



Presbytery of Des Moines

REV. PHILIP W. BARRETT, GENERAL PRESBYTER & STATED CLERK
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November 2, 2009

CALL TO THE 478th STATED MEETING

The 478th Stated Meeting of the Presbytery of Des Moines will be held on Tuesday, November 10, 2009, hosted by the First Presbyterian Church in Earlham. Directions and a map are included in this packet.

On this particular date, we will have a morning and afternoon meeting again. **Please do not arrive before 8:30 a.m.** The people preparing the materials and process for registration, and those preparing the refreshments will not be ready until then. **The Presbytery will convene at 9:30 a.m.**

The *Proposed Docket* is enclosed, along with items for information and action. Commissioners should bring these to the meeting. Limited copies are available at the meeting for visitors only.

As has happened in our previous meetings, much of our “usual” business will be handled in what is called a “consent agenda” process. This means we can handle – in one action – votes to approve or adopt actions or recommendations that do not require debate or conversation. Only items included in this *Call Packet* will be included in the *Consent Agenda*. The proposed Consent Agenda appears following the *Proposed Docket* in this packet. You will notice that the reports contain a letter designation with parts of them having numbers for easy identification.

A recent addition to our Orientation Time is the Budget and Finance Committee’s offering a “Budget Orientation” for those interested in learning more or talking about our budget. Look for room signs.

We will have several major pieces in which to share, including recognition of the Administrative Commission that has been working with the Clifton Heights Presbyterian Church in Des Moines, a time of worship, a special presentation from the Personnel Committee, an opportunity to consider church officer training events, and the election of officers and committees. As usual, we will share in conducting some other items of business. It will be a full and fast-moving time.

The *Minutes of the August 15 Stated Meeting* were distributed to ministers and commissioners in October. Please remember to bring these to the meeting. You may download them for printing by going online to www.presbyteryofdesmoines.org. Again, extra copies are at a minimum.

Meeting Format: Under our structure and style of operating in our Presbytery, meetings do not have business as the central focus and purpose for our gathering. Worship, dialogue and fellowship are primary reasons for meeting. Worship and dialogue will play an important part in this particular meeting. There is still business – after all, we cannot be Presbyterians if we do not have business – but much of our meeting time is more conversational than parliamentary in nature. It will help our meetings to be

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carried on in this kind of spirit if members and commissioners come expecting such a spirit to be present.

As you look at the *Proposed Docket*, you will see that this meeting does not begin until 9:30 a.m. and lasts until approximately 3 p.m. A full meeting is standard in our structure and design. We meet as a Presbytery only four times per year, so all of our meetings are “all day.” All of the items on the docket require Presbytery attention or fit in with what we have said we want to have happen at our meetings.

Another thing to note as you look at the *Proposed Docket* is that, as usual, it is full. We have a variety of activities and actions that keeps the time moving quickly so we can complete our business by 3:20 p.m. We encourage each commissioner and minister member to be present for the entire meeting. Avoidable late arrivals and early leavings are discourteous to those presenting reports and rob other people of the opportunity to share in work and ministry with those not present.

Participation Guidelines: For a variety of reasons, some members of our Presbytery have asked who may participate in discussions during a Presbytery meeting. *Guidelines for Participation in Presbytery Meetings*, is a helpful guide and is included in this packet.

A reminder about how we handle “Joys and Concerns;” instead of mixing announcements with items for prayer, we now have an announcement time for publicity items after lunch. Prayer joys and concerns will be shared during worship time.

Child Care: Those needing care for their children should call the Earlham First Presbyterian Church at 515-758-2620, by noon on Friday, November 6, to let them know. You should bring a bagged meal for your child. Milk will be provided.

A/V Equipment: The church has a screen available for use. The Presbytery has a laptop computer and a LCD projector available for use. **If you need AV equipment of any kind, contact the Presbytery Office immediately** to reserve the equipment for your presentation.

We will continue the registration process of having **all** attendees sign in. **Remember:** Congregations are not excused from having an elder in attendance. If you plan to bring extra visitors, please call the church to let them know. In case of bad weather, call the Presbytery Office at 515-276-4991, for information about any time, location or date changes.

I look forward to being with all of you on Tuesday, November 10.



Philip W. Barrett, Stated Clerk

Enclosures

Map to the First Presbyterian Church in Earlham, Iowa:

Driving Directions: The First Presbyterian Church is located at 255 E. First St., in Earlham, and is on the north side of the street.

