

203rd Stated Meeting Presbytery of East Iowa

10 a.m. | Saturday Sept. 24, 2022
First Presbyterian Church, Muscatine
401 Iowa Ave, Muscatine, IA 52761
and via Zoom

Registration information @ <https://peia.org>

203rd Stated Meeting Docket		
60 minutes	<p>Worship & Education</p> <p>International Peacemaker: Carmen Elena Diaz Anzora is a member of the executive committee of the Calvinist Reformed Church of El Salvador, where she works as Coordinator of the church’s Education Program and forms part of the coordinating team for the church’s Migrant Ministry. She holds a degree in Educational Sciences, specializing in Peace Education, with additional training in Psychosocial Care and Psychotraumatology. Carmen has experience in the management, execution, evaluation, and systematization of social projects, especially in community formation, peacebuilding and conflict transformation. Her work includes psychosocial care for migrants and people in emergency situations due to disasters. In addition, she designs, implements and systematizes learning processes for children and youth in violence prevention, community building, and peacebuilding.</p> <p>Offering: Today’s offering will be donated to the Calvinist Reformed Church of El Salvador.</p>	
5 minutes	<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 	Moderator

3 minutes	<p>OMNIBUS MOTION (Page 7)</p> <ul style="list-style-type: none"> ● Action Items <ul style="list-style-type: none"> ○ #1: Approval of Docket ○ #2: Approval of Past Minutes (Stated Clerk) <ul style="list-style-type: none"> ■ 202nd Meeting Minutes (June 18, 2022) ■ https://peia.org/wp-content/uploads/202nd-Stated-Meeting-completed.pdf (link only) ■ Special Called Meeting (Aug. 15, 2022) ■ https://peia.org/wp-content/uploads/203rd-Stated-Meeting-81522-completed-minutes.pdf (link only) ○ #3: Approval of Shellsburg's repair project (Trustees) 	Moderator
5-10 minutes	REPORT OF THE STATED CLERK (Page 8)	Elissa Bailey
5 minutes	<p>REPORT OF THE PERSONNEL COMMITTEE (Page 8)</p> <ul style="list-style-type: none"> ● Information Items <ul style="list-style-type: none"> ○ Introduction of LeAnn Otterbein, Communications & Administration Specialist 	Erin Kaye
60 minutes	<p>REPORT OF MINISTERS AND CONGREGATIONS COMMISSION (MCC) (Pages 9-12)</p> <ul style="list-style-type: none"> ● Action Items <ul style="list-style-type: none"> ○ #1: Moves the second reading of the proposed amendments to the Compensation and Benefits Manual. See Appendix, pages 36-61. ○ #2: MCC recommends the approval of the Temporary Pastoral Relationship (TPR) between First Presbyterian Church, Winfield with the Rev. Jeremy Blauvelt. ○ #3: MCC recommends the approval of the Contract for Interim Ministry for First Presbyterian, Davenport with Rev. Elissa Bailey, effective August 15, 2022 to December 15, 2022. ○ #4: MCC recommends the approval of the Contract for Interim Ministry for Monticello Presbyterian Church with the Rev. Gary Burnett, effective October 1, 2022 to September 30, 2023. ○ #5: MCC recommends the approval of the Contract for Interim Ministry for First Presbyterian Church, Iowa City with the Rev. Forrest (Frosty) Krummel, effective 	Kyle Otterbein

September 4, 2022 to December 4, 2022 and the approval of permission of the Rev. Krummel, a minister member of Great Rivers Presbytery, to labor inside the bounds of the Presbytery of East Iowa for the length of the contract.

- **#6:** MCC moves to receive **Katrina Bergman**, candidate from The Presbytery of the Twin Cities, as a minister member of the Presbytery of East Iowa, upon successful examination on the floor of the Presbytery of East Iowa and to approve the call of Katrina Bergman as Minister of Word and Sacrament serving the Sharon Presbyterian Church, Farmington, Iowa.
- **#7: Motion to change bylaws regarding commissioned responsibilities of MCC:** MCC moves several amendments to The Bylaws of the Presbytery of East Iowa. This will constitute a first reading of the amendments. A second reading will be required to approve the amendments.
- **#8:** Motion regarding proposal for minimum compensation standards for pastoral calls and Certified Christian Educators and Certified Associate Christian Educators for approval by the Presbytery.
- **#9:** Motion: The MCC moves the **minimum compensation** of our Presbytery Compensation Manual be raised to reflect a Cost of Living Adjustment of 8.5%. It is recommended that all churches who currently have pastors earning above presbytery minimum compensation be given an 8.5% raise for cost of living adjustment.

- Information Items

- **#1:** Approved the request of Vinton Presbyterian Church to elect a Pastor Nominating Committee.
- **#2:** Approved the request of First Presbyterian Church, Burlington to elect a Pastor Nominating Committee.
- **#3:** Approved the renewal of the Contract for Interim Ministry for First Presbyterian, Davenport with **Rev. Kathy Stoner-Lasala**, effective August 15, 2022 to November 15, 2022.
- **#4:** Appointed **Rev. Trey Hegar** to moderate the session of First Presbyterian, Burlington.
- **#5:** Received word that **Rev. Ryan Roth-Klinck**, United Methodist Church, has concluded his service at the Union Church, Stanwood.

5 minutes	PRESBYTERIAN FOUNDATION PRESENTATION	
12:15 p.m.	LUNCH	
	RECONVENE @ 1 p.m.	
15 minutes	REPORT OF LEADERSHIP DEVELOPMENT (Pages 13-14) <ul style="list-style-type: none"> ● Action Items <ul style="list-style-type: none"> ○ #1: Examination of Tom Larrison to qualify as an Eligible Ruling Elder 	Sarah Hegar
5 minutes	REPORT FROM INTERIM EXECUTIVE SEARCH TEAM <ul style="list-style-type: none"> ● Information Items <ul style="list-style-type: none"> ○ Oral Report 	Bethany Jessop
10-15 minutes	REPORT OF BUDGET AND FINANCE TEAM (B&F) (Pages 15-23) <ul style="list-style-type: none"> ● Action Items <ul style="list-style-type: none"> ○ #1: Motion to set 2023 Per Capita for PEIA at \$25.31. ○ #2: Approve Recommended Budget for 2023. ● Information Items <ul style="list-style-type: none"> ○ #1: Financial Reports 	Larry Petrick
5-10 minutes	REPORT OF THE TRUSTEES (Pages 24-27) <ul style="list-style-type: none"> ● Information Items <ul style="list-style-type: none"> ○ #1: Motion made to recommend that the Presbytery pay off the debt with Presbyterian Investment and Loan Program (PILP) with the 35% discount offered. ○ #2: Motion made for the Trustees to discuss with the three churches to pay their outstanding PILP loans with the 35% discount offered. ○ #3: PEIA insurance renewal. 	Tom Garland
5 minutes	REPORT OF MISSION AND SOCIAL JUSTICE TEAM (MSJ) (Page 28) <ul style="list-style-type: none"> ● Information Items 	Trey Hegar
5-10 minutes	REPORT OF COMMITTEE ON REPRESENTATION AND NOMINATION (COR-N) (Page 29) <ul style="list-style-type: none"> ● Action Items <ul style="list-style-type: none"> ○ #1: Nomination of individuals to the Board of Camp Wyoming. ○ #2: Second reading of proposed changes to the bylaws concerning the membership numbers for committees 	Jan Kosowski

	<ul style="list-style-type: none"> ● Information Items <ul style="list-style-type: none"> ○ Request for suggestions of ruling elders who might be interested in becoming more involved in the Presbytery. 	
5-10 minutes	CAMP WYOMING REPORT (Pages 30-32) <ul style="list-style-type: none"> ● Information Items <ul style="list-style-type: none"> ○ End of Summer Report 	Kevin Cullum
5 minutes	REPORT OF CONGREGATIONAL DEVELOPMENT & VITALITY TEAM (CDV) <ul style="list-style-type: none"> ● Information Items <ul style="list-style-type: none"> ○ Announcing plans for a Pastoral Retreat in October at Camp Wyoming 	Heather Hayes
	REPORT OF THE PEACEMAKING TASKFORCE (Pages 34) <ul style="list-style-type: none"> ● Information Items 	Lisa Ross Thedens
15 minutes	REPORT OF GENERAL ASSEMBLY COMMISSIONERS (Page 35) <ul style="list-style-type: none"> ● Link to Summer of GA activities ● Each commissioner will speak briefly on their experiences ● Written report from Jim Bonewald 	Jim Bonewald Bob Nolan Jennifer Jennings Jan Kosowski Marta Pumroy
	COVENANT COMMUNITY JOYS & CONCERNS	Moderator
	NEW BUSINESS	
	ADJOURNMENT	

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.**

PARKING AND BUILDING ENTRANCE SUGGESTIONS

Parking is available off of 4th St. downhill one block from First Presbyterian in their lot, or uphill one block in the Wesley United Methodist Church parking lot. There is also a small lot opposite the church building across 4th Street. On-street parking is free on weekends, but please try to reserve those spaces for folks who have mobility impairments or cannot walk longer distances. Church members will be present to help direct you if you need assistance.

Please enter the church from the 4th street entrance to sign in, pay for your meal, etc. It is accessible and there is an elevator inside to go upstairs to the sanctuary and gathering space.

OMNIBUS MOTION

203rd Stated Meeting of the Presbytery of East Iowa

- **Action Item #1:** Approval of Docket

- **Action Item #2:** Approval of Past Minutes
 - [202nd Meeting Minutes \(June 18, 2022\)](#)
 - <https://peia.org/wp-content/uploads/202nd-Stated-Meeting-completed.pdf>

 - [Special Called Meeting \(Aug. 15, 2022\)](#)
 - <https://peia.org/wp-content/uploads/203rd-Stated-Meeting-81522-completed-minutes.pdf>

 - Approval of Shellsburg's repair project

- **ACTION ITEM #3:** Motion from the Trustees to recommend approval by the Assembly of the request from Shellsburg, First, to renovate their basement using their internal funds following water damage (estimated cost \$14,000)

Shellsburg First Presbyterian Church Building Renovation Project

Shellsburg Presbyterian needs to renovate and update the basement of our church. Several water leaks have appeared in recent years. It has caused mold in the church's carpet and water stained our paneling. They plan to install a window well, replace old windows and remove and replace the flooring and wall covering and a portion of the ceiling that is not sheet rocked. They also plan to encapsulate a furnace that has previously not been.

The estimated renovation cost is approximately 33% of the church budget and approximately 50% of its projected income. The congregation invested the money from the sale of its manse in the early 1990s and have done very well. The session plans to pull money from that asset if needed.

The congregation is excited about the basement renovation project because it will allow them to explore outreach opportunities and utilize a space that has been ignored and forgotten because of its outdatedness and issues.

REPORT OF THE STATED CLERK

203rd Stated Meeting of the Presbytery of East Iowa

- The Transitional Stated Clerk recommends the approval of the Minutes of the 202nd Stated Meeting of the Presbytery of East Iowa.
- The Transitional Stated Clerk recommends the approval of the Minutes of the Special Called Meeting of the Presbytery of East Iowa.
- The Transitional Stated Clerk sadly reports the death of Honorably Retired Rev. William Willis (Bill) Longer.

Respectfully Submitted,
Rev. Elissa Bailey

REPORT OF THE PERSONNEL COMMITTEE

203rd Stated Meeting of the Presbytery of East Iowa

- **Information Item 1: Introduction of LeAnn Otterbein, Communications & Administration Specialist:**

LeAnn Otterein has worked for Iowa City Schools the last 11 years and retired in June from Weber Elementary as their Principal's Secretary. She will maintain PEIA's website, social media accounts, Zoom accounts, and the "Out & About" Newsletter. LeAnn is a wife to Kyle, mom to Madelin and Micah, member of St Andrew, and a lifelong Presbyterian. She can be reached at leann@peia.org and 319-354-9220.

MINISTERS AND CONGREGATIONS COMMISSION REPORT
203rd Stated Meeting of the Presbytery of East Iowa

Action Item #1: *from the July 12, 2022 meeting*

Moves the second reading of the proposed amendments to the Compensation and Benefits Manual. See Appendix, pages ##-##.

Action Item #2: MCC recommends the approval of the Temporary Pastoral Relationship (TPR) between First Presbyterian Church, Winfield with the **Rev. Jeremy Blauvelt**, a minister member of the Episcopal Church, upon examination of and reception of Rev. Blauvelt as a Temporary Member of the presbytery, effective September 1, 2022 to August 31, 2023. Rev. Blauvelt has successfully completed classes at Dubuque seminary in Presbyterian polity, sacraments, and Reformed Theology.

The TPR has the following terms:

- Half-time (50%) contract
- Cash salary \$19,500
- Housing allowance \$12,000
- 4 weeks paid vacation
- 2 weeks continuing ed
- Mileage reimbursed at IRS rate
- Continuing education \$1,000

Action Item #3: *from the August 9, 2022 meeting*

MCC recommends the approval of the Contract for Interim Ministry for First Presbyterian, Davenport with Rev. Elissa Bailey, effective August 15, 2022 to December 15, 2022.

