



**Meeting Packet
for the 507th Stated Meeting
of the Presbytery of Des Moines**



February 11, 2017

***Hosted by
Windsor Presbyterian Church
Windsor Heights, Iowa***

A-3 – CONGREGATIONAL HEALTH TASK FORCE REPORT

February 11, 2017

The Congregational Health Task Force (CHTF) met January 10, 2017 at United Presbyterian Church, Newton. Members present: Marcy Campbell, Polk Davidson, Marcia McAdoo, Jan Scott, Susan Stroope, Pat Summers. We welcomed new member Kathy Smith, and received word that Adam Smith had requested to step down to continue working on his D.Min.

Others present: Jim Koopman (Interim Executive Presbyter), David Hamilton (Stated Clerk), and David Endriss (MOM), Lola Peters (Congregational Reconciliation Task Force), and Joyce Rash (Congregational Transition Task Force).

Topics discussed:

- Working jointly with CRTF and CTTF on a resource for congregations addressing conflict
- Establishing positive permanent liaison relationships with churches in the presbytery.
- Receiving conflict management tools from Jim Koopman
- Assigning liaisons to churches
- Determining when biennial visits are due

Task Force Liaisons & their churches:

TE Marcy Campbell (Perry, First)

Creston, First
Des Moines, First
Des Moines, Fort Des Moines
Hartford, Community United
Indianola, Trinity United
Newton, United
Carlisle, Scotch Ridge
Johnston, St. Paul

RE Marcia McAdoo (Ankeny)

Brooklyn, First
Dallas Center, First
Des Moines, Westminster
Grimes, First
Malcolm, First United

TE Jan Scott (West Des Moines, Covenant)

Adair, First
Atlantic, First United
Audubon, First
Dexter, First
Earlham, First
Greenfield, First
Guthrie Center, First
Ottumwa, First
Ottumwa, Westminster
Perry, First

TE Susan Stroope (Des Moines, Central)

Bedford, United
Corning, First
Diagonal, United
Lenox, United
Mount Ayr, United
Creston, Platte Center
Sharpsburg

RE Polk Davison (Des Moines, Westminster)

Clive, Heartland
Creston, First
Des Moines, Douglas Avenue
Indianola, Trinity United
Knoxville, First
West Des Moines, Covenant
Windsor, Windsor Heights

RE Kathy Smith (Des Moines, First)

Winterset, First United
Ankeny
Deep River, United
Gibson, First
Monroe
Oskaloosa, First
Sigourney, First

TE Pat Summers (HR)

Allerton, United
Centerville, First
Chariton, First
Grinnell, First
Leon, First
LeRoy, First
Lucas, First
Newton, First

TE Lynn Williams (HR)

Des Moines, Central
Des Moines, First Arabic
Des Moines, Highland Park
Des Moines, Park Avenue
Des Moines, Union Park

Expect to hear from your liaison in the next few weeks to connect with your pastor & session, and to schedule biennial visits.

Respectfully Submitted,

Marcy Campbell, moderator

revmac@mchsi.com

515-422-8938 (H)

515-418-1605 (M)

C – COMMITTEE ON PREPARATION FOR MINISTRY REPORT

February 11, 2017

The committee presents the following:

This document establishes the position of Parish Associate for First Presbyterian Church of Newton, Iowa and serves as contract between First Presbyterian Church and CRE Linda Curtis-Stolper, who is assuming the position of Parish Associate as of February 11, 2017. Commissioning by the Presbytery of Des Moines for the responsibilities set out below will be current for a period of three years from the date of commissioning (Feb. 11, 2017). Commissioning may be renewed if mutually agreeable.

Responsibilities to be fulfilled by the Parish Associate will include:

- assist with providing pastoral care as requested by the Teaching Elder, including visits to homes, hospitals, nursing facilities, and other settings
- serving as primary pulpit supply worship leader/preacher in the absence of the Teaching Elder
- officiating at the Lord's Table to serve Holy Communion if the Teaching Elder is unavailable for a worship service when Communion would normally be scheduled
- when circumstances require or upon consideration of a family request, assisting in organizing and conducting funerals and other worship services at the discretion of and invitation by Teaching Elder in accordance with the Book of Order (W-1.4005 and W-4.10003)
- other duties as assigned by the Teaching Elder

