

Session Meeting
First Presbyterian Church
Davenport, Iowa
May 19, 2025

The stated meeting of the Session of First Presbyterian Church of Davenport, Iowa was held on Monday, May 19, 2025. The meeting was held in Von Maur Hall with Zoom available.

Moderator Rev. Dr. Kristopher Schondelmeyer called the meeting to order at 6:34 PM. A quorum was present. Rev. Schondelmeyer led the Session in a discussion of Matthew 25:31-40, comparing the NIV and NRSVUE bible versions. Session discussed the original meaning and context of the word ‘stranger’ and Jesus’ command to welcome those from another land.

A Land Acknowledgement was read.

	Class of 2025		Class of 2026		Class of 2027
P	Dan Breinich <i>Personnel</i>	P	Dianna Darland <i>Hospitality & Welcoming</i>	P	David Bowles Edwards <i>Worship & Music</i>
P	Nancy Chapman <i>Finance</i>	A	Denny Jorgenson <i>Congregational Fellowship</i>	P	Dan Darland <i>Building Grounds & Safety</i>
P	Bonnie Johnson <i>Stewardship</i>	E	Kathy Knox <i>Christian Ed & Fellowship with Youth</i>	P	Craig Foster <i>Finance</i>
P	Nathan Kabel <i>Buildings Grounds & Safety</i>	P	Cathy Pratscher-Woods <i>Stewardship</i>	P	Paula Hartmann <i>Personnel</i>
E	Zoë McCullum <i>Buildings Grounds & Safety</i>	P	Jed Steckel <i>Adult Spiritual Growth</i>	A	Sharon Simmonds <i>Adult Spiritual Growth</i>
P	Julia Meyer <i>Co-Clerk of Session</i>			P	Jay Williams <i>Adult Spiritual Growth</i>
P	Kristine Oswald <i>Worship & Music</i>			E	Erin Yingling <i>Christian Ed & Fellowship with Youth</i>
P	Mark Ruebling <i>Congregational Marketing & Growth</i>				
P	Vicki Stegall <i>Personnel</i>	P	Mark Jones <i>Co-Clerk of Session, non-voting</i>	<i>P-present E-Excused A-Absent</i>	

Staff members:

P	Rev. Dr. Kristopher Schondelmeyer <i>Pastor / Head of Staff</i>	P	Kristine Olson <i>Director of Financial and Business Administration</i>	P	Darren Long <i>Director of Building and Grounds</i>
P	Marty Bowles Edwards <i>Co-Director of CEFY</i>	P	Jim Middleton <i>Director of Office Administration</i>	P	Matthew Bishop <i>Director of Music and Arts</i>

Guests: FPC Staff Members and Deacon Moderator Terri Sheetz, Foundation Trustee Harry Hoyt.

Two motions were made by the Worship and Music Committee, and one motion was made by the Personnel Committee to amend the agenda. **On motion and second**, the agenda was approved as amended.

On motion and second, the Session approved seating our guests, with voice and no vote.

On motion and second, the Session voted to suspend the meeting in order to enter a meeting of the Foundation of FPC at 7:14 PM. This meeting was adjourned at 7:41 PM.

CONSENT AGENDA

The following items were presented on the Consent Agenda:

- Approve the April 21, 2025, Session Meeting minutes.
- Approve Stephanie Arp as a congregational member on the Finance Committee.

On motion and second, the Consent Agenda was approved as presented.

CLERK'S REPORT

- The Report of the Clerk of Session for May 2025 is appended to these minutes.
- The letters to individuals on Membership List #2 will be mailed requesting a response by the end of May. The results of membership feedback for Lists #1 and #2 will be reported in June.
- Both April and May worship attendance numbers will be shared in June.
- The motion to amend the Child Protection Policy in the FPC Operations manual was presented in error. This policy was amended in November 2024 eliminating the designation of a 'safety officer'. The duties and responsible persons are adequately described in the revised policy.
- Communications received by the Clerk:
 - Session received the letter of resignation from Elder Diana Miller-Bur, effective immediately.
 - Community Health Care Outreach Meeting notes of May 2, 2025.
- Action item:
 - **On motion and second** the proposed Session meeting dates were rescheduled as follows, the July Session meeting is cancelled and the meeting in August will be changed from the 18th to the 4th.

