



Presbytery of Des Moines



Rev. Jim Koopman, Interim General Presbyter
David Hamilton, Stated Clerk

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CALL TO A SPECIAL MEETING

A Special Meeting of the Presbytery of Des Moines has been called for Sunday, October 21, 2018. The meeting will be held at Windsor Presbyterian Church, 6301 University Avenue, Windsor Heights, Iowa. Directions and a map are included with this Call.

This meeting has been requested by the Leadership Council. The makeup of the Leadership Council meets the criteria of members required for the calling of a special meeting – two Ruling Elders and two Teaching Elders, the two Ruling Elders being from different churches.

Registration will begin at 2:30 p.m., and the meeting will convene at 3:00 p.m. It is anticipated that the meeting will end by 5:00 p.m. Light refreshments will be served during the registration time.

The purpose of the meeting is to act on issues related to the request made by Rev. Jim Koopman to dissolve his contract with the Presbytery of Des Moines as our Interim Executive Presbyter due to medical reasons as of October 1, 2018. Two specific actions Presbytery will be asked to vote on are:

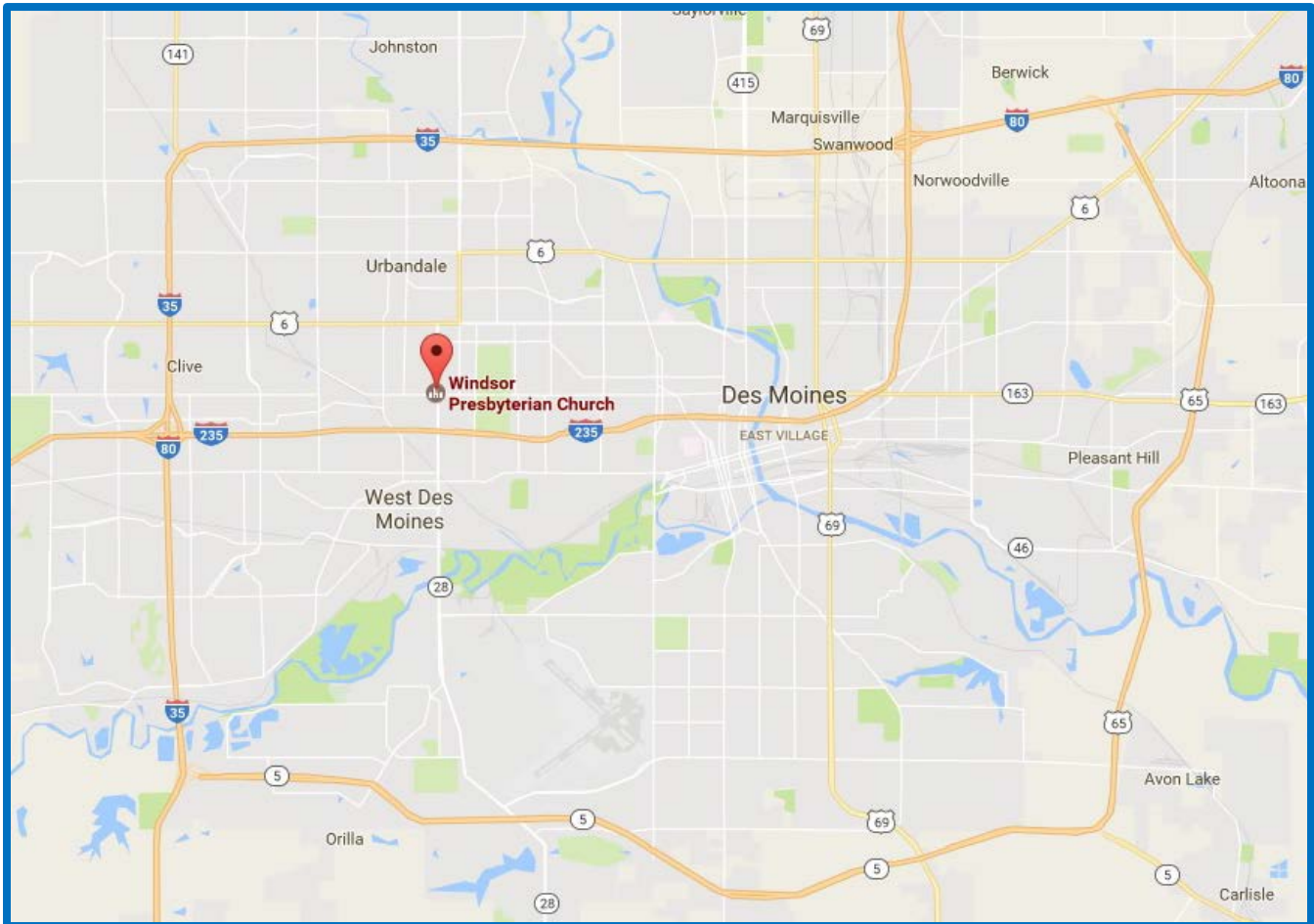
1. That Presbytery grant the Leadership Council permission to negotiate with Rev. Jim Koopman concerning terms of dissolution of the contract as Interim Executive Presbyter. The negotiated terms of dissolution would be presented to Presbytery at the November 13, 2018 Stated Meeting for approval by Presbytery.
2. That Presbytery approve hiring Rev. Bob Houser and Rev. David Feltman to provide temporary Executive services to see the Presbytery through the next few months.

No other business may be conducted at this meeting.

