



## Presbytery of Des Moines

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

May 8, 2007

### CALL TO THE 468<sup>th</sup> STATED MEETING

The 468<sup>th</sup> Stated Meeting of the Presbytery of Des Moines will be held on Tuesday, May 15, 2007, at the Covenant Presbyterian Church of West Des Moines, Iowa. Directions to the church are contained in a map included in this packet.

Registration begins 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. Extra copies are available at the meeting for visitors only, so extra packets are limited. We will be receiving important information from the Personnel Committee, conducting an ordination examination of a candidate, hearing from the two administrative commissions currently in place and from our new Stewardship and Mission Interpretation Committee. We will also deal with more typical business. **Don't forget:** our worship theme is Pentecost, so we're asking everyone to help celebrate by wearing the colors of the flame (red, yellow, orange).

For a while now we have been using a "Consent Agenda" in our business process. This means we will vote to approve or adopt – in one action – all actions or recommendations that do not require debate or conversation. This reduces the actual debate or conversation time during the meeting. You will notice that the reports in the Call contain a letter designation with numbers for the various sections or parts. This allows for easy identification in the *Consent Agenda* form.

A recent addition to our Orientation Time is that 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 January Stated Meeting were distributed to Commissioners and Members April 26. Please remember to bring these to the May meeting by going online and downloading them to print. They are located on the Internet at: [www.presbyteryofdesmoines.org](http://www.presbyteryofdesmoines.org). 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 3:55 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 3:55 p.m. will be on us before we know it. We are again promised another of our wonderful times together, so 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 8 a.m. to 4 p.m. Please call Covenant at 515-225-2254 to sign up for child care by Noon on Friday, May 11. Please provide a sack lunch for each child. Milk will be provided.

**A/V Equipment:** The church has an overhead projector, screen, LCD projector, laptop computer, VCR player and DVD/CD player and portable dry eraser boards are available if requested prior to the meeting. If you need any other A/V equipment, please contact the Presbytery Office at 515-276-4991.

We will continue the registration process of having all attendees sign in. This has seemed to work well in our previous two meetings. **Remember:** Congregations are not excused from having an elder in attendance. Also, if you plan to bring extra persons, please call the church to let them know.

In case the weather is bad and you should have questions about the status of the meeting, call the Presbytery Office at 515-276-4991. A message will be left on the voice mail system informing you if the meeting has been postponed or cancelled.

I look forward to being with all of you on May 15.



Philip W. Barrett, Stated Clerk

Enclosures

## PROPOSED DOCKET

### May 15, 2007

<b>8:30 a.m.</b>	<b>Registration Begins</b>	
	<b>Coffee and Fellowship</b>	
9:00	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
<b>10:00</b>	<b>Worship</b>	
11:00	B – Professional Care and Development Committee	Rev. Ken Rummer
11:15	L – Camping/Youth Ministries Task Force	Elder Dennis Britson
11:25	H – Personnel Committee – Part I	Rev. Robert Burnett Elder Midge Slater
<b>12:05 p.m.</b>	<b>Lunch</b>	
<b>1:00</b>	<b>Announcements</b>	
1:10	H – Personnel Committee – Part II	Elder Ted Coppock
1:40	S – Stewardship and Mission Interpretation Committee	Rev. Dale O’Connell
1:50	A – Congregational Care and Development Committee	Rev. Ann Rouse
2:00	T2 – Peace, Unity and Purity Task Force	Rev. Tiare Mathison-Bowie
2:30	O1 – Windsor Administrative Commission	Elder John Sprole
2:40	C – Committee on Preparation for Ministry	Rev. David Ewing
3:10	J – General Presbyter’s Report	Rev. Phil Barrett
3:20	K – Social Ministries Task Force	Elder Nancy Lister-Settle
3:35	D – Budget and Finance Committee	Elder Pat Aksamit
3:45	Other Business	
3:55	Adjourn	

**Map to Covenant Presbyterian Church in West Des Moines, Iowa:**

**Driving Directions:** The Covenant Presbyterian Church in West Des Moines is located at 1025 28<sup>th</sup> Street and Ashworth Road. It can be reached by traveling on the I-235 freeway.