DEACONS' REPORT

The Session received a verbal report from Deacon Moderator Terri Sheetz:

- PUNCH is hosting a Graduation Party for foster children in June. FPC is sponsoring one student and Terri asked Session members to write a note of congratulations. Green envelope donations, through June 1, will be used to purchase items for the graduates.
 - Kids Against Hunger, April 27, 2025, was successful.
 - Plans are underway for Juneteenth, the Annual Picnic, a Game Night, and a men's fellowship at the ballpark on June 10th.
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SESSION COMMITTEE/COMMISSION REPORTS

- Written Session committee reports were received and are appended to these minutes.
 - Comments from Elder Craig Foster, Finance Committee, on the Income/Expense reports.
 - YTD through April, the net surplus is \$69K, with income exceeding expenses. Apparently congregants are front loading their donations because of Birdies for Charity.
 - **Action items from Session Committees:**
 - Elder Nathan Kabel of Buildings, Grounds and Safety, presented a motion that the Session approve the repair/replacement of the identified gutters by Veterans Choice for \$6228.00 and 20% for tax and contingency with a funding source to be determined by the Finance Committee.
 - The Finance Committee identified the Cunnick Trust as the funding source as it is to be used for architectural and historical repairs.
 - Following discussion, the motion was approved without opposing votes
 - A discussion is requested by the BG&S Committee on the Sanctuary air conditioning system, whether to pay for repairs or fully replace the equipment, which have vastly different costs.
 - The cost of replacing only the compressor unit immediately will be about \$17K. To replace the entire system with either two 15 ton units or one 30 ton unit, at an approximate cost of \$120K, would take about 3 to 4 months. Concern was expressed about the lack of temperature and humidity control in the Sanctuary causing a detrimental effect on the organ and piano during the summer months.
 - The Finance Committee identified the Building Reserve Fund as the funding source for the repair.
 - B,G&S took an E-Vote, 4 voted for repair, there were 2 no votes.
 - Following discussion, the motion to repair was approved without opposing votes.
 - The Worship and Music Committee presented a motion to Session to approve the outdoor Sunday summer service dates of June 15 (Juneteenth), July 20 (Blessing of the Animals) and August 17.
 - Following discussion, the motion was approved without opposing votes.
 - The Worship and Music Committee presented a motion to Session to approve the PAS program schedule for the 2025 – 2026 Season.
 - Following no discussion the motion was approved without opposing votes.
 - The Personnel Committee presented a motion to Session to approve the purchase of office furniture for the Pastor and Pastor's Administrative Assistant for a cost of \$3210 which included shipping, tax and 20% contingency.. The funding source will be the Capital Maintenance Endowment Fund.
 - Following discussion the motion was approved without opposing votes.
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STAFF REPORTS

The majority of written staff reports were received and appended to these minutes.

Matt Bishop, Director of Music and Arts

- The Sanctuary Choir, Vesper Bells, Chamber Chorale, and Quad Cities Youth Choir just ended the 2024-2025 season with a Spring Concert last night.
- The Pride Pop Up Choir has rehearsed twice – this is a collaboration between the Justice Choir and Clock Inc. The group will perform at the Schwiebert Park Pride Fest on Friday, June 6.
- I have been attending meetings of the Affirming Congregations of the Quad Cities on FPC's behalf, and we are planning some joint opportunities during Pride Month, including marching in the QC Unity Pride Parade on June 14 and representing FPC at the Bass Street Landing Pride event.
- Rehearsals for the Italy tour will start on May 25. Those dates are July 11-20.
- Flamy Grant's concert is May 30. She will not be here the next Sunday, as originally planned, because she was offered an opportunity to perform in London and has to leave the next morning.
- Battle Hymn Sunday has been moved to June 29.
- I will out of town June 8-12 to attend my brother's graduation.

