.00
2320 · Rental Deposit	2,900.00
Total Other Current Liabilities	50,975.15
Total Current Liabilities	50,975.15
Total Liabilities	50,975.15
Equity	
3510 · Retained Earnings	589,897.31
Net Income	106,733.65
Total Equity	696,630.96
TOTAL LIABILITIES & EQUITY	747,606.11

REPORT OF CONGREGATIONAL DEVELOPMENT AND VITALITY TEAM [CDV]

ACTION ITEMS

None

DISCUSSION ITEMS

CDV Survey—what kinds of support would be helpful to churches?

Stan Tate—discussion of work with churches

INFORMATION ITEMS

Invitation to Ruling Elders to join the CDV ministry

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REPORT - COMMITTEE ON REPRESENTATION AND NOMINATION [COR-N]

ACTION ITEMS

MOTION: The Committee on Representation and Nomination recommends that the following persons be elected to positions as indicated.

PERSONNEL COMMITTEE	
NAME	TERM
Ruling Elder Mike Norton Wilton, First [First Term]	Term begins January 1, 2021 Term ends December 31, 2021

INFORMATION ITEMS

How is God calling you to serve on Presbytery commissions, committees, and task forces?

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REPORT OF THE MINISTERS AND CONGREGATIONS COMMISSION [MCC]

ACTION ITEMS

MOTION: The Ministers and Congregations Commission recommends that TE John Hougen be dismissed from membership in the Presbytery of East Iowa, effective 14 March 2021, to Tampa Bay Presbytery to take up interim ministry service at Temple Terrace Presbyterian Church in Temple Terrace, FL with gratitude for his service in East Iowa.

MOTION: The Ministers and Congregations Commission recommends that TE Dr. Mary Anne Welch be grant Honorably Retired status, effective 31 May 2021 with gratitude for her service in East Iowa, and, if the way be clear, that the pastoral relationship with the Farmington, Sharon church be dissolved, effective 31 May 2021.

[Additional action items may be included in the Table Docket]

INFORMATION ITEMS

The Ministers and Congregations Commission give thanks for the following pastors who are concluding their ministries in our midst:

- **The Reverend Dr. Mary Anne Welch** (pastor at Farmington, Sharon—moving to honorable retirement, effective 31 May 2021, if the way be clear)
- **The Reverend John Hougen** (pastor at Independence, First—dissolution effective 3-15-2021—moving to interim service in)

The following motion was approved on 9 February 2021 and is presented here for your information:

MOTION: If the way be clear, the MCC appoints TE Wayne Peach as moderator of Monticello, First.

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REPORT OF THE LEADERSHIP AND DEVELOPMENT TEAM

ACTION ITEMS

None

INFORMATION ITEMS

The LDV Team will plan workshops and retreats on aspects of leadership development with a view toward the Presbytery's missional focus. If you have suggested topics or structures for such events, please contact Team moderator, the Reverend Dr. Mary Anne Welch (maryannwelch@earthlink.net). We would welcome the opportunity to plan or implement these events in conjunction with other Presbytery teams.

PERSONS UNDER CARE—LEADERSHIP DEVELOPMENT TEAM

CCRE

Name	Home Church	Next Consultation
Gary Olson	FPC, IC	March, 2021
Kris Ward	Newcomb, Davenport	August. 2021

Inquirers & Candidates

Name	Home Church	Status	College/Seminary	Next Consultation
Annabell Williams-Blegen	Newcomb, Davenport	Inquirer	Liberty University (undergraduate)	December, 2021
Chitoka Webb	Iowa City, First	Inquirer 11/21/19	San Francisco Seminary	November, 2021
Anna Sheetz	Iowa City, First	Inquirer 9/21/19	Fuller Seminary graduate	September, 2021
Mika Rangel	Wilton, First	Inquirer 11/19/2020	Univ. of Dubuque (undergraduate)	October, 2021

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REPORT OF THE PERSONNEL TEAM

ACTION ITEMS

None

INFORMATION ITEMS

- We have begun looking through the Personnel Handbook for our own knowledge and to discern any need for change. Currently we see no need for any changes.
- We will make sure all employees have received training on sexual misconduct prevention recently per the Employee Handbook, page 9
- We continue to work on providing feedback and clarification of job descriptions for our employees. We recently polled the PCC regarding employee expectations and performance and will be meeting with employees within the next month to provide feedback and discussion about their performance and job descriptions.
- We are pleased that the COR-N is placing the name of RE Mike Norton into nomination to become a member of Personnel Team. Should he be approved, we believe Mike will be a valuable member of this team.