- **From the West or South:** I-80 turns into I-235 once you reach West Des Moines. I-35 will have exits available for downtown Des Moines. Go straight on I-235 until you reach the Valley West Drive exit (old 35<sup>th</sup> Street). Go south on Valley West Drive to Ashworth Road. Go east on Ashworth seven blocks. The church is located at the corner of 28<sup>th</sup> and Ashworth.
- **From the North or East:** I-35 turns into I-235 once you reach the east mix-master. I-80 will have an exit available for downtown Des Moines. Go through downtown Des Moines on I-235 until you reach West Des Moines and the 22<sup>nd</sup> Street exit. Go south on 22<sup>nd</sup> St. to Ashworth Road. Go west on Ashworth six blocks. The church is located at the corner of 28<sup>th</sup> and Ashworth.

**Parking:** The church has a Head Start school program. Their regulations require parents to bring the children into the classroom in person, not drop them off. Picking them up is in the same manner. Therefore there will be 4 or 5 parking spots reserved in the east parking lot for Head Start Parking. Presbytery commissioners and pastors are asked not to park in these spots where red cones have been placed. The church is 100% handicapped-accessible; the east door is the preferred entrance to use.

## I – REPORT OF THE STATED CLERK

**May 15, 2007**

- I-I-6 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. This includes the report to General Assembly of Presbytery Actions on Proposed Amendments to the Constitution and all Annual Reports of the Presbytery.
- I-I-6 The Synod of Lakes and Prairies has informed the Presbytery that the following persons from the Presbytery have been elected to the entities noted:
- Committee on Representation – Rev. Goanar Chol  
Cindy Ray
- Calvin Community Board of Directors – Robert Finney  
Cheryl Morton  
Rev. Gus Nelson  
Lucy Sanderson
- I-I-7 The following presbyteries have been notified of the current addresses of minister members of the Presbytery of Des Moines laboring within their bounds:
- Santa Fe – Rev. Jane Tetsuka  
Twin Cities Area – Rev. Ane Fitzgerald
- I-I-8 The Biennial Non-Profit Corporation Report of the Presbytery has been filed with the Iowa Secretary of State.
- I-I-8 John Zieman has been an inactive member of the Presbytery for some time. Pursuant to Section G-11.0406(a) of the *Book of Order*, the Professional Care and Development Committee has deleted his name from the rolls of the Presbytery. Since Mr. Zieman has become a member of the Jewish faith, the Presbytery is unable to issue him a certificate of membership to another church.
- I-I-9 The Presbytery now has host churches for all of its meetings in 2007. The November Stated Meeting will be held at the First Presbyterian Church of Ottumwa.

I present the following recommendations for action:

- I-R-2 That the Session Records of the Community United Presbyterian Church of Hartford and the First Presbyterian Church of LeRoy be approved with exceptions, and that the Session Records of the First Presbyterian Church of Des Moines be approved without exception.

I-R-3 That the requests of the following churches to pay their 2007 Per Capita Assessment in monthly, quarterly or other regular installments be approved:

Atlantic – First  
Des Moines – Clifton Heights, Knox and Westminster  
Johnston – St. Paul  
Windsor Heights – Windsor

I-R-4 The Rev. Terrence Amann renounced the jurisdiction of the Presbytery of Des Moines as of January 31, 2007. The renunciation takes place upon receipt of notification in writing from the minister, which has been done, and removes the minister from membership and ordained office and terminates the exercise of his office. Pursuant to Section G-6.0503 of the *Book of Order*, I recommend that the renunciation of the jurisdiction of the Presbytery of Des Moines by Rev. Terrence Amann be recorded and that his name be removed from the rolls of the Presbytery.