Report of Rev. Dr. Kristopher Schondelmeyer, Pastor/Head of Staff

- Pastor Kris will be out of the office from May 20 – 27 and the 29th. Rev. Pat Halverson will preach May 25.
- Pastor Kris will be on vacation July 7– 8 and August 8–18, 22-24. Most Sundays will be covered by Rev. Pat H.
- Monday, June 30, staff will have a training day for the Breeze software.
- The new Website author will soon have a walk through with Pastor Kris, Matt B., Jim M. and Diana M-B.
- An anonymous donor met with Pastor Kris to align their gift with the church's vision and donor's passions. The gift will be paid in \$100K/year installments, for 5 years, to cover a perhaps ordained Adult Christian Ed position, focusing on Member Care and Adult growth. It might be aligned with CEFY. This individual would be an Assistant Pastor, an employee of the church, not called and installed, to allow flexibility. This person would be expected to preach. Session agreed to update an old job description and expressed their appreciation and enthusiasm to the donor.

OTHER BUSINESS

- **2025 Membership Review:** Session reviewed the Active Membership roll list #3. Kristine Olson will be reviewing all the lists for current donors so that the church can express our thanks. Deacons will be involved in contacting these donors. The Session provided comments about persons on this list who may be inactive.
- **Strategic Discernment Team:** Nancy Chapman reported from the minutes of the May 7, 2025 Strategic Discernment Team meeting. The team acknowledged that they didn't prioritize children/youth programs enough. 'Senior' was not appreciated with any programming or the proposed Center. Not enough time was allotted to talk at the last congregational conversation. Another opportunity for the congregation to review priorities will be Sunday, June 22, with catered food service managed by the SDT team.

- The discussion of the Bawden Scholarship Proposal was tabled until next month due to the length of the meeting.

Evaluation of the meeting: no comments were made.

ADJOURNMENT

The agenda was completed as revised. No new business was brought to the floor. The Moderator closed the meeting with prayer at 9:27 PM.

The next Stated Meeting of the Session of First Presbyterian Church, Davenport, Iowa will be held June 16, 2025, at 6:30 PM in Von Maur Hall. Zoom will be available.

Rev. Dr. Kristopher D. Schondelmeyer
Moderator

Julia A. Meyer
Co-Clerks of Session

Appendix 1: Clerk's Report, May 2025

REPORT OF THE CLERK OF SESSION **May 2025**

I. Membership Changes

Death of member

- John Martin died on April 15, 2025. A service in his memory was held on April 22, 2025, at First Presbyterian Church with the Rev. Dr. Kris Schondelmeyer officiating.
- Don Hoehn died on April 18, 2025. A service in his memory was held on April 25, 2025, at Weerts Funeral Home with Rev. Pat Halverson officiating.

New Member

The membership of Julie VanPelt was approved by Session on April 21, 2025. She was introduced to the congregation May 11, 2025.

II. Communion

Communion was celebrated on Maundy Thursday, April 17, 2025 at 7:00 PM with the Rev. Dr. Kristopher Schondelmeyer officiated.

III. Follow-up on a motion to amend the Operations Manual presented in April 2025 regarding the "Safety Officer".

This motion was presented in error and no longer needs to be considered. The "safety Officer" was a designated person in an older version of the Child Protection Policy. In November 2024, Session approved a new Child, Youth, and Vulnerable Adult Protection Policy. The designation of a "Safety Officer" no longer exists in this new policy. The duties previously assigned to the Safety Officer (primarily completing and maintaining records on background checks) is adequately described in the new policy (shared responsibility of the Head of Staff, or designee, and the Personnel Committee) and no revision is deemed necessary.

