

Session Meeting
First Presbyterian Church
Davenport, Iowa
October 21, 2024

The stated meeting of the Session of First Presbyterian Church of Davenport, Iowa was held on Monday, October 21, 2024. The meeting was held in Von Maur Hall with Zoom available.

Session members gathered at 6:30 PM for devotions and study prior to the start of the meeting. Rev. Schondelmeyer led a discussion on Acts 2:42-47.

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 2026
P	Paula Burnett <i>Hospitality & Welcoming</i>	P	Dan Breinich <i>Personnel</i>	P	Dianna Darland <i>Hospitality & Welcoming</i>
P	Kirk Christie <i>Adult Spiritual Growth</i>	P	Nancy Chapman <i>Finance</i>	E	Rachel Frohlich <i>Worship & Music</i>
P	Nancy Foster <i>Finance</i>	P	Bonnie Johnson <i>Stewardship</i>	E	Denny Jorgenson <i>Congregational Fellowship</i>
P	Bev Koos <i>Worship and Music</i>	P	Nathan Kabel <i>Buildings Grounds & Safety</i>	P	Kathy Knox <i>Christian Ed & Fellowship with Youth</i>
P	Diane Roebuck <i>Christian Ed & Fellowship with Youth</i>	P	Kristine Oswald <i>Worship & Music</i>	P	Diana Miller-Bur <i>Worship & Music</i>
P	Karla Ruiter <i>Buildings Grounds & Safety</i>	P	Mark Ruebling <i>Congregational Marketing & Growth</i>	P	Cathy Pratscher-Woods <i>Stewardship</i>
P	RuthAnn Tobey-Brown <i>Personnel</i>	P	Vicki Stegall <i>Personnel</i>	P	Jed Steckel <i>Adult Spiritual Growth</i>
P	Jay Williams <i>Adult Spiritual Growth</i>				
P	Mark Jones <i>Co-Clerk of Session, non-voting</i>	P	Marty Bowles-Edwards <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>	E	Darren Long <i>Director of Building and Grounds</i>
P	Rev. Pat Halverson <i>Parish Associate</i>	P	Jim Middleton <i>Director of Office Administration</i>	P	Matthew Bishop <i>Director of Music and Arts</i>

Guests: FPC Staff Members, Deacon Moderator Glen Roebuck, Foundation President Jeffrey Gomez, church member Julia Meyer, and new member inquirers: Deanna Herman, Bonnie Parriott, Carole Scherz, and Carol Burrus.

On motion and second, the agenda was approved as presented.

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

Reception of New Members

- Introductions: The following new member inquirers introduced themselves to the Session: Deanna Herman, Bonnie Parriott, Carole Scherz, and Carol Burrus. Each spoke to their faith journey and gifts they can share with the church.
- Following an opportunity for questions, **a motion and second** were made to receive Deanna Herman, Bonnie Parriott, Carole Scherz, and Carol Burrus into active membership at FPC. **The motion was approved.**

CONSENT AGENDA

The following items were presented on the Consent Agenda:

- Approve the September 16, 2024 Session Meeting minutes.
- Approve September 2024 Income and Expense Report.
- Approve September 2024 Custodial and Pass-Throughs Report.

Comments on the Consent Agenda from Elder Nancy Foster, Finance Committee

- YTD balance in better than budgeted by about \$32K, largely from lower-than-expected expenses. Pledge and offering income are less than budgeted.
- The deficit for 2024 is projected at about \$172K.