Respectfully Submitted

Philip W. Barrett, Stated Clerk

**D – BUDGET AND FINANCE COMMITTEE REPORT**

**Presbytery of Des Moines**  
Income Statement  
For the Four Months Ending April 30, 2007

	Current Month	Current Year-to-Date	Annual Budget	% of Budget	Prior Year-to-Date
<b>Income</b>					
Total Per Capita	\$8,255.80	\$179,057.58	\$155,415.00	115.21	\$170,197.00
Presbytery General Mission	\$35,498.78	\$32,030.28	\$142,499.00	22.48	\$29,886.00
Synod Support Staff Salaries	\$3,333.33	\$13,333.32	\$40,000.00	33.33	\$10,000.00
H.A.E. Income	\$0.00	\$3,000.00	\$4,000.00	75.00	\$2,990.00
	(\$47,087.91)	(\$227,421.18)	(\$341,914.00)	66.51	(\$213,073.00)
Interest Income	\$6,712.77	\$7,006.38	\$1,000.00	700.64	\$436.00
Miscellaneous Income	\$470.00	\$6,132.03	\$0.00	0.00	\$7.00
<b>Total Revenues</b>	<b>\$54,270.68</b>	<b>\$240,559.59</b>	<b>\$342,914.00</b>	<b>70.15</b>	<b>\$213,516.00</b>
<b>Expenses</b>					
<b>Governance Expense</b>					
Miscellaneous Expenses	\$0.00	\$1,630.19	\$0.00	0.00	\$0.00
Committee Preparation Ministry	\$0.00	\$443.17	\$1,600.00	27.70	\$71.00
Stewardship & Mission	\$0.00	\$0.00	\$800.00	0.00	\$0.00
Budget & Finance	\$0.00	\$0.00	\$100.00	0.00	\$0.00
Nominating Committee	\$0.00	\$0.00	\$150.00	0.00	\$29.00
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>\$0.00</b>	<b>\$111,200.83</b>	<b>\$111,790.00</b>	<b>99.47</b>	<b>\$108,170.00</b>
<b>Administrative Expense</b>					
Moderator's Expense/Task Groups	\$33.00	\$33.00	\$350.00	9.43	\$221.00
Administrative Commissions	\$0.00	\$0.00	\$250.00	0.00	\$0.00
Presbytery Meetings	\$0.00	\$0.00	\$200.00	0.00	\$0.00
GP to General Assembly	\$0.00	\$0.00	\$0.00	0.00	\$311.00
Commissioner Orientation	\$0.00	\$0.00	\$100.00	0.00	\$0.00
Stated Clerk's Expense	\$0.00	\$50.00	\$50.00	100.00	\$30.00
Communication	\$0.00	\$0.00	\$400.00	0.00	\$0.00
Insurance	\$0.00	\$0.00	\$4,200.00	0.00	\$0.00
Legal fees	\$0.00	\$0.00	\$1,500.00	0.00	\$0.00
<b>Subtotal</b>	<b>\$33.00</b>	<b>\$83.00</b>	<b>\$7,050.00</b>	<b>1.18</b>	<b>\$562.00</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	(\$1,794.00)
Church Transformation	\$0.00	\$0.00	\$8,000.00	0.00	\$0.00
Social Ministries	\$114.05	\$688.23	\$7,600.00	9.06	\$111.00
El Salvador Mission Associate - Benefits	\$0.00	\$0.00	\$5,400.00	0.00	\$2,816.00
CROSS	\$4,583.33	\$22,916.65	\$55,000.00	41.67	\$22,917.00
Camping	\$0.00	\$150.00	\$5,000.00	3.00	\$39.00
Youth	(\$2,878.00)	(\$3,541.22)	\$6,000.00	(59.02)	(\$506.00)
Resources	(\$4.00)	(\$76.52)	\$300.00	(25.51)	(\$398.00)
Women's Advocacy Task Force	\$0.00	\$0.00	\$100.00	0.00	\$0.00
<b>Subtotal</b>	<b>\$1,815.38</b>	<b>\$20,137.14</b>	<b>\$87,400.00</b>	<b>23.04</b>	<b>\$23,185.00</b>
<b>Support of Local Ministries</b>					
Congregational Care & Development	\$516.47	\$834.77	\$5,000.00	16.70	\$1,472.00
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 & Development	(\$129.89)	\$1,319.26	\$3,300.00	39.98	\$331.00
	\$386.58	\$2,154.03	\$11,300.00	19.06	\$1,803.00
<b>Regional Partners</b>					
Southeast	\$0.00	\$0.00	\$300.00	0.00	\$0.00
East	\$0.00	\$0.00	\$0.00	0.00	\$0.00
DM West/NW	\$0.00	\$0.00	\$0.00	0.00	\$0.00
Southwest	\$0.00	\$3,000.00	\$5,000.00	60.00	\$1,700.00
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	\$16.36	\$267.27	\$3,000.00	8.91	\$255.00
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
	\$0.00	\$45.00	\$975.00	4.62	\$236.00
Presbytery Office	\$2,269.53	\$7,915.71	\$27,446.00	28.84	\$11,700.00
Presbytery Staff	\$17,594.72	\$52,418.88	\$196,222.00	26.71	\$57,181.00
<b>Subtotal</b>	<b>\$20,267.19</b>	<b>\$65,800.89</b>	<b>\$246,443.00</b>	<b>26.70</b>	<b>\$73,375.00</b>
<b>Total Expenses</b>	<b>\$22,115.57</b>	<b>\$197,221.86</b>	<b>\$452,683.00</b>	<b>43.57</b>	<b>\$205,292.00</b>
<b>Net Income</b>	<b>\$32,155.11</b>	<b>\$43,337.73</b>	<b>(\$109,769.00)</b>	<b>(39.48)</b>	<b>\$8,224.00</b>