IV. Communication received by the Clerk:

- Letter from Diana Miller-Bur resigning as a Ruling Elder due to accepting the position of Administrative Assistant to the Pastor/Head of Staff. Received April 24, 2025.
(Appended)

- **Community Health Care Outreach Meeting Notes of May 2, 2025**

1. I (Glen Roebuck) shared the Caring Closet information as well as distributed flyers and made an announcement regarding the upcoming Mental Wellness concert for May 18.
2. PACE program: Program for All-inclusive Care for the Elderly is now fully functional for Scott, Clinton and Muscatine counties and housed on Elmore Blvd at the site of the former Michael's craft store. If we have church members or friends who are eligible for Medicaid, and need significant assistance to remain in their home, we should consider connecting them with the PACE program. PACE manages all social services, medical care, meals and transportation needs.
3. Project Now (Rock Island) appears to be making strides to ramp up care and services for the unhoused. This is a group to watch for future resources.

4. Heart of Hope (1740 9th Ave, Rock Island) has new, unopened toys that were donated and more than they can use. Perhaps Caring Closet would be interested in this for Christmas Toy inventory?
5. In the event we come across social services issues for congregation members or visitors that we cannot address, we can email Bob Davis at CHC, who sends the request out to all area agencies (bdavis@chcqca.org). I am on this distribution and can assist as needed. Agency representatives are generally responding with direction within a few hours.
6. There appears to be some reluctance in collecting information relative to the local impact of federal funding cuts. Here is what I can discern at present:
 - a. Head Start funding appears to be safe for another year. The program was allegedly slated to be fully defunded, but it appears they will sustain their funding for another year.
 - b. The AmeriCorps program has been eliminated. Numerous nonprofits and summer camps relied upon AmeriCorps for the additional labor needed for their work, so there will likely be some reductions in capacity for some programs.
 - c. The social worker position vacated at the Davenport Public Library is not filled at this time. This served as a significant support for the unhoused population.
 - d. In general, all groups that regularly seek federal grants to support services are in a wait and see" mode at present. Most apply for grants in June: we will know more in the next 60 days as to whether those grant dollars will be available.

V. Christian Education Attendance April 2025

	Children and Youth									Adults			
	Nursery	Pray-ground	Sunday School All Grades	Pre-K to 2	Kirkwood Choir	Tweens	Youth Ministry*	Musik-garten*	Youth Choir	Adult Sunday School	Women of Hope	Contemplative Lenten Series	Bible Basics
April 2025													
4/1-4/5	0	0	0	0	0	0	0	0	0	8		8	6
4/6 - 4/12	4	10	8	2	8	6	8/5	6/3	5		5	--	5
4/13 - 4/19	4	10	Manna & More	Manna & More	9 #	Manna & More	9/5	Manna & More	Recess	Manna & More		--	Recess
4/20 - 4/26	2	29	Recess	Recess	Recess	Recess	Recess	Recess	Recess	Recess		--	6
4/27-4/30	5	10	10	4	6	4	8/4	7/5	6	14		--	7
Total	15	59	18	6	23	10	25	13	11	22	5	8	24
Weekly avg	4	15	9	3	8	5	8/5	6/4	5	11		8	7
			#Sang in Worship										

VI. Worship Attendance April 2025

On-line watch numbers were not available for April. The April and the May worship attendance numbers will be shared in June.

Appendix 2: Session Committee Reports, May 2025

Session Committee/ Commission Notes: May 2025



Personnel Committee

In attendance: Pastor Kris Schondelmeyer, Dan Breinich (notetaker), Vicki Stegall, Paula Hartmann, and Dick Koos.

All were meeting via Zoom. Pastor Kris opened with prayer at 7:05 PM. Various personnel matters were discussed at length; a plan was agreed to deal with the topic.

