



## Presbytery of Des Moines

REV. PHILIP W. BARRETT, GENERAL PRESBYTER & STATED CLERK  
E-MAIL: PBY1@QWEST.NET

November 2, 2007

### CALL TO THE 470<sup>th</sup> STATED MEETING

The 470<sup>th</sup> Stated Meeting of the Presbytery of Des Moines will be held on Tuesday, Nov. 13, 2007, at the First Presbyterian Church, Ottumwa, Iowa. Directions to the church are included in this packet.

Because of the way plans for the day fall together, registration will begin at 8:30 a.m. **Please do not arrive before 8:30.** The people preparing the materials and process for registration, and those preparing the coffee and rolls, 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 visitors only, so access to extra packets is limited. We will have a time of Bible study together, commission a Lay Pastor, recognize a retirement, elect officers and committee members, adopt a budget and close with worship that includes the celebration of the Sacrament of the Lord's Supper. The offering received during worship will go to the General Mission of our Presbytery, Synod and General Assembly. Some of our more usually business will be handled as well.

As has happened in our previous meeting, much of our "usual" business will be handled in what is called a "Consent Agenda" process. This means we can handle – in one action – vote to approve or adopt actions or recommendations that do not require debate or conversation. The Council will introduce this process to us more fully and carefully lead us through it. You will notice that the reports contain a letter designation with parts of them having numbers. These allow us to easily identify items to be handled in the *Consent Agenda*.

A recent addition to our Orientation Time is the Budget and Finance Committee will be holding a "Budget Conversation" for those interested in learning more or talking about our budget. Look for a room set aside for this purpose.

The minutes of the *August 18 Stated Meeting* were distributed to commissioners and members in October. Please remember to bring these to the meeting by going online to [www.presbyteryofdesmoines.org](http://www.presbyteryofdesmoines.org), and downloading or printing them prior to Nov. 13. 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. 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 carried on in this kind of spirit if members and commissioners come expecting such a spirit to be present.

2400 86<sup>TH</sup> STREET • SUITE 20 • URBANDALE, IOWA • 50322-4306

PHONE: 515-276-4991 • FAX: 515-276-7596

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As you look at the *Proposed Docket*, you will see that this meeting lasts until approximately 3:15 p.m. Knowing that a majority of those attending will be traveling a long distance, the Council has worked very hard to plan a docket that will allow for adjournment at an early enough time to allow for the journey home. A full day's 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 you might note as you look at the *Proposed Docket* is that, as usual, it is full. We have a variety of activities and actions – worship, reports, and welcoming of new members, for example. These will keep the time moving quickly and 3:15 p.m. will be on us before we know it. 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 piece explaining this and is located at the end of 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, and prayer concerns will be shared during worship.

**Child Care:** Child care will be provided. Please call Ottumwa's First Presbyterian Church at 641-684-5465, to sign up for child care. Contact must be made by Noon on Friday, Nov. 9. Please provide a sack lunch for each child. Milk will be provided.

**Accessibility:** The church is accessible. An elevator entrance is on the east side of the building, easily available from the east parking lot which also has three designated handicapped parking spaces. Take the elevator down to the Fellowship Hall level or up to the Sanctuary level. Registration will be in the Fellowship Hall.

**A/V Equipment:** The church has a computer, LCD projector and a large screen in the Fellowship Hall, two DVD/VCR players, smaller TV monitors and an overhead projector. Also, six individual hearing amplification systems are available in the sanctuary only. Another video projector and laptop computer can be available is requested prior to the meeting. **If you need A/V equipment of any kind, contact the Presbytery Office, 515-276-4991, to reserve 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 persons, please call the church to let them know. In case of bad weather, call the Presbytery Office at 515-276-4991. A message on the voice mail system will inform you of postponement or cancellation.

I look forward to being with all of you on Tuesday, Nov. 13.



