

Session Meeting  
First Presbyterian Church  
Davenport, Iowa  
August 5, 2024

The stated meeting of the Session of First Presbyterian Church of Davenport, Iowa was held on Monday, August 5, 2024. The meeting was held in Von Maur Hall with Zoom available. There was no FPC Session meeting in July.

Session members gathered at 6:30 PM for devotions and study prior to the start of the meeting. Rev. Schondelmeyer read Psalm 71:16-19, then lead a discussion on what would go into a time capsule that would tell future generations about what was important to FPC in 2024. Can we use this information to help us look forward to what our church is called to be.

Moderator Rev. Dr. Kristopher Schondelmeyer called the meeting to order at 7:00 PM and opened with prayer. A quorum was present. A Land Acknowledgement was read.

	Class of 2024		Class of 2025		Class of 2025
P	<b>Paula Burnett</b> <i>Hospitality &amp; Welcoming</i>	P	<b>Dan Breinich</b> <i>Personnel</i>	P	<b>Dianna Darland</b> <i>Hospitality &amp; Welcoming</i>
P	<b>Kirk Christie</b> <i>Adult Spiritual Growth</i>	P	<b>Nancy Chapman</b> <i>Finance</i>	E	<b>Rachel Frohlich</b> <i>Worship &amp; Music</i>
P	<b>Nancy Foster</b> <i>Finance</i>	P	<b>Bonnie Johnson</b> <i>Stewardship</i>	P	<b>Denny Jorgenson</b> <i>Congregational Fellowship</i>
P	<b>Bev Koos</b> <i>Worship and Music</i>	P	<b>Nathan Kabel</b> <i>Buildings Grounds &amp; Safety</i>	A	<b>Kathy Knox</b> <i>Christian Ed &amp; Fellowship with Youth</i>
E	<b>Diane Roebuck</b> <i>Christian Ed &amp; Fellowship with Youth</i>	E	<b>Kristine Oswald</b> <i>Worship &amp; Music</i>	P	<b>Diana Miller-Bur</b> <i>Worship &amp; Music</i>
P	<b>Karla Ruiter</b> <i>Buildings Grounds &amp; Safety</i>	P	<b>Mark Ruebling</b> <i>Congregational Marketing &amp; Growth</i>	P	<b>Cathy Pratscher-Woods</b> <i>Stewardship</i>
E	<b>RuthAnn Tobey-Brown</b> <i>Personnel</i>	P	<b>Vicki Stegall</b> <i>Personnel</i>	P	<b>Jed Steckel</b> <i>Adult Spiritual Growth</i>
A	<b>Jay Williams</b> <i>Adult Spiritual Growth</i>				
P	<b>Mark Jones</b> <i>Co-Clerk of Session, non-voting</i>	P	<b>Marty Bowles-Edwards</b> <i>Co-Clerk of Session, non-voting</i>	<i>P- present E-Excused A-Absent</i>	

Staff members:

P	<b>Rev. Dr. Kristopher Schondelmeyer</b> <i>Pastor / Head of Staff</i>	P	<b>Kristine Olson</b> <i>Director of Financial and Business Administration</i>	P	<b>Darren Long</b> <i>Director of Building and Grounds</i>
P	<b>Rev. Pat Halverson</b> <i>Parish Associate</i>	P	<b>Jim Middleton</b> <i>Director of Office Administration</i>	E	<b>Matthew Bishop</b> <i>Director of Music and Arts</i>

Guests: FPC Staff Members, Church Member Julia Meyer.

**On motion and second**, the agenda was approved with the addition of approving 2 weddings and a motion about opening up a new bank account for merchandise sales.

**On motion and second**, our guests were admitted to the meeting with voice but no vote.

## CONSENT AGENDA

The following items were presented on the Consent Agenda:

- Approve the June 17, 2024 Session Meeting minutes.
- Approve June 2024 Income and Expense Report.
- Approve June 2024 Custodial and Pass-Throughs Report.

Comments on the Consent Agenda:

Elder Nancy Foster, Finance Committee, provided the following comments on the Income and Expense report for June and the Custodial and Pass-Throughs Report

- Actual income in June was better than budgeted.
- YTD – showing a smaller deficit than projected (\$80K vs \$108K) but still a deficit.
- 52 pledges made to Birdies for Charity for about \$138K plus the Birdies bonus
- No specific comments on Custodial report other than to remind committees to consider where some of these accounts could be combined.