Pastor Kris shared with the committee a proposal to purchase some matching workspace furniture for his office (including an armoire to hold his robes/stoles) and some items for the attached office which will house newly hired Part Time Administrative Assistant (Diana Miller-Bur). Pastor Kris will bring the proposal to Finance Committee to see what funding source may be available. All at the meeting supported the concept and all the items in the proposal,

The meeting ended at 8:20 PM



Adult Spiritual Growth

The recent meeting (5/13/25) focused on summer planning and future ministry strategies aimed at enhancing adult spiritual growth within the church. Key topics included the initiation of a sermon talk Bible study, funding for staffing, and a proposed summer program on community growth skills.

Key Points:

1. Pastor Kris plans to launch a sermon talk Bible study in the fall, tentatively scheduled for Thursday mornings at 9:30 or 10 AM, considering existing commitments on other days.
2. Pastor Kris' Time Off:
 - a. Pastor Kris will be unavailable from July 4 to late July, with limited availability in August. Coordination for church activities during this time will be required.

Action Items:

- Determine the best schedule for the sermon-based Bible study.
- Collaborate with Bible Basics for integrating new adult programming.
- Finalize the proposal for the summer community growth skills program.

Conclusion: The meeting concluded with plans for follow-up communication after leave and vacations.



Buildings, Grounds and Safety

Attendance: Dan Darland, Pete Madden, Darren Long, Matt Kabel, Nathan Kabel, Karla Reuter, Kris Schondelmeyer

Discussed:

1. Prestige Plastering – Andrew – work has been paid for but not done; Nathan to follow up with contractor
2. Compassion Camp
 - a. B,G&S will provide food for Monday
 - b. Karla getting information from Abby
3. Gutters will need to be addressed
 - a. Estimates are \$6,228 (Veteran's Choice) and \$6,800 (Schwarz)
 - i. Both need 50% down and balance at conclusion of job
 - b. Committee chose Veteran's Choice as preferred
 - c. Darren taking original estimate to Kristine
 - d. Darren will work with Kristine the morning of Tuesday 5/6 to fill out paperwork.
4. One of the air conditioning units was found to be broken for the sanctuary
 - a. Matt calling to get some potential options
 - i. cost to repair existing unit will be approximately \$15,000
 - ii. Possible solution is a 30 ton unit to replace the two existing 15 ton units
 - b. Repair or replace are both very costly and will need to be presented to session for June meeting
5. Incident report presented by Darren regarding dog attack around the church grounds, in which Chad was injured.
6. Motion made by Dan to remove the bulletin board and puzzles in Fellowship Hall to allow space for scout shadowboxes and plaque
 - a. Seconded by Karla
 - b. Vote: all in favor
7. Motion made by Karla to spend \$1,860.56 to repair gas leak
 - a. To be taken from the boiler maintenance account
 - b. Seconded by Nathan
 - c. No discussion
 - d. Vote all in favor, none opposed
8. Next meeting June 2nd, 2025



Hospitality and Welcoming

The committee met April 29th, Pastor Kris, Andy Edwards, Dianna Darland and Kristine Oswald were present.

Julie VanPelt will be introduced to the congregation on May 11. We have had two recurrent visitors that are interested.

Ushers will be creating an online sign-up and may go down to three ushers per Sunday. Will try and make a list for the full year so we don't have to wait till the night before to get ushers. Will look at the volunteer sheets for extra help.

We will be getting a sign-up sheet for welcoming treats that will be in the back of the Sanctuary and online. People will sign up for treats to serve approximately 40 people.

Name tags will be reintroduced in fall.

Coffee will be made downstairs and available in the back of the Sanctuary and at Sunday school.

Submitted by Andy Bowles Edwards



Finance Committee

The meeting (4/15/25) was brought to order by Co-chair, Tom Spitzfaden at 7:00 p.m. on Zoom.

Present at the meeting were Craig Foster, Nancy Chapman, Pam Paulsen, Tom Spitzfaden, Kristine Olson and Kirk Christie. Kirk was a welcomed observer.

Absent was Rev. Dr. Kris Schondelmeyer and Karen Moore.