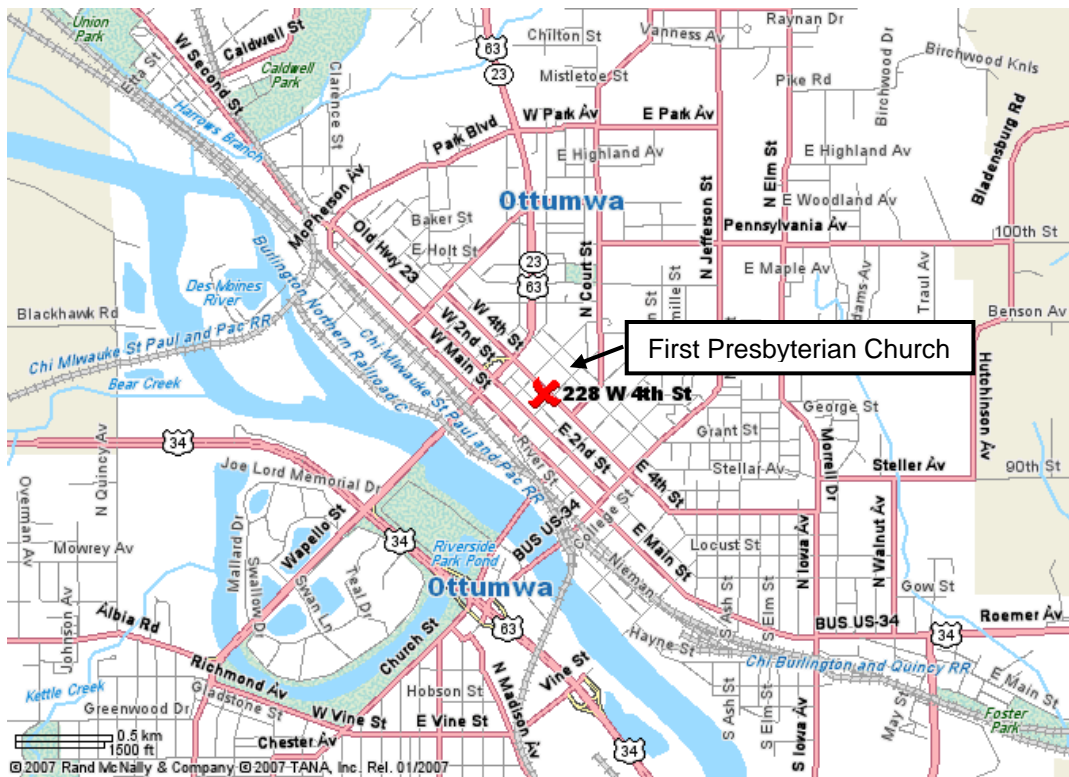
Philip W. Barrett, Stated Clerk

Enclosures

## PROPOSED DOCKET

### November 13, 2007

<b>8:30 a.m.</b>	<b>Registration Begins Coffee and Fellowship</b>	
9:00 a.m.	Orientation of “First Timers” Budget Orientation	Elder Ray Peters Elder Pat Aksamit
9:30	Convene Presbytery I – Stated Clerk’s Report	Rev. Kate Stangl Rev. Phil Barrett
10:00	B – Professional Care and Development Committee	Rev. Ken Rummer
10:45	S – Stewardship and Mission Interpretation Committee	Rev. Dale O’Connell, HR
10:55	D – Budget and Finance Committee	Elder Pat Aksamit
11:05	C – Committee on Preparation for Ministry	Rev. David Ewing
11:20	A – Congregational Care and Development Committee	Rev. Ann Rouse
11:30	E – Coordinating Council	Elder Lila Jean Jensen
11:35	J – General Presbyter’s Report	Rev. Phil Barrett
11:45	F – Nominating Committee	Elder Dianne Van Gorp
<b>11:55</b>	<b>Lunch</b>	
<b>1:00 p.m.</b>	<b>Announcements</b>	
<b>1:10</b>	<b>Bible Study</b>	
1:45	K – Social Ministries Task Force	Elder Nancy Lister-Settle
1:55	O2 – Clifton Heights Administrative Commission	Rev. Mark Davis
2:05	Other Business	
<b>2:15</b>	<b>Worship</b>	
3:15	Benediction and Adjournment	

**Map to First Presbyterian Church in Ottumwa, Iowa:**

**Driving Directions:** The First Presbyterian Church of Ottumwa is located at 228 W. 4<sup>th</sup> St. and is on the southwest side of the street.

- **From East/North:** Take US-Hwy 63 southeast into Ottumwa. Turn left onto W. 4th Street going southeast approximately 0.2 miles, until you see the First Presbyterian Church on your right.
- **From the West/South:** Take US-Hwy 34 east into Ottumwa and turn left onto US-Hwy 63 (S. Wapello St.). Go approximately 0.7 miles and turn right onto W. 4th St. Go approximately 0.2 miles, until you see the First Presbyterian Church on your right.

**Parking:** Parking is on the southeast side of the church. There are three spaces designated as handicapped parking in the lot and there is one space on the street on the west side of the church (Marion St.) which has a wheelchair lift on it (down three steps) if someone then wants to cross over to the elevator).

**Building Accessibility:** Both levels of the church that will be used by Presbytery are handicapped-accessible by using the elevator. People are encouraged to enter from the parking lot level in the elevator. Then take the elevator down to find the registration tables in the Fellowship Hall. Or take the elevator up for the sanctuary where most of the meeting will be held. The stairs are well marked and those not needing to wait once they are in the building will likely find them friendly with less waiting. There is a handicapped-accessible restroom on the fellowship hall level.

## **D – BUDGET AND FINANCE COMMITTEE REPORT**

### **Report to Presbytery**

**November 13, 2007**

A letter was received from the Westminster Presbyterian Church, Ottumwa, concerning a lift that will be installed at the church. No funds will be borrowed for that project, so no permission was needed. Also, included in the letter was a request for the church to sell their manse. The sale of the manse was approved by the committee. An appraisal was provided and the address and legal description are as follows:

*128 Fairview Avenue, Ottumwa, Iowa  
Lot 7, Block 3 & Lot 8, Block 3 of Fairview Addition, Ottumwa, Iowa.*

Also received was a request from the Clifton Heights Administrative Commission for the following:

The Clifton Heights Presbyterian Church, Des Moines, is asking permission to sell the “old” Clifton Heights property (now known as Victory Outreach). They have an offer from Gregory Peterson for \$155,000.00. Clifton Heights will receive \$100,000.00. It will not be put into the general fund for monthly expenses. They will be guided by the Administrative Commission to be effective stewards of the proceeds. Expenses associated with the sale will be taken from the \$55,000.00. Remaining funds will be given to Victory Outreach as a mission outreach/goodwill gesture.