**On motion and second, the Consent Agenda was approved.**

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## CLERK'S REPORT

- The printed July 2024 Clerk's Report is appended to these minutes.
- Reminder of the clerks' e-mail: [clerk@fpcdavenport.org](mailto:clerk@fpcdavenport.org).
- Report from the Building Use Commission: The Building Use Commission approved a request for FPC to serve as an early voting satellite for the November election. If approved by the Scott County Auditor, dates(s) and times(s) will be set in agreement with the Scott County Auditor and FPC calendar of events.
- The agenda for the Congregational Conversation on Sunday, September 8, 2024, at 10:30AM was presented for comment. Some adjustments may be needed to reduce the length of the meeting.
- Communication received: A thank you letter, dated July 19, 2024, has been received from the Office of Ministry Engagement and Support (PC-USA) for the receipt of \$619.00 for the Christmas Joy Offering.
- **Action items:**
  - **On motion and second**, the Session approved the use of FPC for the following weddings:
    - Anna Putman and Alex Gilson, October 4, 2024 (rehearsal) and October 5, 2024 (wedding)
    - Rebecca Chomycia and Eric Scholl, October 25, 2024 (rehearsal) and October 26 (wedding)
  - **On motion and second**, the Session approved the following members of the Task Force to Explore a Childcare Center Partnership with FPC Davenport. Glen Roebuck, Co-Chair, Diane Roebuck, Co-Chair, Ami Wells, Doug Wells, Brock Earnhardt, Heather Calvert, RuthAnn Tobey-Brown, The Rev. Dr. Kris Schondelmeyer, Ex-Officio (including a vote). The Task Force was created by Session in June 2024.
  - **On motion and second**, the Session approved a list of names prepared by Co-Clerk Mark Jones to be removed from the FPC Baptism Roll. This list is appended to these minutes.

- Background: These individuals are adults with local addresses but no known recent participation with FPC. It has been confirmed that those on this list baptized at FPC are on and remain on the Baptism Registry.
- **On motion and second**, Elders Vicki Stegall, Kirk Christie, and Karla Ruiter were elected Commissioners to the 213<sup>th</sup> Stated Meeting of the Presbytery of East Iowa, Saturday, September 21, 2024 at Camp Bear Creek.

**On motion and second**, the Clerk's Report was received as presented.

## DEACONS' REPORT

No Deacon representative was available to attend this meeting. The Deacons provided the following written comments:

- The Memorial to the Lost is slated to start Saturday, August 3, and Deacons have volunteered to support this effort.
- The next major church event is the community picnic.
- Deacons have been closely involved in caring for church members who have experienced loss and experiencing transitions in their current life due to health issues. Much of this work goes well beyond the tenets of Member Care work.
- Our next Board of Deacons meeting is Monday, August 12.

**On motion and second**, the Session voted to receive the written Deacons' Report as presented.

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## SESSION COMMITTEE REPORTS

- Written Session committee reports are appended to these minutes.
  - The Session Committee Reports were presented.
    - Discussion:
      - Pastor Kris clarified that in the Finance Committee report that he did support funds being made available in the personnel budget for background checks rather than in the building security funds
    - Following discussion, the Session Committee Reports were received as presented.
  - Action items from Session Committee
    - Elder Nancy Chapman made the following **motion**, seconded by Elder Nancy Foster: *It is moved that the Session approves the establishment of a separate bank account to deal with transactions as a result of the Evangelism Policy for Selling Church Merchandise. That account will be established by two Corporate Officers or a Corporate Officer acting with a member of the Finance Committee.*
      - Background: In the May 20, 2024 Session meeting, Session approved the Evangelism Policy for Selling Church Merchandise. As part of the discussion of that policy, it was noted "A bank account will be set up to deal with transactions-securely separate from regular church accounts." This topic was discussed in the July 16 Finance Committee meeting but no action was taken. To facilitate this process and as there is no Finance Committee meeting scheduled for August, the motion is brought to Session.
      - Following discussion, **the motion was approved.**
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## **STAFF REPORTS**

### **Kristine Olson, Director of Financial and Business Administration**

- Distribution of Birdies for Charity monies will be October 10, 2024, earlier than usual.
- Working now on a draft budget for 2025.

### **Marty Bowles-Edwards, Co-Director of Christian Education**

- CEFY has been recruiting Sunday School teachers.
- Working on curriculum for the fall.
- Working on ways the children in the *playground* can participate in certain aspects of the worship service along with the rest of the congregation.

### **Darren Long, Director of Building and Grounds**

- FPC recently had annual inspection of the fire extinguishers and Davenport Fire Department inspection.
- Recycling containers outside have been updated.
- Still working with estimates on water damage repairs and the insurance company.
- A recent event occurred causing the fire alarms to sound and caused the CE elevator to malfunction. Alarm system is being rewired. The elevator is stuck in fire mode and hopefully will function correctly when the rewiring is complete.