- **From the East:** Take Interstate 80 west to Exit 104 and go south on I Ave. (Co. Rd. P-57) approximately 1 1/2 miles into Earlham. The road becomes N.E. Chestnut Ave. (Hwy. G-14). Take a left at East 1st St. and go east two blocks. The church is located on your left.
- **From the West:** Take Interstate 80 east to Exit 104 and go south on I Ave. (Co. Rd. P-57) approximately 1 1/2 miles into Earlham. The road becomes N.E. Chestnut Ave. (Hwy. G-14). Take a left at East 1st St. and go east two blocks. The church is located on your left.

Parking: The church parking lot is located on the west side of the church and there is also street parking available on both East 1st Street and S.E. Maple Avenue, which runs along the east side of the building. The main entrance to the church is on the south side of the building.

Building Accessibility: The First Presbyterian Church is fully handicap accessible upon entering through the south entrance. There is an elevator directly inside that entrance.

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**November 10, 2009**

8:30 a.m.	Registration Begins Coffee and Fellowship	
9:00	Orientation of "First Timers" Budget Orientation	Becky Diebold Pat Aksamit
9:30	Convene Presbytery I – Report of the Stated Clerk	David Endriss Phil Barrett
10:00	A – Congregational Care and Development Committee	Tim Maxa
10:15	O-2 – Recognition/Dismissal of Clifton Heights Administrative Commission	
10:45	F – Nominating Committee	Julie Cloud
11:00	J – General Presbyter	Phil Barrett
11:15	Budget & Finance Committee	Pat Aksamit
11:30	Worship	
12:30 p.m.	Lunch	
1:30	Announcements	
1:40	R – Presbyterian Women	Linda O'Connell
1:45	K-3 – Khadamat Sudaniya	Phil Barrett
1:50	C – Committee on Preparation for Ministry	David Stipp-Bethune
2:00	H – Personnel Committee	Bob Burnett
2:45	B – Professional Care and Development Committee	Leland Smith
2:50	E – Coordinating Council	Ray Peters
3:10	Other Business	
3:20	Adjourn	

CONSENT AGENDA

November 10, 2009

C Committee on Preparation for Ministry

C-I-16

C-I-17

C-I-18

C-I-19

C-I-20

C-I-21

E Coordinating Council

E-A-15

E-A-16

E-A-17

E-A-18

E-A-19

E-I-4

I Stated Clerk's Report

I-I-13

I-I-14

B – PROFESSIONAL CARE AND DEVELOPMENT COMMITTEE REPORT**November 10, 2009**

The Committee presents the following recommendation to the Presbytery:

- B-R-4 That the following Terms of Dissolution of the Pastoral Relationship between the Rev. David Braak and the Ankeny Presbyterian Church be approved:
- A. Dissolution will be effective September 30, 2009.
 - B. Beginning September 30, 2009 and continuing four and one-half months (4½) to February 15, 2010, Rev. Braak will be paid full salary, housing, utilities, social security offset and benefits (to the Board of Pensions). Through the period of this severance agreement, Rev. Braak's housing allowance will be increased by \$4,000 and his cash salary decreased by \$4,000.
 - C. If Rev. Braak secures other employment, he is required to notify the Presbytery of Des Moines in writing verifying this change of his employment status. The severance liability of the church will be reduced by the income amount received by Rev. Braak from other employment through the end of the severance agreement. Failure to notify the Presbytery of Des Moines would constitute a "Breach of Agreement" resulting in the cancellation of further severance payments.
 - D. Rev. Braak will be compensated for three weeks of unused vacation.
 - E. Rev. Braak and family will be released from their 2009 stewardship pledge.
 - F. Ankeny Presbyterian Church will pay the early termination fee for Rev. Braak's professional cell phone contract; estimated to be \$115.00.
 - G. Ownership of the church's computer and one monitor presently used by Rev. Braak will be transferred to Rev. Braak.
 - H. Tuition for career counseling and retraining will be equally shared between Rev. Braak and Ankeny Presbyterian Church, up to \$1,750.00 for each party with documentation provided by Rev. Braak. The church's portion will not exceed \$1,750.00. Documentation and voucher will take place through the presbytery.
 - I. Both parties provide a waiver in the right to pursue legal action unless this agreement is not completed.