The Interim Contract has the following terms:

- Half-time (50%) contract
- Cash Salary \$3958.33/month
- No additional allowances or benefits

Action Item #4: *from the September 13, 2022 meeting*

MCC recommends the approval of the Contract for Interim Ministry for Monticello Presbyterian Church with the Rev. Gary Burnett, effective October 1, 2022 to September 30, 2023.

The Interim Contract has the following terms:

- Half-time (50%) contract
- Cash salary \$34,591/year
- 1 week vacation/quarter
- 1 week continuing education/six months
- Mileage reimbursed at IRS rate
- Continuing Education \$1,500
- Professional Expenses \$2,500

Action Item #5: MCC recommends the approval of the Contract for Interim Ministry for First Presbyterian Church, Iowa City with the Rev. Forrest (Frosty) Krummel, effective September 4, 2022 to December 4, 2022 and the approval of permission of the Rev. Krummel, a minister member of Great Rivers Presbytery, to labor inside the bounds of the Presbytery of East Iowa for the length of the contract.

The Interim Contract has the following terms:

- Full-time (100%) contract
- Cash salary \$6,163.67/month
- ½ Social Security supplement \$610/month
- Housing Allowance \$1,200/month
- 1 week vacation/quarter
- 1 week continuing education/six months
- Mileage reimbursed at IRS rate
- Continuing Education \$1,000
- Professional Expenses \$500
- Moving expenses up to \$2,000

Action Item #6: MCC moves to receive Katrina Bergman, candidate from The Presbytery of the Twin Cities, as a minister member of the Presbytery of East Iowa, upon successful examination on the floor of the Presbytery of East Iowa and to approve the call of Katrina Bergman as Minister of Word and Sacrament serving the Sharon Presbyterian Church, Farmington, Iowa.

The call has the following terms:

- Full-time (100%) call
- Cash salary \$36,700
- ½ Social Security supplement \$4,155
- 403b contribution \$1,200
- Housing: Manse Provided (FRV \$12,810)
- Housing Allowance \$4,800
- 4 weeks vacation/year
- 2 weeks continuing education/year
- Mileage reimbursed at IRS rate
- Continuing Education \$2,000
- Professional Expenses \$2,500
- Weeks paid maternity/paternity
- Moving expenses up to \$5,000

Action Item #7: Motion to change bylaws regarding commissioned responsibilities of MCC: MCC moves the following amendments to The Bylaws of the Presbytery of East Iowa. This will constitute a first reading of the amendments. A second reading will be required for approval and will be conducted at the December 1, 2022 stated meeting of the Presbytery.

Background: The Ministers and Congregations Commission acts to serve our minister members, eligible ruling elders, certified Christian Educators, and our member congregations as churches and leadership

work together to fulfill their mission. The MCC, among its responsibilities, serves churches in establishing pastoral leadership, updating terms of call, guiding Pastor Nominating Committees, and, along with the Congregational Development and Vitality supports churches in times of transition. However, some responsibilities which have been traditionally performed by the MCC, such as guiding the pastor nominating process of vacant churches, appointing moderators for vacant churches, and approving temporary relationships, have not been clearly articulated in our bylaws. We believe that clearly commissioning the MCC for the following actions would best serve the presbytery in being responsive to the needs of our member congregations.

The MCC moves:

1. Correct the current document at the point of the Ministers and Congregations Commission to designate the section as section “VII” instead of “CI”.
2. In paragraph B.3, replace “Make recommendations to the Presbytery regarding...” with “Approve on behalf of the Presbytery...” and add the phrase “with the responsibility to report all such new terms and calls at the next meeting of Presbytery” at the end of the sentence.
3. In paragraph B.4, replace “Recommend Presbytery examination and reception of...” with “On behalf of Presbytery examine and receive...” and add the phrase “with the responsibility to report all such examinations and receptions at the next meeting of Presbytery” at the end of the sentence.
4. Add paragraph B.9: “Appoint a moderator for a session when there is no installed pastor.”
5. Add paragraph B.10: “Work with a congregation when the church has no installed pastor, approving the formation of an Interim Search Committee or Pastor Nominating Committee, approving Ministry Information Forms, and appointing a liaison for the purposes of guiding the session, interim Pastor Search Committee, or Pastor Nominating Committee in the process of seeking and calling the next pastor in a Temporary Pastoral Relationship, Interim Pastoral Relationship, or Installed Pastoral Relationship.”
6. Add paragraph B.11: “Approve contracts for Temporary Pastoral Relationships and other temporary relationships with churches.”

Action Item #8: Motion regarding proposal for minimum compensation standards for pastoral calls and Certified Christian Educators and Certified Associate Christian Educators for approval by the Presbytery.

Background: Each year the MCC is directly to review minimum compensation standards and propose adjustments as needed. A review of various resources estimating the cost of living increase due to inflation currently fall between 8-10% for 2022.

Action Item #9: Motion: The MCC moves the minimum compensation of our Presbytery Compensation Manual be raised to reflect a Cost of Living Adjustment of 8.5%. It is recommended that all churches who currently have pastors earning above presbytery minimum compensation be given an 8.5% raise for cost of living adjustment.

INFORMATION ITEMS

From the July 12, 2022 meeting:

- **#1:** Approved the request of Vinton Presbyterian Church to elect a Pastor Nominating Committee.
- **#2:** Approved the request of First Presbyterian Church, Burlington to elect a Pastor Nominating Committee.

From the August 9, 2022 Meeting:

- **#3:** Approved the renewal of the Contract for Interim Ministry for First Presbyterian, Davenport with Rev. Kathy Stoner-Lasala, effective August 15, 2022 to November 15, 2022.

The Interim Contract has the following terms:

- Half-time (50%) contract
- Cash Salary \$3958.33/month
- No additional allowances or benefits

From the September 13, 2022 meeting:

- **#4:** Appointed Rev. Trey Hegar to moderate the session of First Presbyterian, Burlington.
- **#5:** Received word that Rev. Ryan Roth-Klinck, United Methodist Church, has concluded his service at the Union Church, Stanwood. We are in conversation with the District Supervisor of the United Methodist Church regarding future pastoral leadership.

REPORT OF LEADERSHIP DEVELOPMENT TEAM
203rd Stated Meeting of the Presbytery of East Iowa

Action Item:

- **Following a successful Examination by the Presbytery, the Leadership Development Team moves that Thomas Larrison be declared an Eligible Ruling Elder (ERE) thus "eligible to be commissioned to a validated ministry." Any commissioning will be dependent on completing a required psychological evaluation with Leaderwise and discussing the results with the team.s**

This is in accordance with PEIA's "CRE Program Policies and Procedures," which state:

Examination by the Presbytery

Prior to being commissioned to a validated ministry for the first time and with the recommendation of CPM for preparedness to receive a commission, the CCRE shall be examined by the presbytery on his/her personal faith, motivation for seeking a commission, the required areas of instruction determined by CPM on behalf of the presbytery, and his/her statement of faith in accordance with G- 2.1002. The presbytery may then declare the ruling elder as "eligible to be commissioned to a validated ministry" (ERE).

STATEMENT OF FAITH FOR THOMAS LARRISON

I believe in one indivisible triune God. This God is one eternal divine entity that has always existed and is comprised of the three persons of God Almighty, the Creator; Jesus Christ, the Redeemer; and the Holy Spirit, the Sanctifier. All three persons participate in all the works of God, but for the sake of understanding each is identified with particular actions for which that person has an affinity. Even though God is an unseen and unified mystery, God is nevertheless ever-present with us, embracing us, guiding us, and desiring a communion of love with us.

I believe in God Almighty, who in self-giving love creates the universe. Through God, all things that have ever been and ever will be are able to exist. In love for creation, God limited God's own power in order to give creation free will and the freedom to live and co-create with God as the individual parts of creation desire. Throughout history, God has been with all people in every corner of the world, calling forth ongoing creation through them according to the divine will.

I believe in Jesus Christ, who in self-giving love redeems the universe. In Jesus of Nazareth, God was embodied in human form, becoming both fully human and fully divine. During his ministry, Jesus was a profoundly countercultural force, calling for an extreme love of not only friend and stranger, but even of enemy. His extreme views offended the powers of the time, so they killed him. Jesus Christ's death on the cross and subsequent resurrection has redeemed all of creation by being both human and divine, and for humanity has opened the possibility of our communion and reunion with God for all eternity. Christ continues to be an active force in the world, influencing and guiding people everywhere according to the divine will.

I believe in the Holy Spirit, who in self-giving love sanctifies the universe. The Holy Spirit has been with humanity since the beginning, filling individuals to do God's will. At Pentecost, the Spirit filled the Apostles to create the

Church, through which the Spirit still acts. Through the Spirit, humanity is able to do what is pleasing to God. The church acts and lives as the body of Christ by the power of the Spirit, in communion with each other and with God. The Holy Spirit preserves the sainthood of all believers in this life and the next, continuing to call all of creation to live according to the divine will.

I believe God acts in a broken world that is in need of God's continuing creation, redemption, and sanctification. Without God's participation in the world, reality would be in a seemingly hopeless state of evil, bondage, and sin. Humanity, on its own, is incapable of the creation of anything that is truly good, in either thought or action. But through God's ongoing triune acts of creation by the Almighty, redemption through Christ, and sanctification through the Spirit, humanity is capable of doing good and being righteous.

I believe that within creation, the Christian Church is a primary tool of God's continuing creation, redemption, and sanctification. Despite minor differences of belief and practice, the whole of Christianity throughout the world is united as the assemblage of true believers that comprises the body of Christ. As the community of Christian believers, the church acts as it believes God is calling it to act in the world, moved to do so by the Spirit. It is called at times to be authoritative on matters of the faith, but always to seek justice in the world. In this way the church is a voice of God's righteousness and witness to all humanity. Within the church, there are two sacraments instituted by Christ: baptism and communion. The human actions of the sacraments mirror the accompanying divine actions. In baptism, God claims us and begins our journey of Christian discipleship. In communion, we celebrate the gift of Christ's life and death, through God's love and actions able to join together with each other and with God.

I believe that the Bible used by the Christian Church is the authoritative special revelation of the one triune God. This document, spanning centuries and written by specific human individuals in specific historical contexts, was nonetheless inspired by the Spirit. And just as the authors were inspired, so too are the readers inspired by the Spirit to hear the message they most need in their own contexts. In this Holy Scripture, God has chosen out of love to reveal the divine self partially to us. At the heart of the Bible is the story of God's profound self-giving love for humanity, as it witnesses to God's covenantal actions with Israel and the ultimate self-revelation in the person of Jesus Christ.

I believe that, through Christ, God is guiding the world according to the divine will towards God's desired ends. Creation will continue be drawn by God's irresistible call as it moves closer and closer to God's ideal vision of the Kingdom of God. At the same time, because Christ is ever-present each moment of history is judged and accepted by God as it occurs in a realized ongoing eschatology. We don't have to wait for an end-time to receive God's love and judgment. In all times, we must be God's witnesses in the world, believing and acting as God calls us.

REPORT OF BUDGET AND FINANCE TEAM (B&F)
203rd Stated Meeting of the Presbytery of East Iowa

- **Action Item #1: Motion to set 2023 Per Capita for PEIA at \$25.31.**
 - 2022 Per Capita for PEIA was \$23.65. Total PCUSA Per Capita was \$38.03. Accepting the proposed motion for PEIA would increase the total per capita billed to our churches to \$40.32 (GA \$9.61, Synod \$5.40, PEIA \$25.31).