05/01/2007, at 3:25 p.m.

**Presbytery of Des Moines**  
**Restricted Funds**  
**as of March 31, 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. \$46,418.35

**Swan Fund**

Interest earnings used for seminary student's assistance. \$20,716.35

**Albia Sale**

To be used for the assistance of small churches in the Presbytery. \$27,704.09

**Camping Fund – Knox Knolls**

$\frac{3}{4}$  of interest earnings used for the camping program. \$350,542.11  
 $\frac{1}{4}$  of interest earnings used for Presbytery causes.

**Walther/Anderson Fund**

Scholarship aid for underprivileged and handicapped campers. \$20,914.95

**Colfax Fund**

To be used for Church Development with interest to be placed in Colfax Fund Money Market. \$52,628.96

**First American Bank – Urbandale**

**Pastor Emergency Fund Savings**

Short term loans for pastors. \$873.90

**Colfax Fund Money Market**

To be used for church development. \$13,911.61

## **E – COORDINATING COUNCIL REPORT**

### **May 15, 2007**

The Coordinating Council of the Presbytery of Des Moines met on April 12, 2007, at Calvin Community in Des Moines

The Council took the following actions:

- E-A-7 Reviewed the January 20, 2007, Stated Meeting of the Presbytery.
- E-A-8 Planned the May 15, 2007, Stated Meeting to include a major presentation by the Personnel Committee, observance of the Sacrament of the Lord's Supper, meeting new minister members, and designating that the offering received will go to the general mission of the Presbytery, Synod and General Assembly.
- E-A-9 Changed its July meeting date to July 31.
- E-A-10 Made initial plans for the August 18, 2007 Stated Meeting of the Presbytery to include a picnic and displays on such events as mission trips, camps and the Youth Triennium.
- E-A-11 Accepted the invitation from the First Presbyterian church of Ottumwa to host the Nov. 13, 2007, Stated Meeting of the Presbytery.
- E-A-12 Elected the following persons to the Worship Task Group of the Council:
  - Rev. Aaron Koskamp (HR)
  - Rev. Mary Beth Mardis-LeCroy (Des Moines, Westminster)
  - Rev. Dennis Morey (Oskaloosa, First)
  - Rev. David Stipp-Bethune (Des Moines, Park Avenue)

Respectfully Submitted,

Lila Jean Jensen, Moderator

## S – STEWARDSHIP & MISSION INTERPRETATION (SMI) COMMITTEE REPORT

**May 15, 2007**

**Committee Membership:** Rev. Dale O’Connell (HR), (Lucas, First), moderator, Margaret Magill (Atlantic, First), Sandy Wagener (Ankeny), Rev. Dave Ewing (Dallas Center, First), Rev. Claude Jones (Des Moines, Douglas Ave).

### History:

- Committee formed by vote of Presbytery and moderator elected, November 14, 2006
- Members nominated at called Presbytery meeting January 20, 2007
- Moderator attends PC(USA) Transformational Stewardship event March 12-14, 2007
- Committee meetings held March 25 and April 18, 2007.

### Activities to Date:

First, when we gather we worship.

Second, we receive an offering. Our first offering celebrated God’s sufficiency. This “*All I Need*” offering amounted to \$440. We are so privileged to be able to serve the whole mission of the whole church, and so blessed with God’s endless bounty in that effort. You are invited to join your testimony with ours in this expression of joyful discipleship. “*All I Need*” offering inserts are provided for your anytime, supplemental giving to Presbyterian basic mission support.

