

PRESBYTERY COORDINATING COMMISSION MINUTES

Presbytery of East Iowa ● 27 June 2019 ● Presbytery Office ● 10:00 a.m.

PRESENT: Rebecca Blair (Stated Clerk), Danie DeBeer (Congregational Development), Jan Kosowski (Trustees), Tom Martin (Budget and Finance), Kris Ward (Personnel), Mary Anne Welch (Leadership Development), Lori Wunder (Personnel)

EXCUSED: Kristin Hutson (Mission and Social Witness), Jennifer Jennings (MCC), Dan Jessop (Co-Moderator), Curt Mayo (Leadership Development), and Karen Minnis (Immediate Past Moderator)

Co-Moderator Lori Wunder called the meeting to order at 10:04 am with prayer. She offered a devotional poem from Mary Oliver entitled "Praying." The Co-Moderator called upon Stated Clerk Dr. Rebecca Blair, who affirmed that a quorum was present. The Co-Moderator declared the body to be in executive session for approval of the minutes. A **motion to approve the minutes of the 23 May and 12 June meetings was seconded and APPROVED unanimously.**

The Co-Moderator declared the body to be out of executive session.

Moderator's Report

Co-Moderator Wunder announced to the body that she had received information that a joint staffing plan is in the approval process within Des Moines, Prospect Hill and North Central Iowa Presbyteries.

Stated Clerk's Report

Stated Meeting Docket

PCC members reviewed the proposed docket for the 188th Stated Meeting, including the All-Presbytery Picnic. In particular, the body reviewed the afternoon schedule, noting the workshops to be offered and thinking through the alternate activities. By consensus, the group decided not to offered specific activities for children.

PCC Motions to Stated Meeting

By consensus, the PCC affirmed the following motions to be docketed for the 188th Stated Meeting:

MOTION: The Presbytery Coordinating Commission moves that the Presbytery concur with its recommendation to engage in a staged process to relocate the offices of the Stated Clerk, Finance Manager, and Communications Project Manager to the office condo in Eastdale Plaza as follows:

- **Stage 1**
 - **Friday, August 9—professionally move three desks and desk chairs, five file cabinets, two long tables, and two round tables and chairs from CR, Westminster office to IC, Eastdale office (Adamantine Spine - \$500)**
 - **Week of August 11—transfer Mediacom internet service (current cost is \$235.90/mo)—there is a one-time fee of \$99.95 to transfer business service**
 - **Week of August 11—re-establish IT service at Eastdale location—quote from Iowa Solutions for up to 3 hours of labor: \$405 (\$135/hr)**
 - **Week of August 11—install copy machine at Eastdale location**
NOTE: the contract on the current machine will end on August 5. The PCC has planned to contract with SPS-Lanier for the copy machine lease. Current annual cost of Konica Minolta copier lease is \$5000. Proposed cost of new SPS-Lanier copier lease is \$1401.96 (12,000 copies per year with cost of unused copies refunded)
- **Stage 2**
 - **August 15-September 30--Move boxes of files as needed to Eastdale location with Eastdale office planned to be operational no later than August 16. All files moved to Eastdale location no later than September 30.**

MOTION: The Presbytery Coordinating Commission moves that the Presbytery concur with its recommendation to replace the current Bylaws of the Presbytery of East Iowa (adopted and effective 9-10-2013) by the adoption of the Bylaws of the Presbytery of East Iowa (dated 7-13-2019) with a first reading to take place at the 188th Stated Meeting on 13 July 2019 and the second reading and vote to take place at the 189th Stated Meeting on 21 September 2019.

NOTE: A revision to bylaws is an extensive rewrite that reflects fundamental changes in the structure of the organization. By considering a revision of our bylaws, we are proposing to substitute a new set of bylaws for the existing ones. The process to adopt the new bylaws requires a two-thirds vote of those present and voting. The Moderator will take an initial voice vote. If that vote is not unanimous, we will vote by ballot.

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- Concerning the first motion above, the Stated Clerk will also include an estimated total cost with copier savings highlighted.

- Concerning the second motion above, the Stated Clerk will also include language to define what First Reading means and to specify that the Second Reading and vote will take place at the 189th Stated Meeting in September and approval will occur through attaining a 2/3 majority of those authorized members present and voting.

Lastly, the Stated Clerk announced that the Board of Pensions event scheduled for July 7 at Davenport, First will be rescheduled for the first week of September.