### **Jim Middleton, Director of Office Administration**

- Everything going OK in the office.
- Needed to fix the back-up power source for the computer network.

### **Pat Halverson, Parish Associate**

- Has preached 3 times during Pastor Kris' time away.
- Done some visiting.
- Thankful for Pat's safety. She was sheltered at the North Park food pantry recently during a shots-fired incident in the mall.

### **Matt Bishop, Director of Music and Arts**

- 1776 performances were well received; good crowds; proud of cast and crew.
- In July, attended the Broadway Teaching Workshop, in NYC.
- PAS Announcement Party was held.
- Bix Sunday, yesterday, went well.
- Planning for the fall.
- Fall choir retreat is August 31, 2024.
- PAS brochure is at the printers.

### **Rev. Dr. Kristopher Schondelmeyer, Senior Pastor/Head of Staff**

- Has been on vacation most of this month. Was able to spend considerable time with his family while doing a little work in the evenings. Appreciative of the time-off afforded the staff.
- Has been busy this week. As Vice-Moderator of PEIA, moderated an installation in Fort Madison. Last Saturday, led the opening service for the *Memorial for the Lost*. Bix Sunday was yesterday.
- Leaves Friday for Scotland with a group from FPC. Will be teaching on the tour.

- Strategic Discernment Team meets this week for the first time.
  - Requested the following action item:
    - **On motion and second**, the Session approved FPC as the mailing address for PEIA. Notes: PEIA no longer has a physical office and needs a location for mail. FPC already houses PEIA records. FPC is also closest PEIA church for the Stated Clerk. A mail slot has already been created. FPC will alert PEIA to the presence of mail but will not forward/redirect mail.
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## **OTHER BUSINESS**

**Evaluation of the Meeting:** Shorter than usual (a good thing). Concise. It was announced that a new bible study will be used for Session devotions at upcoming meetings.

## **ADJOURNMENT**

The agenda was completed. No new business was brought to the floor. The Moderator closed the meeting with prayer at 8:25 PM.

The next Stated Meeting of the Session of First Presbyterian Church, Davenport, Iowa will be held September 16, 2024, at 7:00 PM in Von Maur Hall. Study and devotions will start at 6:30 PM. Zoom will be available.

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The Rev. Dr. Kristopher D. Schondelmeyer  
Moderator

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Mark Jones and Marty Bowles-Edwards  
Co-Clerks of Session

## Appendix 1: Clerk's Report for July 2024

**REPORT OF THE CLERK OF SESSION**  
**August 2024**

## **I. Membership Changes**

## Death of a member

Roger Warren Powell died July 1, 2024. His burial will be at Pine Hill Cemetery at a private family service.

Diane E. Gere died July 17, 2024. A memorial service and inurnment will be held at a later date.

**Former member death:**

Sidney D. Herzberg, Bettendorf, died on June 8, 2024. A service was held on June 14, 2024 at Asbury Methodist Church, Bettendorf, IA.

Barbara King Heninger Spiker died on July 25, 2024 in Eagle, Colorado. A Celebration of Life service was held on August 1, 2024 at Eagle River Presbyterian Church, Avon, Colorado.

## II. Christian Education Attendance June of 2024

June 2023	Nursery	Sunday School All Grades	Kirkwood Choir	Musik-garten*	ACE
4	2	recess	recess	recess	recess
11	2	recess	recess	recess	recess
18	5	4	recess	11	recess
25	2	4	recess	18	recess
<b>Total</b>	<b>11</b>	<b>8</b>	-	<b>29</b>	-
Weekly avg	3	4	-	15	-
				*Children & Adults	

June 2024	Nursery	Sunday School All Grades	Kirkwood Choir	Musik-garten*	Cherubs	Youth Ministry	ACE
2	5	7	Recess	7	Recess	Recess	Recess
9	4	7	for	12	for	for	for
16	5	12	summer	9	summer	summer	summer
23	6	6**		Picnic			
30	2	3**		5			
Total	22	35		33			
Weekly avg	5	7		8			
**Playground only				*Children plus adults			
Compassion Camp (June 10-14): 17 children, 5 youth, 18 adults							
Family Picnic (June 23): 11 children, 13 adults							

## Christian Education Attendance July 2024

July 2023	Nursery#	Sunday School All Grades	Kirkwood Choir	Musik-garten*	ACE
2	5	5	recess	14	recess
9	1	5	recess	20	recess
16	2	0	recess	14	recess
23	-	0	recess	9	recess
30	recess	0	recess	7	recess
<b>Total</b>	<b>8</b>	<b>10</b>	<b>-</b>	<b>64</b>	<b>-</b>
Weekly avg	3	2	-	13	-
#Nursery open for Addams family rehearsals on 6 dates, total of 16 children.				*Children & Adults	