C – COMMITTEE ON PREPARATION FOR MINISTRY REPORT

November 10, 2009

The Committee presents the following items of information to the Presbytery:

- C-I-16 The Committee on Preparation for Ministry reports that our Annual Consultation with Candidate Cindy Ray (Leon, First); and Commissioned Lay Pastor in Training Val Smith (DM, Central) have been completed.
- C-I-17 Other inquirers and candidates currently under care are: Candidate Maria Springer (DM, Central, but currently located out of state); Inquirer Ekram Kachu (DM, Cottage Grove Avenue); Inquirer Chad Schwickerath (Ankeny).
- C-I-18 Candidates Cynthia Ripperger and Brian Diebold were each ordained and transferred to Presbytery's of Call – thus, they are no longer under care.
- C-I-19 Currently Elder Ann Polito (Hartford, Community United) and Elder Val Smith (DM, Central) have been participating in CLP Training.
- C-I-20 The Committee on Preparation for Ministry anticipates receiving Patricia Spencer-Burdette as an Inquirer under care (DM, Fort Des Moines) in December, after she has met the 6-month membership minimum.
- C-I-21 The Committee on Preparation for Ministry is responsible for working with those wishing to explore and prepare for ministry as Ordained Ministers of the Word and Sacrament or Commissioned Lay Pastors, and their home congregations. We currently have a small number of inquirers, candidates, and CLPs in training. Congregations throughout the Presbytery are especially encouraged to consider who might make a good candidate for these forms of ministry. If you have someone you believe could be “called” to these forms of ministry, please contact the committee. Committee members and the moderator are also available to speak with sessions about the preparation process.

The Committee presents the following recommendation to the Presbytery:

- C-R-3 That the Presbytery of Des Moines elect the following slate of readers for the Ordination Exams, Spring 2010:

Principal Readers:

Elder Becky Diebold, CPM member (Ottumwa, First)
 Elder Mary Lou Briles (DM, Park Avenue)
 Rev. Dawn Linder (DM, Highland Park)
 Rev. Marcy Campbell (At Large)

Alternate Readers:

Rev. David Kincaide (Dexter, First and Greenfield, First)
 Rev. David Stipp-Bethune (DM, Park Avenue)

D – BUDGET & FINANCE COMMITTEE REPORT**November 10, 2009**

The Committee presents the following recommendation to the Presbytery:

D-R-3 That the Per Capita Assessment for 2010 be set at \$30.00 per member. (This is a \$1.00 increase over 2009.)

General Assembly	\$6.15
Synod	\$4.80
Presbytery	<u>\$19.05</u>
	\$30.00

Respectfully Submitted,

Pat Aksamit,
Moderator

D – BUDGET AND FINANCE COMMITTEE REPORT continued...**Presbytery of Des Moines****2009 Income Report****As of October 31, 2009**

Income	Year-to-Date	2009 Budget
Total Per Capita	\$233,756.33	\$250,000.00
Total Past Years Per Capita	\$11,030.50	\$7,500.00
Presbytery General Mission	\$97,922.37	\$138,362.00
Presbytery - Extra Giving	\$40,004.70	\$66,209.00
Synod Support Staff Salaries	\$33,333.30	\$40,000.00
Hunger Action Enabler Income	\$2,000.00	\$2,000.00
Khadamat Sudaniya Grant Income	\$34,583.34	\$37,500.00
Interest Income	\$127.86	\$500.00
Miscellaneous Income	\$7,723.11	\$500.00
Total Income	\$460,481.51	\$542,571.00

D – BUDGET AND FINANCE COMMITTEE REPORT continued...**Presbytery of Des Moines****2009 Expense Report****As of October 31, 2009**

Governance Expense	Year-to-date	2009 Budget
Miscellaneous Expense	\$73.83	\$900.00
Committee Preparation Ministry	\$898.36	\$2,700.00
Stewardship & Mission Interpretation Committee	\$1,273.23	\$1,890.00
Permanent Judicial Commission	\$0.00	\$900.00
Committee on Representation	\$0.00	\$0.00
Budget & Finance Committee	\$0.00	\$90.00
Nominating Committee	\$0.00	\$90.00
Personnel Committee	\$0.00	\$68.00
Sexual Misconduct Response Team	\$0.00	\$45.00
General Assembly Per Capita	\$58,357.35	\$58,357.00
Synod Per Capita	\$45,547.20	\$45,547.00
Subtotal	\$106,149.97	\$110,587.00

Administrative Expense		
Moderator Expense/Task Groups	\$419.00	\$270.00
Administrative Commissions	\$0.00	\$225.00
Presbytery Meetings	\$228.78	\$360.00
General Presbyter to General Assembly	\$0.00	\$0.00
Commissioner Orientation	\$0.00	\$0.00
Stated Clerk Expense	\$50.00	\$45.00
Communication	\$290.80	\$954.00
Insurance	\$690.00	\$5,500.00
Legal fees	\$0.00	\$1,350.00
Subtotal	\$1,678.58	\$8,704.00