Responsibilities to be fulfilled by First Presbyterian Church will include:

- making names and contact information available for congregational members and friends to be contacted or visited
- providing advance notice of dates when pastoral duties or pulpit supply services will be needed due to absence of the Teaching Elder
- making services of the Administrative Associate and other church staff available for preparation of worship service materials
- paying the Parish Associate in the amount of \$100.00 for each worship service conducted and mileage, at the IRS accepted rate, for travel to pastoral visits outside of Newton city limits

The Parish Associate serves at the pleasure of the Session and Teaching Elder of First Presbyterian Church, Newton, answering to the Personnel Committee and the Teaching Elder. The position may be discontinued at any time by either party.

The document will be signed and dated by CRE Curtis-Stolper, TE Meghan Davis, and Clerk Toni Peska.

Respectfully Submitted,
TE Roger Todd, moderator

E – LEADERSHIP COUNCIL REPORT

February 11, 2017

The Council presents the following item of information to the presbytery:

- A priority in our work is the need to revise and update our current Manual of Operations, including the committee and task force descriptions. The necessity for clear descriptions of roles and responsibilities is and will continue to guide much of our work together in the council and with the Presbytery.
- The Leadership Council VOTED to ask that reports from committees and task forces to the Presbytery include the names of their members. This will help us better connect and recognize the people who are using their gifts to serve in different areas of our life together.
- We want the Presbytery to recognize the service provided by members rotating off our committees. We will formally recognize these individuals at this February Presbytery meeting and do so as a matter of habit at the last Presbytery meeting of each year, going forward.
- During this interim time, one of our most important jobs is to provide support for Jim Koopman as he does the difficult and important interim work that we have called him to do.
- Leadership Council continues to seek someone to fill the nominating committee vacancy, Class of 2019, for a RE female. Emphasis is to find someone from the SW, SE, or W portion of the Presbytery. We welcome suggestions and volunteers.
- We confess that we have not communicated well with the Presbytery, about the work we are striving to do in and for the Presbytery. This has led to misperceptions, misunderstanding and anger. We are sorry. We recognize that we need to do a better job of communicating with Presbytery. We hope that by becoming more transparent in our work we can begin mending relationships and increase trust with the members of our Presbytery.
- To better do the work of the Presbytery, and to better function as the Leadership Council was originally intended to function, members of the Leadership Council will serve as liaisons to each committee and task force of the Presbytery. Hopefully these relationships will help us begin the work of listening, improving communication, and being responsive to the needs of our Presbytery's committees and task forces, congregations, pastors, ruling elders, and members, as we move into our future together.
- To kickstart this effort, we will gather the committee and task force chairs for a half-day Presbytery Stakeholder Retreat on Saturday, March 4, 2017 at Trinity United Presbyterian Church in Indianola 9:30 a.m. - 12:45 p.m. Lunch will be provided.

The Council took the following actions since the last meeting of the Presbytery:

- We VOTED to concur with the Personnel Committee's recommendation that Compañeros, CROSS Ministries, and the First Arabic Presbyterian Worshiping Community be encouraged to discern if becoming independent organizations would be to their benefit. This is

necessitated by the complicated staffing relationships coming to light in the course of our interim work. We applaud and encourage Jim Koopman in his work with each of these groups and offer the full support of the council in this discernment and visioning work. We do not want to sever or diminish relationships with any of these groups and are hopeful that this work will help the ministries thrive.

The council recommends the following:

- That we accept the report of the East End Administrative Commission and that they be recognized and dismissed with thanks for a job well done.
- That we accept the report of the Cottage Grove Funds Committee and that they be recognized and dismissed with thanks for a job well done.
- That Presbytery approve Our Sister Parish (OSP) be separated from their current status as a task force of the Compassion, Peace and Justice Task Force and become an independent mission of the Presbytery with its relationship to the Presbytery to be defined by a Memorandum of Understanding between Presbytery and OSP which will be presented to Presbytery for approval when it has been written.