- **Action Item #2 : Motion to adopt proposed budget for 2023 as detailed below:**

	Presbytery of East Iowa	PEIA - 25.31 * 7894 members	
	2023 Combined Budget	2023 Per Cap	199797
		2022	2023
Operations			
Income:			
4035	Synod Comprehensive Presbytery Support	10,000	10,000
4040	Per Capita/PEIA (collectable)	198,500	159,838
4050	Interest/Operating/Investments	500	20,300
Total Income:		209,000	190,138
Expense:			
Committee/Task Force/Commissions Expense:			
6000 · Ministers & Congregations Comm			
	6010 · MCC Admin Expense	350	250
	6021 · MCC Travel	1,000	200
	6050 · Pastor Assessmnt & Consultation	<u>2,170</u>	<u>2,170</u>
Total 6000 · Ministers & Congregations Comm		3,520	2,620
6080 · Mission & Social Justice Team			
	6082 · M&SJ Team Mileage	200	100
Total 6080 · Mission & Social Justice Team		200	100
6100 · Leadership Development Team			
	6030 · CRE Retreats	2,500	2,500

	6031 · LDT Travel	400	200
	6040 · New Pastor Development	500	1,000
	6045 · Pastoral Development	2,500	2,000
	6105 · Comm on Prep for Ministry	500	500
	6106 · Leadership Events	1,000	1,000
Total 6100 · Leadership Development Team		7,400	7,200
6125 · Trustees			
	6125 Other	100	100
	6126 · Trustees Travel	600	200
Total 6125 · Trustees		700	300
6210 · Presbytery Meeting Expense		2,000	2,000
6220 · Administrative Commissions			
	6221 · Admin Commissions Travel	100	100
	6220 · Administrative Commissions - Other	500	500
Total 6220 · Administrative Commissions		600	600
6120 · Comm Representation & Nominatn			
	6121 · CRN Travel	100	100
Total 6120 · Comm Representation & Nominatn		100	100
6122 · Budget & Finance Team			
	6123 · B&FT Travel	100	100
Total 6122 · Budget & Finance Team		100	100
6200 · Congr Dev & Vitality Team			
	6070 · CDV Admn Expense	350	250
	6071 · CDV Travel	400	200
	6072 · CDV Events	2,000	2,000
Total 6200 · Congr Dev & Vitality Team		2,750	2,450
6225 · PEIA Coord Commission (PCC)			
	6226 · PCC Travel	500	200
Total 6225 · PEIA Coord Commission (PCC)		500	200

6230 · Permanent Judicial Commission			
	6231 · PJC Travel	100	100
	6230 · Permanent Judicial Commission - Other	1,000	500
Total 6230 · Permanent Judicial Commission		1,100	600
Total for Commissions and Committees		18,970	16,270
6500 · Operations			
	6501 · New Equipment	400	400
	6502 · Copier & Printing	2,000	2,000
	6503 · Communications Contract	2,000	2,000
	6504 · Internet Access Contract	2,500	2,500
	6505 · IT Services & Software	14,000	14,500
	6506 · Telephone, Telecommunications	3,200	1,600
	6510 · Condo Association Dues	14,720	16,068
	6511 · Utilities	1,400	1,400
	6512 · Building Insurance	4,800	3,820
	6513 · Custodial Contract	0	1,300
	6514 · Office Maintenance Exp	400	375
	6520 · Supplies	1,000	500
	6521 · Postage, Mailing Service	1,800	2,160
	6522 · Bank Fees & Charges	50	50
	6523 · Legal & Professional	4,000	1,000
	6524 · Audits & Financial Reviews	1,000	4,000
	6525 · Kitchen/Hospitality	100	100
	6530 · Publications	200	200
	6531 · Awards/Recognitions/Remembrance	600	200
	6535 · Payroll Expense	200	200
Total 6500 · Operations		54,370	54,373
6600	Officer & Other Travel		
6601	GA Expenses	3,000	1,000
6602	Clerk Denominational Travel	1,000	0
6603	Moderator & Vice Moderator	100	100
Total Officer & Other Travel		4,100	1,100
Total Operating Expenses		77,440	71,743
6700	Salaries & Benefits: 2023 based on 5% increase		
	Executive Presbyter	2022	2023
	Stipend		75,000

	BOP Benefits		29,250
	Continuing Education		2,000
	Travel - Executive Presbyter		2,500
	Exec Presbyter Professional Expenses		1,000
	Total Executive Presbyter		109,750
6701	Stated Clerk: 1/2 Time		
6705	Stipend	59,110	19,709
6715	BOP Benefits	0	7,685
6720	Continuing Education	1,000	500
6725	Travel - Stated Clerk	3,000	1,200
6730	Stated Clerk Professional Expenses	500	500
	Total Stated Clerk	63,610	29,594
6703	Pastor to Pastor Care Associate: 1/4 Time		
6707	Stipend	11,263	11,826
6723	Continuing Education	1,000	500
6727	Travel - Pastor to Pastor Care Associate	2,500	1,000
	Total Pastor to Pastor Care Associate	14,763	13,326
6750	Communications/Admin. Specialist: 1/2 Time		
6755	Salary	34,430	24,500
6756	BOP Benefits	8,195	0
6758	Continuing Education	500	0
6759	Travel - Comm Proj Manager	500	500
	Total Communications/Admin. Specialist	43,625	25,000
6760	Finance/Data Mngmnt: 1/4 Time		
6765	Salary	11,965	12,411
6768	Continuing Education	500	0
6769	Travel - Financial Manager	500	500
	Total Finance/Data Mngmnt	12,965	12,911
6770	Employer FICA (.0765%)	7,923	2,824
Total Salaries & Benefits:		142,886	193,405
Total Operations Budget		220,362	265,148
Net Operations		-11,362	-75,010
Income:			
4000	Mission Pledges	104,200	85,000
4010	Endowment Income	2,000	2,000
		106,200	87,000
Disbursements			
6801	Camp Wyoming Mission Support	45,000	45,000
6802	Young Adult & College Ministry	10,000	10,000
6803	Mission Starfish Haiti	10,000	10,000
6804	Presbytery Mission Outreach	30,000	10,000
6805	Endowment Disbursements & Scholarships	1,200	2,000
6808	Social Justice Grants	10,000	10,000

Total Missions:		106,200	87,000
	Net Missions	0	0
	PEIA Per Capita Projections for 2023		
	2022 Per Capita PEIA	23.65	
	2023		
	GA	9.61	
	Synod	5.40	
	PEIA	25.31	
	PEIA Collectable Amount at 80%	40.32	

Cash Basis

Presbytery of East Iowa

Balance Sheet

As of August 31, 2022

Aug 31, 22

ASSETS

Current Assets

Checking/Savings

1006 · Hills Bank Checking 125,730.86

1012 · Hills Bank Savings 46,245.83

1014 · Hills Bank Investment Acct 883,803.02

Total Checking/Savings 1,055,779.71

Total Current Assets 1,055,779.71

TOTAL ASSETS 1,055,779.71

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2110 · Direct Deposit Liabilities 1,784.43

24000 · Payroll Liabilities -351.62

Total Other Current Liabilities 1,432.81

Total Current Liabilities 1,432.81

Total Liabilities 1,432.81

Equity

30000 · Opening Balance Equity

30001 · Prior Year Balances 54,194.76

30002 · Church Closing Reserves 955,658.49

30003 · Restricted Balances 40,720.43

30000 · Opening Balance Equity - Other 25,127.35

Total 30000 · Opening Balance Equity 1,075,701.03

32000 · Unrestricted Net Assets 39,128.95

Net Income -60,483.08

Total Equity 1,054,346.90

TOTAL LIABILITIES & EQUITY 1,055,779.71

Cash Basis

Presbytery of East Iowa
Budget vs. Actual

January through August 2022

	22	Budget	Budget
Operating Income/Expense			
Income			
10061 · Checking Acct Interest	76.83	250.00	30.73%
10062 · Interest on Savings Account	22.92	0.00	100.0%
10063 · Investment Earnings	-121,834.17	0.00	100.0%
4001 · Unified Mission Passthroughs	0.00	0.00	0.0%
4040 · Per Capita/PEIA	108,358.75	198,500.00	54.59%
4041 · Per Capita Pass Throughs	0.00	0.00	0.0%
4045 · PC(USA) Special Offerings	160.41	0.00	100.0%
4100 · Synod Support	6,666.72	10,000.00	66.67%
4640 · Other Types of Income	3,398.78	0.00	100.0%
Total Income	-3,149.76	208,750.00	-1.51%
Expense			
6000 · Ministers & Congregations Comn	1,536.94	3,520.00	43.66%
6080 · Mission & Social Justice Team	0.00	200.00	0.0%
6100 · Leadership Development Team	1,099.17	7,400.00	14.85%
6120 · Comm Representation & Nomina	0.00	100.00	0.0%
6122 · Budget & Finance Team	0.00	100.00	0.0%
6125 · Trustees	0.00	700.00	0.0%
6200 · Congr Dev & Vitality Team	0.00	2,750.00	0.0%
6210 · Presbytery Meeting Expense	318.09	2,000.00	15.91%
6220 · Administrative Commissions	0.00	600.00	0.0%
6225 · PEIA Coord Commission (PCC)	4,536.95	500.00	907.39%
6230 · Permanent Judicial Commission	0.00	1,100.00	0.0%
6500 · Operations	48,672.53	55,370.00	87.9%
6600 · Officer & Other Travel	142.76	4,100.00	3.48%
6700 · Payroll Expense	41,234.82	142,886.00	28.86%
Total Expense	97,541.26	221,326.00	44.07%
Net Operating Income	-100,691.02	-12,576.00	800.66%
Missions Income/Expense			
Missions Income			
4000 · PEIA Unified Missions	87,818.47	106,200.00	82.69%
40031 · PEIA Peacemaking Offering	808.61	0.00	100.0%
40032 · Peacemaking Offering Disburse	-475.00	0.00	100.0%
4010 · Endowment & Missions Incomes	1,676.11	0.00	100.0%
4650 · PEIA Designated Missions	5,855.00	0.00	100.0%
4652 · PEIA Designated Disbursed	-5,855.00	0.00	100.0%
4660 · PEIA Disaster Recovery Fund	1,100.00	0.00	100.0%
8000 · Church Closings	-220.25	0.00	100.0%
Total Missions Income	90,707.94	106,200.00	85.41%
Missions Expense			
6800 · PEIA Missions	50,500.00	106,200.00	47.55%
Total Missions Expense	50,500.00	106,200.00	47.55%
Net Missions Income	40,207.94	0.00	100.0%
Net Income	-60,483.08	-12,576.00	480.94%

Church Name	City	Mem		2022 Per			Mission	
		2020	PIN	Capita	Paid	Due	Pledge	Paid
Ainsworth Community Church	Ainsworth	94	10415	3,574.82	1,332.06	2,242.76		
Argyle Presbyterian Church	Argyle	78	2549	2,966.34	2,966.34	0.00		3,000.00
Pleasant Hill Presbyterian Church	Atkins	74	2345	2,814.22		2,814.22		
Bettendorf Presbyterian Church	Bettendorf	306	2589	11,637.18		11,637.18		11,523.09
First Presbyterian Church	Birmingham	8	2550	304.24		304.24		
First Presbyterian Church	Blairstown	23	2346	874.69	760.60	114.09		
Blue Grass Presbyterian Church	Blue Grass	154	10388	5,856.62	284.00	5,572.62		
Bonaparte United Church	Bonaparte	20	2551	760.60	760.60	0.00		
First Presbyterian Church	Burlington	145	11889	5,514.35		5,514.35		
Community Presbyterian Church	Cascade	19	2479	722.57	722.57	0.00		560.00
Calvin Sinclair Presbyterian Church	Cedar Rapids	34	9582	1,293.02		1,293.02		
Christ Church Presbyterian	Cedar Rapids	93	2375	3,536.79	2,471.95	1,064.84		
Echo Hill Presbyterian Church	Cedar Rapids	195	12233	7,415.85	820.42	6,595.43		
First Presbyterian Church	Cedar Rapids	439	2347	16,695.17	8,595.00	8,100.17	400.00	
Hus Memorial Presbyterian Church	Cedar Rapids	41	2350	1,559.23		1,559.23		
Olivet Presbyterian Church	Cedar Rapids	60	2352	2,281.80	2,280.00	1.80	0.00	100.00
Westminster Presbyterian Church	Cedar Rapids	195	2354	7,415.85	7,415.85	0.00		3,000.00
First United Presbyterian Church	Clinton	93	12129	3,536.79		3,536.79	0.00	
Zion Presbyterian Church	Coggon	58	2358	2,205.74	2,205.74	0.00	1,500.00	1,000.00
Cotter/Salem Welsh Church	Columbus Junctr	35	2596	1,331.05	608.48	722.57	750.00	750.00
United Presbyterian Church	Columbus Junctr	97	2593	3,688.91	3,688.91	0.00	3,000.00	3,000.00
United Church of Crawfordsville	Crawfordsville	52	10414	1,977.56		1,977.56		
First Presbyterian Church	Davenport	563	2598	21,410.89	4,938.00	16,472.89		2,250.00
New Hope Presbyterian Church	Davenport	65	12240	2,471.95	1,760.00	711.95	600.00	400.00
Newcomb Presbyterian Church	Davenport	170	2600	6,465.10	5,065.10	1,400.00	0.00	1,400.00
First Presbyterian Church	Ely	180	2357	6,845.40	5,134.50	1,710.90		
First Presbyterian Church	Fairfield	97	2554	3,688.91	3,688.91	0.00	1,500.00	
Sharon Presbyterian Church	Farmington	112	2557	4,259.36	4,259.36	0.00		
Union Presbyterian Church	Ft Madison	51	2558	1,939.53	1,940.00	-0.47		
First Presbyterian Church	Independence	151	2484	5,742.53	6,639.87	-897.34		
First Presbyterian Church	Iowa City	327	2605	12,435.81	2,675.22	9,760.59		
St. Andrew Presbyterian Church	Iowa City	857	2626	32,591.71	12,816.12	19,775.59		15,712.63
United Presbyterian Church	Keokuk	71	10668	2,700.13		2,700.13		
United Church of Faith	Keota	73	2607	2,776.19	1,005.00	1,771.19		
First Presbyterian Church	LeClaire	59	2609	2,243.77	1,496.00	747.77		
Our Savior Presbyterian Church	LeClaire	122	10135	4,639.66	4,449.51	190.15		
United Presbyterian Church	Lone Tree	179	10026	6,807.37	765.51	6,041.86	0.00	2,420.81
Union Presbyterian Church	Lost Nation	70	2360	2,662.10	2,010.21	651.89		
First Presbyterian Church	Manchester	86	2489	3,270.58	1,635.29	1,635.29		
First Presbyterian Church	Marengo	157	2611	5,970.71	2,985.35	2,985.36		
First Presbyterian Church	Marion	349	2361	13,272.47	6,498.00	6,774.47	3,800.00	2,100.00
First Presbyterian Church	Mechanicsville	83	2362	3,156.49	3,004.37	152.12	1,000.00	1,000.00
First United Presbyterian Church	Mediapolis	38	2562	1,445.14		1,445.14		
First Presbyterian Church	Miles	71	2363	2,700.13	2,700.13	0.00	1,500.00	1,000.00
First Presbyterian Church	Monticello	137	9641	5,210.11	5,210.11	0.00		3,000.00
Montrose Presbyterian Church	Montrose	34	2565	1,293.02				
First United Presbyterian Church	Morning Sun	57	2566	2,167.71		2,167.71	1,348.05	1,348.05
First Presbyterian Church	Mt. Pleasant	275	2569	10,458.25	3,000.20	7,458.05	5,000.00	2,500.00
First Presbyterian Church	Mt. Vernon	144	2366	5,476.32	2,738.16	2,738.16		
Linn Grove Presbyterian Church	Mt. Vernon	34	2367	1,293.02	1,293.02	0.00	1,500.00	
First Presbyterian Church	Muscatine	216	2613	8,214.48	8,214.48	0.00	0.00	2,475.00
New London Presbyterian Church	New London	67	2571	2,548.01	1,486.31	1,061.70		