  

July 2024	Nursery	Sunday School All Grades	Kirkwood Choir	Musik-garten*	Cherubs	Youth Ministry	ACE
7	7	7**	Recess	13	Recess	Recess	Recess
14	1	5**	for	10	for	for	for
21	0	6**	summer	recess	summer	summer	summer
28	0	8**		8			
<b>Total</b>	<b>8</b>	<b>26</b>		<b>31</b>			
<b>Weekly avg</b>	<b>2</b>	<b>7</b>		<b>10</b>			
** Playground only			*Children plus adults				

## III. Worship Attendance June 2024

June 2023		Cong. Count	Choir & Clergy	Totals
	9:30 AM	110	46	156
	On-line Views	14		14
4	Total			170
	9:30 AM	100	4	104
	On-line Views	19		19
11	Total			123
	9:30 AM	87	4	91
	On-line Views	59		59
18	Total			150
	9:30 AM	85	5	90
	On-line Views	57		57
25	Total			147
Monthly Totals				590
Weekly Average				147

Video counts are based on views 2 weeks after the last service of the month.  
Weekly average is figured on the in-person attendance plus watches on Vimeo and Facebook.

June 2024		Cong. Count	Choir & Clergy	Totals
	9:30 AM	101	51	152
	On-line Views			64
2	Total			216
	9:30 AM	99	4	103
	On-line Views			36
9	Total			139
	9:30 AM	114	4	118
	On-line Views			38
16	Total			156
Outdoors	9:30 AM	83	4	87
	On-line Views			66
23	Total			153
	9:30 AM	95	3	98
	On-line Views			37
30	Total			135
Monthly Totals				799
Weekly Average				160

On-line views are based on livestream views and other views 2 weeks after the last service of the month. Weekly average is figured on the sanctuary attendance plus views on Facebook and Vimeo.

## Appendix 2: Session Committee Reports, August 2024



### **Buildings and Grounds and Safety Committee**

July 1, 2024. 5:30PM in the Parlor

Present: Matt Kabel, Pete Madden, Nathan Kabel, Karla Ruiter, Pastor Kris, Nancy Chapman, John Gere, Darren Long

1. Karla reported the Compassion Camp lunch was a success.
2. We reviewed and discussed the 3 Tuck-pointing bids and voted on our recommendation (TnT.) Before making a proposal to Session, we need to see what the Strategic Discernment Team sees as their vision for FPC's future and how to move forward.
3. We discussed our budget for 2025 and Matt Kabel will get it typed up and submitted to Kristine Olson by the end of July.

Respectfully submitted,  
Karla Ruiter Co-chair



### **Personnel Committee**

Meeting 7-1-2024 7:02 via Zoom.

Present: Dan Breinich (notetaker), RuthAnn Tobey-Brown, Vicki Stegall, Pastor Kris Schondelmeyer, and Nancy Chapman (from Finance Comm)  
Absent: Dick Koos (in hospital) and Brian Price

Meeting opened at 7:02 via Zoom. Devotions by RuthAnn

RuthAnn read a letter of resignation from Andy Edwards, asking to be released from Visitor and Volunteer Coordinator effective 7-1-2024. However, he will continue to "man" the Welcome Desk and follow-up with visitors and new members. This non-paid position was created for Andy so no replacement is planned at this time. The resignation was unanimously accepted and passed, with regrets.

There was extensive discussion about the Personnel Committee's recommendation for the 2025 Budget. Several options were put out for consideration. A final decision was sent on. However, some unknowns may affect the impact on the budgetary decisions: as yet unknown Board of Pensions dollar numbers, the U.S. Department of Labor impact on some employees, and potential raises for staff.

The meeting was closed with prayer by Pastor Kris at 8:18 pm





## **Christian Education and Fellowship with Youth (CEFYP)**

### **Meeting Minutes**

July 22, 2024 7:30PM on Zoom

Present: Diane Roebuck, Kathy Middleton, Abby Schondelmeyer, and Marty Bowles  
Edwards Meeting was opened with prayer by Abby Schondelmeyer at 7:03

**Budget:** Reviewed categories and amounts designated in the 2023-2024 budget. Agreement of the committee was that no category or amount changes were needed for the 2024-2025 programming year. Specific records will be maintained to provide additional data on expenditures that fall within the broader, flexible categories such as meal expenses for Youth Fellowship.