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REPORT OF THE RESOURCES AND MINISTRY TASK FORCE

ACTION ITEMS

None

INFORMATION ITEMS

Update on process development

MOTION CHART

When presenting motions to the Presbytery, please write your motion on the form below. If you are unsure of the wording, state whatever it is that you wish to accomplish so that the Stated Clerk can assist you. Thanks!

	SAY THIS	VOTE REQUIRED TO PASS
Make a main motion	"I move that ..." or "I move to..."	Majority
Modify or change a motion	"I move to amend by..."	Majority
Postpone consideration to another	"I move to postpone until..."	Majority or 2/3 if a special order
End debate and bring to a vote	"I move the previous question" or "I move the previous question on all pending questions."	Two-thirds
Refer to a committee	"I move that this matter be referred to ..."	Majority
Object to procedures	"Point of order."	The Moderator decides
Challenge ruling of the moderator	"I appeal the Moderator's decision."	Majority or tie vote sustains the Moderator
Retake the vote by rising	"I call for a division" or simply "Division".	The demand requires a rising vote

MOTION FORM

YOUR MOTION:

Your Name

I am a _____ Teaching Elder _____ Ruling Elder Commissioner

from _____ Church

Seeking to be Faithful Together: Guidelines for Presbyterians During Times of Disagreement

In a spirit of trust and love, we promise we will...

<p>Give them a hearing... listen before we answer</p> <p><i>John 7:51 and Proverbs 18:13</i></p>	<p>1 Treat each other respectfully so as to build trust, believing that we all desire to be faithful to Jesus the Christ;</p> <ul style="list-style-type: none"> - we will keep our conversations and communications open for candid and forthright exchange, - we will not ask questions or make statements in a way which will intimidate or judge others. <p>2 Learn about various positions on the topic of disagreement.</p> <p>3 State what we think we heard and ask for clarification before responding, in an effort to be sure we understand each other.</p>
<p>Speak the truth in love</p> <p><i>Ephesians 4:15</i></p>	<p>4 Share our concerns directly with individuals or groups with whom we have disagreements in a spirit of love and respect in keeping with Jesus' teachings.</p> <p>5 Focus on ideas and suggestions instead of questioning people's motives, intelligence or integrity;</p> <ul style="list-style-type: none"> - we will not engage in name-calling or labelling of others prior to, during, or following the discussion. <p>6 Share our personal experiences about the subject of disagreement so that others may more fully understand our concerns.</p>
<p>Maintain the unity of the spirit in the bond of peace</p> <p><i>Ephesians 4:3</i></p>	<p>7 Indicate where we agree with those of other viewpoints as well as where we disagree.</p> <p>8 Seek to stay in community with each other though the discussion may be vigorous and full of tension;</p> <ul style="list-style-type: none"> - we will be ready to forgive and be forgiven. <p>9 Follow these additional guidelines when we meet in decision-making bodies:</p> <ul style="list-style-type: none"> - urge persons of various points of view to speak and promise to listen to these positions seriously; - seek conclusions informed by our points of agreement; - be sensitive to the feelings and concerns of those who do not agree with the majority and respect their rights of conscience; - abide by the decision of the majority, and if we disagree with it and wish to change it, work for that change in ways which are consistent with these Guidelines. <p>10 Include our disagreement in our prayers, not praying for the triumph of our viewpoints, but seeking God's grace to listen attentively, to speak clearly, and to remain open to the vision God holds for us all.</p>