Church Name	City	Mem 2020	PIN	2022 Per			Mission	
				Capita	Paid	Due	Pledge	Paid
Central Presbyterian Church	Newhall	46	2368	1,749.38	500.00	1,249.38		
First Presbyterian Church	Onslow	30	2369	1,140.90	1,140.90	0.00	0.00	
Princeton Presbyterian Church	Princeton	42	2616	1,597.26		1,597.26		
First Presbyterian Church	Rowley	22	2495	836.66	836.66	0.00		800.00
First Presbyterian Church	Shellsburg	64	2372	2,433.92	2,433.92	0.00	0.00	
Springville Presbyterian Church	Springville	64	2373	2,433.92	800.00	1,633.92	0.00	
Stanwood Union Church	Stanwood	31	10413	1,178.93	1,178.93	0.00		
Vinton Presbyterian Church	Vinton	240	10227	9,127.20	5,856.64	3,270.56		
First Presbyterian Church	Wapello	101	2579	3,841.03		3,841.03		
United Presbyterian Church	Washington	251	9756	9,545.53	6,363.68	3,181.85	7,500.00	5,000.00
First Church United	West Liberty	73	2622	2,776.19	2,776.19	0.00		530.00
West Point Presbyterian Church	Denmark	17	2580	646.51		646.51		
First Presbyterian Church	Williamsburg	183	2623	6,959.49	3,480.00	3,479.49		2,500.00
First Presbyterian Church	Wilton	115	2624	4,373.45	3,340.75	1,032.70		3,340.75
Sugar Creek Presbyterian Church	Wilton	31	2625	1,178.93		1,178.93		
First Presbyterian Church	Winfield	63	2581	2,395.89		2,586.04		
Pastor Contributions						0.00		
				326,335.43	161,028.92	164,203.64	29,398.05	70,710.33
Less CR Hus, Montrose & Salem Welsh Unbillable				3,460.73				
				322,874.70				

Green highlight is obligation completed or exceeded

Blue highlight means the obligation amount is contested. (disagree with the GA Annual Report end balance of Membership)

Yellow highlight is pledged amount completed (based on whether the church returned current year pledge form.)

Presbytery of East Iowa
General Missions and Per Capita

2022

Members as of 12/31/2020 8,581 326,335.43

Per Capita	2022	Total	Collected YTD	Due
GA	0.2361	77,057.38	38,023.66	39,033.72
Synod	0.1420	46,337.40	22,865.01	23,472.39
PEIA	0.6219	202,940.65	100,140.26	102,800.39
Due	1.0000	326,335.43	161,028.92	165,306.51

	2022 Per Capita \$	Uncollectable	Billed
GA	8.98	77,057.38	
Synod	5.40	46,337.40	
PEIA	23.65	202,940.65	
	38.03	326,335.43	-3,460.73 322,874.70

General Mission	2022 %	Pledged	Collected	Over/Under
GA	0.2	5,879.61	14,142.07	
Synod	0.1	2,939.81	7,071.03	
PEIA	0.7	20,578.64	49,497.23	
		29,398.05	70,710.33	-41,312.28

TRUSTEES REPORT

203rd Stated Meeting of the Presbytery of East Iowa

INFORMATION ITEMS

- **#1:** Motion made to recommend that the Presbytery pay off the following debt with Presbyterian Investment and Loan Program (PILP) with the 35% discount offered (outstanding loans of churches that have closed) from the fund titled: Reserve for Closing Churches with approximately \$950,000:

	Amount Owed	Discount	Amount to Pay
Westminster - Tallyrand	18,346.14	6,421.15	11,924.99
Williamson Meml - Burlington	5,800.00	2,030.00	3,770.00
			<hr/> 15,694.99

- **#2:** Motion made for the Trustees to discuss with the following churches to pay their outstanding PILP loans with the 35% discount offered:

	Amount Owed	Discount	Amount to Pay
Christ - CR	7,944.06	2,780.42	5,163.64
1st Pres - Morning Sun	4,000.00	1,400.00	2,600.00
Newcomb - Davenport	5,850.00	2,047.50	3,802.50
			<hr/> 11,566.14

- **#3: Sale of Presbytery Office condo update:** By the end of the month, we should know if the United Action for Youth is interested in the condo. We may have to lower our price.
- **#4: Insurance Renewal & New Certificate of Insurance:** The new policy includes cyber security coverage and reduction in asset valuation resulting in \$4,500 premium reduction. (*See the next three pages.*)

POLICY INFORMATION	Expiring	Renewal
Company Name	GuideOne Insurance	GuideOne Insurance
Policy Period	8/15/2021-8/15/2022	8/15/2022-8/15/2023

COMMERCIAL POLICY		
PROPERTY		
See Property Schedules		
Property Deductible	\$2,500	\$2,500
Replacement Cost	Yes, additional 25%	Yes, additional 25%
Coverage Form	Special	Special
Coinsurance	100%, Agreed Value	100%, Agreed Value
Equipment Breakdown	Yes	Yes
Earthquake	None - Can Provide Quote	None - Can Provide Quote
Deductible	N/A	N/A
Water Sewer Backup	Up to policy limit	Up to policy limit
Faithguard Extended Property Coverages	Yes	Yes
Business Income & Extra Expense	\$100,000	\$100,000
LIABILITY		
General Liability	\$1,000,000 / \$3,000,000	\$1,000,000 / \$3,000,000
Professional Liability	\$1,000,000 / \$3,000,000	\$1,000,000 / \$3,000,000
Damage to Premises Rented to You	\$1,000,000	\$1,000,000
Medical Payments to Others, Any One Person	\$5,000	\$5,000
Hired & Non-Owned Auto	\$1,000,000	On Auto policy now
Hired Physical Damage	\$30,000 / \$60,000	On Auto policy now
Deductible	\$500	
Sexual Misconduct	\$250,000 / \$500,000	\$250,000 / \$500,000
Directors & Officers	\$1,000,000 / \$1,000,000	\$1,000,000 / \$1,000,000
Retention	\$2,500	\$2,500
Employee Benefits	\$1,000,000 / \$3,000,000	\$1,000,000 / \$3,000,000
Retention	\$1,000	\$1,000
Employment Practices	\$500,000	\$500,000
Retention	\$0	\$0
Personal & Advertising Injury	\$1,000,000 / \$3,000,000	\$1,000,000 / \$3,000,000
Violent Incident Response	\$50,000/\$200,000/\$300,000	\$50,000/\$200,000/\$300,000
Legal Expense Reimbursement	\$15,000 / \$45,000	\$15,000 / \$45,000
Employment Practices	\$500,000	\$500,000
Cyber Liability	\$0	\$100,000
CRIME		
Deductible	\$250	\$250
Theft, Disappearance & Destruction - On Premises	\$5,000	\$5,000
Theft, Disappearance & Destruction - Off Premises	\$5,000	\$5,000
Employee Dishonesty	\$10,000	\$10,000
Forgery & Alteration	\$10,000	\$10,000
TOTAL COMMERCIAL PACKAGE PREMIUM	\$3,219	\$2,228

INLAND MARINE		
Business Personal Property of Others	\$5,000 w/\$250 deductible	\$5,000 w/\$250 deductible
TOTAL INLAND MARINE PREMIUM	Included in premium above	Included in premium above

BUSINESS AUTO POLICY		
Bodily Injury & Property Damage		
Medical Payments		
Uninsured Motorist BI		
Underinsured Motorist BI		
Hired & Non-Owned Auto Liability	\$1,000,000	\$1,000,000
Other Than Collision Deductible		
Collision Deductible		
Hired Physical Damage	\$30,000 ACV	\$30,000 ACV
Deductible (Comp/Collision)	\$500	\$500
TOTAL BUSINESS AUTO PREMIUM	\$318	\$318

WORKERS COMPENSATION		
Experience Modification Factor	0.74	0.79
Employers Liability	\$100k / \$500k / \$100k	\$100k / \$500k / \$100k
Payroll		
8868: Church - Professional	\$155,279	\$155,279
8869: Day Care - Professional	\$0	\$0
9101: Church - All Other	\$0	\$0
TOTAL WORKERS COMPENSATION PREMIUM	\$625	\$724

UMBRELLA/EXCESS LIABILITY		
Shared Limit	\$1,000,000	\$1,000,000
Retention	\$2,500	\$2,500
TOTAL UMBRELLA/EXCESS PREMIUM	\$500	\$550

TOTAL POLICIES PREMIUM	\$4,662	\$3,820
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DISCLAIMER: The abbreviated outlines of coverage used throughout this document are not intended to express any legal opinion as to the nature of coverage. They are only visual aids to a basic understanding of coverage. Please read your policy for specific details of coverage.

REPORT OF THE MISSION AND SOCIAL JUSTICE COMMITTEE

203rd Stated Meeting of the Presbytery of East Iowa

Information Item #1: The committee approved three grants:

- First Presbyterian Church, Winfield, Iowa for Winfield Area Grateful Gatherings (WAGG) in the amount of \$1,250.
- Christ Church, Cedar Rapids, Iowa for Chains Interrupted in the amount of \$2,486.
- Westminster Presbyterian Church Mission Committee, Cedar Rapids, Iowa for Kenya Classrooms in the amount of \$1,000.

Information Item #2: Other discussion items:

- Possible Presbyterian social justice learning and relationship building opportunity: Czech History Museum - Presbyterian Day - followed by a presentation to PEIA at a PEIA meeting to encourage community awareness.
- Possible Presbytery wide Mission trip in the Spring to St. Louis to partner with Amen St. Louis in their ecumenical community building and organizing work.

COMMITTEE ON REPRESENTATION/NOMINATIONS
203rd Stated Meeting of the Presbytery of East Iowa

- **Action Item #1: Motion to elect the following persons to the Camp Wyoming Board**

1- Rev. Pam Saturnia (2nd term)

117 Laurel Street
Muscatine, IA 52761
563-320-6246 | psaturnia9@gmail.com
Muscatine First Presbyterian Church

2- Samantha Reges (2nd term)

Not a member of a Presbyterian Church (fills one of the three spots with this designation)
3207 75th Street
Norway, IA 52318
319-540-9196 | sam.reges@greatclips.net

3- Jennifer Lamb (1st term)

Manchester First Presbyterian Church
113 Delhi Road
Manchester, IA 52057
515-313-7656 | n.j.lambfam@gmail.com

4- Chris Werner (1st term)

Bettendorf Prebyterian Church
1425 West 51st Street
Davenport, IA 52806
563-940-3759 | bpcworship@hotmail.com

- **Action Item #2: Second Reading of proposed amendment to the bylaws to change membership numbers of committees and teams:**

Motion: That the following changes be made to the current Committee/Commission structure:

- **Trustees** be changed to a membership of 6; one from each class and the 3 Constitutional Officers.
- **Budget & Finance** be changed to 6 people, 2 from each class.
- **Mission and Social Justice** be changed to 6 members, with the Self-Development Task Force moving under Mission and Social Justice with 6 members.
- **Leadership Development** be changed to 6 members
- **Pastoral Team** changed to include the Pastor-To-Pastors role and 2 people from each region.
- **COR-N** be changed to 5 members.

CAMP WYOMING REPORT

203rd Stated Meeting of the Presbytery of East Iowa

1. We had 556 campers this summer. This was an 8% increase from last summer. 16% of our campers this year had no church affiliation, a number that is growing. 37% of campers came from Presbyterian churches, 11% from Catholic Churches, 7% from Lutheran, and 6% from Methodist. The remaining kids came from UCC, Episcopalian, Non-Denominational, etc. Our top five churches were 1) West Liberty First Church United – 15 kids; 2) Dubuque Grandview United Methodist – 13 kids; 3) Marion First Presbyterian – 11 kids; 4) Toledo First Presbyterian – 10 kids; and 5) both Bettendorf Presbyterian and Independence First Presbyterian – 9 kids.
2. We had 29 summer staff this year. 10 were former campers, 4 were former staff, 7 were both former campers and staff, and 8 had no affiliation with Camp Wyoming before the summer. We had a very diverse staff this summer in culture, geography, and race. Eight individuals on our summer staff were minorities or biracial and four of them spoke at least one other language fluently. They came from many different places including California, Arizona, Nebraska, Ohio, and other countries including Columbia, Tanzania, Nigeria, and the Congo. Overall, they were a very supportive and encouraging group of young people with a heart for mission and service.
3. Attached please find a fun infographic reflecting the joy of our summer camp season.
4. Attached please find the Balance Sheet as of July 31, 2022.
5. We hired a new Maintenance Director this Spring. Pat Hanrahan from Delmar joins us after 30 years of serving as an independent contractor. He has settled in and started renovating some of our buildings. We are very excited that he is joining our team.