Pam was assigned to take notes.

A quorum was determined and a motion to approve the March meeting was approved.

Kristine will forward the notes to the Clerk of Session.

Nancy needs to give an updated Finance Committee member list to the clerk. Three names are to be removed, Chris Pitcher, Eric Sholle and Edward Owen's.

March financials and Kristine's comments were reviewed.

Tom presented his plan for doing Agreed Upon Procedures. In early May he will organize the procedure with assistance from Craig Foster, Stephanie Arp and Eric Sholle, if they are available, and Kristine (scope letter).

Birdies update-after Kristine sends the Birdies letter to Tom, he will write a letter to be sent to the congregation explaining the process.

Lunch for VBS the week of June 16th-we decided that June 17, is the day we will do a hot dog, chips, grapes and Oreo cookie (both regular and gluten free) lunch for VBS.

Kristine presented the need for a new printer in the church office and the contract details for an ABS copier. Details are FPC will buy-out the main printer, lease a new printer for 5 years and ABS would dispose of the old back-up printer. This would be roughly \$30/month more than what FPC currently pays for the lease. This would allow us to have two printers that could print bulletins or other large printing projects, reducing the time spent waiting for print jobs to be completed. Finance approved the new printer.

Cash Counting Procedure-Kristine presented the new Cash Counting procedure from the recommendation of the last audit in July 2024. Two additions were added by the committee to the Cash Counting policy of December 12, 2005.

1. In the sentence "At the next cash count, a volunteer will document "by initialing and dating on the ...".
2. The volunteer should report any discrepancies to a Finance Committee chair or co-chair and/or to the Head of Staff

Motion by Nancy, seconded by Pam for this change. Motion passed.

Kristine presented a “QuickBooks Online Advanced Implementation Plan” to share the process for implementing QuickBooks. Craig Foster and Jed Steckel have agreed to help on the setup.

Next meeting of the Finance Committee is May 13, 2025– via zoom.

Pam ended the meeting with prayer.

Meeting ended at 8:05 p.m.

Meeting notes by Pam Paulsen 04/17/2025

Updated 04/18/2025 after reviewed by Nancy Chapman



Strategic Discernment Taskforce

Strategic Discernment Taskforce Meeting

March 26, 2025

Present: John Gere, Matt Bishop, Karla Ruiter, Marty Bowles Edwards, Matt Kabel, Pam Paulsen, Nancy Chapman, Julia Meyer, Nancy Foster, Pastor Kris Schondelmeyer

Pastor Kris opened the meeting with prayer. The purpose of our meeting was to prepare for a “congregational conversation” on April 13 (Palm Sunday), to determine how best to present our assessment results. The April gathering will be in conjunction with Manna & More. Here’s our plan April 13:

- ☐ Provide an overview of the meeting.
- ☐ Center the group with scripture.
- ☐ Explain the Biblical foundations of discernment, what it is, what are the limits.
- ☐ Offer a discernment prayer.
- ☐ Review the purpose of membership at FPC (love the Lord your God with all your heart, you soul, your strength and your mind, and your neighbor as yourself).
- ☐ Review our Core Values at FPC (energy, intelligence, imagination, love).
- ☐ Review our Mission (Matthew 25 church).
- ☐ Share an overview of the assessment results using all the slides but trying to keep it general.
- ☐ Summarize the key findings (ministry priorities, building repair/remodel, etc).
- ☐ Provide reflection questions for each table’s conversation.
- ☐ Follow up: sharing table reports with the group with comments to be tabulated.
- ☐ Time of reflection: ask for a word or short phrase that captures their feelings about the discernment process.

We discussed ways to make this busy gathering more efficient – possibly shortening the worship service, providing a children’s activity so parents can focus, etc. We agreed that team members should sit one to a table and choose seats with their backs to the screens so others can see better. And we should assist with clearing tables. We agreed on 12 tables with 8 chairs.