### **Old Business**

\*Nursery (birth – 4 years old) additional Staff needed. Job will be reposted for another round of interviews. The last selected candidate ceased responding to contact attempts for pre-employment screenings and paper work.

A Fruits of the Spirit unit will be scheduled into the programming year.

\*Youth Ministry (6th – 12th grade)

Gathering August 4 at Bowles-Edwards House / Pool 4-7 pm

At that gathering the Youth and Sponsors will determine frequency of Youth Group meetings for the programming year.

### **New Business**

\*Compassion Camp Debrief – Overall pleased with the experience as teachers and with the feedback from children and parents. It was recommended to consider adding daily theme content and application verbiage to the individual activity times.

\* Dates for CC 2025 – Knowing there is no perfect time, Families will be contacted for input of week preferences. Options are June 9-13, or June 16-20

\*Children's Sermons - All Sunday Children's Sermons have been assigned through August 18

07-14 Marty Bowles Edwards

07-21 Sarah Greim

07-28 Marty Bowles Edwards

08-11 Diane Roebuck

08-18 Paula Hartmann

\*Child Abuse and Prevention Training is scheduled for August 24 9:00-11-30AM at church

\*Sunday School (PK – 5th grade) Curriculum search is underway. Teacher recruitment is in progress.

Learning units will be used for multi-sensory learning and application of biblical concepts to home, school, and friendships.

The Lord's Prayer Unit will open the year, with the goal of adding that prayerful opportunity to actively participate in the Sunday morning worship services.

September 15 is the beginning of the Sunday School programming year.

Meeting was Closed with Prayer

Next meetings

- No meeting in August – July 22 was a combined July/August Meeting

- September 2, 7:30PM on Zoom



### **FPC Building Use Commission**

Present: Rev. Dr. Kris Schondelmeyer, Mark Jones, Pam Paulsen, Tom Spitzfaden, Nancy Chapman, and Marty Bowles Edwards

Pastor Kris opened the meeting was opened with prayer.

Noah Droessier

Senior Recital Tuesday, June 18, 2024 from 5:00-6:30PM

BUC Approved the event with the following offer:

- 1) Noah will pay the \$50 deposit to hold the date. This will be refunded to Noah if he performs music for a Worship Service this summer.
- 2) Noah played for Worship on Sunday July 21, 2024. This fulfilled his commitment.

The Agenda will be to discuss the following documents as emailed by Nancy Foster:

- 1) Building Use Policy
- 2) Central Presbyterian Church, Des Moines Rental Policy
- 3) St Andrew Presbyterian Church, Iowa City



### **Congregational Conversations Planning Meeting**

June 20, 2024 via Zoom 3:00-3:37PM

Present: Rev Dr. Kris Schondelmeyer (Moderator), Nancy Chapman, Glen Roebuck, Jim Middleton, Abby Schondelmeyer, Mark Jones, Marty Bowles Edwards

Purpose: Set the Agenda for a September 8, 2024 10:30 Congregational Conversation and estimate time needed for each presentation. Goal is to provide a brief look back on accomplishments since January 2024 and the primary focus is to be on upcoming events and opportunities in this new programming year 2024-2025.

Deacons (5 minutes): 1. Community Partnerships forming with the Caring Closet  
2. Hands on Mission Opportunities for Congregational Involvement:  
Trunk or Treat, Home Coming, Kids Against Hunger, Alternative Gift Giving  
Early Education Task Force (5 minutes)

Finance (5 minutes): 1. Summary of finances as of September 2024 (July financials will be available by this date.) 2. Birdies for Charity update – Payout date is Oct 10 but may have a good idea of amounts by Sept 8.

Note: Kris will make an announcement Sunday morning to encourage donating pledged money or additional funds to Birdies for Charity program.

Foundation (5 minutes) 1. Matthew 25 and rental property alignment (Jeff Gomez would be an appropriate person to speak about housing as a mission.) 2. Legacy Giving

CEFY (5 minutes) 1. Program year overview

Note: Group discussion of the CROP Walk and Trunk or Treat as mutual Deacon and CEFY events. Too much on Deacon's calendar for October to accommodate the CROP Walk. Concern was expressed for multiple fundraising efforts in the Fall.

Pastor Kris (10 minutes): 1. Strategic Discernment Task Force (Nancy Chapman is Co-Chair) 2. Capital Campaign 3. Question and Answer Time

Presbytery (3 minutes) Mark Jones will write and share this update to highlight positive changes:

1. Kris has a leadership role.
2. RuthAnn Tobey-Brown is serving on the on the Preparation for Ministry Committee.

Adult Spiritual Growth (5 minutes) Either Kris or Jay will present the program year overview

Music Program (5 minutes) Matt Bishop will provide update/overview – Kris will ask Matt.