36 clear, starry nights



145 churches served



5 countries represented

812 friendship bracelets



74 bull's eyes at archery



6,300 tree seedlings planted



622



s'mores



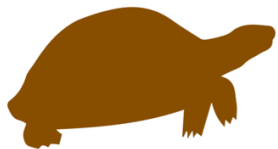
SUMMER IN NUMBERS

Camp Wyoming's 2022 Summer



28

renditions of Psalm 61



566 campers



17 Snappy sightings



723 Oreo Fluffs Served



2,478 trips down the slip 'n slide

1,615



prayer stations walked



11 states represented

3,380 memory verses recited



**Camp Wyoming
Balance Sheet
As of July 31, 2022**

	Jul 31, 22
ASSETS	
Current Assets	
Checking/Savings	
1120 * Checking Regular	2,020.24
1135 * Savings Restricted	265,341.50
1138 * Savings Unrestricted	46,225.97
Total Checking/Savings	313,587.71
Accounts Receivable	
1150 * Accounts Receivable	27,248.70
Total Accounts Receivable	27,248.70
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	394,709.28
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	126,097.75
1245 * Program Equipment	29,503.31
1250 * Buildings	1,081,727.51
1260 * Swimming Pool Fixed Asset	39,782.75
1269 * Accumulated Depreciation	-978,342.00
1270 * Land Value Fixed Asset	22,600.00
Total Fixed Assets	401,560.03
TOTAL ASSETS	796,269.31
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 * Payroll Liabilities	
HSA	25.30
2100 * Payroll Liabilities - Other	11,859.94
Total 2100 * Payroll Liabilities	11,885.24
2102 * Line of Credit	32,739.39
2320 * Rental Deposit	7,350.00
Total Other Current Liabilities	51,974.63
Total Current Liabilities	51,974.63
Total Liabilities	51,974.63
Equity	
3510 * Retained Earnings	783,013.91
Net Income	-38,719.23
Total Equity	744,294.68
TOTAL LIABILITIES & EQUITY	796,269.31

PEACEMAKING TASK FORCE

203rd Stated Meeting of the Presbytery of East Iowa

International Peacemaker/Peacemaking and Global Witness in your church-offering on Oct. 2 (World Communion)/ Iowa Legislation you will vote on this November/ a witness against nuclear war

Welcome our Peacemaker Carmen Elena Diaz Anzora and Joseph Russ

Carmen serves on the executive committee of the Calvinist Reformed Church of El Salvador, which is one of our PCUSA partners in mission, and is Coordinator for their education program. She's on the coordinating team for their ministry to migrants. Her education includes a specialty in Peace Education and training in Psychosocial Care and Psychotraumatology, helpful for her work with migrants and people suffering disaster. Her city of Soyapango in El Salvador, with its heavy population growth, grapples with gangs and high rates of pollution from industrial waste and sewage. COVID increased poverty and reduced employment. Carmen works in community formation, peacebuilding, and conflict transformation. She develops learning processes for children and youth in violence prevention and peace and community building. In all her work Carmen strives to generate the conditions in which peace and justice can come to fruition. Carmen is accompanied by her interpreter, Joseph Russ, who is PC(USA)'s Coordinator for Migration Issues, Advocacy, and Mission in the Northern Triangle of Central America. Click here <https://www.presbyterianmission.org/story/bringing-a-message-of-peace-and-justice-from-el-salvador/> <https://www.presbyterianmission.org/story/bringing-a-message-of-peace-and-justice-from-el-salvador/> for Carmen's recent interview with Presbyterian News Service.

Carmen and Joseph will be at Christ Church Presbyterian, Cedar Rapids, Friday Sept. 23rd at 1 p.m., St. Andrew Presbyterian, Iowa City, on Sunday, Manchester on Monday, and Mt. Pleasant on Tuesday. Contact Lisa Irossthdens@gmail.com for details. All are welcome to come meet them.

We have entered our Season of Peace leading up to World Communion Oct. 2nd and our Peace and Global Witness Offering. 25% of this offering remains with your church. The Leader's Guide for this offering gives inspiration for what churches can do to make peace locally. Each church has a physical copy but it's also here: <https://specialofferings.pcusa.org/offering/peace-global-witness/>. This is also a good time to explore PCUSA's Peacemaking Program page <https://www.presbyterianmission.org/ministries/peacemaking/>.

Iowa Voters Deciding the Future of Iowa's Gun Regulation This November

In the Nov. 2022 general election, Iowans will be asked whether they approve or disapprove of adding a "Strict Scrutiny" gun amendment to Iowa's state constitution. (this is the final step in the three year process for amending our state's constitution) The citizens' vote this November is the last step in a three year process necessary for amending our state's constitution. This law would subject any regulation of guns to the highest judicial scrutiny, higher than that required by our nation's constitution, which applies the highest judicial scrutiny only to first amendment rights related to freedom of speech. Though many states have added to their own constitutions amendments similar to our nation's second amendment, only three—Alabama, Louisiana, and Missouri—have passed strict scrutiny amendments. In recent years Iowa has added "open carry" and "shall issue permit" laws, limiting the role of local sheriff's discretion in issuing permits, making it easier to obtain guns. The purpose of the amendment is to make owning a gun a fundamental right; as such, it would be lifted in judicial consideration above every other right in the Iowa constitution.

The Methodist and Catholic denominations in Iowa have joined mental health groups and domestic abuse victim service providers, among others, in opposing this amendment. They fear it may prevent our state from enacting legislation that might protect folk most at risk from gun violence, as peoples' guns are most often used

against the residents of their own home, either by suicide, accident or in domestic violence,* not against intruders as was usually the purchaser's intent.

**A gun in your home is 22 times more likely to injure or kill a family member than to be used in self-defense.*

Source: J.C. Campbell, S.W. Webster, J.Koziol-McLain, et al., Risk factors for femicide within physically abusive intimate relationships: results from a multi-state case control study, 93 Amer. J. of Public Health 1089-97 (2003).

First Presbyterian Church of Iowa City hosted first Gulf War veteran and gun violence prevention advocate Temple Hiatt who can explain fully how the amendment we'll be voting on differs from the second amendment to the national constitution. Lisa has Temple's contact information, should you wish to arrange to hear her.

We urge all Presbyterians to prayerfully consider the guidance of the church over the years:

<https://www.presbyterianmission.org/what-we-believe/gun-violence/>. Our 219th (2010) General Assembly passed "Gun Violence, Gospel Values: Mobilizing in Response to God's Call"

https://www.pcusa.org/site_media/media/uploads/acswp/pdf/gun-violence-policy.pdf. *Isaiah 2:4 God will judge between the nations and settle disputes of mighty nations. They will beat their swords into plowshares and their spears into pruning hooks. Nation will not lift up sword against nation and they will learn war no more.*

At our May Task Force meeting, co-moderator, Robin Kash, an adjunct member of Veterans for Peace introduced to us a project of theirs: the ship *The Golden Rule* is cruising down the Mississippi as a witness against nuclear war. (<http://www.vfpgoldenruleproject.org>) It's scheduled to stop in Clinton, Dubuque, Muscatine, Burlington, and Keokuk

(https://docs.google.com/spreadsheets/u/0/d/1yyIQ0iBOttASkdyt4_0-DC0FXwXY0bdj/htmlview})

Marta suggested churches might host refreshments at their church for the cruise participants and invite other (inland) churches too.

Peacemaking Scholarships available: please apply to the Peacemaking Task Force if you need assistance to attend a peacemaking educational event.

The Peacemaking Banner is now at Christ Church Presbyterian, Cedar Rapids, and can visit your church too. This quilt of a covered bridge symbolizing our bridge-building calling and celebrating Christ as our Peace was made with the help of many churches by former task force member and quilt artist Susan Barnes to honor the 30th anniversary of the Peacemaking Program, many years ago. Since then it has been a beautiful visual witness for peace. Welcome it to your church for a first or second time by letting Lisa Ross Thedens (Irossthedens@gmail.com) know of your interest.

The Peacemaking Task Force welcomes all those interested in Compassion, Peace and Justice; members serve at will and need not be elders. To attend our next zoom meeting, Nov. 4 at 3:30 pm, contact Lisa (Irossthedens@gmail.com).

Respectfully submitted,

Lisa Ross Thedens, Peacemaking Task Force co-moderator

REPORT OF COMMISSIONERS TO GENERAL ASSEMBLY
203rd Stated Meeting of the Presbytery of East Iowa

September 15, 2022

Thank you for the opportunity to serve as a commissioner to General Assembly which was held in Louisville and at home! Having attended two other GAs, I can say this year's experience was unique among them.

I was assigned to the Bills and Overtures Committee, a committee whose work is primarily to ensure the good flow of committee work and plenary sessions. Committee meetings were held in Louisville, staggered over a two + week period. Because the GA needed a quorum present to authorize electronic meetings, Bills and Overtures, was one of the committees present in Louisville for the Opening GA plenary sessions. It was a joy to gather with a 1/3rd of the commissioners, in a bit more intimate gathering than would normally be the case at any other GA.

Between my time in Louisville and the last week of plenaries, I observed the work of the Environmental Justice Committee, from the comfort of my basement. It was interesting to watch, as an observer, the work of a committee. Though I did not always have a full picture of what was transpiring in the "room where it happens," it was clear there was a willingness and desire to discern the work of the Spirit in committee deliberations.

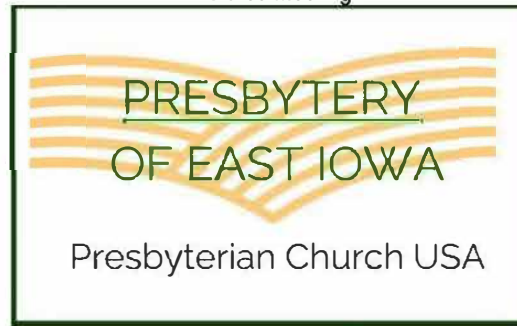
GA Plenaries, from home, presented some unique challenges. It was weird to have these major votes but no ability to "celebrate" in a way one might experience in an in-person gathering. It was at times frustrating to figure out the electronic process. Many people felt 'left out' because it was sometimes difficult to get recognized on the floor. Some votes were revisited because of mishandled process.

The biggest challenge – even for an introvert like me – was the sense of isolation created by never running into colleagues for a meal, or to have a quick conversation, or to blow off a bit of steam over what just happened. In that regard it was a very lonely experience.

With all that said, it was clear the Spirit was at work in big ways. A highlight for me, was the approval of an overture apologizing for the sin of slavery followed by an incredibly powerful moment when white commissioners offered the apology while black commissioners and staff were encouraged to simply receive it. Other overtures I am especially proud of were related to Family Medical Leave, a statement on Gun Violence, an action to divest from six fossil fuel companies, and an overture to change the structure of the denominational offices.

Thank you again for the opportunity to represent East Iowa Presbytery as a Commissioner to this year's General Assembly.

Respectfully, Rev. Jim Bonewald



Compensation and Benefits Manual

Effective 1 January 2023

**Pastor Compensation
Pastor Benefits**

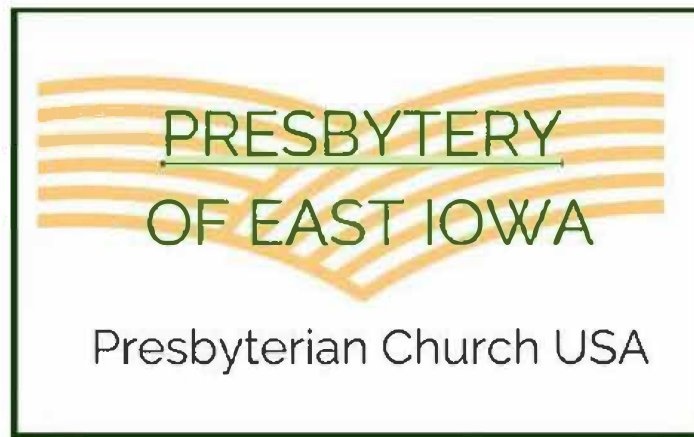
**Commissioned Ruling Elders
Compensation and Benefits**

Sabbatical Leave Policy

**Performance Reviews for Pastors and
Sessions**

Leadership Review Guidelines

Available online www.peia.org or by calling the Presbytery of East Iowa Office



Compensation and Benefits Manual

Introduction to the Manual

This manual covers the policies of the Presbytery of East Iowa regarding Pastor Compensation, Pastor Benefits, Commissioned Ruling Elder (also referred to as CRE in this manual) and Ruling Elders serving as Temporary Pastors Compensation and Benefits, Sabbatical Leave Policy and Leadership Review Guidelines. Each policy is contained in a separate section of this manual.