	September 2024		September 2023	
	Actual	Budget	Actual	Budget
General Fund Income	\$ 42,538	\$ 38,664	\$ 37,649	\$ 42,287
Custodial Accounts Income	2,045	-	4,751	-
Compensation Expenses	(49,208)	(53,195)	(55,768)	(61,383)
Non Compensation General Fund Expenses	(20,128)	(25,441)	(15,721)	(18,006)
Custodial Accounts Expenses	(2,045)	-	(4,751)	-
Operating Surplus (Deficit)	(\$26,798)	(\$39,972)	(\$33,840)	(\$37,102)
Insurance Claim Inc/(Exp)	10,270	-	-	-
Birdies Donor Challenge	-	-	-	-
Pandemic Relief Funds	-	-	-	-
Net Surplus (Deficit)	(\$16,528)	(\$39,972)	(\$33,840)	(\$37,102)
	2024 Year-To-Date		2023 Year-To-Date	
	Actual	Budget	Actual	Budget
General Fund Income	\$ 450,882	\$ 473,518	\$ 484,055	\$ 500,647
Custodial Accounts Income	54,685	-	50,321	-
Compensation Expenses	(463,095)	(481,126)	(505,610)	(542,345)
Non Compensation General Fund Expenses	(169,371)	(206,308)	(141,269)	(170,898)
Custodial Accounts Expenses	(54,687)	-	(50,321)	-
Operating Surplus (Deficit)	(\$181,586)	(\$213,916)	(\$162,824)	(\$212,596)
Insurance Claim Inc/(Exp)	8,459	-	-	-
Birdies Donor Challenge	-	-	100,000	-
Pandemic Relief Funds	-	-	151,059	-
Net Surplus (Deficit)	(\$173,127)	(\$213,916)	\$88,235	(\$212,596)

All numbers are rounded.

On motion and second, the Consent Agenda was approved.

CLERK'S REPORT

- The published October 2024 Clerk's Report is appended to these minutes.

- A sign has been created and posted outside FPC to provide early voting and election day voting instructions for the neighborhood.
- Two banners (18' by 6') used for the 175th church anniversary have been located in a 3rd floor closet. A general opinion was sought from Session on whether these should be saved. Consensus was that they do not need to be kept.
- A PEIA mission event at Bettendorf Pres on Sunday, November 3, 2024 was announced. The event will prepare Clean-up buckets to send to the US southeast for hurricane relief.
- Update from the Landscaping Task Force provided by Pastor Schondelmeyer
 - Landscaping around the church buildings was evaluated with a goal of a more pleasing look and being maintenance friendly. Work has been completed with the help of volunteers and professional work by Aunt Rhodie's Landscaping. The work was funded by the Foundation.
 - Exterior lighting has been improved.
 - The task force is recommending that a digital sign be obtained to better showcase events at the church. This will be voted on later in this meeting.
- **Action items:**
 - **On motion and second**, the Session called a congregational meeting for Sunday, December 1, 2024, 10:30 AM in the sanctuary for the purpose of electing church officers for 2025.
 - **On motion and second**, the Session voted to remove Robert William Eby from the active membership role, per his request.

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

At 7:46 PM, on motion and second, the Session approved suspending the meeting in order move into a meeting of the Foundation of First Presbyterian Church board.

At 8:30PM, on motion and second, the Session approved reopening the Session meeting.

DEACONS' REPORT

Deacon Moderator Glen Roebuck offered the following comments:

- FPC is participating in the PUNCH Thanksgiving Dinner. A sign-up sheet was passed for food donations and hosts.
- Deacons has made several financial decisions in consultation with the Finance office.
 - Closing 2 custodial funds, largely unused, with the balance moving to the Deacons Mission Fund.
 - The name of Mission Connection Grant was changed to Mission Trip Grant.
 - Approved the Director of Financial and Business Administration to automatically forward funds received for several recurring offerings in which FPC participates.
- Comments on Green Envelope / Mission funds
 - Spending is below budget: no longer funding ILUGUA mission in Guatemala, other donations have reduced need for Deacon support for Caring Closet
 - Income higher than the goal for 2024.
 - Caring Closet is funded where it needs to be for now.
 - Will not need to draw from the Deacons Mission Fund to fund current year mission work of the Deacons.

- Deacons Mission Fund is growing – leaving opportunities in the future. Deacons are thinking about newer and maybe bigger projects.

On motion and second, the Session voted to receive the Deacons' report as presented.