Adopted by the 204th General Assembly (1992) of the Presbyterian Church (U.S.A.) for use by sessions and congregations

APPENDIX A

SYNOD OF LAKES AND PRAIRIES ADMINISTRATIVE REVIEW COMMITTEE FINAL REPORT March 1, 2021

MEMBERS

Members of the Administrative Review Committee are as follows: Rev. Dr. Matthew L Sauer (Winnebago); Elder Kathy Terpstra (Minnesota Valley); Rev. Dr. Candace Adams (Northern Plains); Rev. David Feltman, HR (North Central Iowa); Elder Diane Wilson, CRE (North Central Iowa); Rev. Dr. April Davis Campbell (Twin Cities); and Elder Pat Shipley (Missouri River Valley).

INTRODUCTION

This report reflects our desire to have the members of First Presbyterian Church of Davenport, Iowa and the Presbytery of East Iowa fulfill their calling to be the church. This vision is described in the Book of Order.

The mission of God in Christ gives shape and substance to the life and work of the Church. In Christ, the Church participates in God's mission for the transformation of creation and humanity by proclaiming to all people the good news of God's love, offering to all people the grace of God at font and table, and calling all people to discipleship in Christ. Human beings have no higher goal in life than to glorify and enjoy God now and forever, living in covenant fellowship with God and participating in God's mission. F-1.01

Through the power of the Holy Spirit, unity in Christ is possible. Christ calls the Church to be one. Oneness is best achieved by living out the great commandments "Love the Lord your God with all your heart, soul, and mind...and "Love others as much as you love yourself." (Matthew 22:37, 39 *CEV*).

Because in Christ the Church is one, it strives to be one. To be one with Christ is to be joined with all those whom Christ calls into relationship with him. To be thus joined with one another is to become priests for one another, praying for the world and for one another and sharing the various gifts God has given to each Christian for the benefit of the whole community. F-1.0302a

Unfortunately, there are times when brokenness makes it challenging to live as one. Nevertheless, we are called to reconciliation. The Church acknowledges our sinfulness yet calls us to a new way of life. It is through Christ's redemptive work that the mission is fulfilled.

Because in Christ the Church is holy, the Church, its members, and those in its ordered ministries strive to lead lives worthy of the Gospel we proclaim. In gratitude for Christ's work of redemption, we rely upon the work of God's Spirit through Scripture and the means of grace (W-1.0106) to form every believer and every community for this holy living. We confess the persistence of sin in our corporate and individual lives. At the same time, we also confess that we are forgiven by Christ and called again and yet again to strive for the purity, righteousness, and truth revealed to us in Jesus Christ and promised to all people in God's new creation. F-1.0302b

If individuals choose to remain in a state of brokenness and separated from one another the mission of the Church will be weakened. It is our prayer that everyone involved in this situation will make a conscious decision to move forward and seek to corporately unite to embody the Great Ends of the Church.

The Great Ends of the Church are: the proclamation of the gospel for the salvation of humankind; the shelter, nurture, and spiritual fellowship of the children of God; the maintenance of divine worship; the preservation of the truth; the promotion of social righteousness; and the exhibition of the Kingdom of Heaven to the world. F-1.0304

PROCESS

The organizational meeting of the Synod Administrative Review Committee was convened on Zoom by Synod Moderator John McKay on June 12, 2020 with prayer at 9:40 a.m. Those present included: Matt Sauer, MWS, Kathy Terpstra, RE, Candace Adams, MWS, David Feltman, MWS, Diane Wilson, CRE, April Davis Campbell, MWS and Pat Shipley, RE. In addition to Synod Moderator John McKay, Synod Executive Elona Street Stewart and Synod Stated Clerk Pamela Prouty.

The charge of the Committee was explained by representatives of Synod:

Duties and Responsibilities of the Synod Administrative Review Committee:

- Facilitate reconciliation between all parties;
- Identify sources of conflict, distrust, and confusion, making sure all parties involved have an opportunity to speak;
- Facilitate conversations through an open forum, one-on-one and group interviews, review relevant Session and Presbytery records;
- Make recommendations to the Presbytery and the Session
- Report to each stated meeting of the Synod and Presbytery plenary

Co-Moderators for the Committee are Matt Sauer and Kathy Terpstra. Pat Shipley will serve as Clerk. All business of the Committee will be conducted on Zoom.