Fellowship Committee (3 minutes) Kris will ask Denny Jorgenson to do this overview.

Church Merchandise Store Up and Running? Kris will talk with Matt about store format and products. Nancy will talk with Tom Spitzfaden about the financial arrangements,

Preparation Details: 1. Turn in pictures to Jim, focus on highlights from January to September. 2. Live Stream the Congregational Conversation – no ZOOM. 3. No Minutes taken by a Clerk September 8<sup>th</sup> as this is not a meeting.



### **Finance Committee –**

**11 June 2024, 7pm (central time) – By Zoom**

Present: Karen M, Chris P, Nancy C, Nancy F, Edward O, Tom S, Pam P, Kristine O

Identify note taker for this meeting.

- Chris took notes for the first 30 minutes and Edward took over after that.

Additions/Changes to agenda

Approve minutes May 14, 2024 meeting, assuming there is a quorum -approved

May Financial reports: May giving was below desired. Hopefully, this will not become a trend, but remains a concern and bears monitoring. Note: those who pledge and give quarterly continue to do so as evidenced in early June donations.

Memorial Gifts policy - Nancy sent info on Sunday

- There is \$32,913.32 in the General Memorial Holding Account right now.
- The Memorial Gifts policy was reviewed in 2015 and 2023. A vote was not taken after the June 2023 update.
- The major change was to not use 2 accounts: *Memorial Holding Custodial Account* for the first 6 months and then move to the *General Memorial Unrestricted Custodial account*.
  - This caused confusion and in 2023 it was decided to only use 1 account.

- This raises the question about how we track the money in limbo that is within the 3-month window that the survivor has to choose where the money goes.
  - All donations are associated with a donor name within our accounting software. In a separate Excel file, there is a spreadsheet that lists all deceased with their date of death, and the survivor.
  - When a new amount is added to the pass-through account a reconciliation is done on the previous donations that are already in that fund.
  - This reconciliation can also be done prior to using any of the money in that account.
- The other change was to add:
  - “The undesignated monies remaining in the Memorial Account may be reported as memorial income if proposed by the Finance Committee and approved by Session. This determination should be done at least annually.”
- Tom motioned to approve the 2023 changes, second by Nancy Foster. *Vote was unanimous to send the 2023 version to session for their approval.*
- Nancy C. offered to contact Kris as he was not at the meeting to confirm he is in agreement with this plan before bringing it to Session.

Consolidating Custodial Accounts (Nancy C.) – As of 5/31, there is approx. \$110K total in Custodial accounts, only \$14K of which is NOT in CEFY, Music and Deacon funds. If Pastor Kris agrees, the committee agrees to have Kristine contact committees, providing current values and reminding them of the option to consolidate funds under their control prior to the 2025 budget.

Transition grant from Restricted Fund (Nancy C.)– Session approved a “transition grant” of \$57K from restricted funds as part of the 2024 budget but the specific fund was not named. The finance committee suggests that the Sesquicentennial Fund (with a balance of \$111K on May 31) be named as the funding source. Additionally, we agreed that Session should be reminded of the situation at the June meeting and that a motion be made at the November Session meeting to make the grant per the above prior to year-end (unless it is not needed).

Masonry work: Information on work needed, timeline, amount; funding source discussion

- The \$200K +/- figure was for tuck-pointing on the church and masonry work on the CE Building. There is also a reported leak in the attic of the CE building.
- We need to know more information about the specific work to be done for each building before making a decision on the funding source.
- Where might we think of funding sources for a really big number?
  - \$90K in building reserve fund
  - \$40K in our capital maintenance endowment that can be used.
  - Additional from our General Fund Balance or the NWBank trust?
- Future projects that also need to be considered are:
  - Kitchen
  - HVAC
  - Boiler’s thermostat/temp regulator for the sanctuary
    - This endangers the organ because of the fluctuations in temperature.
- A question was posed about how long do we continue to put money into a very old building (CE building)?
  - We do not have the children in our congregation that were here when that section was built, and it is not being used to its full potential. What is the long-term plan

for that building and managing the cost for each of the repairs that mount as the building gets older?

- Session should be considering this and it should be an ongoing discussion, maybe even a committee or task force formed to figure out the long-term building plan.
- Tom will send an email to the session asking that they put this question on their June agenda.

■ Mark Jones and copying Pastor Kris and Building and Grounds chair.