Extension of Ministries		
Social Ministries Task Force	\$1,100.00	\$1,500.00
El Salvador Mission Co-worker Benefits	\$3,538.90	\$8,000.00
Hunger Action Enabler Travel	\$100.00	\$500.00
Broken Bread	\$971.82	\$990.00
Khadamat Sudaniya Committee Expense	\$0.00	\$90.00
Khadamat Sudaniya Program Expense	\$33,208.34	\$37,500.00
Cross Ministries	\$47,250.00	\$56,700.00
Older Adult Ministries Task Force	\$250.00	\$800.00
Camping	\$1,154.65	\$4,500.00
Youth	(\$681.94)	\$900.00
Resources	(\$182.00)	\$450.00
Women's Advocacy Task Force	\$0.00	\$90.00
Subtotal	\$86,709.77	\$112,020.00

Support of Local Ministries	Year-to-date	2009 Budget
Congregational Care & Development Committee	\$1,037.58	\$2,250.00
Resourcing Workshops	\$0.00	\$450.00
Professional Care & Development Committee	(\$664.35)	\$3,465.00
Regional Partnerships		
Southeast	\$0.00	\$450.00
East	\$0.00	\$0.00
DM West/NW	\$0.00	\$0.00
Southwest	\$5,000.00	\$5,000.00
West	\$0.00	\$750.00
South Central	\$15.00	\$180.00
DM Two Rivers	\$2,513.91	\$3,700.00
Coordinating Council	\$183.31	\$135.00
Worship Task Group	\$0.00	\$90.00
Bills & Overtures	\$0.00	\$45.00
Emergency Contingency	\$0.00	\$450.00
Subtotal	\$8,085.45	\$16,965.00
Office Expense		
Condo dues	\$1,755.00	\$2,200.00
Rent-copier lease	\$3,116.96	\$4,300.00
Office supplies	\$4,617.32	\$3,800.00
Postage	\$1,891.42	\$2,500.00
Telephone & Internet	\$2,898.22	\$4,200.00
Utilities	\$916.91	\$1,000.00
Janitorial Services	\$2,321.46	\$2,500.00
New Equipment	\$348.73	\$1,600.00
Equipment Maintenance	\$2,991.03	\$1,600.00
Books & Subscriptions	\$258.00	\$200.00
Office Travel	\$924.00	\$1,200.00
Audit	\$6,810.21	\$6,800.00
Continuing Ed-Support Staff	\$125.00	\$150.00
Church & Staff Appreciation	\$0.00	\$100.00
Mortgage	\$10,621.93	\$11,600.00
Subtotal	\$39,596.19	\$43,750.00
Personnel		
General Presbyter Salary	\$53,863.56	\$71,800.00
General Presbyter Benefits	\$16,966.98	\$22,600.00
General Presbyter Prof Expense	\$425.58	\$600.00
General Presbyter Con Ed	\$660.00	\$1,200.00
General Presbyter Travel	\$6,467.67	\$10,000.00
Office Manager Salary	\$25,983.90	\$34,645.00
Office Manager Benefits	\$8,184.87	\$10,900.00
Office Manager FICA	\$1,913.44	\$2,500.00
Communications Director Salary	\$22,558.50	\$30,100.00
Communications Director FICA	\$1,725.73	\$2,300.00
Hunger Action Enabler Salary	\$4,125.06	\$5,500.00
Hunger Action Enabler FICA	\$315.56	\$400.00
Sudanese Ministry RP Salary (\$22,400.00)	\$26,080.88	\$37,300.00
Sudanese Ministry RP Benefits (\$7,000.00)	\$8,215.48	\$11,600.00
Sudanese Ministry RP Con Ed (\$1,000.00)	\$0.00	\$1,000.00
Sudanese Ministry RP Expenses (3,800.00)	\$1,371.78	\$5,000.00
Subtotal	\$178,858.99	\$247,445.00
Total Expenses	\$421,078.95	\$539,471.00

(Original Budget Totals)

Adjusted totals to finish 2009

D – BUDGET AND FINANCE COMMITTEE REPORT continued...**Presbytery of Des Moines****2010 Proposed Budget Income Report**

Income	2009 Budget	2010 Proposed Budget
Total Per Capita	\$250,000.00	\$250,000.00
Total Past Years Per Capita	\$7,500.00	\$7,500.00
Presbytery General Mission	\$138,362.00	
Presbytery - Extra Giving	\$66,209.00	\$0.00
Synod Support Staff Salaries	\$40,000.00	\$40,000.00
Hunger Action Enabler Income	\$2,000.00	\$2,000.00
Khadamat Sudaniya Grant Income	\$37,500.00	\$33,000.00
Khadamat Sudaniya Program Staff*		\$34,100.00
Interest Income	\$500.00	\$150.00
Miscellaneous Income	\$500.00	\$150.00
Total Income	\$542,571.00	\$366,900.00