Since the organizational meeting on June 12, 2020 the Committee has met on the following dates: July 13, 26, 30; August 13, 20, 27; September 3, 14, 21, 28, October 5, 12, 19, 25,

November 9, 16, 23, 30, Dec 7, 2020, January 11, 25, February 1, 8, 15 ,2021. Documents and records requested by the Committee from the parties have been reviewed and discussed. Thirteen individual interviews have been conducted as well as two meetings with the full Session. Data collected continues to be reviewed to determine relevance to the charge given the Committee. On November 19, 2020, the Committee met with CG&P and Harry Hoyt at 5:30 p.m. and the First Presbyterian Church—Davenport Session at 8 p.m. to share its observations related to interviews. On November 23, 2020, the Committee met with currently serving representatives of East Iowa Presbytery Coordinating Council to share observations related to interviews. The Committee convened on November 30, 2020 to debrief meetings held on November 16 and 23 and to work on preliminary recommendations for the parties involved. It was decided that parties receive preliminary recommendations would be sent to Clerk of Session, First Presbyterian Church, Davenport, Stated Clerk of the Presbytery of East Iowa, PPC and the Stated Clerk of Synod of Lakes and Prairies.

TERMS

TE - Teaching Elder

RE - Ruling Elder

MWS - Minister of Word and Sacrament

The Committee - Synod Administrative Review Committee

The Presbytery - Presbytery of East Iowa

PCC – Presbytery Coordinating Council

The Session - Session of First Presbyterian Church, Davenport

CG&P – Congregation, Government & Personnel Committee of First Presbyterian Church, Davenport

OBSERVATIONS & IRREGULARITIES

Observations Regarding Congregation, Government and Personnel Committee and Harry Hoyt

1. All parties believed they had the best interest of the church in mind. All were cooperative in the process.
2. CG&P operated with minimal Session oversight for more than 20 years.
3. CG&P contained two active Session members.
4. Harry Hoyt, RE was the longest-serving member and drafted policy documents.
5. CG&P has a process for assisting in the resignation of staff/pastors that have been used at least four times before Rev. Dr. Richard Miller. This process includes confidential discussions with the Pastor and a predetermined outcome before discussing it with Session.
6. CG&P's assumed its process for dissolving pastoral calls was known by the Presbytery and given tacit approval though cannot be confirmed.
7. Harry Hoyt was an employee of the Presbytery from 2003-September 30, 2018 as a Committee on Ministry resource person.
8. Rev. Dr. Richard Miller had been apprised by CG&P in 2013, 2014, 2015, 2016, and 2017 of performance concerns. No known performance improvement plans were shared with us by First Presbyterian Church, Davenport.
9. Allegations of Rev. Dr. Richard Miller's plagiarism by the CG&P surfaced in February 2017. Additional concerns about Rev. Dr. Miller's "behavior" surfaced in September 2017.
10. CG&P members met several times for confidential meetings with Rev. Dr. Richard Miller in September-November 2017 at Harry Hoyt's home.
11. CG&P requested that Rev. Dr. Richard Miller attend Midwest Ministry Development.
12. The Presbytery, through staff Harry Hoyt and Rebecca Blair, informed CG&P that there was one more "presbytery spot" available at Midwest Ministry Development to pay for Rev. Dr. Richard Miller's consultation.
13. CG&P sent a letter to Midwest Ministry Development requesting certain issues be evaluated.
14. Rev. Dr. Richard Miller went to Midwest Ministry Development in December 2017. The Presbytery paid for the consultation.
15. Harry Hoyt expressed that he did not see a conflict of interest with his Presbytery position and CG&P participation since he believed their goal was the same.
16. On December 5th Rev. Dr. Richard Miller signed a Midwest Ministry Development "Statement of Consent and Release of Information" giving the Presbytery staff member Harry Hoyt, Committee on Ministry Associate, sole permission to receive and view the report. The address for mailing the report was changed from the Presbytery office to Harry Hoyt's home address.
17. Louise Hales stated that she, Harry Hoyt, Rev. Dr. Richard Miller, and a staff member from Midwest Ministry Development participated in a phone call on December 7, 2017.