Third, we are excited about our work and want to get started immediately. We have therefore decided to follow the Stewardship and Interpretation plan used by the Presbytery of Northern Kansas instead of taking time to develop our own. As we work through it we will make appropriate adjustments.

Fourth, we will be experimenting with web conference meetings this summer, to save time as well as the cost of travel expense.

Fifth, we see the telling the story of God’s Presbyterian work as a primary task. We will therefore begin a blog to tell the stories that tell the Story. We invite the participation of the Presbytery. We need your mission stories. Through the blog we will also introduce many of the seemingly endless stewardship resources currently available.

Sixth, we have responded in the affirmative to General Assembly’s **Mission Challenge 2007** and accordingly will host a missionary in residence for one week this fall.

Seventh, we recommend a free resource from beyond our denominational boundaries. It is a booklet. *The Spirituality of Fund-Raising* by Henri J.M. Nouwen is available at [www.HenriNouwen.org](http://www.HenriNouwen.org).

Eighth, the closing hymn. **To be sung to the tune *Pleyel’s Hymn 7.7.7.7***, lyrics by Anna L. Barbauld, words public domain.

1 Praise to God, immortal praise,  
For the love that crowns our days;  
Bounteous Source of every joy,  
Let Thy praise our tongues employ.

2 For the blessings of the field,  
For the stores the gardens yield;  
For the joy which harvests bring,  
Grateful praises now we sing.

3 These to Thee, my God, we owe,  
Source whence all our blessings flow;  
And for these my soul shall raise  
Grateful vows and solemn praise.

4 As thy prosp’ring hand hath blest,  
May we give Thee of our best;  
And by deeds of kindly love,  
For Thy mercies grateful prove.





**ALL I NEED**

*Giving is my Joy!*

God, who is a God of abundance, has blessed me with all I need. Indeed, I have more than enough.  
As a trusted steward of a portion of God's abundance, therefore,

I am please to make this \_\_\_ Contribution \_\_\_ Pledge in support of the mission of the  
Presbyterian Church (USA) in the amount of \$\_\_\_\_\_ payable (explain)\_\_\_\_\_

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**E-mail** \_\_\_\_\_

Mail to: The Presbytery of Des Moines, 2400 – 86th Street, Suite 20, Urbandale, Iowa 50322-4306



**ALL I NEED**

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**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**E-mail** \_\_\_\_\_

Mail to: The Presbytery of Des Moines, 2400 – 86th Street, Suite 20, Urbandale, Iowa 50322-4306



**ALL I NEED**

*Giving is my Joy!*

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**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**E-mail** \_\_\_\_\_

Mail to: The Presbytery of Des Moines, 2400 – 86th Street, Suite 20, Urbandale, Iowa 50322-4306



# O1 – WINDSOR PRESBYTERIAN CHURCH ADMINISTRATIVE COMMISSION

**Final Report – April 26, 2007**

**Presbytery of Des Moines Stated Meeting – November 14, 2006**

## WINDSOR PRESBYTERIAN CHURCH ADMINISTRATIVE COMMISSION REPORT

Members: Elder John Sprole, Chair, Elder Craig Johnstone, Rev. Tiare Mathison-Bowie, Elder Wendall Harms, Rev. Tim Maxa, Elder Jennifer Hines, Rev. Ross Blount

### **Background**

The Presbytery of Des Moines, meeting in special session on August 1, 2006, elected this commission to "...work with the session and congregation of Windsor Presbyterian Church (WPC) as the congregation considers and acts upon the recommendation from the session to withdraw from the PC(USA)..."

### **Process**

The Commission began meeting in late August, 2006, to generate a plan of response to the WPC request. Over the course of the next 2 months the Commission met five times and had numerous 'email discussions'. Guiding our work was a commitment to being both pastoral and constitutional.

In addition, the chair met with the Congregational Care and Development Committee (CCD) and the Presbytery Council to listen to their questions and concerns.

### **Communication and Contact**

To help the Commission get to know WPC better, information was asked for and received from their session. Membership lists (both active and inactive), Annual Reports, Session Membership list, and Committees and their rosters were provided.

It became apparent immediately from the mixed vote (53 Yes, 26 No) that the congregation was not of one accord nor was the total active membership represented by the votes. The Commission designed a 'Congregational Response Survey' that was sent to all members. Results are included in a different part of this report.