The committee approved the request to sell the “old” Clifton Heights property. Legal description of this property is as follows:

*All that part of Lot Five (5) of SOUTH PARK, lying North of the North line of Lot Thirty-one (31) in First Plat of Clifton Heights and South of Indianola Avenue and bounded on the East by Webster Street, now vacated and on the West by Southwest 1st Street – Also*

*Lots Twenty-four (24), Twenty-five (25), Twenty-six (26), Twenty-seven (27), Twenty-eight (28), Twenty-nine (29), Thirty (30), Thirty-one (31) and Thirty-two (32) in FIRST PLAT OF CLIFTON HEIGHTS – Also*

*All that part of vacated Webster Street Right-of-Way, being a 30 foot strip of ground, that lies between the westerly extension of the North line of Lot Thirty (30) and the easterly extension of the South line of Lot Thirty-two (32) and all that part of the East Half (E ½ ) of vacated Webster Street Right-of-Way, being a 15 foot strip of ground, lying South of the easterly extension of the South line of Lot Thirty-two (32) and North of the westerly extension of the South line of Lot Twenty-four (24) of FIRST PLAY OF CLIFTON HEIGHTS,*

*All of the foregoing now included in and forming a part of the City of Des Moines, Polk County, Iowa.*

**D – BUDGET AND FINANCE COMMITTEE REPORT continued...**

**Presbytery of Des Moines  
2008 Proposed Budget**

	<b>2007 Budget</b>	<b>2008 Request</b>
	\$16.60 / 10,493	\$16.52 / 9,823
<b>INCOME</b>		
Total Per Capita	\$264,542.20	\$265,221.00
Presbytery General Mission	\$142,499.00	\$146,614.94
Synod Support Staff Salaries	\$40,000.00	\$40,000.00
Hunger Action Enabler Income	\$2,990.00	\$3,000.00
Interest Income	\$1,000.00	\$2,000.00
Investment Income	\$18,150.00	\$35,000.00
Bad Debt Estimate	(\$5,000.00)	(\$8,000.00)
<b>Total Income</b>	<b>\$464,181.20</b>	<b>\$483,835.94</b>
<b>EXPENSE</b>		
<b>GOVERNANCE</b>		
Miscellaneous Expense		\$1,000.00
Committee Preparation for Ministry	\$1,600.00	\$2,000.00
Stewardship & Mission Committee	\$800.00	\$1,900.00
Permanent Judicial Committee	\$0.00	\$1,000.00
Committee On Representation	\$0.00	\$0.00
Budget & Finance Committee	\$100.00	\$100.00
Nominating Committee	\$150.00	\$150.00
Personnel Committee	\$75.00	\$75.00
Sexual Misconduct Team	\$0.00	\$50.00
GA Per Capita	\$60,754.47	\$56,875.17
Synod Per Capita	\$48,372.73	\$46,069.87
<b>Subtotal</b>	<b>\$111,852.20</b>	<b>\$109,220.04</b>
<b>ADMINISTRATIVE</b>		
Moderator/Task Forces	\$350.00	\$300.00
Administrative Commissions	\$250.00	\$250.00
Presbytery Meetings	\$200.00	\$200.00
GP/Stated Clerk to General Assembly	\$0.00	\$2,000.00
Commissioner Orientation	\$100.00	\$100.00
Stated Clerk Expense	\$50.00	\$50.00
Communication	\$400.00	\$1,590.00
Insurance	\$4,200.00	\$5,300.00
Attorney	\$1,500.00	\$1,500.00
<b>Subtotal</b>	<b>\$7,050.00</b>	<b>\$11,290.00</b>