SESSION COMMITTEE REPORTS

- Written Session committee reports as presented are appended to these minutes.
- The Finance Committee made the following comments on an early look at the 2025 budget.
 - An improved plan has been instituted for 2025 pledges that will allow forwarding FPC pledges given in the first half of the year to the Birdies for Charity program. That money and the Birdies bonus will be returned to the church in October. Birdies for Charity has been consulted and support this process.
 - With anticipated expenses for 2025 based on committee requests, if the goal of \$725K for pledges is reached, FPC would have a \$27K deficit budget. If pledges for 2025 remain the same as 2024, the deficit will be \$202K.
- Following opportunity for discussion, a motion was approved to receive the committee reports as presented.

Action items from Session Committee

- **A motion** was presented by the Landscaping Task Force to accept a bid from Signs Now for \$28,919.00 for an electronic street side information sign with funding coming from the Foundation of First Presbyterian Church. The motion received a second.
 - Considerable discussion occurred about whether this was good use of money, the value of the publicity it will provide,
 - Following discussion, the **motion was approved** with 3 negative votes.
- **On motion and second,** the Session approved Elders Dan Breinich and Dianna Darland as the Session representatives to serve on the 2025 Congregational Nominating Committee.
- **The Finance Committee presented the following motion:** The Finance Committee moves that the Session approve the 2024 General Fund Budgeted Transition Grant of \$50,000 to be funded by the Sesquicentennial Fund. This Transition Grant would be used “for the work of Jesus Christ not provided for in the annual giving. This may be Christian work either in our congregation, community, or the world,” per the policy set forth in the Operations Manual. Following discussion, the **motion was approved**.
- **The Finance Committee moves that the Session approve the revised Memorial Policy as presented.** A copy of the revised policy is appended to these minutes.
 - Background:
 - There has been a Memorial Gifts Policy in effect since 2012 (amended in 2015). Please note that any memorial gift made to the church that is/was designated to a certain program use (Music, Christian Education, Library, etc.) is always placed directly in the designated program account. This policy addresses gifts not designated to a specific program area.
 - Changes to the previous policy are:
 - Streamlining the process from two accounts into one account:
There had been a six-month holding account to allow for a

family member or friend who established the fund to consider a specific designation. Having two accounts caused confusion.

- Revising the ultimate use of the Memorial Gifts account: The proposed policy states “The undesignated monies remaining in the Memorial Account may be reported as memorial income in the general fund if proposed by the Finance Committee and approved by Session. This determination should be done at least annually”. Previously the policy allowed for undesignated memorial funds to be used to fund a project.
 - What stays the same:
 - The policy is to acknowledge all gifts in writing to the donor by the Finance staff within 30 days of the gift.
 - Further, the Finance Office will provide the person who established the fund a list of donors and the total amount received within two months after the first memorial gift is received.
 - All memorial gifts with dollar amounts will be announced in the Financial Annual Report, along with the names of those remembered.
 - Following discussion, **the motion was approved.**
 - **The Finance Committee moves that the Session approve the funding sources for the Education Building Tuckpointing project** as indicated on the Request for Capital Expenditure. **Background:** The tuckpointing project was approved by the Session at its meeting on September 16, 2024, with the request that the Finance Committee would have recommendations for funding the project. Following discussion, **the motion was approved.**
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STAFF REPORTS

Darren Long, Director of Buildings and Grounds

- Working on the schedule for cleaning the building.
- We don't have vandalism around the church, very little. (This was in reference to talk about an electronic sign.)

Jim Middleton, Director of Office Administration

- Working on a proposal for replacing/updating church computers.

Pat Halverson, Parish Associate

- Has been doing some visitations.

Kristine Olson, Director of Financial and Business Administration

- Has been working on the draft budget for 2025.
- Stewardship letters were mailed this month.
- On-line pledging platform has been updated.
- Getting set up for accepting credit cards at church events (ex. PAS).

- Birdies for Charity reported \$138,583 received for FPC; \$11,085 will be received from the bonus given by the Birdies program.