Although details of the terms of dissolution will be developed through negotiation between a subset of members of the Leadership Council and Rev. Jim Koopman, the Leadership Council will share their thoughts on the terms at this meeting and will request members of Presbytery share their comments on the proposed terms. The negotiated terms of dissolution will be distributed prior to the November 13, 2018 Presbytery meeting so that commissioners have an opportunity to consider them before the meeting.

If there are any questions about this meeting, please contact me at 515-276-4991 on Tuesdays or dhamilton@dmpresbytery.org.

Dave Hamilton, Stated Clerk

Map to Windsor Presbyterian Church in Windsor Heights, Iowa:

Driving Directions: Windsor Presbyterian Church is located at 6301 University Avenue and is on the northwest corner of University Avenue and 63rd Street.

- **From all directions into Des Moines**, the easiest way to find Windsor is off of the 63rd Street exit of I-235. Go north towards University Avenue – it will be the first set of stoplights you will come to after the freeway area. Turn left on University to find the parking lot for Windsor on the left (south) side of University. The church is on the northwest corner of University Avenue and 63rd Street.

Parking: Please reserve parking immediately next to the church for those who are handicapped. There is a church lot across the street at 64th and University. The businesses across the street east of the church are closed on Sunday and those lots may be used. Street parking is also available on 64th Street up the hill to the west of the church.

Building Accessibility: Enter at the gray double doors at the northeast end of the building into the fellowship room where coffee will be served, or the red double doors on the south end of the building where registration will be. There will be no steps to navigate either direction.

GUIDELINES FOR PARTICIPATION IN PRESBYTERY MEETINGS

Meetings of our Presbytery are always special because it is a time for the Presbytery family to gather for conversations, business and fellowship. Many different people come to a Presbytery meeting for many different reasons.

When our Presbytery meets, we welcome and encourage participation. There are times; however, that participation is limited. Those times are ordinarily when our Presbytery is conducting its formal business. Because our Presbyterian structure calls for elected Commissioners to determine direction and act on business, only those who are elected Commissioners or are members of our Presbytery are allowed to participate in discussions or voting. Visitors and guests become observers of the process at that time.

At other times in our meetings, each person present is invited to participate in dialogues, conversations, or other activities. Such times include worship, special thematic presentations and small group discussions.

If you are not sure when you may participate in what is happening in the meeting, please talk to the Moderator or Stated Clerk individually.

PARLIAMENTARY PROCEDURES AT-A-GLANCE

TO DO THIS	YOU SAY THIS:	MAY YOU INTERRUPT SPEAKER?	MUST YOU BE SECONDED?	IS THE MOTION DEBATABLE?	IS THE MOTION AMENDABLE?	WHAT VOTE IS REQUIRED?
Adjourn the meeting	"I move that we adjourn."	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Majority vote required
Recess the meeting	"I move that we recess until..."	May not interrupt speaker	Must be seconded	Not debatable	Amendable	Majority vote required
Complain about noise, room temp, etc.	"Point of privilege."	May interrupt speaker	No second needed	Not debatable	Not amendable	No vote required ³
Suspend further consideration of something	"I move we table it."	May not interrupt speaker	Must be seconded	Not Debatable	Not amendable	Majority vote required
End debate	"I move the previous question."	May not interrupt speaker	Must be seconded	Not Debatable	Not amendable	Two-thirds vote required
Postpone consideration of something	"I move we postpone this matter until..."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote required
Have something studied further	"I move we refer this matter to a committee."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote required
Amend a motion	"I move that this motion be amended by..."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote required
Introduce business (a primary motion)	"I move that..."	May not interrupt speaker	Must be seconded	Debatable	Amendable	Majority vote required
¹ The motions or points above are listed in established order or precedence. When any one of them is pending, you may not introduce another that is listed below it. But you may introduce another that is listed above it. ² In this case, any resulting motion is debatable. ³ Chair decides						
Object to procedure or to a personal affront	"Point of order."	May interrupt speaker	No second needed	Not debatable	Not amendable	No vote required, chair decides
Request information	"Point of information."	If urgent, may interrupt speaker	No second needed	Not debatable	Not amendable	No vote required
Ask for a vote by actual count to verify a voice vote	"I call for a division."	May not interrupt speaker ²	No second needed	Not debatable	Not amendable	No vote required unless someone objects ³
Object to considering some undiplomatic or improper matter	"I object to consideration of this question."	May interrupt speaker	No second needed	Not debatable	Not amendable	Two-thirds vote required
Take up a matter previously tabled	"I move we take from the table..."	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Majority vote required
Reconsider something already disposed of	"I move we now (or later) reconsider our action relative to..."	May interrupt speaker	Must be seconded	Debatable if original motion is debatable	Not amendable	Majority vote required
Consider something out of its scheduled order	"I move we suspend the rules and consider..."	May not interrupt speaker	Must be seconded	Not debatable	Not amendable	Two-thirds vote required
Vote on a ruling by the chair	"I appeal the chair's decision."	May interrupt speaker	Must be seconded	Debatable	Not amendable	Majority vote required
¹ The motion, points, and proposals listed above have no established order of precedence. Any of them may be introduced at any time – except when the meeting is considering one of the top three matters listed in the above chart (motion to adjourn, motion to recess, point of privilege). ² But division must be called for before another motion is stated. ³ Then majority vote is required.						

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PROPOSED DOCKET

October 21, 2018

Special Called Meeting

2:30 pm	Registration Begins	
3:00	Call to Order and Opening Prayer	Midge Slater
	Quorum Statement	
	Adoption of Docket	
	Reading and Explanation of Call	Dave Hamilton
3:10	Leadership Council Report	Alex Thornburg
4:55	Closing Prayer and Adjournment	Midge Slater