**D – BUDGET AND FINANCE COMMITTEE REPORT continued...**

	<b>2007 Budget</b>	<b>2008 Request</b>
<b>EXTENSION OF MINISTRIES</b>		
<i>Transformation Team*</i>	<b>\$8,000.00</b>	<b>\$8,000.00</b>
Social Ministries	\$5,600.00	\$5,500.00
Mission Co-Worker Pension & Insurance	\$8,400.00	\$8,400.00
Hunger Action Enabler & Broken Bread	\$2,000.00	\$2,000.00
CROSS Ministries	\$55,000.00	\$60,000.00
Older Adult Ministries		\$1,050.00
Camping	\$5,000.00	\$5,000.00
Youth	\$6,000.00	\$1,000.00
Resources	\$300.00	\$300.00
Advocacy for Women	\$100.00	\$100.00
<b>Subtotal</b>	<b>\$82,400.00</b>	<b>\$83,350.00</b>
<b>SUPPORT OF LOCAL MINISTRIES</b>		
Congregational Care & Development	\$5,000.00	\$2,500.00
Resourcing Workshops	\$1,000.00	\$1,000.00
Professional Care & Development	\$3,300.00	\$3,750.00
Southeast Regional Partnership	\$300.00	\$500.00
East Regional Partnership	\$0.00	\$0.00
DM West/Northwest Regional Partnership	\$0.00	\$0.00
Southwest Regional Partnership	\$5,000.00	\$5,000.00
West Regional Partnership	\$2,000.00	\$1,000.00
South Central Regional Partnership	\$200.00	\$200.00
DM Two Rivers Regional Partnership	\$3,000.00	\$3,750.00
Coordinating Council	\$300.00	\$150.00
Worship Task Group	\$100.00	\$100.00
Bills & Overtures	\$75.00	\$50.00
Emergency Contingency	\$500.00	\$500.00
Presbytery Office	\$40,046.00	\$41,610.00
Staff Salaries/Benefits	\$198,279.00	\$213,745.00
<b>Subtotal</b>	<b>\$259,100.00</b>	<b>\$273,855.00</b>
<b>TOTAL OF ALL EXPENSE</b>	<b>\$460,402.20</b>	<b>\$477,715.04</b>
<b>BUDGET SURPLUS/DEFICIT</b>	<b>\$3,779.00</b>	<b>\$6,120.90</b>

\* *Funds taken from Colfax Money Market.  
Transformation Team Expenses are not added in to totals.*

**D – BUDGET AND FINANCE COMMITTEE REPORT continued...**

**Presbytery of Des Moines  
Income Statement  
For the Six Months Ending September 30, 2007**

	Current Month	Current Year-to-Date	Annual Budget	% of Budget	Prior Year-to-Date
<b>Income</b>					
Total Per Capita	\$12,667.15	\$230,560.68	\$283,311.00	81.38	\$211,443.00
Presbytery General Mission	\$0.00	\$66,369.18	\$142,499.00	46.58	\$84,466.00
Synod Support Staff Salaries	\$3,333.33	\$29,999.97	\$40,000.00	75.00	\$30,000.00
Hunger Action Enabler Income	\$0.00	\$3,000.00	\$3,000.00	100.00	\$2,990.00
Interest Income	\$142.72	\$1,461.10	\$1,000.00	146.11	\$981.00
Investment Income	\$6,824.81	\$31,244.60	\$0.00	0.00	\$0.00
Miscellaneous Income	\$779.00	\$7,995.40	\$0.00	0.00	\$75,069.00
<b>Total Revenues</b>	<b>\$23,747.01</b>	<b>\$370,630.93</b>	<b>\$469,810.00</b>	<b>78.89</b>	<b>\$404,949.00</b>
<b>Expenses</b>					
<b>Governance Expense</b>					
Committee Preparation Ministry	\$453.59	\$1,161.76	\$1,600.00	72.61	\$898.00
Stewardship & Mission	\$0.00	\$0.00	\$800.00	0.00	\$0.00
Budget & Finance	\$0.00	\$167.64	\$100.00	167.64	\$0.00
Nominating Committee	\$70.00	\$70.00	\$150.00	46.67	\$59.00
Personnel	\$0.00	\$0.00	\$75.00	0.00	\$0.00
GA Per Capita	\$0.00	\$60,754.47	\$60,752.00	100.00	\$59,599.00
Synod Per Capita	\$0.00	\$48,373.00	\$48,313.00	100.12	\$48,471.00
<b>Subtotal</b>	<b>\$523.59</b>	<b>\$110,526.87</b>	<b>\$111,790.00</b>	<b>98.87</b>	<b>\$109,027.00</b>
<b>Administrative Expense</b>					
Moderator's Expense/Task Groups	\$0.00	\$61.02	\$350.00	17.43	\$291.00
Administrative Commissions	\$0.00	\$19.00	\$250.00	7.60	\$113.00
Presbytery Meetings	\$0.00	\$0.00	\$200.00	0.00	\$164.00
General Presbyter to General Assembly	\$0.00	\$0.00	\$0.00	0.00	\$1,339.00
Commissioner Orientation	\$0.00	\$0.00	\$100.00	0.00	\$80.00
Stated Clerk's Expense	\$0.00	\$50.00	\$50.00	100.00	\$30.00
Communication	\$40.00	\$487.46	\$400.00	121.87	\$299.00
Insurance	\$0.00	\$0.00	\$4,200.00	0.00	\$50.00
Legal Fees	\$0.00	\$0.00	\$1,500.00	0.00	\$0.00
<b>Subtotal</b>	<b>\$40.00</b>	<b>\$617.48</b>	<b>\$7,050.00</b>	<b>8.76</b>	<b>\$2,366.00</b>