18. The confidential report from Midwest Ministry Development was sent to the Presbytery staff member Harry Hoyt, Commission on Ministry Associate, to his home address on December 14, 2017.
19. Harry Hoyt electronically forwarded the confidential report intended for the Presbytery from Midwest Ministry Development to Louise Hales who then distributed it to CG&P members.
20. CG&P documents noted that Rev. Dr. Richard Miller was going to make a statement to Session in February 2018 though it is not in the Session Minutes.
21. Rev. Dr. Richard Miller engaged Presbytery representatives in July and August 2018 with his concerns about the CG&P process happening at First Presbyterian Church, Davenport.
22. Harry Hoyt was notified in September that his employment with the Presbytery would officially end on Sept. 30, 2018. Harry Hoyt contested the terms of the ending of this position.
23. In a letter dated October 1, 2018, the Presbytery Ministries and Congregations Committee representatives directed Session to not talk about issues related to Rev. Dr. Richard Miller and CG&P. Members of CG&P were removed from active service to the church.
24. CG&P members want to “speak their truth” to the congregation.

Irregularities Regarding Congregation, Government and Personnel Committee and Harry Hoyt

1. Session does not have an evaluation process for pastors, which includes a Performance Improvement Plan (PIP).
2. Session structure did not provide for appropriate oversight of the CG&P nor did it receive appropriate personnel reports, even with members of Session on the CG&P.
3. The Congregation of First Presbyterian Church, Davenport by their practice understood pastors as employees, not as mutually called and installed by the Presbytery and Congregation as a Teaching Elder in their midst. Thus, the CG&P had a “process” that had been used multiple times to remove pastors.
4. Harry Hoyt had a conflict of interest between his work at the Presbytery and CG&P participation.
5. There was little oversight of Harry Hoyt by the Presbytery in his capacity as an employee.
6. Distribution of a psychological evaluation to any individual not **authorized in writing** to view it is a breach in confidentiality which could expose both church and presbytery to legal action.
7. An address change was hand-written on the release from Midwest Ministry Development altering the authorized recipient’s mailing address from the Presbytery office to Harry Hoyt’s home address.

Observations Regarding First Presbyterian Church of Davenport

1. The Session was cooperative with the Committee in this process. It is clear that the Session has a strong love for their church and wants what is best for the ministry and mission of the congregation.
2. The Session and Congregation have a profound sense of loss, hurt, frustration and some anger over the departure of Rev. Dr. Richard Miller. Much of the anger and frustration is directed at the Presbytery for circumstances surrounding the pastoral transition and they felt they received little or no pastoral care from the Presbytery through this difficult situation and ignored by the Presbytery after the Permanent Judicial Commission of the Synod of Lakes and Prairies case was filed.
3. Harry Hoyt, as a member of the Congregation and CG&P, worked in simultaneous dual roles of CG&P leader and Presbytery employee during the time of the departure of Rev. Dr. Richard Miller. For a time, Rev. Dr. Richard Miller served on the Presbytery's Personnel Committee and even as Chairperson – with oversight responsibilities for Harry Hoyt, while Harry Hoyt served on the CG&P, also as chairperson for a time - with oversight of Rev. Dr. Richard Miller.
4. The Session and members did not feel privy to the basic facts of the departure of Rev. Dr. Richard Miller and experienced confusion in the inability to get the “full story.”
5. Members of the Session and CG&P did not feel the Presbytery heard their “side” of the story, they mainly heard Rev. Dr. Richard Miller's concerns and acted.
6. The Session felt that they were treated in a legalistic manner by the Presbytery.
7. The Session does not seem to grasp the seriousness of the breach of protocol that Harry Hoyt provided confidential information, which he received as an employee of the Presbytery, and made available to the CG&P.
8. The Presbytery, the Session, nor Harry Hoyt addressed the conflict of interest, that Harry Hoyt was serving in both Presbytery and church roles.
9. There is a question of the fairness of the “settlement” that First Presbyterian Church, Davenport paid Rev. Dr. Richard Miller. The church feels this was forced by the Presbytery.
10. The Members of CG&P feel separated and ostracized by the actions of the Presbytery.
11. The Session and Congregation wish to move forward in rebuilding their Church yet have felt stymied by obstacles placed on them by the Presbytery.
12. Some elders question the effectiveness of the current work of the Presbytery with the session and congregation.
13. The members of the Session are hopeful that there is a future relationship with the Presbytery that is pastoral and caring for the members of their congregation.