Through the survey and other contacts, the Commission generated a list of people who wanted to have a meeting. Individual meetings were set up with 20 different people.

### **Reconciliation and Response**

Following Matthew 18; the Commission sent two members to talk with Rev. Terry Amann. Then a meeting was set up with the session of WPC to invite them to reconsider. This was politely but firmly refused. The congregation was allowed to listen in at that meeting but not respond.

**Recommendation: The Commission recommends that the Presbytery declare a schism exists among the members at Windsor Presbyterian Church and the Commission be empowered to determine the true church within the Presbyterian Church (U.S.A.) pursuant to *Book of Order* G-8.0601.**

**Recommendation: The Commission recommends that in the event resignations from the Windsor Presbyterian Church's Session make it impossible for the Session to function, the Commission is authorized to assume original jurisdiction at the church pursuant to *Book of Order* G-11.0103(s).**

**Presbytery of Des Moines Stated Meeting – January 20, 2007**  
**WINDSOR PRESBYTERIAN CHURCH ADMINISTRATIVE COMMISSION REPORT**

Elder John Sprole, moderator of the commission, along with other members of the commission presented the report.

The Commission highlighted what has not happened – at this point no one has left the Windsor Presbyterian Church of Windsor Heights yet, they did not get into theological issues in the process, decisions were not made about who is right and who is wrong, and there was no interest at any point in taking property. They also reminded the Presbytery action at its November Stated Meeting declaring that a schism exists in the Windsor Presbyterian Church. The Commission further offered a history of the process to this point.

**01-A-1 The Presbytery VOTED** to approve the following action of the Commission: The Commission finds that there is a true church within the meaning of the *Book of Order* Section G-8.0601. The true church has first claim to all property and assets of the Windsor Presbyterian Church.

**01-R-1 The Presbytery VOTED** to give the Commission original jurisdiction at the Windsor Presbyterian Church replacing the session of the Windsor Presbyterian Church until such time as members remaining at Windsor Presbyterian Church who are identified as members of the true church can constitutionally nominate, elect, train and ordain/install elders to serve as a session.

The Rev. Kirk Erwin (Knoxville, First), and Elder Kimberly Wilhelm (Des Moines, Clifton Heights), requested that their names be noted as abstaining from this vote.

**(On January 20, 2007, the Presbytery of Des Moines was given original jurisdiction to act as the session of Windsor Presbyterian Church – G. 11.0103.s)**

The session was convened on January 20, 2007 to elect a moderator, Rev. Ross Blount, and to invite Rev. Gus Nelson to be temporary supply pastor, with concurrence from the congregation at their meeting January 21, 2007. Next meeting: January 25, 2007

The session met at Windsor Presbyterian Church (WPC) on January 25, 2007. Hal DeGood, member and elder at WPC was elected clerk of session. The normal business of a session was conducted including reports from standing committees. In addition, a Congregational Meeting was called for Feb. 11, 2007. The agenda includes: Election of a Nominating Committee; Change by-laws to provide for six Session Members and six Deacons; Change by-laws to provide up to ten Session Committees. Terms of call were approved for Rev. Gus Nelson of \$532/week; \$228 housing allowance per week; Up to \$1,000 reimbursement for mileage, professional expense and study. A job description was approved with focus on contacting members to determine their desire to remain members of WPC.

The session met at WPC on February 22, 2007. Normal business included committee reports. Special business included receiving news that Rev. Amman's Terms of Dissolution were complete with the presbytery and no further obligation existed.

The session met at WPC on March 22, 2007. Normal business included committee reports. Special business included moving 36 people to inactive status and dropping 29 from membership. This leaves a congregation of 92 Active Members with 14 unable to attend. The Nominating Committee reported on the elder and deacon slate: Elders: Ron Grohe and Helen Jones class of 08, Lucy Sanderson and Pat Bassarear 09, and Richard Christie and Peg Lemons 10. Deacon nominees are LaVon Keese 1 year (with Linda Christie who is still serving), Glenna Grohe and Ramona Shaver 2 years, and William O'Neill and Barb Pomeroy 3 years. Installation is scheduled for April 29<sup>th</sup>, 2007. Rev. Nelson gave an update on his visits with various members.