Matt Bishop, Director of Music and Arts

- All choirs have now participated in worship this fall.
- Youth Choir has 20 on the roster and can really sing.
- Justice Choir Midwest has a concert on November 10. Several community members, including former sanctuary choir members, are members of the choir.
- Church merchandise website is almost ready. Goal is to be on-line November 1, 2024.
- The first PAS event is scheduled for November 9 – Ho Etsu Taika, a drumming ensemble.
- Income for PAS tickets is about where it should be at this time of year – about \$23,000.

Marty Bowles-Edwards, Co-Director of Christian Education

- Working with Caring Closet and Deacons on mission activities.
- Had 42 adults and children attend the Pride of the Wapsi outing.
- Trunk or Treat ready for this next week. Working with Deacons.
- Intergenerational activities done at Manna and More, working with Fellowship Committee.

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

- Strategic Discernment Team continues to work including assessment questions for the congregation.
 - Session retreat information being collated.
 - Working with Darren and Personnel Committee on custodial staff; starting a Clean Team.
 - Worked on Stewardship Campaign
 - Consecration Sunday is this week.
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OTHER BUSINESS

Report from the called meeting of PEIA, September 21, 2024

- The meeting was held at Camp Bear Creek.
- Considerable improvements have been made to the property.
- PEIA met following the business meeting to discern the appropriate staffing of PEIA in the future.

On motion and second, the Session elected Elders Kristine Oswald and Jed Steckel, as commissioners to the November 23, 2024 meeting of PEIA at Burlington, IA.

On motion and second, the Session approved a Chili Cook-off fund raising event for the Scout Troup for November 17, 2024. Will make announcements to the congregation. Will include a silent auction.

At 9:40PM, **on motion and second**, the Session approved moving into executive session to include members of Session, church member Julia Meyer, and staff member Jim Middleton.

At 10:00PM, on motion and second, the Session reopened the Session meeting.

On motion and second, the Session approved the wording on a letter to church members Denise and Jim Petz regarding their status as active members at FPC.

Evaluation of the Meeting: A long meeting but much was accomplished.

ADJOURNMENT

The agenda was completed. No new business was brought to the floor. The Moderator closed the meeting with prayer at 10:03 PM.

The next Stated Meeting of the Session of First Presbyterian Church, Davenport, Iowa will be held November 18, 2024, at 7:00 PM in Von Maur Hall. Study and devotions will start at 6:30 PM. Zoom will be available.

The Rev. Dr. Kristopher D. Schondelmeyer
Moderator

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

Appendix 1: Clerk's Report for October 2024

REPORT OF THE CLERK OF SESSION **October 2024**

I. Membership Changes

Death of a member

- Celebration for the life of Diane Gere was held on September 14, 2024. Officiated by Rev. Dr. Kristopher Schondelmeyer and Rev. Kristy Parker.
- Death of member Sarah Woods on October 5, 2024 in Davenport, Iowa.

Death of Former Member

Death of Rev. Mary Arnold on October 9, 2024, in Davenport, Iowa.

II. Communion

- Communion was celebrated during the FPC Sanctuary Choir Retreat on August 31, 2024. Rev Dr. Kristopher D. Schondelmeyer officiated at Christ the King Chapel, St Ambrose University.
- Communion was served at First Presbyterian Church at 9:30 AM worship on Sunday October 6, 2024 (World Communion Sunday). Rev. Dr. Kristopher Schondelmeyer officiated.

III. Church Leadership Retreat was held on Saturday, September 28, 2024, 9 AM-2 PM, led by Rev. Dr. Kristopher Schondelmeyer

IV. Christian Education Attendance September of 2023 and September of 2024

Sept 2023	Nursery	Sunday School All Grades	Kirkwood Choir	Cherub Choir	Youth Ministry	Musik-garten*	ACE
3	2	recess	recess			recess	recess
10	3	recess	recess			recess	recess
17	5	11	10	3	5	16	recess
24	4	16	12	5	5	12	recess
Total	14	27	22	8	10	28	-
Weekly avg	4	9	11	4	5	18	-
						*Children & Adults	