Irregularities Regarding First Presbyterian Church of Davenport

1. The CG&P had too much authority in regard to personnel matters. The pastors who served as moderators over the last decade or two, or the Clerks of Session should have helped the Session address this serious flaw. If the Session cannot be trusted with personnel matters, that is a Session issue and should be addressed with training and/or downsizing the Session.
2. Members of the Presbytery serving on committees and especially Presbytery staff members should never be involved in Presbytery conversations pertaining to their own congregations.
3. The Committee heard that four pastors have been removed or asked to leave within the last decade or so. This is a pattern of serious failure for the Presbytery, Church and Pastors and points to systemic issues.
4. The CG&P met regularly outside of the church building, in Harry Hoyt's home, which fostered a sense of independence.
5. There is no mention in Session minutes as to the subject of concerns over Rev. Dr. Richard Miller's performance until Fall of 2018 and there is an absence of minutes of the CG&P regarding Rev. Dr. Richard Miller (none were provided to the Committee).
6. There seems to be a lack of training from the Presbytery, over a long period of time, offering church officers resources for proper oversight of clergy.

Observations Regarding the Presbytery of East Iowa

1. All parties believed they had the best interest of Rev. Dr. Richard Miller, the Presbytery and First Presbyterian Church, Davenport in mind. All were cooperative in the process.
2. Representatives of the Presbytery believed the actions of the CG&P were egregious and could result in the congregation and/or Presbytery being sued.
3. Representatives of the Presbytery are hopeful for the future of First Presbyterian Church, Davenport. They have witnessed growth in the Session (i.e., in Presbyterian polity and roles).
4. There is animosity toward Harry Hoyt from Presbytery individuals who spoke to us.
5. The Presbytery acknowledged it was in the midst of structural transition when Rev. Dr. Richard Miller reached out to them for assistance.
6. The Presbytery has supported the Session since October 1, 2018 by attending meetings and retreats and providing resources.
7. Representatives of the Presbytery have been unwilling to meet with the former CG&P members due to the judicial case that was filed and in process.
8. The representatives of the Presbytery, who this committee interviewed, did not find fault with how they handled this situation.
9. The Presbytery was aware, and had paid for, the Midwest Ministry Development Leadership Assessment of the Rev. Dr. Richard Miller.
10. The Presbytery presented documentation of the polity and the Iowa Code that they believed were broken by Harry Hoyt and members of the CG&P.

11. Representatives of the Presbytery communicated that they told the Session that they were not to discuss any of the confidential and legally protected details regarding Rev. Dr. Richard Miller's resignation with anyone.
12. Representatives of the Presbytery recognize that there are individuals within the congregation who desire to receive additional information about this situation.
13. Members of First Presbyterian Church, Davenport have been nominally engaged in presbytery work.
14. Content of a letter dated October 1, 2018 letter has impacted First Presbyterian Church, Davenport and the relationship with the Presbytery.
15. Members of the Presbytery Personnel Committee met with CG&P members on October 16, 2018 regarding the issues at First Presbyterian Church, Davenport.
16. Drafted questions to Dr. Blair and Ms. Prouty were not addressed by the Presbytery. Presbytery representatives helped draft questions with the Session which the Presbytery failed to answer. See attachment A.