After the April 13 “conversation,” our committee will meet on May 7 at 7PM to evaluate where we are in the process of discernment, prior to the May session meeting.

Kris closed the meeting with prayer, both silent and as a group.

Respectfully submitted,
Nancy Foster

Strategic Discernment Taskforce -Congregational Conversation

April 13, 2025

Table summaries:

- ☐ Key findings are missing young families and children as a Ministry Priority. This was brought up at several tables.
- ☐ Need to make members and non-members welcome.
- ☐ There are questions about money-what can we afford?
- ☐ When considering moving to a new location, it is important to acknowledge the church is the members, not the building.
- ☐ Youth need to be a priority in the Ministry Priorities.
- ☐ Spiritual development needs to be at the top of the priorities
- ☐ Youth and young families need to be a ministry priority.
- ☐ There is homelessness in the community; Caring Closet is a good start.
- ☐ It feels like we are moving forward.
- ☐ Use the music ministry to bring in members and financial support.
- ☐ Streaming now on YouTube is exciting.
- ☐ The new sign is being noticed.
- ☐ When in hospital, how to communicate to church for a visit.
- ☐ In the past, there was a way that if a member stopped attending church, someone contacted the member, acknowledging the absence. That doesn't happen now.
- ☐ Suggestion made for members to put contact information for Member Care Team Deacon in members' phone to contact Deacon if in the hospital.
- ☐ There is a lack of focus on children in the Ministry Priorities.
- ☐ The Community Center is a good idea.
- ☐ Audio in the sanctuary should be refined to hear better.
- ☐ Strategic Discernment Team is made of seniors. There should be input by youth.
- ☐ If there is a focus on ministry, it will bring in members.
- ☐ It would be helpful for members to volunteer to work part time in the church office. There will be a questionnaire soon for church members to volunteer for that work and other areas.



CEFY

Attended: Kathy M., Kathy K., Abby S., Marty E., Sue E.

Gathering and Prayer: Abby opened with prayer and a devotion

Budget

- Overall, thru 3/31/2025, CEFY is under budget by nearly \$1,800 and has roughly \$19k in custodials available for use.
- For 2025, Session approved \$3,000 of custodial/designated funds to be used to offset budgeted expenses as Use of Designated Funds income.

Old Business

- Nursery (birth – K)
 - o Need Volunteer May 18-June 29ish (Laney may be willing to cover)-Abby will reach out to people to help

- Kathy K will do nursery care for the PAS event on May 18th, Abby will work to find a second person
- looking at shorter hours for nursery for the summer months(8:30-11)?
- Sunday School (1st – 2nd; 3rd – 5th grade and 6th – 12th grade)
 - Thank you!!
 - Acolyte sign-up <https://www.signupgenius.com/go/10C0844ADAF2CA4FEC52-52339858-acolyte>
- Youth Ministry (6th – 12th grade)
 - Thank you!!

New Business

- Sunday Morning
 - Musikgarten is now birth – K
 - Will meet most Sundays during the summer
 - Older siblings are invited to attend
 - Sunday School
 - SS programming has ended but playground all summer
 - Graduate Recognition
 - May 18 (in conjunction with M&M and Volunteer App)
 - Family Picnic
 - June 8 (after worship – includes all families with children birth-12th)
- VBS Compassion Camp
 - Check-in June 1 after worship
 - June 16-20 9am-12:15pm
- Summer Special Events
 - 3-5 (June 28 – Pool Party)
 - Youth (August 3 – Pool Party)
 - Movie night...TBD

Upcoming dates

- May 18 – Manna and More (Volunteer App / Grad Recognition)
- June 8 – Family Picnic (for all families) Kathy M., Abby and Marty met on Monday May 5th for planning
- June 16-20 – VBS CC
- September 7 – KICK-OFF SUNDAY 2025!!!

Anything we are forgetting or neglecting?