The policies relate directly to the agreements and terms of call between churches, presbytery and pastors, co-pastors, pastors in yoked churches, associate pastors, interim pastors, and part-time pastors who are serving in churches of the Presbytery of East Iowa, and Ruling Elders who are commissioned to serve in specific churches or other validated ministries in our Presbytery or Candidates serving churches in a Temporary Pastoral Relationship.

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PASTOR COMPENSATION POLICY FOR PRESBYTERY OF EAST IOWA

Adopted Effective 1 January 2023

Introduction

This section of the Manual presents the Pastor Compensation Policy for the Presbytery of East Iowa. It is designed to be used to determine the initial compensation and subsequent adjustments to the compensation for pastors, copastors, pastors in yoked churches, associate pastors, intentional interim pastors, temporary pastors and part-time pastors who are serving in churches of the Presbytery of East Iowa. The term pastor, as used in this section of the Manual, is meant to include Minister of Word and Sacraments (also referred to as MWS in this manual) serving in each of the above designations. The term Compensation as used in this Pastor Compensation Policy is defined on page 6 of this section of the Manual. The Presbytery's policy regarding pastor benefits is contained in the second section of this Manual.

Basic Principles of the Pastor Compensation Policy

The Presbytery of East Iowa Compensation Handbook was adapted from the Presbyterian Church U.S.A. Churchwide Compensation Policy Guidelines (200th General Assembly, 1988).” The Pastor Compensation Policy is based on principles promulgated in the Compensation Handbook.

The first two principles of compensation listed in the Compensation Handbook demonstrate the importance of adequate compensation to pastors and of employing an effective system to deliver the compensation equitably. These two principles are quoted below:

- (1) *Effective, competent staffing throughout the church is essential to the fulfillment of its mission, and adequate compensation is necessary to the attainment and maintenance of such staff.*
- (2) *The system of compensation should be fair to all...*

There are three additional principles enumerated in the Compensation Handbook that form the very basis of the Pastor Compensation Policy. The first principle is that the amount of pay should be based on the content of pastoral positions. The Compensation Handbook expresses the principle as follows:

Compensation for a position should be based on the nature, purpose, scope and responsibility of the position; the experience, knowledge, and skill required; the challenge of the work to be done and its impact on the effectiveness with which the church achieves its mission. In a shorter set of

words, the pay should be based on the content of the job.

The second two principles deal with adjustments in the pastor's pay. These principles state that adjustments should include a cost-of-living component and pay for performance. Listed below are four quotes from the Compensation Handbook that express these two principles:

...adjustments [to Compensation] involve two levels. The first level is annual cost-of-living adjustments. Pastors, like other employees, should have annual cost-of-living adjustments reflecting the increased costs in the North Central Region of the country. The designation of North Central Region was changed by the Labor Department in 1998 to the Midwest Region.

The second level is meritorious adjustments that 'raise' compensation above the cost-of-living adjustment. These adjustments are given for work well done...they are raises obviously related to an objective assessment of a pastor's work.

Salary changes should be based on an annual performance review done in the context of the Session's Leadership Review.

Increases related to good performance provide opportunity for financial recognition to employees over their career.

The Compensation Handbook makes it clear that the cost-of-living adjustments are meant to be separate from any adjustments that result from the annual leadership reviews, sometimes referred to as annual performance reviews.

These are the principles upon which the Pastor Compensation Policy is based.

Pastor Compensation Policy

The Pastor Compensation Policy consists of several elements. This Manual reviews each of them. They include the criteria for measuring the terms of the pastoral job, the salary, and who is covered by the policy.

Definition of Compensation

The word Compensation as used in this Policy is defined to include:

- Annual cash salary,
- Housing allowance for those pastors who do not have free use of a manse,
- Deferred compensation,
- Bonuses, unvouchered allowances, gifts from the employer,
- Other allowances to include medical deductibles, the entire amount of SECA(Self Employed Contribution Act) and Medicare allowance paid to the pastor by the church, etc., and;
- When a manse is provided by the church to the pastor, the Fair Rental Value of the manse as approved by the session and/or the congregation in consultation with the Commission on Ministry, and any utility and furnishing

allowance provided by the church.

Compensation does not include:

- Continuing education,
- Auto expense when (a) vouchered at an amount not in excess of the IRS mileage rate, or (b) when related to a church-owned car with full expenses,
- Business and professional expenses,
- Group plan for medical deductible, coinsurance and dental premiums,
- Other vouchered allowances,
- Board of Pensions premiums for pension, medical, life and disability benefits.

Minimum Effective Salary

Minister of Word and Sacrament (fully called and installed)	\$51,610
Commissioned Ruling Elder & Temporary Pastors	\$36,126

The Presbytery-approved minimum salaries are as follows:

Cost-of-Living Adjustment

The Presbytery will normally recommend that pastors receive an annual salary adjustment to keep them even with cost-of-living increases. It is important to remember that if a church does not provide a pastor a cost-of-living increase in years when living costs go up, that pastor’s buying power will be reduced.

Performance Increases

The Pastor Compensation Policy also focuses on performance. Presbytery policy calls for performance reviews to be conducted annually with each pastor. That review is an opportunity for the session, and/or its appointed committee, to discuss the performance of the pastor(s) in its church. This can best be accomplished with each pastor if performance is measured in relation to previously agreed upon expectations and/or goals.

Performance should be reflected in the pay increase given to the pastor. If the pastor is paid a certain percentage above the Presbytery-approved minimum salary, that percentage should be consulted as a baseline from which to determine whether, based on his or her performance, that percentage above the Presbytery-approved minimum salary ought to be maintained, increased, or decreased. There should be a verbal and written review of performance with all pastors within each church accompanied by a discussion of both goals and expectations for the coming year as well as their salary adjustment.

Bonuses

Some churches may wish to provide their pastor with a bonus in lieu of or in addition to an increase in salary. This may be done on the authority of the session. This may be accomplished either by a direct payment from the church or by collecting donations from the congregation and forwarding the proceeds to the pastor. In either case the resulting bonus is taxable to the pastor (including SECA

Page 43 of 61 and Medicare) and should be reported on the pastor's W2 form.

The bonus is considered an addition to Effective Salary and is reportable to the Board of Pensions. It is also considered an addition to salary by the Presbytery and must be reported on the annual form on Changes in the Terms of Call. This form is a convenient way of collecting the information, however, the bonus is not considered to be a change in the terms of call and does not require approval by the congregation as a change in the terms of call would.

In some cases, individual members of the congregation may gift money, or other valuables, to the pastor without involving the church. In this case the amount gifted may not be filed as a charitable donation on the member's tax return and payment of taxes, SECA and Medicare is the sole responsibility of the pastor.

Application of the Policy

The Policy should be applied to pastors as follows:

- *Heads-of-Staff and Churches with a Single Pastor:* The Presbytery-approved minimum salary should be used as a baseline to determine the appropriate compensation for the pastor.
- *Yoked Churches:* In the case of a pastor responsible for more than one church, the Presbytery-approved minimum salary must be met by the number of hours contracted to serve at each church.
- *Co-Pastors:* In cases where two or more pastors are serving a church as co-pastors, the Presbytery-approved minimum salary should be used to determine the appropriate amount for each co-pastor. In such cases each co-pastor may be full-time or part-time, depending on the number of hours required to fulfill their requirements of the position.
- *Associate Pastors:* Associate pastors have a number of varied responsibilities within our presbytery. The relationship between the size of the associate pastors' job and the size of the head-of-staff job is not necessarily the same from one church to the next. Each church with associate pastors should analyze the job performed by its associate pastor(s) in relationship to the level of its head-of-staff and assign an appropriate amount of compensation accordingly. That amount should not be below the Presbytery-approved minimum salary, however.
- *Intentional Interim Pastors:* The Presbytery-approved minimum salary should be used to determine compensation for an interim pastor, and salary adjustments after the first year should be based on changes in the Presbytery minimum, normally made effective each January 1, and performance, if not otherwise stipulated in the interim contract. The beginning salary will probably be the result of negotiation between the church and the prospective applicant. It is anticipated that applicants for interim

positions will be experienced and qualified pastors. It is also anticipated that in the foreseeable future there will be more positions available than applicants to fill them. Based on these two assumptions, it would be reasonable for the starting effective salary to be closer to the minimum effective salary for a fully called and installed Minister of Word and Sacrament. The initial effective salary may vary, however, depending on how well qualified the applicant actually is to function as an interim pastor in the particular church and the current availability of qualified candidates. The ability of the church to pay must be strongly considered in making any offer during negotiations.

- *Part-Time Positions:* Some pastoral positions have been classified as being part-time. In such cases the level of the position should be determined as if it were a full-time position and the salary adjusted for the actual percentage of time the pastor is expected to work.
- *Pastors Paid on an Hourly Basis:* See the policy titled “Pastors Paid on an Hourly Basis” on the following page.

Part-Time Defined

Part-time calls should be for only one of the following percentages of a full-time call based on a 40-hour work week:

Percent of Full-Time Call	25%	37.5%	50%	62.5%	75%	87.5%
Number of Hours	10	15	20	25	30	35

Presbytery’s Commission on Ministry should be consulted in cases where some other percentage of a full-time call would be preferred.

Policy for Paying Pastors by the Hour

- **Conditions under which a church may pay a pastor by the hour**

Churches and pastors may agree that the pastor will be paid on an hourly basis under the following conditions:

1. The position is a part-time position equaling 15 hours or less.
2. The position is not one that is mandated for Board of Pensions dues.
3. No housing allowance is involved in the contract.
4. The method of time keeping is agreed on by the pastor, Session, and COM
5. All minimum reimbursable amounts for mileage, continuing education, and professional reimbursement apply.

- **How to calculate the hourly rate**

The minimum hourly rate shall be no less than the minimum salary as determined by the Presbytery divided by 40 hours per week. The hourly rate paid to the pastor above that minimum will be as negotiated between the

parties and approved by the Commission on Ministry.

Cost of living and performance increases will be calculated by applying the percentage of the increase by the hourly rate in effect at the time of the increase.

The compensation policies presented in the Compensation and Benefits Manual apply to churches that pay their pastors by the hour the same as if they paid a salary.

A pastor engaged in the ministry of a church is not subject to the Fair Labor Standards Act.

- **Time Off**

A pastor paid by the hour will be paid only for hours actually worked and will not be paid for time off, including vacation, unless paid time off is negotiated between the pastor and the session and approved by COM. If time off is negotiated, such agreement will include how the payment will be calculated.

A Parting Word

The success of each local church depends on the quality, dynamics, and focus of the partnership of lay volunteers and pastors. Adequate and equitable compensation is essential to attracting and retaining competent, dedicated individuals to assure the quality of the professional members of the team. Properly utilized, the Pastor Compensation Policy can substantially increase each church's ability to attract and retain the right pastor(s) for the team.

A clear set of agreed upon expectations for performance for all members of the team is essential to pointing the direction for the church and meeting its objectives. The Presbytery's Commission on Ministry stands ready to work with individual churches to implement and administer the Pastor Compensation Policy; to aid in the process of developing clear expectations for all members of the partnership, along with the church as a whole; and the process of conducting the Annual Leadership Review.

PASTOR BENEFITS POLICY FOR PRESBYTERY OF EAST IOWA

Adopted Effective 1 January 2023

Benefits constitute a large percentage of the total remuneration of a pastor and are, therefore, vitally important in the relationship between a pastor and the congregation. This section presents the Pastor Benefits Policy of East Iowa Presbytery.

The policy of the presbytery is that pastors with a full-time call shall receive benefits equal to, or greater than, the amounts listed below. The value of the benefits will be prorated for pastors with a part-time call of 20 hours per week or more, unless otherwise specified. The elapsed time off for vacation, study leave, maternity leave and paternity leave is as stated below and is the same regardless of whether the pastor is full-time or part-time.

- Four weeks' vacation. It is the policy of the Presbytery of East Iowa that vacation time be given in 1-week increments. That is, a minimum of 4 periods of paid time off consisting of 7 consecutive days off each vacation week. The number of Sundays taken off as vacation should equal the number of vacation weeks in the pastor's terms of call.
- Two weeks study leave. The policy for study leave is similar to vacation time: It is to be given in 1-week increments. Refer to the vacation policy for clarification.
- Six weeks maternity or paternity leave.
- Mileage driven by the pastor, using his or her own automobile and related to the ministry of the church, will be reimbursed at the IRS allowable rate in effect at the time the mileage is driven.
- Reimburse Continuing Education at a minimum amount of \$1,000 for pastors with a percentage of full-time service in their call or contract of between 50% and 100%. This minimum may be prorated in relation to the percentage of full-time service if the percentage is below 50%.
- Reimburse professional expenses (including books, periodicals, meals, dues, parking and other expenses incurred in carrying out pastoral ministry) at a minimum amount of \$500. This minimum may be prorated in relation to the percentage of full-time service if the percentage is below 50%.
- If the total remuneration for a pastor includes the free use of a manse, the church is strongly encouraged to pay a minimum of \$1,200 per year, on a monthly basis, into a 403(b) plan for the pastor administered by the Board of Pensions, or some other institution agreeable to the church and the

pastor. The purpose of this payment is to provide the pastor with a mechanism for accruing a portion of the value he or she could have accrued in equity through purchasing a home.