*Pending Receipt of Income

D – BUDGET AND FINANCE COMMITTEE REPORT continued...**Presbytery of Des Moines****2010 Proposed Budget Expense Report**

Governance Expense	2009 Budget	2010 Proposed Budget
Committee Preparation Ministry	\$2,700.00	\$2,700.00
Stewardship & Mission Interpretation Committee	\$1,890.00	\$2,100.00
Permanent Judicial Commission	\$900.00	\$900.00
Committee of Representation	\$0.00	\$0.00
Budget & Finance Committee	\$90.00	\$50.00
Nominating Committee	\$90.00	\$90.00
Personnel Committee	\$68.00	\$75.00
Sexual Misconduct Response Team	\$45.00	\$50.00
General Assembly Per Capita	\$58,357.00	\$56,457.00
Synod Per Capita	\$45,547.00	\$44,064.00
Subtotal	\$109,687.00	\$106,486.00

Administrative Expense		
Moderator Expense/Task Groups	\$270.00	\$350.00
Administrative Commissions	\$225.00	\$200.00
Presbytery Meetings	\$360.00	\$375.00
General Presbyter to General Assembly	\$0.00	\$1,500.00
Commissioner Orientation	\$0.00	\$100.00
Stated Clerk Expense	\$45.00	\$50.00
Communication	\$954.00	\$2,000.00
Insurance	\$5,500.00	\$5,500.00
Legal fees	\$1,350.00	\$1,500.00
Subtotal	\$8,704.00	\$11,575.00

Extension of Ministries		
Social Ministries Task Force	\$1,500.00	\$1,500.00
El Salvador Mission Co-worker Benefits	\$8,000.00	\$8,500.00
Hunger Action Enabler Travel	\$500.00	\$1,000.00
Broken Bread	\$990.00	\$1,000.00
Khadamat Sudaniya Committee Expense	\$90.00	\$90.00
Khadamat Sudaniya Grant Expense	\$37,500.00	\$33,000.00
Khadamat Sudaniya Program Expense		\$34,100.00
Cross Ministries	\$56,700.00	\$56,700.00
Older Adult Ministries Task Force	\$800.00	\$800.00
Camping	\$4,500.00	\$2,500.00
Youth	\$900.00	\$7,800.00
Resources	\$450.00	\$500.00
Women's Advocacy Task Force	\$90.00	\$50.00
Subtotal	\$112,020.00	\$147,540.00

Support of Local Ministries	2009 Budget	2010 Proposed Budget
Congregational Care & Development Committee	\$2,250.00	\$2,000.00
Professional Care & Development Committee	\$3,465.00	\$3,500.00
Regional Partnerships		
Southeast	\$450.00	\$0.00
East	\$0.00	\$0.00
DM West/NW	\$0.00	\$0.00
Southwest	\$5,000.00	\$5,000.00
West	\$750.00	\$0.00
South Central	\$180.00	\$200.00
DM Two Rivers	\$3,700.00	\$4,625.00
Coordinating Council	\$135.00	\$200.00
Worship Task Group	\$90.00	\$75.00
Bills & Overtures	\$45.00	\$50.00
Emergency Contingency	\$450.00	\$500.00
Subtotal	\$16,515.00	\$16,150.00
Office Expense		
Condo dues	\$2,200.00	\$2,200.00
Rent-copier lease	\$4,300.00	\$4,100.00
Office supplies	\$3,800.00	\$4,500.00
Postage	\$2,500.00	\$3,000.00
Telephone & Internet	\$4,200.00	\$4,000.00
Utilities	\$1,000.00	\$1,200.00
Janitorial Services	\$2,500.00	\$2,800.00
New Equipment	\$1,600.00	\$2,000.00
Equipment Maintenance	\$1,600.00	\$1,500.00
Books & Subscriptions	\$200.00	\$250.00
Office Travel	\$1,200.00	\$1,200.00
Audit	\$6,800.00	\$7,000.00
Continuing Ed-Support Staff	\$150.00	\$150.00
Church & Staff Appreciation	\$100.00	\$100.00
Mortgage	\$11,600.00	\$11,587.56
Subtotal	\$43,750.00	\$45,587.56
Personnel		
General Presbyter Salary	\$71,800.00	\$71,800.00
General Presbyter Benefits	\$22,600.00	\$22,600.00
General Presbyter Prof Expense	\$600.00	\$600.00
General Presbyter Con Ed	\$1,200.00	\$1,500.00
General Presbyter Travel	\$10,000.00	\$10,000.00
Office Manager Salary	\$34,645.00	\$35,684.35
Office Manager Benefits	\$10,900.00	\$11,240.57
Office Manager FICA	\$2,500.00	\$2,729.85
Communications Director Salary	\$30,100.00	\$31,003.00
Communications Director FICA	\$2,300.00	\$2,371.73
Hunger Action Enabler Salary	\$5,500.00	\$5,665.00
Hunger Action Enabler FICA	\$400.00	\$433.37
Sudanese Ministry RP Salary (\$22,400.00)	\$37,300.00	\$23,072.00
Sudanese Ministry RP Benefits (\$7,000.00)	\$11,600.00	\$7,267.68
Sudanese Ministry RP Con Ed (\$1,000.00)	\$1,000.00	\$750.00
Sudanese Ministry RP Expenses (\$3,800.00)	\$5,000.00	\$3,000.00
Subtotal	\$247,445.00	\$229,717.55
Total Expenses	\$538,121.00	\$557,056.11