Ideas for Nursery activities for the summer, aligning with sermon themes

Closing with Prayer: Marty closed in prayer

Appendix 3: Staff Reports, May 2025

FPC Staff Reports: May 2025



Abby Schondelmeyer and Marty Bowles Edwards, Co-directors of Christian Education and Fellowship with Youth

Youth Group enjoyed a close and regularly attending group of Youth and Adult Mentors, as they meet weekly. Our last youth group of the school year was May 4. We hope to continue a few more weeks into May next year. Due to the church schedule and holidays we ended earlier than we originally planned. Youth are encouraged to help with VBS in June. We have a youth pool party planned for August at the home of Marty and Andy Bowles Edwards.

Our final Sunday School this school year was held on May 4 with a party. We appreciate the support of all involved on Sundays and the entire congregation. The playground will be available all summer. We will have extra crafts and activities available.

We are working on planning a couple more family events over the summer (pool party and movie night).

In conjunction with Kathy Middleton, we will be hosting a Family Picnic. It will include all families with children on June 8 immediately after worship on the West Lawn. We will have fun, fellowship, food, games and water balloons!

VBS Compassion Camp: All God's Creatures will take place June 16-20 from 9am - 12:15pm. Come learn how God Created Me! God Created You! God Created Everything! And it is Good! Thank you to Session Committees for your support for lunches.

Ham / Turkey and Cheese Sandwiches (Monday / Buildings and Grounds),
Hot Dogs (Tuesday / Finance Committee),
Chicken Nuggets and Fries (Wednesday / Adult Spiritual Growth)
Macaroni and Cheese and Hotdogs (Thursday / Deacons)
Pizza (Friday / Music and Worship).

We worked with the Fellowship Committee, and Worship and Music Staff to plan the final Manna and More Intergenerational Sunday on May 18th. It was graduate and volunteer reception. Graduates and volunteers were also recognized in worship that morning. We had 5 graduates recognized in worship (HS: Benny Jacobsmeier, Aidan Price, and Meg Saskowski; College: Abby Saskowski and Madison Hanssen).



Kristine Olson, Director of Financial and Business Administration

April 2025 and Q1 Restricted Funds, and Q1 Managed Funds Financials were provided to Finance Committee 5/9/2025.

o Session Committees meeting after May 13, will receive April Committee financials prior to their April meetings. Committees/Deacons who have already

met will receive April reports for their June meetings.

- o Craig Foster reviewed all March Reconciliations Monday, May 12th. All March Journal Entries were provided at that time and will be reviewed within 45 days of March close. This is the 2nd month in a row this will have occurred.

- Breeze implementation has started. I am tasked with the “Giving” portion of the application.

- o Tammy & I have begun entering February 2025 -present Church Windows deposits into Breeze. We plan to continue this until the Church Windows’ Donations module is retired, which is planned for 7/1/2025.

- o Online Giving via Breeze will eventually replace Vanco when the new website is available. I have created a draft giving page for review. Give to First Presbyterian Church of Davenport

- QuickBooks Online Implementation Update

- o Implementation is ongoing. I have training on setting up the non-profit chart of accounts later this month. I will have a proposed chart of accounts for Craig & Jed to review and plan to provide a draft to Finance at their June meeting.

- Based on comments from Finance & Hospitality, I have updated the new Cash Counting procedures to identify who is responsible for making the actual deposits.

- o The Policies & Procedures Review for the Year 2024 will be conducted in-house and is scheduled for Thursday, May 15th , Monday, May 19th , and Wednesday, May 21st .

- A draft of the 2025 Birdies for Charities letter was sent to Tom Spitzfaden today (May 13th).

- The annual Financial Policies & Procedures review is scheduled for May 15th , May 19th ,

and May 21st . On those days I will have limited availability to meet with others.

- As a reminder, please submit APPROVED expense reimbursements to the Finance Office by the 8th and 23rd of each month to ensure payment by the 15th and Last Day of each month, respectively. Unapproved expense reports may result in a delay in processing your reimbursement requests.