**D – BUDGET AND FINANCE COMMITTEE REPORT continued...**

	Current Month	Current Year-to-Date	Annual Budget	% of Budget	Prior Year-to-Date
<b>Extension of Ministries</b>					
Transformation Conference	\$0.00	\$0.00	\$0.00	0.00	(\$25,890.00)
<b>Transformation Team*</b>	<b>\$309.50</b>	<b>\$2,008.05</b>	<b>\$8,000.00</b>	<b>25.10</b>	\$0.00
Social Ministries	\$0.00	\$245.04	\$2,000.00	12.25	\$1,422.00
El Salvador Mission Assoc-Benefits	\$0.00	\$0.00	\$8,400.00	0.00	\$5,642.00
Hunger Action Enabler & Broken Bread	\$0.00	\$746.60	\$5,600.00	13.33	\$0.00
CROSS	\$4,583.33	\$45,833.30	\$55,000.00	83.33	\$45,833.00
Camping	\$340.75	\$242.66	\$5,000.00	4.85	(\$14,276.00)
Youth	\$0.00	\$5,706.91	\$6,000.00	95.12	(\$308.00)
Resources	\$1,379.50	\$1,435.78	\$300.00	478.59	\$1,029.00
Women's Advocacy Task Force	\$0.00	\$0.00	\$100.00	0.00	\$0.00
<b>Subtotal</b>	<b>\$6,303.58</b>	<b>\$54,210.29</b>	<b>\$82,400.00</b>	<b>65.79</b>	<b>\$13,452.00</b>
<b>Support of Local Ministries</b>					
Congregational Care & Development	\$612.46	\$1,853.23	\$5,000.00	37.06	\$2,261.00
Incentive Grants	\$0.00	\$0.00	\$0.00	0.00	\$10,000.00
Conflict Management Resourcing	\$0.00	\$0.00	\$2,000.00	0.00	\$0.00
Resourcing Workshops	\$0.00	\$0.00	\$1,000.00	0.00	\$0.00
Professional Care & Develop	\$200.61	\$1,495.84	\$3,300.00	45.33	\$1,733.00
Regional Partnerships					
Southeast	\$0.00	\$0.00	\$300.00	0.00	\$0.00
East	\$0.00	\$0.00	\$0.00	0.00	\$0.00
DM West/Northwest	\$0.00	\$0.00	\$0.00	0.00	\$150.00
Southwest	\$0.00	\$5,000.00	\$5,000.00	100.00	\$4,850.00
West	\$0.00	\$0.00	\$2,000.00	0.00	\$500.00
South Central	\$0.00	\$0.00	\$200.00	0.00	\$0.00
DM Two Rivers	(\$79.71)	\$1,769.40	\$3,000.00	58.98	\$1,489.00
Coordinating Council	\$0.00	\$45.00	\$300.00	15.00	\$236.00
Worship	\$0.00	\$0.00	\$100.00	0.00	\$0.00
Bills & Overtures	\$0.00	\$0.00	\$75.00	0.00	\$0.00
Contingency	\$0.00	\$0.00	\$500.00	0.00	\$0.00
Presbytery Office	\$2,636.56	\$25,082.96	\$32,076.00	78.20	\$26,771.00
Presbytery Staff	\$35,229.33	\$158,617.13	\$196,222.00	80.84	\$144,176.00
<b>Subtotal</b>	<b>\$38,599.25</b>	<b>\$193,863.56</b>	<b>\$251,073.00</b>	<b>77.21</b>	<b>\$192,166.00</b>
<b>Total Expenses</b>	<b>\$45,466.42</b>	<b>\$359,218.20</b>	<b>\$452,313.00</b>	<b>78.41</b>	<b>\$317,011.00</b>
<b>Net Income</b>	<b>(\$21,719.41)</b>	<b>\$11,412.73</b>	<b>\$17,497.00</b>	<b>65.23</b>	<b>\$87,938.00</b>

\* Funds taken from Colfax Money Market.  
Transformation Team Expenses are not added in to totals.

1/11/2007; 12:47 p.m.

**D – BUDGET AND FINANCE COMMITTEE REPORT continued...**

**Presbytery of Des Moines  
Restricted Funds  
as of September 30, 2007**

**New Covenant Funds****McCahon Fund**

Annual income can be used for grants for small churches (under 150) for one-time needs. Unused income to be reinvested each year in the trust. \$44,459.55

**Swan Fund**

Interest earnings used for seminary student's assistance. \$21,830.08

**Albia Sale**

To be used for the assistance of small churches in the Presbytery. \$31,855.99

**Camping Fund – Knox Knolls**

$\frac{3}{4}$  of interest earnings used for the camping program. \$369,387.82  
 $\frac{1}{4}$  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. \$22,039.32

**Colfax Fund**

To be used for Church Development with interest to be placed in Colfax Fund Money Market. \$55,458.39

**First American Bank – Urbandale****Pastor Emergency Fund Savings**

Short-term loans for pastors. \$876.84

**Colfax Fund Money Market**

To be used for church development. \$12,723.54

## **E – REPORT OF THE COORDINATING COUNCIL**

### **November 13, 2007**

The Coordinating Council of the Presbytery of Des Moines met on October 18, 2007, at Calvin Community in Des Moines.