Respectfully Submitted,
Shamaine Chambers King, moderator

I – STATED CLERK REPORT**February 11, 2017**

The Presbytery has the following insurance coverage for 2017, arranged for us by the Lee Agency in Muscatine, Iowa. The Policy is a Master Policy with GuideOne Insurance Company with the following coverage:

Property	Each enrolled church and the Presbytery Office are covered by a specific amount
General Liability	\$3,000,000 General Aggregate Limit \$3,000,000 Products Aggregate \$1,000,000 Each Occurrence \$1,000,000 Personal Limit \$1,000,000 Rented Damage
Medical	\$5,000
Violent Incident Response	\$300,000 Aggregate Limit
Individual Counseling Expense	\$2,500 Each Person Limit
Medical Expenses	\$50,000 Each Person Limit
Individual Expenses	\$200,000 Individual Limit
Organizational Expenses	\$100,000 Aggregate Limit
Legal Expense Reimbursement	\$15,000 Each Incident Limit \$45,000 Aggregate Limit
Employee Benefits Liability	\$1,000,000 Each Employee Limit \$3,000,000 Aggregate Limit
Pastoral Counseling Liability	\$1,000,000 per Occurrence \$3,000,000 Aggregate Limit
Sexual Misconduct Liability	\$250,000 Each Claim \$500,000 Aggregate \$10,000 Medical Limit
Director and Officer Liability	\$1,000,000 Each Claim Limit \$1,000,000 Each Occurrence
Employment Practices Liability	\$500,000 Each Occurrence
Crime	
Employee/Officers Dishonesty	\$10,000
Forgery	\$10,000
Theft	\$5,000
Ministers Personal Business Property	\$5,000
Shared Umbrella Policy	\$5,000,000 Each Occurrence \$5,000,000 Aggregate Limit
Workers Compensation	
Bodily Injury	\$100,000 Statutory limits
Bodily Injury by Disease	\$500,000 Policy Limit \$100,000 Each Employee
Presbytery Office	
Building Limit	\$136,000
Personal Property	\$68,100

O-5 – EAST END ADMINISTRATIVE COMMISSION REPORT**February 11, 2017****November 2016**

On Sunday, September 18, the congregation of East End Presbyterian Church, Ottumwa, IA, voted to recommend to the Presbytery of Des Moines its dissolution as a congregation effective Nov. 27, 2016. Following a meeting with the Administrative Commission on Nov. 6, all remaining records of the congregation were turned over to Sarai Rice of the commission, who delivered them to Dave Hamilton at the Presbytery office on Nov. 8. The Presbytery of Des Moines voted to dissolve the congregation at its regularly scheduled Presbytery meeting on Nov. 15, 2016. The Presbytery heard a brief history of the congregation and celebrated its faithful witness with a liturgy. Interim Presbytery Executive James Koopman preached the sermon at the final worship service of the congregation on Nov. 27.

The Quit Claim Deed to transfer the church and any remaining contents to the Presbytery of Des Moines has been obtained and the appraisal of the property was completed Nov. 22, 2016. A summary of the salient facts of the appraisal follows this report.

Prior to the final service, elders had agreed to let members of the congregation have items from the church which might be of significance to them. Some items had subsequently been removed.

Also prior to the final service, Sarai Rice and Ronnie Thompson had separately had several conversations with representatives of the local Church of the Nazarene regarding their interest in using the building as the site of an outreach ministry to neighborhood children. The Church of the Nazarene ultimately decided that they were not interested in pursuing this possibility.

Regarding any remaining bills still owed by the congregation, Elder/Treasurer Bonnie Rowell agreed at the meeting with the AC on Nov. 6 that she would pay all the November bills and then notify Sarai Rice in order to turn over the checkbook and anything remaining in the checking account to the Presbytery¹. The expectation was that the Presbytery will be responsible for all bills after the end of November. The session also voted on Nov. 6 to split the amount remaining in memorial funds, at that time \$4,882.34, between three organizations - the local history museum, the Lord's Cupboard, and the American Legion. The church has also owned a couple of cemetery plots which Elder Ronnie Thompson agreed to offer to either the local funeral director or the cemetery itself.

Dennis Day, for the Presbytery of Des Moines Property Committee, was also present at the final meeting of the session on Dec. 6. He arranged with Elder Ronnie Thompson to let local law enforcement know about the now-empty status of the building, to winterize the building, and to generally keep an eye on things. He also agreed to contact the local lawn care provider to ensure that they would continue to do their work.

As of Dec. 31, 2015, the congregation was in arrears on its per capita by a total of \$1,240. No payments were made during 2016.

¹As of Dec. 22, I have not heard from Bonnie regarding the bank account.