Sept 2024	Nursery	Pray-ground	Sunday School All Grades	Kirkwood Choir	Musik-garten*	Cherubs	Youth Ministry	Youth Choir	ACE
1	2	11	14	-	-	-	-		-
8	5	14	-	-	-	-	-		-
15	5	14	15	-	2/2*	3/2*	6/12*		12
22	4	11	12	8	5/3*	3/2*	5/5*	17	23
29	5	12	14	10	5/3*	1/1*	9/6*	16	22
Total	21	62	5	18	12/8*	7/5*	20/23*	33	57
Weekly	4	12	14	9	4/3*	2/2*	7/8*	17	19
*Children or youth / adults									

V. Worship Attendance September 2023 and September 2024

September 2023		Cong	Choir &		September 2024		Cong.	Choir &	
		Count	Clergy	Totals			Count	Clergy	Totals
	9:30 AM	101	4	105		9:30 AM	89	3	92
	On-line Views			36		On-line Views			52
3	Total			141	1	Total			144
	9:30 AM	93	44	137		9:30 AM	75	37	112
	On-line Views			64		On-line Views			22
10	Total			201	8	Total			134
	9:30 AM	89	54	143		9:30 AM	95	59	154
	On-line Views			48		On-line Views			22
17	Total			191	15	Total			176
	9:30 AM	78	42	120		9:30 AM	88	33	121
	On-line Views			61		On-line Views			30
24	Total			181	22	Total			151
		Monthly Totals		714		9:30 AM	106	36	142
		Weekly Average		178		On-line Views			24
Video counts are based on views at least 2 weeks of from the service date. Weekly average is figured on in-person attendance and total views on Vimeo and Face Book.					29	Total			166
							Monthly Totals	771	
							Weekly Average	154	
On-line views are based on livestream views and views on Vimeo and Facebook 2 weeks after the last service of the month. Weekly average is figured on the sanctuary attendance plus on-line views.									

Appendix 2: Session Committee Reports, October 2024



Buildings and Grounds and Safety Committee

October 7, 2024 5:30 PM in the Parlor

Present: Karla Ruiter, Darren Long

1. The fall clean-up is cancelled due to the tuck-pointing project to start by the end of October and an unexpected funeral on November 2nd.
2. Dream Services removed the concrete in the playground on September 26th and they were paid in full.
3. A new repair clamp was put on the leaking steam pipe in the men's bathroom in Fellowship Hall.

Next meeting:

November 4, 2024

5:30 PM in the Parlor



Personnel Committee

October 7, 2024 Via Zoom

Present: Dan Breinich (Notetaker), RuthAnn Tobey-Brown, Vicki Stegall, Dick Koos, Pastor Kris

Absent: Brian Price (Coaching conflict)

Opened with prayer at 7:03 pm

Last week two applicants for the vacant Childcare position did not show up for their scheduled interviews. Additionally, yesterday (Sunday Oct 6) the lone Childcare employee (Joslyn) did not show up to work and notified Pastor Kris today of immediate resignation. With no permanent staff, the Childcare search needs to be broadened and intensified.

A variety of other personnel matters were discussed.

The meeting was closed with prayer at 8:25pm

Christian Education and Fellowship with Youth (CEFY)



Monday, Oct 7, 2024, at 7:30 pm on Zoom

Present: Judy Hawthorne, Kathy Knox, Karla Ruiter, Diane Roebuck, Matthew Hennes, Abby Schondelmeyer, Kathy Middleton, Marty Bowles Edwards

Meeting was opened with Prayer

Budget - Last financial report regarding expenditures and budget was received in June.

No update...guess we're good ☺

Old Business

- Nursery (birth – 4 years old)
 - o Staff This is our primary area of concern at this time. Text communication from Jocelyn was received this afternoon. She is leaving town for a family need and is not certain she will be back living in Iowa. Childcare Worker search continues with a focus on word of mouth, College Advertising, and On-line job posting.
- Sunday School (pk – 2nd; 3rd – 5th grade and 6th – 12th grade)
 - o We could use a few more teachers. The children are enjoying the 3-class model, allowing for age-appropriate discussions and activities once group exercise and snack time are completed.
- Youth Ministry (6th – 12th grade)
 - o Meal Volunteers are appreciated. Youth are using their newly designated Youth room and feedback has been positive from both Youth and Parents.