**The Council took the following actions:**

- E-A-17 Reviewed the August 8, 2007, Stated Meeting of the Presbytery.
- E-A-18 Planned the November 13, 2007, Stated Meeting to include a time of Bible study, election of officers and worship including the celebration of the Sacrament of the Lord's Supper.
- E-A-19 Made initial plans for the January 19, 2008, Stated Meeting of the Presbytery to include a beginning of a year of celebrating 165 years of ministry by the Presbytery.
- E-A-20 Received a communication from the Congregational Care and Development Committee indicating concern for the Cottage Grove Avenue Presbyterian Church and its ministry with the Sudanese, and wondering about the current structure of the Congregational Care and Development Committee (CCD) and Professional Care and Development (PCD) committees dividing the work of a single Committee on Ministry (COM). The Council will have a brief comment about this to share with the Presbytery and will discuss it more in depth in a future meeting.
- E-A-21 Received the *Proposed 2008 Budget* from the Budget and Finance Committee, discussed its implications for carrying out the mission work of the Presbytery, thanked the Budget and Finance Committee for its work and encouraged that Committee to present the budget as proposed.
- E-A-22 Granted Paz Craftaid to sell wood and needle work made by Palestinians, at the November's Stated Meeting of the Presbytery. The proceeds from this sale go to Palestinian Christian managed organizations.

Respectfully Submitted,  
Lila Jean Jensen, Moderator

## F – NOMINATING COMMITTEE REPORT

### November 13, 2007

The Committee placed the following persons in nomination for the positions noted:

#### Presbytery

Moderator	Elder Ray Peters (Ankeny)
Vice-Moderator	Rev. Dave Endriss (Indianola, Trinity United)

#### Coordinating Council

Moderator	Rev. Kate Stangl (Ottumwa, East End)
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#### Congregational Care & Development

2010 (1)	Elder Joyce Rash (Dallas Center, First) (2 <sup>nd</sup> term)
2010 (2)	Elder Jim Kreitzinger (DM, Douglas Avenue) (2 <sup>nd</sup> term)
2010 (3)	Rev. Jan Scott (DM, Douglas Avenue)
2010 (5)	Rev. Tim Maxa (Lenox, United / Sharpsburg)
2010 (6)	VACANT
2010 (7)	Rev. Lynn Williams (Grimes, First)
2009 (1)	Rev. Dennis Morey (Oskaloosa, First) (2 <sup>nd</sup> term)
2009 (2)	Rev. Dave Ewing (Dallas Center, First)
Moderator	Rev. Ann Rouse (Monroe) (3 <sup>rd</sup> term)

#### Professional Care & Development

2010 (1)	Amy McGriff, CLP (New Sharon, First)
2010 (2)	Rev. Bill LeMosy (DM, Knox United)
2010 (3)	Rev. Pete Brantner
Moderator	Elder Leland Smith (Newton, First)

#### Committee on Preparation for Ministry

2010 (1)	Rev. Dave Kincaid (Greenfield, First) (2 <sup>nd</sup> term)
2010 (2)	Gloria Hoffman (DM, Westminster) (2 <sup>nd</sup> term)
2010 (3)	Rev. Patricia Jo Summers, HR
Moderator	Rev. David Stipp-Bethune (DM, Park Avenue)

#### Budget & Finance Committee

2010 (1)	Elder Jennifer Hines (Clive, Heartland)
2010 (2)	VACANT
Moderator	Elder Pat Aksamit (DM, Knox United) (2 <sup>nd</sup> term)

#### Personnel Committee

2010	Ted Coppock (DM, Westminster) (2 <sup>nd</sup> term)
Moderator	Rev. Bob Burnett, HR (2 <sup>nd</sup> term)

**Stewardship & Mission Interpretation**

2008 Elder Ann McGowan (DM, Cottage Grove Avenue)  
 2010 (1) Elder Sandy Wagener (Ankeny) (2<sup>nd</sup> term)  
 2010 (2) Rev. Erasmo Vélez, HR  
 Moderator Rev. Dale O'Connell, HR (2<sup>nd</sup> term)

**Sexual Misconduct Response Team**

2010 (1) Elder Dr. Roberta Victor (DM, Cottage Grove Avenue)  
 2010 (2) Elder David Boyd (DM, Central)  
 2009 Rev. Ken Arentson (DM, Westminster) (2<sup>nd</sup> term)  
 Moderator Elder Glenna Grohe (Windsor Heights, Windsor)

**Committee on Representation**

2010 Elder Joanne Mahaffey (DM, Union Park) (2<sup>nd</sup> term)  
 Moderator Rev. David Madsen (DM, Cottage Grove Avenue)

**General Assembly Commissioners**

Clergy Commissioner	Rev. Dave Endriss (Indianola, Trinity United)
Clergy Commissioner	Rev. Ann Rouse (Monroe)
Elder Commissioner	Elder Nancy Lister Settle (Dallas Center, First)
Elder Commissioner	Elder Paul Walther (Audubon, First)
Clergy Alternate	Rev. Lynn Williams (Grimes, First)
Elder Alternate	Elder Emily Seeger (Atlantic, First)
Youth Advisory Delegate (YAD)	Chad Schwickerath (Ankeny)
YAD Alternate	Naomi Maxa (Lenox, United)

**Synod Commissioners**

Clergy Commissioner	Rev. Kate Stangl (Ottumwa, East End) (2 <sup>nd</sup> term)
Youth Advisory Delegate (YAD)	VACANT

Respectfully submitted,  
 Elder Dianne Van Gorp, Moderator

## **I – REPORT OF THE STATED CLERK**

### **November 13, 2007**

I-I-15 All reports have been filed with the Synod of Lakes and Prairies and the General Assembly as of this date, and all correspondence received on behalf of the Presbytery has been assigned, referred or answered.