Irregularities Regarding the Presbytery of East Iowa

1. Harry Hoyt worked for the Presbytery from home and he kept confidential files in his possession even after employment ceased.
2. Harry Hoyt was not directly supervised, nor did he have regular reviews by the Presbytery Personnel Committee.
3. Representatives of the Presbytery indicated that they were unaware of Harry Hoyt's role with CG&P.
4. Harry Hoyt's dual roles demonstrated a conflict of interest.
5. The Presbytery was aware that First Presbyterian Church, Davenport had operated in the current structural manner for decades.
6. The Presbytery brought in an interim pastor that was not a PCUSA pastor; thus he needed to learn Presbyterian polity.
7. It has been communicated that representatives of the Presbytery delivered and retained a letter dated Oct 1, 2018, which was not recorded in Session Minutes.
8. Communication between the Presbytery and the Session were deficient or non-existent.
9. The Presbytery leadership and staff functions were not defined.

ADMINISTRATIVE REVIEW COMMITTEE RECOMMENDATIONS

Session Recommendations

1. Organizational Chart that describes the interrelationship between the Session, Committees, Staff, and Pastors.
2. Training on Presbyterian understanding of Call. Especially the role of Presbytery, Pastor, and Congregation in calling of pastors, caring for pastors, and dissolving pastoral calls.
3. Review Personnel Handbook and ensure it includes:
 - a. Position description of how Head of Staff relates to staff and committees.
 - b. Role of Personnel Committee
 - c. Process for progressive discipline (including removal of staff)
 - d. Process for approval and dissolution of a Pastor's Call
 - e. Process for staff (including pastor) yearly evaluation, goal setting, and Performance Improvement Plan
4. Committee descriptions should clearly delineate responsibilities. All discussions/actions are subject to the review and approval of the Session, methods for reporting to the Session, requirement for written minutes to be submitted to Session.
5. The Clerk of Session should review best practices for what is included in the Session minutes, and public access to the Session minutes.
6. Communication and transparency are crucial for the Session and congregational health. The Session should present monthly updates, written, and orally, to the congregation regarding its meetings and actions.
7. All Session members should be provided and grounded in the Bible and the Constitution of the PC(USA) which includes the Book of Confession and the Book of Order.

Presbytery Recommendations

1. Organizational Chart that describes the interrelationship between staff, leadership and committees.
2. Review Personnel Handbook and ensure it includes:
 - a. Functions and responsibilities of Head of Staff
 - b. Functions and responsibilities of Personnel Committee
 - c. Process for progressive discipline (including removal of staff)
 - d. Process for staff and Stated Clerk yearly evaluation, goal setting, and Performance Improvement Plan
 - e. Develop, implement, and annually sign Conflict of Interest policy.
3. Review and develop policy on maintaining and keeping Presbytery records.
4. Review and ensure that the staffing model meets the needs of the Presbytery, its members, and its congregations.
5. Review and develop procedures for Presbytery Committees/Commissions and how they journey with both congregations and pastors, providing support and guidance, stressing pastoral approaches over technical Book of Order responses.

6. Develop training opportunities for congregation Personnel Committees.
7. Review, revise, develop communication strategy within the staff, Presbytery, members and congregations.

CLOSING

Recommendations from the Synod Review Committee are a starting point for the work of reconciliation as the Body of Christ.

The Administrative Review Committee recommends that the Synod of Lakes and Prairies appoint the Moderator, Stated Clerk, and Vice Moderator of Synod to create a timeline for commencing work on recommendations stated within this report and for the next 24 months related to addressing irregularities stated in the report. It will be the responsibility of the Synod to determine appropriate response in the event that the parties fail to move toward reconciliation.

Respectfully submitted by the Administrative Review Committee:

Rev. Dr. Matthew Sauer
Kathy Terpstra, Ruling Elder
Rev. Dr. April Davis Campbell
Pat Shipley, Ruling Elder

Rev. Dr. Candace Adams
Rev. David Feltman
Diane Wilson, Ruling Elder