



Presbytery of Des Moines

REV. PHILIP W. BARRETT, GENERAL PRESBYTER & STATED CLERK
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July 17, 2006

CALL TO A SPECIAL MEETING OF THE PRESBYTERY

A Special Meeting of the Presbytery has been called for Tuesday, August 1, 2006, at 1:00 p.m. This meeting will be held in the Chapel at the Westminster Presbyterian Church, 4114 Allison Avenue, Des Moines, Iowa. A map with directions to the church is enclosed. The telephone number of the church is 515-274-1534. The church is fully accessible.

Ample parking is provided just south of the church across Franklin Avenue as well as behind (west) of the church. The Chapel is on the main level of the building. Signs will be posted directing you to the meeting place.

The meeting has been called by the Coordinating Council in order to appoint two administrative commissions and elect members to these commissions. Nominees for membership on these commissions are being recruited at this time. These names will be provided at the meeting. Nominations from the floor are appropriate as well. No other business may be conducted at this meeting.

The description of the two proposed commissions and their specific duties, as well as the requirements for the number and status (minister and elder) of members are enclosed.

If you have questions about the meeting or the commissions, please contact the Presbytery Office at 515-276-4991.

By their action, the following Council members have called the August 1 meeting:

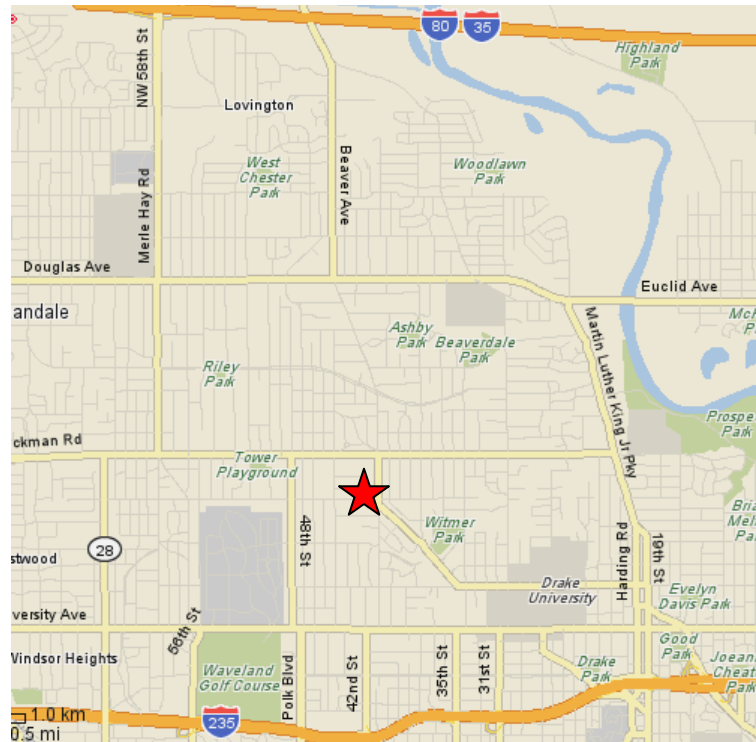
Rev. Robert Burnett (Honorably Retired)
Rev. David Ewing (Dallas Center, First)
Rev. Jim Howland (Winterset, First United)
Elder Nancy Lister-Settle (Dallas Center, First)
Elder Lila Jean Jensen (Audubon, First)
Rev. Tim Maxa (Lenox, United, and Sharpsburg)

Philip W. Barrett
Stated Clerk

Driving Directions: The Westminster Presbyterian Church in Des Moines is located at the corner of Allison and Franklin avenues.

From I-80/35: Take IA Hwy-28/Merle Hay Rd. exit #135
Go south on Merle Hay Rd., to Douglas Ave.
Turn left on Douglas Ave., go east to Beaver Ave.
Turn right on Beaver Ave., go south three stop lights to Franklin Ave.
Turn right on Franklin Ave. Parking lot is on south side of Franklin Ave., across from Westminster Presbyterian Church.

From I-235: Take 42nd St. exit in Des Moines.
Go north on 42nd St. to University Ave.
Turn right on University Ave., go east 1 block to 41st St.
Turn left on 41st St., go north to Beaver Ave. intersection with a stop sign.
Continue north on Beaver Ave., one block to Franklin Ave.
Turn left on Franklin Ave. Parking lot is on south side of Franklin Ave., across from Westminster Presbyterian Church.



Parking: The church has parking lots on the north, south and west sides.

The church is handicapped-accessible from the south and west doors. You will need to take the elevators up to the main floor on 2nd level, where the Chapel is located.

ADMINISTRATIVE COMMISSIONS

The Coordinating Council recommends that the Presbytery appoint an Administrative Commission to work along side the Session of the Clifton Heights Presbyterian Church of Des Moines as it seeks to meet the recommendations of the Task Force appointed by the Presbytery regarding financial and operational issues, and that, if at any time the Administrative Commission believes that the Session is derelict in its responsibilities to meet the recommendations or deal with any related matters, the Commission shall be empowered to act in place of the Session. The Commission shall remain in place until the Presbytery determines that the congregation is on stable financial and operational footing, at which time it shall make a final report and any recommendations to a Stated Meeting of the Presbytery.

The Coordinating Council recommends that the Presbytery appoint an Administrative Commission to work with the Session and congregation of the Windsor Presbyterian Church as the congregation considers and acts upon the recommendation from the Session to withdraw from the Presbyterian Church (U.S.A.). The Commission shall be empowered to act on behalf of the Presbytery in all matters leading up to a decision regarding the recommendation is communicated to the Presbytery. At that point, the decision and any recommendations from the Commission shall be presented to either a Special or Stated Meeting of the Presbytery.

Administrative Commissions must have at least seven members with as equal a number as possible of elders and ministers. See especially Section G-9.0500 of the *Book of Order*. Please consider persons you think have the necessary qualities and qualifications to serve on either of these commissions.