I-I-16 We still welcome invitations to host the following stated meetings of the Presbytery in 2008:

Tuesday, May 20  
Saturday, August 16

The Saturday, January 18 Stated Meeting will be held at the Ankeny Presbyterian Church, and the Tuesday, November 11 Stated Meeting will be held at the St. Paul Presbyterian Church in Johnston.

Please contact me if your church is interested or has any questions about hosting.

I-I-16 The Community United Presbyterian Church of Hartford has notified the Presbytery that it has elected former pastor, the Rev. George Mason, as Pastor Emeritus.

I-I-17 The Moderator has appointed a five-member Investigating Committee to deal with the accusation of an offense against a member of the Presbytery. The committee is made up of one female clergy, one male clergy, one male elder and two female elders. This committee, along with the Permanent Judicial Commission of the Presbytery, were trained and oriented regarding their work on November 3 by Director of Constitutional Services Rev. Mark Tammen of the Presbyterian Church (U.S.A.).

I-I-18 Elder Ron Haag (Des Moines, Douglas Avenue) has resigned from the Permanent Judicial Commission of the Presbytery, Class of 2008, for health reasons. This vacancy has been referred to the Nominating Committee.

I-R-6 I have received reports from the Commissions to ordain and/or install the Revs. David Braak (Ankeny), Nathan Lamb (Hartford, Community) and Scott Vandenheuvel (Creston, First). I recommend that these Commissions be dismissed with our thanks.

I-R-6 The Annual Review of Session Records was held on October 4, 16, 25 and 30. Our clerks of session continue to do a great job, whether they are new to the position or have been serving for some time. Each year, more Session moderators attend the Review sessions, both learning some things and adding important support to the work of the Clerks.

I recommend that the session records of the following congregations be approved without exception:

Adair-First; Audubon-First; Brooklyn-First; Carlisle-Scotch Ridge; Creston-First; Chariton-First; Clive-Heartland; Corning-First; Dallas Center-First; Des Moines-Central, -First, -Highland Park, -Knox United, -Park Avenue, -Union Park, and -Westminster; Dexter-First; Ewart-First; Gibson-First; Greenfield-First; Grimes-First; Grinnell-First; Guthrie Center-First;

Hartford-Community United; Indianola-Trinity United; Johnston-St. Paul; Knoxville-First; Lenox-United; Leon-First; Montezuma-First; Oskaloosa-First; Ottumwa-East End; Perry-First; Sharpsburg; Tingley; White Oak; and Winterset-First.

I-R-7 I recommend that the session records of the following congregations be approved with exceptions, nothing that most of the exceptions are minor and are easily corrected:

Allerton-United; Ankeny; Atlantic-First; Bedford-United Christian; Centerville-First: Des Moines-Cottage Grove Avenue, -Douglas Avenue, and -Fort Des Moines; Diagonal-United; Earlham-First; LeRoy-First; Lucas-First; Malcom; Newton-United; Ottumwa-Westminster; Platte Center; West Des Moines-Covenant; and Windsor Heights-Windsor.

I-I-19 The following churches have not submitted their session records and have not made arrangements for their review:

Monroe; Mt. Ayr-Baptist/Presbyterian; Ottumwa-First; and New Sharon-First (not submitted for over six years).

Respectfully Submitted,  
Rev. Philip W. Barrett, Stated Clerk

## S – MISSION INTERPRETATION & STEWARDSHIP (MIS) REPORT November 13, 2007

### A. Christmas Joy Offering

- ❖ Sunday, Dec 23, is as the day for congregations to receive the *Christmas Joy Offering*.
- ❖ A worship liturgy for the 4th Sunday in Advent can be downloaded by going to [www.pcusa.org/cjoffering/images/07/07CJOworship.pdf](http://www.pcusa.org/cjoffering/images/07/07CJOworship.pdf).
- ❖ Some retired clergy in this Presbytery do receive assistance from the Board of Pensions allocation of the *Christmas Joy Offering*.
- ❖ The *Christmas Joy Offering* DVD is available for your viewing today near the registration tables.
- ❖ In the Presbytery of Des Moines, 43 churches received this offering last year raising \$19,469.82. Our 2007 goal of 48 churches and \$21,400 represents a 10% increase. How can you help meet the challenge?
- ❖ Top 10 churches in per member giving to the Christmas Joy Offering last year are:

Church	Members 12/31/2005	Christmas Joy Received	Giving Per Member
1 Leon, First	43	\$412.63	\$9.60
2 Pitzer, United	26	\$165.00	\$6.35
3 Hartford, Community United	111	\$690.00	\$6.22
4 Centerville, First	65	\$347.00	\$5.34
5 Ewart	24	\$125.00	\$5.21
6 Ankeny	337	\$1,749.34	\$5.19
7 Greenfield, First	53	\$260.00	\$4.91
8 Winterset, First United	146	\$708.00	\$4.85
9 Indianola, Trinity United	466	\$1,997.32	\$4.29
10 Guthrie Center, First	111	\$455.00	\$4.10