- Churches are also strongly encouraged to include the Sabbatical Leave Policy, as presented elsewhere in this manual, in the pastor's terms of call.

All Minister of Word and Sacraments in called and installed positions shall receive, regardless of the number of hours contracted to serve, benefits as members in "The Benefit Plan of the Presbyterian Church (U.S.A.)" under the Pastor's Participation coverage. Dues are a percentage of effective salary. The church is responsible for the entire payment of the dues. The four core benefit plans in "The Benefit Plan of the Presbyterian Church (U.S.A.)" and dues for each as a percent of effective salary for 2023 are as follows: Pensions 8.5%; Death and Disability 1%; Temporary Disability 0.5%; and Medical 27% for a total of 37% of Effective Salary. The total is subject to a minimum amount. All eligible family members are automatically covered under the Medical Plan.

Minister of Word and Sacraments Other Than Called and Installed, Contracted 20 hours per Week or More are eligible to participate in either "The Benefit Plan of the Presbyterian Church (U.S.A.)" in the same way as Minister of Word and Sacraments in called and installed positions as stated above, or they may elect coverage in one or more of the individual benefit categories offered by the Board of Pensions: retirement, financial protection, and health benefits. When a pastor participates in a Minister's Choice package, the church is required to renegotiate benefits in the event of a major family event (for instance, if the pastor or their family loses medical benefits from their spouse mid-year).

CREs commissioned with a contract of 20 hours per week or more are not eligible for the "Pastor's Participation Package" of the Board of Pensions, but may receive the same benefits by selecting from the available options.

The Session and the MWS or CRE may agree that the MWS or CRE will not be covered by any benefits through the Board of Pensions.

The decision among the above options is negotiable between the church Session and the MWS or CRE. These options are detailed below:

- If the decision is to cover the Minister of Word and Sacrament under the Pastor's Participation Package in "The Benefit Plan of the Presbyterian Church (U.S.A.)" the administration will be the same as for a called and installed pastors. The dues will be a percent of effective salary paid entirely by the church with no cost-sharing with the Minister of Word and Sacrament, and all eligible family members will be automatically covered under the Medical Plan.
- Alternatively, the Minister of Word and Sacrament/CRE and the Session may

agree that the Minister of Word and Sacrament/CRE will be covered under one or more of the core benefits in the benefit options without the requirement that they be covered by any of the other options. These core benefits are Pension, Death and Disability, Temporary Disability, and Medical.

If the Death and Disability option is chosen as a standalone product from the Menu of Options without the Pension Benefit, the dues are 2.5% of effective salary; if the Death and Disability option is chosen with the Pension Benefit, dues are 1%. Dues for Pension whether as a standalone or combined with Death and Disability are 8.5%. Both of these core benefits are payable by the church with no cost-sharing with the pastor.

If the Medical Plan is selected there are four options available for coverage: 1) member only, 2) member plus spouse, 3) member plus children, or 4) member plus family. The church must contribute a minimum of 50% of dues for the coverage options agreed upon, with the cost of dues priced by the Board for the individual church based on its location and the age of the Minister of Word and Sacrament/CRE. The church may contribute more than this minimum.

In all cases the dues for the benefit Plans from the Menu of Options will be paid to the Board of Pensions by the church and the Minister of Word and Sacrament/CRE's agreed upon share for Medical dues, if any, will be paid to the church through a pre-tax reduction of the Minister of Word and Sacrament's/CRE's salary.

- The third option is that the Session and the Minister of Word and Sacrament/CRE agree that no benefits will be provided.

If it is agreed that the temporary pastor or intentional interim pastor or CRE will not receive health care benefits from the Board of Pensions, the Presbytery strongly encourages the individual to obtain coverage from another source, such as the health care policy of the spouse's employer.

Minister of Word and Sacraments Other Than Called and Installed Contracted Less Than 20 hours/Week

Minister of Word and Sacraments serving as temporary pastors or intentional interim pastors with a contract of less than 20 hours per week are not eligible for coverage under the Pension Plan or the Death and Disability Plans, however, they are eligible for Medical coverage under the Menu of Options pricing.

In such cases the pastor and church may negotiate that the pastor will be covered by the Medical Plan, under one of the four options available for coverage: 1) member only, 2) member plus spouse, 3) member plus children, or 4) member plus family. The cost of the dues for the benefits the pastor is to receive may be paid entirely by the church or may be shared between the pastor and the church with the church paying a minimum of 50% of the cost, with the cost of dues priced by the Board for the individual church based on its location and the age of the Minister of Word and Sacrament. The church may contribute more than this minimum. The

Medical dues will be paid to the Board of Pensions by the church and the Minister of Word and Sacrament's agreed upon share of the Medical dues, if any, will be paid to the church through a pre-tax reduction of the Minister of Word and Sacrament's salary.

CREs commissioned with a contract of less than 20 hours per week are not eligible for any of the four benefits under the Menu of Options. The Presbytery strongly encourages the CREs to obtain coverage, especially medical, from another source, such as the health care policy of the spouse's employer.

If it is agreed that the temporary pastor or intentional interim pastor will not receive health care benefits from the Board of Pensions, the Presbytery strongly encourages the pastor to obtain coverage from another source, such as the health care policy of the spouse's employer.

Other Optional Benefits

Regardless of the above paragraphs, all Minister of Word and Sacraments and CREs will be offered other optional benefits provided by the Board of Pensions, including Dental, Group Life Coverage, and the Retirement Savings Plan. These will be offered to Minister of Word and Sacraments or CREs, with no requirement that the church contribute towards these optional benefits, although a church may choose to do so.

COMPENSATION & BENEFITS POLICY FOR COMMISSIONED RULING ELDERS AND CANDIDATES SERVING IN A TEMPORARY PASTORAL RELATIONSHIP FOR THE PRESBYTERY OF EAST IOWA

Introduction

This section of the Manual covers compensation and benefits for Commissioned Ruling Elders, herein after also referred to as CREs, and Candidates Serving in a Temporary Pastoral Relationship, herein after also referred to as Temporary Pastors.

The Presbytery of East Iowa implemented a Commissioned Ruling Elders Policy and Process Guide to prepare Ruling Elders for pastoral responsibilities. This section of the manual presents the presbytery compensation and benefits policies for Commissioned Ruling Elders.

In addition to CREs, this section also relates to Candidates serving Temporary Pastoral Relationships. Minister of Word and Sacraments serving in Temporary Pastoral Relationships are covered in the sections titled *Pastor Compensation* and *Pastor Benefits*.

Compensation Policy for Commissioned Ruling Elders and Temporary Pastors

The policies published in the section of this manual titled *Pastor Compensation Policy*, apply to CREs and Temporary Pastors, except that the compensation applicable to CREs and Temporary Pastors is 70% of the compensation minimum applicable to Minister of Word and Sacraments. This recognizes that Commissioned Ruling Elders are only commissioned for 3-year periods and Candidates are contracted as Temporary Pastors for only one year at a time, their educational experience is less extensive and more practically centered than that of a "career pastor," and the vast majority of positions for Commissioned Ruling Elders and Temporary Pastors are part-time. The focus is upon equitable compensation for the ministry provided.

The elements of the Compensation Policy for Commissioned Ruling Elders and Temporary Pastors follow:

- Compensation of a Commissioned Ruling Elder and a Temporary Pastor is based on the Presbytery-approved minimum salary, as defined in the *Pastor Compensation Policy*.
- Each Commissioned Ruling Elder and Temporary Pastor is compensated at a "full time equivalent rate", equal to 70% of the Presbytery-approved minimum for a fully called and installed Minister of Word and Sacrament. The actual compensation paid is then adjusted by the percentage of full-time

service to be provided by the CRE or Temporary Pastor.

- It is anticipated that a manse will not normally be a part of the compensation of a Commissioned Ruling Elder or a Temporary Pastor. These elements of compensation may be negotiated between the church and the CRE or Temporary Pastor, but in so doing, the policies applicable to a Minister of Word and Sacrament will be applicable to a CRE and a Temporary Pastor.
- Other features of the *Pastor Compensation Policy*, such as, annual reviews and annual adjustments in compensation commensurate with the change in the cost-of-living and performance, are applicable to Commissioned Ruling Elders and Temporary Pastors.

Benefits Policy for Commissioned Ruling Elders and Temporary Pastors

The elements of the benefits policy for Commissioned Ruling Elders and Temporary Pastors follow:

- Four weeks' vacation. It is the policy of the Presbytery of East Iowa that vacation time be given in 1-week increments. That is, a minimum of 4 periods of paid time off consisting of 7 consecutive days off each vacation week. The number of Sundays taken off as vacation should equal the number of vacation weeks in the pastor's terms of call.
- Two weeks study leave. The policy for study leave is similar to vacation time: It is to be given in 1-week increments. Refer to the vacation policy for clarification.
- Six weeks maternity or paternity leave
- Mileage driven by the CRE or Temporary Pastor, using his or her own automobile and related to the ministry of the church, will be reimbursed at the IRS allowable rate in effect at the time the mileage is driven.
- Professional expense and continuing education reimbursements for a CRE or Temporary Pastor are governed under the same policy and will be at the same minimum amounts allowed under the Pastor Benefits Policy for Minister of Word and Sacraments found in the preceding section of this manual.
- It is anticipated that most Commissioned Ruling Elders and Temporary Pastors will be eligible for retirement and medical plans through their spouses and/or their own secular employers. These elements of a benefit plan are, therefore, not mandated for CREs or Temporary Pastors in this policy. There may be cases, however, where there is a need for such benefits, in which case they may be negotiated between the church and the Commissioned Ruling Elder or Temporary Pastor. It should be noted that participation in the Retirement Savings Plan carries no cost to the church, so

any CRE or Temporary Pastor shall be given the option to establish a 403b(9) through the Board of Pension's national church plan.

- Any additional compensation and/or benefits, such as for SECA and Medicare reimbursement or deferred compensation, will be negotiated on a case-by-case basis, using the same guidelines as have been approved for Minister of Word and Sacraments.

Leadership Reviews

The elements of the Leadership Review Guidelines, found in the following section of this manual, apply to Commissioned Ruling Elders and Temporary Pastors just as they do to pastors.

Policy on Pastoral Sabbatical Leave (2016)

Adopted Effective 9 October 2009

Revised 1 January 2013

Revised 1 January 2016

Rationale for Sabbatical Leave

Sabbatical Leave is an extension of the Biblical concept of a Sabbath day and a Sabbath year for renewal and education. It is both an act of faith that God will sustain us through a period of reflection and changed activity and an occasion for recovery and renewal of vital energies.

In this context, Sabbatical Leave for Minister of Word and Sacraments (ministers) is a planned time of intensive enhancement for ministry and mission. Sabbatical Leave follows precedents in the academic community and among a growing number of private sector groups. This "extended time" is qualitatively different from "vacation" or "days off" in that it provides an opportunity for the individual to strategically disengage from regular and normal tasks so that ministry and mission may be viewed from a new perspective because of a planned time of specific focus and opportunity for learning.

Definitions

In this document the phrase "Minister of Word and Sacrament" and the word "pastor" and the word "minister" are meant to include full-time Minister of Word and Sacraments who serve as pastors and associate pastors to a church, and other Minister of Word and Sacraments who are serving in fulltime positions of validated ministry. The word "Session" is meant to include governing bodies in churches that are called by other names such as "parish council" or "parish board." The word "Session" is also meant to include other governing bodies and judicatories that have the same relationship to a person serving in other validated ministries as a session has to a pastor.

Presbytery Policy

The Presbytery of East Iowa affirms as its own practice and recommends to the sessions of churches within its bounds that all full-time Minister of Word and Sacraments who have served in their present positions for six (6) continuous years receive a compensated Sabbatical Leave. The recommended length of the Sabbatical Leave is at least four (4) weeks and normally not to exceed twelve (12) weeks. It is recommended that this Sabbatical Leave be built into the Call Process for both pastors currently serving churches in the presbytery as well as new pastors coming into the presbytery. This can be accomplished by stating in the call or

contract that the session will grant the minister a sabbatical leave in accordance with the provision of the presbytery policy on sabbaticals titled, "Sabbatical Leave Policy for East Iowa Presbytery and Congregations within its Bounds." Upon completion of the Sabbatical Leave, the incumbent minister would normally continue serving the same congregation for a period of at least one year following the completion of the Sabbatical Leave plus accrued vacation time. Specific approval must be given by the session and MCC if the individual does not wish to abide by this requirement. In addition, congregations may limit Sabbatical Leave to one staff person per year, in multiple staff situations. Additional time may be negotiated by combining the sabbatical period with accrued study leave and/or unused vacation. There may be situations where it would be appropriate to grant a Sabbatical Leave to a minister who has less than (6) years of continuous service.

Sessions may wish to extend the provisions of this policy to other full-time professionals who are required to have special education and skills for their positions in the church, such as Commissioned Ruling Elders, Certified Christian Educators and Directors of Music.