(Original Budget totals)

Adjusted totals to finish 2009

To be determined

D – BUDGET AND FINANCE COMMITTEE REPORT continued...**Presbytery of Des Moines****Restricted Funds****as of September 30, 2009****New Covenant Funds****McCahon Fund**

Annual income to be used for grants for small churches (under 150) for one-time needs. Unused income to be reinvested each year in the trust.	\$36,997.40
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Swan Fund

Interest earnings used for seminary student's assistance.	\$19,035.11
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Albia Sale

To be used for the assistance of small churches in the Presbytery.	\$19,817.81
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Knox Knolls – Camping Fund

$\frac{3}{4}$ of interest earnings used for the camping program.	\$300,337.42
$\frac{1}{4}$ of interest earnings used for Presbytery causes.	

Walther Fund

To be used for scholarship aid for physically or mentally-challenged youth and/or children in need.	\$17,085.92
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Colfax Fund

To be used for church development with interest to be placed in Colfax Fund Money Market.	\$42,587.19
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First American Bank – Urbandale**Pastor Emergency Fund Savings**

Short term loans for pastors.	\$1,206.96
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Colfax Fund Money Market

To be used for church development	\$7,314.17
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E – COORDINATING COUNCIL REPORT

November 10, 2009

The Coordinating Council of the Presbytery of Des Moines met on Thursday, October 8, 2009, at Calvin Community in Des Moines.

The Council took the following actions:

- E-A-15 Granted permission to the Presbyterian Women of the Presbytery to celebrate the Sacrament of the Lord's Supper at the Fall Gatherings. The Rev. Pat Summers (HR) will be the officiant.
- E-A-16 Reviewed the August 15, 2009 Stated Meeting of the Presbytery.
- E-A-17 Planned the November 10, 2009 Stated Meeting of the Presbytery with several major pieces:
 - Recognition of the Administrative Commission that has been working with the Clifton Heights Presbyterian Church of Des Moines
 - Presentation of the Proposed Expense budget for 2010
 - Training on some facets of personnel work
- E-A-18 Made initial plans for the January 16, 2010 Stated Meeting of the Presbytery.
- E-A-19 Decided that the Council would initiate a process for training sessions, or at least new elders, on an annual basis.

The Council presents the following Recommendations to the Presbytery:

- E-R-4 That in 2010 church officer training workshops would be put on by the Regional Partnerships and that, following these workshops, any resources used be shared with the Council so that a list can be developed and distributed to the Presbytery.
- E-R-5 That the Hunger Action Enabler Covenant between Elder Nancy Lister-Settle and the Presbytery be renewed for 2010.

The Council presents the following item for information:

- E-I-4 The Council continues to search for a person to fill an unexpired term on the Nominating Committee.

Respectfully Submitted,

Ray Peters,
Coordinating Council Moderator

F – NOMINATING COMMITTEE REPORT

November 10, 2009

The Committee places the following persons in nomination for the offices or positions noted:

PRESBYTERY MODERATOR

Elder Becky Diebold (Ottumwa, First)

PRESBYTERY VICE MODERATOR

Rev. Tiare Mathison (Newton, First)

COORDINATING COUNCIL MODRATOR

Rev. David Endriss (Indianola, Trinity United)

PRESBYTERY TREASURER

Elder Robert Mahaffey (Des Moines, Union Park)

CONGREGATIONAL CARE AND DEVELOPMENT COMMITTEE

MODERATOR

Rev. Tim Maxa (Lenox, United and Sharpsburg)