On April 15, 2007, a congregational meeting was called to elect an exploratory committee for pastoral transition. Elected: Ron Grohe, Bob Baldwin, Betty Raines, Nancy Baker, Leon Sanderson, Dwight Tomes, and Linda Christie. Six of the names were put in by the nominating committee, and one volunteered (Linda Christie). The hope is to generate either a Stated Supply Position or a Designated Pastor Position that can be filled by Pentecost or soon thereafter. The importance of a smooth transition from Rev. Nelson to the next pastor is clearly desired by the congregation.

On April 26, 2007, the Session transferred power to the duly-elected and soon to be installed WPC Session.

**The Windsor Commission submits this report as the culmination of their duties. Meeting minutes, reports, etc. will be submitted to the Stated Clerk of the Presbytery for the historical record.**

Thanks be to God for unmerited grace.

Rev. Tiare Mathison-Bowie, Secretary,  
Windsor Presbyterian Church Commission,  
April 26, 2007

**Response Sheet**  
**For members of the Windsor Presbyterian Church**  
**September, 2006**

1. The Session of the Windsor Presbyterian Church has petitioned to withdraw from the Presbyterian Church (U.S.A.). Do you agree with this decision?

\_\_\_\_\_ Yes, we should withdraw from PC(USA)

\_\_\_\_\_ No, we should not withdraw

\_\_\_\_\_ I am uncertain

2. Were you at the Windsor Congregational Meeting on August 13, 2006, when the vote to withdraw was taken?

\_\_\_\_\_ Yes, I was at the meeting

\_\_\_\_\_ No

3. Were you notified that a vote would be taken that day?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

4. If Yes in Question 3, please describe the way(s) you were notified:

5. Would you say that the session, congregation and pastor are of one accord in making this decision?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

\_\_\_\_\_ Don't know

6. Would you say the pastor is encouraging the decision to leave the PCUSA?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

7. What is your vision for the future of the Windsor Presbyterian Church? (Please check the one response that best reflects your answer.)

- Continue with PC(USA) as in the past
- Continue with PC(USA) until we see if the judicial process of PC(USA) will uphold the church's constitution as stated in the *Book of Order*
- Withdraw from the PC(USA) as an independent church
- Withdraw from PC(USA) and affiliate with another denomination (i.e., the Evangelical Presbyterian Church, the Presbyterian Church in America, the Cumberland Presbyterian Church or the Associate Reformed Presbyterian Church).
- Other (please describe):

8. Please give us your understanding of the mission of Windsor Presbyterian Church:

9. How long have you been a member of the Windsor Presbyterian Church?

- Less than 2 years
- 2 to 5 years
- Over 5 years

10. Please check the types of involvement you have had in the Windsor Presbyterian Church:

- |  |   |
|--|---|
| <input type="checkbox"/> Attend Worship                        | <input type="checkbox"/> Sunday School Teacher    |
| <input type="checkbox"/> Participate in Bible and Study Groups | <input type="checkbox"/> Presbyterian Women       |
| <input type="checkbox"/> Member of Session                     | <input type="checkbox"/> Help with Church Dinners |
| <input type="checkbox"/> Deacon                                | <input type="checkbox"/> Jail Ministry            |
| <input type="checkbox"/> Trustee                               | <input type="checkbox"/> Worship Leadership       |
| <input type="checkbox"/> Committee Work                        | <input type="checkbox"/> Mission Outreach         |
| <input type="checkbox"/> Others (please describe):             |   |

11. What is your age?

\_\_\_\_\_ Under 20

\_\_\_\_\_ 20 to 35

\_\_\_\_\_ 36 to 50

\_\_\_\_\_ 51 to 65

\_\_\_\_\_ Over 65

12. Please share any other comments, suggestions, or needs for spiritual nurture.

13. Your responses are confidential. To help us be sure that we have contacted all members, please give your name below:

Name: \_\_\_\_\_

14. Do you have questions or further comments?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

If yes, please give your phone number and a time to call:

Phone number: \_\_\_\_\_ Time to call: \_\_\_\_\_

After completing, please use the enclosed envelope and mail to:

**Administrative Commission – Windsor Presbyterian Church**

Presbytery of Des Moines  
2400 86<sup>th</sup> Street, Suite 20  
Des Moines, IA 50322-4306

## **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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