Policy Rationale

A sabbatical will enable the minister to be renewed through the vital pursuit of continuing education, extended time spent in spiritual formation, and fresh mentoring by respected teachers. A sabbatical enables a minister to return to the responsibilities of the parish with new energy, spiritual vision and effectiveness.

Planning for Sabbatical Leave

Eligibility and Approval Process

To be eligible for a Sabbatical Leave, the minister shall present, in writing, to the church session for their approval, a program (the "Proposal") of activity for the Sabbatical Leave and the Sabbatical timetable at least six (6) months prior to the proposed beginning of the Sabbatical Leave. This program of activity and meditation shall include a detailed description of the Proposal, the goals to be achieved and the expected end-product(s), together with a personal statement as to why this Sabbatical Leave would be valuable for both the minister and the church. The Proposal should also contain a statement that the Sabbatical will be taken in accordance with the provisions of this policy titled, "Policy on Pastoral Sabbatical Leave (2016)"

Prior to final approval by the Session, the Proposal and timetable shall be forwarded to MCC for review and recommendation. Included in this Proposal will be the church's plan for ministerial services during the period of the Sabbatical Leave.

At the completion of the Sabbatical Leave, the minister should present to the next regular meeting of the church Session, a written report of activities and findings. A copy

of this report also will be sent to the MCC immediately following the Session meeting when it is presented.

Funding

The employing church will continue the minister's salaries, pension, major medical, disability and death benefits, book allowance, vacation and, at the direction of the Session, auto and continuing education allowances at the same amount as those in effect at the time of the Sabbatical Leave.

The employing church will also contract for substitute ministerial services during the period of the Sabbatical Leave. Although, on the face of it, the Sabbatical Leave may seem like yet another financial burden for the local congregation to bear, it is crucial for Sessions and congregations to recognize the long-term benefits they as a church will reap from granting Sabbaticals. For example, ministers who have the opportunity to examine issues of professional growth and development as ministers within an existing position are more likely to stay more years in a particular call.

The sabbatical provision conveys a sense of support and caring on the part of the calling church. It also offers an incentive to ministers to commit to and think in terms of longer years of service in a particular church.

Clergy, and sessions, are encouraged to set aside funds each year so that resources will be available during the time of Sabbatical Leave. In this regard pastors and sessions may wish to consider providing in the terms of call or contract that pastors may accumulate Continuing Education money over more than one year to help defer expenses of a Sabbatical. Those churches that would have financial problems in providing for the Sabbatical Leave may consult with the Presbytery. In addition, those churches that cannot secure Ruling Elder leadership within their own congregations might consider using Ruling Elders who have graduated from the commission lay pastor curriculum or Minister of Word and Sacraments serving as Associate Pastors who might be willing to preach one Sunday without honorarium, etc.

NOTE: The Louisville Institute, a Lilly Endowment Program housed at Louisville Seminary, provides study grants for ministerial leaders. Also, the Board of Pensions has a financial aid program for pastors titled "The Assistance Program – Sabbath Sabbatical Support Grant" available for those who qualify. Information on the program is on the Board of Pensions Web site, www.pensions.org.

Return to Regular Service

Upon return to regular service, it is strongly suggested that the minister share with the entire congregation or other appropriate parties the details of the leave as well as reflections on its value and benefit. The return process provides a great opportunity to reflect upon the benefits that resulted from the Sabbatical Leave.

Expected benefits may include:

- Discovering the strength of lay leadership heretofore under-utilized.
- Discerning new understandings of the concepts of mission between clergy and congregation.
- Reaffirming the call to ministry on part of minister and congregation with both being reinvigorated and rededicated to the work of God's people.

The ideal result would be for the congregation to see this period of time not just as the individual's Sabbatical Leave but also as the congregation's Sabbath Leave.

Summary of Responsibilities

Ministers and Congregations Commission (MCC) Responsibilities

1. Review the Sabbatical timetable and Proposal as submitted by the minister and provide appropriate feedback to the Session and minister.
2. Serve as mediator in any concerns of session, or minister relative to the Sabbatical.
3. Determine who will moderate the Session in the minister's absence.
4. Assist with identifying pastoral and pulpit coverage.

Minister Responsibilities

1. Present the Sabbatical Proposal to the Session in the detail specified under the above section titled, "Eligibility and Approval Process" a minimum of six months before the intended commencement of the sabbatical. There may be circumstances when a shorter period would be permissible. However, there should always be sufficient time for full consideration of the proposal.
2. Secure the approval of the Session for the Sabbatical Proposal and work out the necessary coverage of ministerial and pulpit responsibilities.
3. Assure the Session of continued service to the church for at least one full year from the conclusion of the Sabbatical.
4. Bring up to date all pending responsibilities as determined in consultation with the Session before departing on a Sabbatical.
5. Submit to MCC in writing the Sabbatical Proposal and timetable.
6. Upon return, present a written and verbal report on the results of the Sabbatical Leave in relation to knowledge acquired, agreed upon goals and renewal to the Session and a written report to the MCC. This should

be accomplished within the first month after return.

Session Responsibilities

1. Receive for approval the minister's Proposal for a Sabbatical, at least six (6) months in advance of the intended commencement of the Sabbatical. Any action on the Proposal should refer specifically to the Proposal and recorded in the Session minutes. The resolution should also state that the Sabbatical will be taken in accordance with the provisions of this policy titled, "Sabbatical Leave Policy for East Iowa Presbytery and Congregations within Its Bounds." There may be circumstances when a shorter period would be permissible. However, there should always be sufficient time for full consideration of the Proposal.
2. Continue terms of call commitments to the minister during Sabbatical Leave.
3. Communicate to the congregation the importance and values to the church of a Sabbatical.
4. Request a written overview of the Sabbatical from the minister upon return.

Additional Responsibilities/Information

If agreed upon by Session and the minister, the Sabbatical might be combined with study leave for extended graduate study.

Performance Reviews for Pastors and Sessions

First Effective 24 January 2012

Revised 1 January 2015

The Presbytery advocates that sessions critically review the performance of the pastor and the session as separate entities as well as their work done together as a team. Further, the Validated Ministry Policy of the Presbytery of East Iowa (approved June 9, 2015) requires that each validated ministry within the Presbytery "be carried out in accountability for its character and conduct and is answerable to the MCC on behalf of the Presbytery for agreed upon end results or activities with a face to face review of the ministry on a yearly basis." Churches do not all function in the same way, so an appraisal system that works well for one may not be as effective for another.

The models presented below range in detail and complexity, but they are most effective when they are structured to fit the size, staffing model, church culture and administrative style of the pastor, session and church staff. In all cases they should be accompanied by a face to face meeting between the appraiser and the pastor, session or committees being appraised. This meeting should be used to further clarify each element of the written appraisal and to encourage discussion among all parties. Also, in each case the person being appraised may be asked to complete a written self-appraisal to be considered along with the appraisal models presented below. Each of the models would work best with a form customized to the particular church. A form is attached below.

- Churches and sessions should develop written mutual goals and expectations agreed upon between the session and pastor(s). Such a process should occur as close to the beginning of each calendar year as possible. These documents may include a simple listing of goals for the pastor, goals for the session, and goals shared mutually by the pastor and the session. The appraisal process would then include a listing of each goal agreed to with concrete expectations for measurable results. This approach provides the pastor and session with a clear understanding of what is expected during the year and a basis for appraising actual outcomes against expectations.
- A second approach involves appraising performance against each element of the position description. This process assumes that there is an up to date written position description for the pastor and a clear understanding of the role of the session as stated in the Book of Order, that the pastor and session share an agreed-upon understanding of these descriptions, and that each element is concretely defined. In this process, the appraisal would consist of listing each element of the description, followed by a narrative of how performance addressed each element, and with the option to include

whether such performance had exceeded, met or fallen below expectations. The advantage of this approach is that the elements to be appraised are already defined. The disadvantage is that many job descriptions are too general or ambiguous to serve as a realistic basis for measuring performance.

- Pastors and sessions are responsible for many elements of church life, but they don't all carry the same degree of priority or importance. Another more detailed approach involves defining the areas and concrete elements for which each party is responsible and then placing these in three or four categories of priority. Performance appraisals for the pastor and for the session can then consider each element, but the performance concerning top level priorities would count more than for lower level priorities. A point system can then be developed based on the performance ranking of each element and its priority. This system is especially effective when a detail, sophisticated appraisal is necessary, but it is too complex for most churches since it requires more processing and depends upon consistency over time, even if different folks are involved in the process from year to year.
- The appraisal process represented on the form below is the one most frequently employed by churches. It prompts the appraiser to state the agreed upon goals and appraise the performance of the pastor in achieving the results of each one. It also contains a number of questions that facilitate three levels of grading and specific commentary. The advantage of this model is that it makes clear that the setting of goals and expectations is essential and that there are elements in the performance of the pastor and session that go beyond achieving these goals. It also provides several specific questions upon which to base the performance appraisal.

Annual Pastor Review

Name of church _____

Name of person or committee conducting the review _____

Name of the pastor _____ Date _____

Prepared by (if different from above) _____

PERFORMANCE ON GOALS AND EXPECTATIONS

List or attach the mutual or reciprocal goals or expectations that were agreed upon at the beginning of, or during, the current year between the pastor and session. If necessary, use a separate sheet to list the goals/expectations, or attach the document containing these that was prepared earlier in the year.

Then summarize the accomplishment of or progress toward accomplishment of each goal/expectation and provide an overall ranking for each goal of (1) Exceeded Expectations, (2) Met Expectations or (3) Below Expectations along with comments to clarify the ranking.

ADDITIONAL PERFORMANCE FACTORS

Consider the necessary skills to fulfill the job responsibilities, including communication, follow-through, and working with others.

(1) Describe the strengths or skills of pastor to fulfill job responsibilities. Describe how the session is organized to fulfill its responsibilities and how well it has done so.

(2) Describe any noteworthy accomplishments of the pastor or session that has not already been noted above.

(3) With reference to the mutual expectations, describe any areas for improvements that should be communicated for the pastor's or session's consideration.

(4) Describe any significant areas of mission or ministry that the pastor and the session should focus on in the coming year



APPENDIX

Documents Submitted After the Deadline

REPORT OF MINISTERS AND CONGREGATIONS COMMISSION (MCC) **203rd Stated Meeting of the Presbytery of East Iowa**

Katrina Bergman | Bio

Katrina has spent the last 28 years in Minneapolis. While she has worked as a musician and teacher of music, she has also spent that time deeply involved in the church, learning to teach about the Bible and growing in her love for God and the church. While she felt a call to ministry in her early 20s, the church of her youth did not allow women to serve in leadership roles. It wasn't until 2011 that she began to lean into that part of God's call on her life, trusting that where God calls, God also provides and makes a way. And then she found PC(USA), and she found a home that embraced her, womanhood and all. The light of her life is Georgie, her German Shorthair Pointer. A pandemic pup that has brought much comfort and joy into her life. She is eagerly looking forward to embracing this new adventure.

Katrina Bergman | Statement of Faith

I believe that God is one. All that is has been created by God. Not only was it created by God, it is sustained, ruled, redeemed, and transformed by God. This God we know as Triune, God the Father, Jesus Christ the Son, and Holy Spirit, separate and yet of one essence and it is a divine mystery how that works.

I believe Jesus came to earth to redeem, liberate, and restore all of creation. He died, and by the power of the Holy Spirit was raised again, a first fruit of the New Life of God's kingdom now and to come. It is in Jesus that we have salvation. It is because of Jesus that we are invited into the mission of God in the world, of which Jesus was an example, and it is because of Jesus that we can approach the throne of God without fear, because he is our intermediary. Jesus, fully human and fully divine, did what we were powerless to do. The life of Jesus is our example, showing God's heart for creation.

I understand the Holy Spirit is our Comforter. It is my partner in prayer interpreting my heart where I have no words. Indeed, the Holy Spirit leads me to pray and do as I should. It is present in true worship and sacraments, uniting us to God. The Holy Spirit is present in our lives, leading us in the way of the mission of God, bringing wisdom, clarity, and insight. The Holy Spirit enables us to do what we are called to do, as the people of God.

The Sacraments of the church are Baptism and the Lord's Supper. When I observe these Sacraments, I am being faithful to the Scriptures. In my faithful obedience, I am celebrating Christ Jesus and proclaiming the message of Christ to the world. In my faithful observation, I am claimed and nourished by God, and participating in the divine mystery. My participation in the sacraments sustains my faith, is a means of grace, and bears witness to the world. The Sacraments are a part of the acts of worship of the church that unites us in a special way with

each other and Jesus Christ and the working of the Holy Spirit in and through them is a divine mystery.

The Church is meant to follow the mission of Jesus Christ, through the Holy Spirit, in preaching and truly hearing the Word of God, administering the sacraments, and bringing churchly discipline in accordance with the Bible. As a church community we invite all humanity to participate in the promised new creation that is found in Christ Jesus. Every person in the church has a role, a calling, a place in the body of the church. I believe the church is meant to be God's presence in the world and a foretaste of what the kingdom of God will be like when it is functioning in wholeness and cooperation with God.