CLASS OF 2011

Elder Gary Wilson (Dallas Center, First)

CLASS OF 2012

Rev. Gus Nelson (HR)

Rev. Linda O'Connell (Chariton, First and Lucas, First)

Rev. John Reynolds (Brooklyn, First and Malcom, First United)

Rev. Ken Rummer (Corning, First)

Rev. David Stipp-Bethune (Des Moines, Park Avenue)

VACANT – Clergy

Elder Mickey Van Baale (Newton, First)

PROFESSIONAL CARE AND DEVELOPMENT COMMITTEE

MODERATOR

Elder Leland Smith (Newton, First)

CLASS OF 2012

Rev. Bruce Giese (Diagonal, United Faith Parish, Platte Center, Tingley, United)

Rev. James Wallace (Des Moines Central)

Elder Ed Butler (Clive, Heartland)

COMMITTEE ON PREPARATION FOR MINISTRY

MODERATOR

Elder Gloria Hoffman (Des Moines, Westminster)

CLASS OF 2012

Rev. Sue Tomlinson (At Large)

VACANT – Elder

BUDGET AND FINANCE COMMITTEE

MODERATOR

Elder Pat Aksamit (Des Moines, Knox United)

CLASS OF 2012

Rev. Kirsten Klepfer (Grinnell, First)

Elder Ron Grohe (Windsor Heights, Windsor)

PERSONNEL COMMITTEE

MODERATOR

Rev. Jack DePond (Leon, First)

CLASS OF 2012

Rev. Jack DePond (Leon, First)

STEWARDSHIP AND MISSION INTERPRETATION COMMITTEE

MODERATOR

Elder Sandy Wagener (Ankeny)

CLASS OF 2012

Rev. Nathan Lamb (Hartford, Community United)

Elder Margaret Magill (Atlantic, First United)

SEXUAL MISCONDUCT RESPONSE TEAM

MODERATOR

Elder Dr. Roberta Victor (Des Moines, Cottage Grove Avenue)

CLASS OF 2012

Rev. Marcy Campbell (At Large)

Elder David Boyd (Des Moines, Central)

Elder Lola Peters (Ankeny)

COMMITTEE ON REPRESENTATION

MODERATOR

Rev. David Madsen (Des Moines, Cottage Grove Avenue)

CLASS OF 2012

VACANT – Clergy

Elder James Kueth (Des Moines, Cottage Grove Avenue)

CLERGY COMMISSIONERS TO GENERAL ASSEMBLY

COMMISSIONERS

Rev. Tiare Mathison (Newton, First)
Rev. Dennis Morey (Oskaloosa, First)

ALTERNATES

Rev. Mark Davis (Clive, Heartland)
VACANT – Female

ELDER COMMISSIONERS TO GENERAL ASSEMBLY

COMMISSIONERS

Elder Becky Diebold (Ottumwa, First)
Elder Maurice Dyer (Indianola, Trinity United)

ALTERNATES

VACANT – Female
Elder Polk Davison (Des Moines, Westminster)

YOUNG ADULT ADVISTORY DELEGATE (YAAD) TO GENERAL ASSEMBLY

DELEGATE

VACANT

ALTERNATE

VACANT

ELDER COMMISSIONER TO SYNOD

CLASS OF 2012

Elder Jo Rainer (Grimes, First)

YOUNG ADULT ADVISORY DELEGATE (YAAD) TO SYNOD

CLASS OF 2011

VACANT

I – REPORT OF THE STATED CLERK

November 10, 2009

I present the following items of information to the Presbytery:

I-I-12 We are in need of churches to host meetings of the Presbytery in 2010. We will be meeting in the First United Presbyterian Church of Atlantic on Saturday, January 16. the other dates are:

Tuesday, May 18

Saturday, August 21

Tuesday, November 9

Please contact me if you are interested in inviting the presbytery to your church.

I-I-13 All reports have been filed with the Synod of Lakes and Prairies and the General Assembly as of this date. All correspondence received on behalf of the Presbytery has been assigned, referred or answered.

I-I-14 The General Assembly Committee on Ecumenical Relations is asking each presbytery to appoint an “ecumenical liaison.” This person would be responsible for sharing information from this Committee with the presbytery, as well as providing information about local and national ecumenical opportunities. The person would also pass on information regarding ecumenical activities in our area. If you have questions about this, or would be interested in serving, please contact me.

I-I-15 An Investigating Committee has been appointed to investigate allegations against a member of the presbytery.

I present the following recommendations for action to the presbytery:

I-R-11 I have received reports from the commissions to ordain Candidate Brian Diebold (Ottumwa, First) and Cynthia Ripperger (Creston, First). I recommend that these commissions be dismissed with our thanks.