Mission and Social Justice Team Report

The body discussed the broader missional question of uses for the Westminster church space to advance the Presbytery's mission. Everyone around the table affirmed that this was an important question to consider and expressed the desire for a dedicated time for conversation about the Presbytery's missional strategy, especially as it relates to the PCUSA's Matthew 25 initiative. What does this mission look like for PEIA? What prioritized opportunities are there for us to effectively serve?

Leadership Development Team

Team moderator Mary Anne Welch presented the report as follows.

- Annual Consultation with Annabell Williams-Blegen has taken place
- Initial interest meetings have occurred with Anna Sheetz (Iowa City, First) and Chitoka Webb (Iowa City, First)
- Plans are in progress for a TE/CRE retreat led by Loretta Ross
- Request for DCEs and TEs with a passion for Christian Education to volunteer their services to the Presbytery through the work of this team

Ministers and Congregations Commission Report

Team moderator Jennifer Jennings presented the following items. There will likely be further items included on a Table Docket for the stated meeting.

ACTION ITEMS

MOTION: That MCC recommends to the Presbytery that Bill Warhover's ministry as full-time Chaplain at Hospice of Mercy be validated as a ministry of the Presbytery of East Iowa and that he be granted ongoing permission, if called upon, to share the Lord's Supper as a part of this validated ministry. Bill is currently a minister member in good standing.

The following motions were approved by email dated 9 April 2019 and presented here for information

Motion: To appoint CRE Don Clark to serve as transition guide for Wapello, First

The following motions were approved by email dated 21 May 2019 and presented here for information

Motion: That if the way be clear, a student pastor be considered to serve the Sugar Creek Presbyterian Church, Wilton

Motion: That TE John Hougen be appointed to serve as transition guide for Marion, First.

Motion: That the Reverend Larry Olson, member of John Knox Presbytery, be allowed to labor inside the bounds of the Presbytery of East Iowa to officiate the weddings of Sydney Mertens and Brock Henderson in Cedar Rapids on July 27, 2019 and Justine Henderson and Al Neuhaus in Pinicon Ridge Park near Central City on September 21, 2019.

Congregational Development Team

Team moderator Danie DeBeer explained that the Stanwood Union church has been in conversation with the CDV Team and has requested that an AC be formed to engage a PCUSA/UMC consultation. We need further clarity about how to move forward to engage the UMC District Superintendent as he has indicated little interest in this congregation. We need frame an approach in motion form by which we can most effectively walk with this session.

A conversation with Fairfield is ongoing. Danie DeBeer will be meeting with Joe Phipps this coming week.

Trustees Report

Jan Kosowski, Trustees moderator, reviewed the terms of sale for the Hazleton property, reporting that the sale price was \$26,000 minus a \$2,000 realtor fee, \$325 for the abstract, \$40 for the revenue stamp, leaving a total of \$23,642. In addition, there was ongoing snow removal and utilities costs.

Budget and Finance Team Report

Team moderator Tom Martin shared a desire from the team that an outside professional accounting firm conduct a full financial review. The PCC affirmed the following motion to be presented to the Presbytery at the September stated meeting:

MOTION: That the Presbytery approve a recommendation from the PCC to contract with a professional accounting firm to be selected by the Budget and Finance Team and the Trustees in consultation to perform a full financial review of the Presbytery's accounts.

Executive Session

The Co-Moderator declared the body to be in executive session to engage a matter concerning an insurance claim. The Stated Clerk received a communication from the Reverend Richard Miller concerning a mediated claim process. She explained how this process would work and the PCC directed her to move forward in consultation with Jim Claypool when a formal claim is received.

Personnel Committee Report

Kris Ward, Personnel Committee moderator, announced that staff evaluations will be sent out to team moderators. She urged the moderators to share complete information in response to the questions and return the forms in a timely way. The Stated Clerk also communicated a concern with regard to the personnel review process and the performance benchmarks expected of the Communications Project Manager in reference to the stated attributes listed on the position description.

After this discussion, the Co-Moderator declared the body to be out of executive session.

A motion to adjourn was APPROVED. Moderator Minnis asked for those present to share joys and concerns. She adjourned the meeting at 12:37 pm and the Reverend Dan Jessop offered a closing prayer.

Respectfully submitted,

Rebecca Blair, Ph.D.
Stated Clerk

NEXT PCC MEETING:

Thursday, August 26, 2019
10 am-1 pm
Eastdale Conference Room