New Business

- Children and Youth Acolytes – Weekly candle lighters are providing a way for Children and Youth to participate actively in the Sunday worship services.
- Christmas Eve Service – Discussion of timing and age-appropriate services.

Parents and Grandparents serving on CEFY strongly recommended a 4:00 Child friendly Xmas Eve Service. This allows for a family meal at a timely hour after the service, as well as participation in their individual family traditions during the evening. This recommendation will be given to the Staff for further discussion.

Upcoming dates

- October 13: Manna and More, Program is a group art project to illustrate the Spirit's movement and guidance in the communal life of FPC Davenport.
- October 20 Stewardship message: Children and Youth are working on short statements to read reading what FPC means to them. They will read these statements during the worship service. Participants are: Alexander Schondelmeyer, Felicity Owens, Haden Williams, and Alice Jacobsmeier.
- October 20: Pride of the Wapsi – Reservations are needed and Participants will pay \$10 per person for the hayrack ride, hot dog meal, pumpkin picking, and corn maze fun. CEFY will contribute 5\$ per participant to ease cost burden for families and equal the actual price of 15\$ per person, charged by Pride of the Wapsi. All CEFY members are invited to join in the fun with FPC Children and Youth and their Adults.
- October 27: Trunk or Treat - 3:00 set up time in the Iowa Street parking lot. The Information table at the entrance will have fliers on FPC worship times, upcoming events, Caring Closet weekly schedule and Xmas Toy give away schedule.
- November 10: Manna and More
- December 8: Manna and More October

Meeting was close with prayer at 8:30pm



FPC Building Use Commission

Monday, September 23, 2024. 2:15PM

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

Pastor Kris opening the meeting with prayer. The minutes of the September 11, 2024 meeting were approved.

The Commission continued its review of the draft Building Use Policy.

- Review at this meeting started with the section, Fundraising by Outside Organizations
- The policy was reviewed paragraph by paragraph making changes where necessary. Changes can be reviewed on the draft document, as all changes were tracked.
- Some general discussion items included:
 - Based on the discussion, Mark will propose a rewrite of the section on outside organizations using the building for a fund raiser.
 - Fee schedule will not be included in the policy but will be a separate document.
 - Add to the request form whether merchandise will be sold, free-will offering collected.
 - Tom is going to determine Iowa gambling rules on bingo, trivia contests, raffles, etc.
 - On the fee schedule, the church will offer to do background checks upon request, at the going rate. This was added to the fee schedule.

The meeting was ended at 1:55PM.

The next meeting of the Building Use Commission was set for Monday, September 23, 2024, 2:15PM on Zoom.



Finance Committee

10 Sept 2024, 7pm (central time) – By Zoom

Note: there was no August 2024 meeting

Present: Tom Spitzfaden, Pam Paulsen, Nancy Foster, Karen Moore, Chris Pitcher, Edward Owens III, Eric Sholl, Nancy Chapman, Pastor Kris Schondelmeyer, Kristine Olson: 100% attendance

Identify **note taker** for this meeting. Nancy Chapman

Additions/Changes to agenda: as the Presidential Debate starts at 8pm, we agreed to defer some items on agenda to future meeting (see those at the end of these minutes).

Approve minutes July 16, 2024 meeting: Approved

August Financial reports:

- YTD Income (excluding custodials is down \$38K (8.5%) vs last year; likely due to Birdies program
- YTD Expenses down \$12K with compensation down \$36K and all other expenses up \$24K
- YTD vs Budget, \$26K under for income and \$46K under for Expenses, resulting in \$19K better than budget on the bottom line
- Kristine noted there were a few adjustments to cash amounts on the balance sheet only. She will make those adjustments and reissue the balance sheet to the Finance Committee.
- It was noted there is a negative balance in the Admin Sweep account. Kristine said it has to do with a benefits adjustment and will be cleared next month.
- Nancy C noted there is a new “below the line” category for the insurance claim income and expense for the June 16 water damage claim in the CE building.