#### Building use update – mostly about insurance situation

- Pastor Kris created a building use commission.
- Insurance is a big part of the policy.
- Tom's thought is that we have learned that buying insurance for specific events is expensive, \$200 +/-, and that might make it cost prohibitive for rentals. He doesn't want to make a requirement that is so financially burdensome that no-one will ever want to use it.
  - We want to have a policy that lands the liability on the tenant without requiring additional insurance either by us or by the tenant.
    - For example, if we have a high school bassoonist who wants to play in the sanctuary. They probably aren't going to take out their own insurance, but they can sign a contract that they accept liability during the event.
  - Our general insurance does have a level of coverage, but they really encourage us to get the extra policy or proof of insurance. The policy is to protect us during events that are part of our mission, and the risk increases the further away from our mission that the event's purpose is.
- No action needed; this was just an update.

#### 2025 budget process is beginning (Kristine)

- 6 months before the end of the year.
- Kristine has had questions from a couple of committees about what she is looking for, and she has provided information and budgets to assist them.
- Kris threw in something new: he would really like Personnel to have a small budget for things like background checks, software related HR expenses, etc.
  - This can be discussed at a future meeting when Kris is in attendance.
  - Currently, drug screening and background checks have been under Finance & Administration's budget. Kris views that as Building Security, but these screenings are more personnel related.
- The goal is to have committees send their budgets to Kristine by the end of July so she has the month of August to combine everything for the September Finance meeting and present the approximate budget that can be used for Stewardship when sending out pledge requests and updates.

#### New government rules on exempt salary – update

- The Department of Labor guidelines on minimum salary for an exempt employee has been raised. The Personnel Committee and Finance Committee are working on a plan which has to be implemented by January 1, 2025. Several of our employees may be impacted.

#### Agreed Upon Procedures review – Status

- Kristine will follow up with Jim Taylor of the CPA firm that did the review about the final report. The draft report showed improvement in some areas.

Other Items Kristine would like to discuss

- Birdies for Charities initial report came in with a total pledge of \$65,800 across 23 pledgers. That does not include anything from The Foundation.
  - October 10th is the day they are handing out checks.

Cash position: How much do we need by when? Sources. CD maturities

- As of June 7, there are 2 CD's maturing at Northwest Bank \$50K and \$100K.
  - Tom suggests we move the \$50K CD to the money market, this reduces the interest from about 5% in the CD to less than 1% in the money market. However, this cash may be needed since we are running a deficit and the upcoming masonry repairs.
  - Tom also suggested that the \$100K in CDs be rolled over for 8 months.
  - We have the Birdies money coming in October - this will be helpful in the meantime.
  - \$75K is accessible in a CD at IHMV that has an ability to be pulled once at any time for no charge.
  - The Wells Fargo bank account is at \$137,000.
  - \$20,000 is in a money market account.
    - \$11,000 quarterly property and liability premium is due this month.
    - \$3,800 Zoom check is due by the end of this month.
    - €18,000 Euro invoice for the choir trip came in today.

Recent major purchase activity: Microphone purchase, Playground equipment

- Finance committee voted via email to approve the use of the \$14,000 donation for the playground equipment on the proposed updates to the playground. An Eagle Scout will be doing the work.
- There was a request to purchase ten new wireless microphones which will be over \$1,000, but there is an unconfirmed donor to help pay for these. Otherwise, Music funds will be used. This was approved.

Restricted Fund responsibilities between Foundation and Finance Committee

- The board of Trustees said Finance can take back asset allocation management of restricted funds.
- We are asking for a formal passing of the torch.
- New covenant was asked about the possibility of moving some funds to a different owner without creating new assets or names. It can be done, but it is like setting up a new account and we would need someone (a real person) to represent the church to set up our account.
- The other option is to meet at a minimum once per year to look at that type of stuff. Finance is welcome to look at them quarterly and update the Board of Trustees with recommendations that they would carry them out.
- New Covenant said they can make adjustments based on the risk/aggressive investment strategy that can be made by us.
- We need an Investment Policy!

Lunch prep by the Finance committee for Compassion Camp went smoothly and the report from Marty Bowles Edwards was positive. Pam noted that the gluten-free Oreos were a hit. NOTE: committee members each owe Nancy C \$13 as their share of food costs.

Next meeting (July) meeting – Tuesday, July 16, 7pm via zoom

End with Prayer-Pam Paulsen provided closing prayer.

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**Possible Carry over / Future Topics needing attention later**

Changing banks - Including credit card situation

Pre-approval of expenses process

**Church promotional items: Kristine researching Unrelated business income if we sell swag**

- At the last Session meeting, they approved the evangelism policy (church swag).
- The online store is still being worked on.
- Finance needs to open a dedicated bank account for the online store.

**Non-expendable vs Expendable Restricted Funds at New Covenant**

- Two types: i) 3 funds recently approved to all Expendable; ii) Other funds
- Who is responsible to decide? Who is responsible to adjust the dollars so designated and how/where?