- ❖ Income from the offering is divided equally to the Board of Pensions Supplemental Benefits Program and the Presbyterian Racial Ethnic Schools and Colleges. To order DVD, envelopes, bulletin inserts, and interpretative materials call: 800-524-2612, FAX: 502-569-8030, refer to offering pack mailed to your church, or go online at [www.pcusa.org/cjoffering](http://www.pcusa.org/cjoffering).
- ❖ Learn more online at <http://www.pcusa.org/cjoffering/plan.htm>. Select “About the Offering” tab from the right-hand menu.

#### *Thoughts about PC(USA) Special Offerings*

1. Among the many opportunities within the PC(USA) for direct giving to designated causes are four seasonally-based special offerings. These are:
  - The *Christmas Joy Offering* (Advent/Christmas)
  - The *One Great Hour of Sharing* (Lent/Easter)
  - The *Pentecost Offering* (Pentecost)
  - The *Peacemaking Offering* (World Communion Sunday)
2. Money received is used for the designated causes only, less about 8.5% administration.
3. Participation in the offerings is by Session election. Desirably, the Session will afford church members the same choice, i.e., the option to choose whether to participate.
4. In the option-based culture of 21<sup>st</sup>-Century America, these special offerings provide a wonderful avenue for Presbyterians with a heart for a special ministry to support it generously and directly.

### **B. Mission Challenge '07, a Success.**

JR, who works in Central Asia with a humanitarian community development agency, itinerated around the Presbytery of Des Moines Oct. 5-12, at the invitation of the Presbytery to promote the General Assembly *Mission Challenge '07* initiative. It was her first encounter with Iowa, and she saw all parts: urban, metro, and rural. She was impressed with the global awareness of Iowa Presbyterians.

- JR, who has an MBA and a masters in community development, shared her faith-journey, spoke about her current assignment, and how she ended up working in Central Asia.
- Everywhere she went, JR applauded and promoted this Presbytery's mission agenda (El Salvador, Sudan, Egypt, Hunger, CROSS), especially highlighting the need to get Denise England fully funded and off to Egypt.
- JR explained the new mission structure of the General Assembly.
- Using the *Mission Challenge '07* DVD sent to every church in September, JR introduced *Mission Challenge '07*, explained about the offering, and pointed out how church-wide giving to *Mission Challenge '07* is designed to expedite getting Denise England (and a small number of others caught in a mission funding limbo) to their mission destinations.
- It is not too late. Although the GA mission funding crunch is now, individuals and congregations may participate in *Mission Challenge '07* anytime.
- Still in her 30's, she was eager to encourage young adults to consider serving the church for a year as a Young Adult Volunteer (YAV). Current openings are in Northern Ireland and Hungary.

**How to contribute:** step-by-step instructions will be available at the Presbytery meeting for anyone unsure about how they or their church can make a financial contribution to the PC(USA) *Joining Hearts & Hands* project in Egypt to which Denise England has been approved for three years of missionary service. Similar information will be available as well regarding: both the *Mission Challenge '07* offering and the *Christmas Joy Offering*.

**SMI thanks** all who graciously blessed this venture with their leadership, time, prayers, hospitality and attendance:

- **Presbytery office staff:** Kim Coulter, Betty Dyer
- **Housing:** Ron & Mary Kay Barker, Alec & Nancy Turner, Dale & Linda O'Connell
- **Churches Hosting Events:**
  - Des Moines-area churches – Windsor, Covenant and Westminster
  - South West Partnership churches – Corning and Creston
  - South Central Partnership churches – Indianola, Lucas and LeRoy

### **C. Stewardship Help is Coming**

Soon after the January Presbytery meeting, the Stewardship and Mission Interpretation (SMI) Committee will begin to address congregational stewardship needs. What kind of help does your church need? Mark your calendars for **April 18-19, 2008**. At that time we will be offering a Stewardship Training event (over-night and in-depth). In the meantime, we recommend that every church and pastor open and explore the resources and ideas available at these three particularly useful online Presbyterian sites:

- From PC(USA): [www.pcusa.org/stewardship](http://www.pcusa.org/stewardship)
- From Synod of Rocky Mountains: [www.synodrm.org/developmentmatters](http://www.synodrm.org/developmentmatters)
- From Presbytery of North Central Iowa: [www.presbynciowa.org/sib](http://www.presbynciowa.org/sib)

## **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 <sup>3</sup>
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
<sup>1</sup> 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. <sup>2</sup> In this case, any resulting motion is debatable. <sup>3</sup> 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 <sup>2</sup>	No second needed	Not debatable	Not amendable	No vote required unless someone objects <sup>3</sup>
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
<sup>1</sup> 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). <sup>2</sup> But division must be called for before another motion is stated. <sup>3</sup> Then majority vote is required.						

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