The review of Session Records process has basically been completed. All of the clerks do great work, and the new clerks have been quick learners. Almost all of the exceptions noted are relatively minor and easily corrected.

I-R-12 I recommend that the Session Records of the following churches be approved without exception:

Adair, First; Atlantic, First United; Audubon, First; Carlisle, Scotch Ridge United; Centerville, First; Chariton, First; Corning, First; Dallas Center, First; Des Moines, Douglas Avenue, First, Knox United, Park Avenue, Union Park, Westminster; Dexter, First; Greenfield, First, Grimes, First; Hartford, Community United; Indianola, Trinity United;

Lenox, United, Leon, First; Oskaloosa, First; Ottumwa, East End; Perry, First; West Des Moines, Covenant; Winterset, First United.

I-R-13 I recommend that the Session Records of the following churches be approved with exceptions:

Allerton, United; Ankeny; Bedford, United Christian; Brooklyn, First; Clive, Heartland; Des Moines, Central, Clifton Heights, and Fort Des Moines; Gibson, First and White Oak; Grinnell, First; Guthrie Center, First; Johnston, St. Paul; Knoxville, First; LeRoy, First; Lucas, First; Malcom, First United; Montezuma, First United; Ottumwa, First; Pitzer, United; Sigourney, First; Windsor Heights, Windsor.

The following churches have not made arrangements for their records to be reviewed:

Deep River, United; Earlham, First; New Sharon, First (several years); Ottumwa, Westminster; Platte Center.

I-R-14 I recommend that the following policy be added to the *Manual of Operations* of the Presbytery:

When it is necessary to appoint an Investigating Committee to investigate allegations against a member of the Presbytery, the following persons are empowered to convene, and to recruit and appoint persons to an Investigating Committee: Moderator of Presbytery, Moderator of Coordinating Council, Moderator of Congregational Care and Development Committee, Moderator of Professional Care and Development Committee, and General Presbyter/Stated Clerk. The General Presbyter/Stated Clerk will be responsible for convening the committee and facilitating the meeting and process.

Respectfully Submitted,

Philip W. Barrett,
Stated Clerk

K – SOCIAL MINISTRIES TASK FORCE REPORT

November 10, 2009

JUST NEIGHBORS: The August Just Neighbors Award and traveling banner were presented to Heartland Presbyterian Church of Clive in recognition of the high priority placed on service by the congregation – especially service that is relational in nature. One creative way the Heartland Mission Committee is offering service is by making a substantial portion of their budget available for grants to meet needs identified by church members.

COMPANEROS: Together with the Social Ministries Task Force, Compañeros sponsored a booth in the exhibit hall at the 2009 World Mission Celebration in Cincinnati, Ohio, October 21-24. Nancy Lister-Settle (Dallas Center, First) and Sue Burns (Des Moines, Westminster) took part in the pre-conference meeting of the PC(USA) El Salvador Mission Network and then staffed the booth where Presbyterians from around the country and around the world learned about our 18-year partnership with brothers and sisters in Berlín, El Salvador.

Delegations continue to make regular visits to Our Sister Parish, and in November a group of Des Moines Central Academy students and their Environmental Science teacher, Susan Stroope (Des Moines, Central) will travel to El Salvador to study water and other environmental issues.

JOINING HANDS-EGYPT: The Des Moines Presbytery Joining Hands team is offering Partners for Just Trade (PJT) products at several area holiday and craft sales. Artisan profiles and information about this Christian fair trade organization are shared along with the craft items from Peru, Cameroon and Egypt. Reminder: the PJT fair trade Bible study can be borrowed from the Presbytery Office!

RURAL PARTNERSHIP OFFERING: The Social Ministries Task Force made a \$1,000 grant to WeLIFT in September. WeLIFT helps job-seekers to improve their skills for the search as well as for the workplace. Trinity United Presbyterian Church (Indianola) provides in-kind support for this organization.

PEACEMAKING: The Task Force wants to know how local congregations intend to use their portion of the 2009 Peacemaking Offering. Let us know by emailing Moderator Nancy Lister-Settle at neitherthecat@aol.com.

HUNGER ACTION ENABLER: The 2010 Covenant with the Presbytery's HAE, Nancy Lister-Settle, was referred to Coordinating Council for review and recommendation. The Presbyterian Hunger Program has awarded a \$2,000 grant for support of this ministry in the coming year.

Submitted by,

Nancy Lister-Settle,
Hunger Action Enabler and
Social Ministries Task Force Moderator