### Appendix 3: Names of individuals removed from the Baptism Roll, approved, August 5, 2024

Name	Age	*	Parents	Inactive since.	Last address
Adams, David Jay	35	y	Wm & Kathy Adams	2012	Davenport
Adams, Katelyn Michele	33	y	Wm & Kathy Adams	2012	Davenport
Badolato, Ian Michael	36	y	Cheryl & Tom Badolato	2012	Local
Ballard, Devon Michael	28	y	Christian and Cory Munn	2012	Davenport
Blackman, Faye McDiarmid	21	y	Add and Jennie Blackman	2017	Bettendorf
Blackman, Walter Lee	19	y	Add and Jennie Blackman	2017	Bettendorf
Bohannon, Taylor Dawn	19	y	Kimberly Dawn Bohannon	2017	Coal Valley
Bral, Samantha Renae	26	y	Wm & Susan Bral	2012	no address
Bruns, Christopher Ryan	39	y	Marilyn Bruns	2012	Davenport
Burress, Lee Brandon	36	y	Dixie and Wm Bures	2013	LeClaire
Burress, Nathan William	40	y	Dixie and Wm Bures	2013	LeClaire
Ervin, Nathan Andrew Berton	49	y	Andrew & Kendra Ervin	2011	Parkview, IA
Flores, Kaleb James	21	y	Brittany Rene` Herrin	not members	Bettendorf
Folwell, David, Jr.	40	y	David John & Sue Folwell	2012	Bettendorf
Grampp, Allison Flaherty	27	y	W.T. and Kimberly	2012	Davenport
Hajost, Krystal D	40	-	Clete Hess	2012	no contact info
Hajost, Steve S	39	-	Clete Hess	2012	no contact info
Hansen, Ashley Elise	32	y	Douglas and Robin Hansen	2012	Bettendorf
Hayes, Samuel Miller	31	y	John Arthur & Lynn Marie St	2017	Webster Groves, M
Hein, Piper McKenzie	22	y	Jay & Cathleen Hein	2017	Blue Grass
Hein, Tayler Louise	29	y	Mark & Michelle Hein	2012	Bettendorf
Henderson, Samuel Edward	25	y	Donald & Gail Henderson	2012	Moline
Heppe, Corbyn Wrisbergs	25	y	Richard & Kelly Heppe	2012	Eldridge
Heppe, Madison Eunice	21	y	Richard & Kelly Heppe	2012	Eldridge
Hockett, Gaige	22	y	Mareidith & Matthew Hockett	2012	Davenport
Holgorsen, Kyle	32	y	David & Jennifer Holgorsen	2012	Davenport
Houston, Alvingna	20	y	Regina Ross	2012	Davenport
Jenkins, Mallory R	38	y	Erik Jenkins	2011	LeClaire
Johnson, Haley Elizabeth	31	y	David & Jeanne Johnson	2017	Davenport
Johnson, Natalee Jean	36	y	David & Jeanne Johnson	2017	Davenport
Johnson, Jonathan Andrew	29	y	Linda Johnson	2017	Bettendorf
Johnson, Ryan Edwards	38	y	Linda Johnson	2017	Bettendorf
Meenan, Carson Robert	19	y	Matthew & Tess Meenan	2012	Bettendorf
Munn, Kaleb Matthews	22	y	Christian and Cory Munn	2012	Davenport
Nicola, Gabriella	23	y	Kari Nicola	2011	Stockton, IA
Patterson, Amanda Renee	37	y	Sheryl Lynn Patterson-Milne	2011	no contact info
Patterson, Brianna Lynn	33	y	Sheryl Lynn Patterson-Milne	2011	no contact info
Ray, Kyle	26	y	Charles Ray	2012	?
Sacia, Adam Michael	24	y	Eric & Stephanie Sacia	2011	Eldridge, IA
Sacia, Matthew Eric	26	y	Eric & Stephanie Sacia	2011	Eldridge, IA
Sacia, Megan Marie	20	y	Eric & Stephanie Sacia	2011	Eldridge, IA
Schickling, Abby Janae	39	y	Russell & Kathy Moffatt) Sch	2011	LeClaire
Schickling, Brandon	35	y	Kathy Schickling	2011	LeClaire
Schickling, Nathan	32	y	Kathy Schickling	2011	LeClaire
Schmitt, Emily Howes (Coon)	31	y	Nancy Coon	2019	Davenport
Soults, Jessica Ann	38	y	DeAnn Soults	2011	Davenport
*If baptized at FPC - confirmed the name is in the Baptism Register					