Respectfully Submitted,
Sarai Schnucker Rice (DMARC); Don Stribling (Oskaloosa, First); Scott Wood (Ankeny)

SALIENT FACTS SUMMARY

DATE OF VALUATION: October 21, 2016 (the date of inspection).

DATE OF REPORT: November 22, 2016.

ADDRESS: 105 South Iowa, Ottumwa, IA.

PROPERTY TYPE: Church

LAND AREA: 17,940± sq.ft. (0.41± acre)

IMPROVEMENTS: A 9,481± sq.ft. one and two story church building built in 1899 with a partially finished full basement.

CURRENT OWNERSHIP: East End Presbyterian Church

ZONING: R-5 (Multi-Family Residential High Density).

RIGHTS APPRAISED: The Market Value of the Fee Simple Interest.

LEGAL DESCRIPTION: Lots 20, 21 and 22 Janney's Addition Block 4, based on the assessor's information.

ASSESSED VALUE AND TAXES:

Real Estate Assessment and Taxes													
Tax ID	Assessment				Taxable			Taxes Due		Tax Rate	Gross	Tax	Net
	Year	Land	Improvements	Exempt	Total	Value	Year	Tax Rate	Per	Taxes	Credit	Taxes	
7410830101000	2016	\$5,225	\$166,840	-\$172,065	\$0	\$0	2016-17	\$44.93553	\$1,000	\$0	\$0	\$0	
7410830102000	2016	\$5,225	\$0	-\$5,225	\$0	\$0	2016-17	\$44.93553	\$1,000	\$0	\$0	\$0	
7410830103000	2016	\$5,225	\$0	-\$5,225	\$0	\$0	2016-17	\$44.93553	\$1,000	\$0	\$0	\$0	
Totals		\$15,675	\$166,840	-\$182,515	\$0	\$0				\$0	\$0	\$0	

Notes: The property is currently exempt. If converted to a commercial use, the state legislature passed a property tax rollback for commercial properties, lowering the taxable value to 90% of assessed value. This also includes a business tax credit.

VALUE ESTIMATES:

LAND AND BUILDING \$85,000

EIGHTY FIVE THOUSAND DOLLARS

T – OLDER ADULT MINISTRIES TASK FORCE REPORT

February 11, 2017

Older Adult Ministry Task Force (OAM) seeks to lift up the ministries of older adults in the presbytery as they serve the Lord in their home churches. Although we allow church members to self-define what older is, most seniors recognized by OAM and their churches range from 60 years to whatever. Our older adults do everything from being church secretaries and church leadership to church maintenance, finances, construction, gardening and sewing.

Faithful through the Years

At each November presbytery meeting, OAM recognizes those whom their churches and Sessions have selected to be honored. Each congregation within the presbytery is invited to select an individual or couple, or a group, who give service to their churches and the Lord in many varied and specialized ways. Each church submits a one-page synopsis of their service with their photograph. These folks are presented to the presbytery in person, highlighted in a power point presentation and given a complimentary lunch. A memento is presented to them to remember their experience. Some churches hang their photo and write-up in their churches to honor them at home as well.

All honorees' photos and write-ups are stored in the *Faithful through the Years* three-ring binder which is displayed at each presbytery meeting in the OAM exhibit.

Because of the popularity of this program (19 honorees in November of 2016), in 2018 we are looking at honoring folks at each of the four presbytery meetings. Those honored would be from churches closest to that presbytery meeting. We hope this will be more convenient for family and church members who would like to attend as well. Also, the task force invites older adult ministries' groups across the presbytery to identify themselves and perhaps help provide leadership in the planning and execution of these events. Please contact Marcy Campbell if your group is willing to help.

Health and Wellness Challenge

OAM sponsors healthy snacks at each presbytery meeting, and looks to present information on healthy lifestyle changes like walking, micro-breaks at meetings, and the encouragement of spiritual disciplines.

Older Adult Ministries Events

Moderator Marcy Campbell attended ARMSS/POAMN National Conference held in Richmond, VA October 11-14, 2016.

Wishing you health and wellness in your golden years!

Task force members:

TE Jane Martinez (Ottumwa, Westminster)

RE Liz Stufflebeem (Ottumwa, Westminster)

Respectfully Submitted,
TE Marcy Campbell, moderator
revmac@mchsi.com