How did closing go? Payments from General Fund for water and utilities on Foundation properties held up the close. That has been changed going forward.

Memorial Gift policy: Nancy C. sent email before the meeting. There was discussion about the term “contact person”. Nancy to revise and distribute. This will not be discussed in Session until approved by Finance Committee.

Tuck Pointing for Education Building

Nancy C and Pastor Kris attended Building, Grounds & Safety meeting September 9. BG&S decided not to make a motion about tuck pointing at the Sept 16. Pastor Kris shared further information re: discussion at the Strategic Discernment Team (SDT) meeting: deferring a decision on tuck pointing and stone work until the SDT has time to consider the church’s future. There was some discussion on possibly borrowing funds to finance tuck pointing and stone work if/when it happens.

BG&S will be making motion to approve a request for \$2500 for the removal of remaining concrete in playground. Finance Committee has been asked to name a funding source. Nancy Foster made a motion to use \$2500 from the Building Reserve fund (current balance \$90K). Nancy Chapman seconded the motion and it passed. If approved by Session, BG&S committee will have to provide the appropriate paperwork (RFCE and bid) for signature.

BG&S will get a quote for mulch to replace the existing concrete but that is not available at this time.

Next meeting date? October 15

Pastor Kris closed the meeting with prayer.

Agenda items deferred to a future meeting so that members could view the Presidential Debate.

Transition grant from Restricted Funds. When and what will we ask Session to approve? 50K from Sesquicentennial Mission Fund?

Bank account for church merchandise

Consolidating custodial accounts

Water damage insurance claim

Birdies 2024 expectation and discussion of 2025 proposal. Nancy C. sent an email

Responsibility for Restricted Funds investment shifting to Finance Committee

- Investment policy, disbursement procedures, communication with New Covenant, allocation from non-expendable to expendable for 4 Restricted funds, etc.

2025 budget
Agreed Upon Procedures review
Cash position

Possible Carry over / Future Topics needing attention later

Restricted Funds asset allocation & expendable portion

Changing banks - Including credit card situation

Pre-approval of expenses process

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

Who is responsible for Asset Allocation of Funds at New Covenant? Foundation or Finance

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



Deacons

Monday, October 14, 2024:

The following motions passed and were approved by the Board of Deacons:

1. Close the following two custodial accounts:
 - Deacons' New Emerging Mission Opportunities (3619). Balance as of 8/31/24 is \$3412.29
 - Mission Connection New Emerging Mission opportunities (3617). Balance as of 8/31/24 is \$5767.62.

Move the fund balances from both accounts to the New Covenant Restricted Deacon Mission Fund, where these funds will have the benefit of investment growth.
2. Change the name of Mission Connection Grants to Mission Trip Grants. This directly describes the purpose of the account: providing grants to those who wish to participate in mission trips. Current balance as of 8/31/24 is \$1525.40.
3. From November 1, 2024 and ongoing, the Board of Deacons approves the Director of Finance to distribute funds donations received for within 30 days of special offerings within 30 days after the ending of for the following special offerings at FPC Davenport:
 - Pentecost Special Offering
 - One Great Hour of Sharing
 - Peace and Global Witness Special Offering
 - Souper Bowl of Caring
 - Christmas Joy Special Offering
 - Thanksgiving offering (Food Pantry)

Please note that for Motion #3, we added the language that this is approved from 11/1/24 and ongoing, meaning that there is no need to revisit this schedule in months/years to come, unless a change is desired in the future.

This should make your processing and accounting much easier.

We are awaiting direction from the Finance committee prior to finalizing our budget for FY2025, as well as clarifying projected expenses on two expense lines. Once completed, we will have a budget document that will clearly lay out what needs to be paid and when, thus eliminating multiple emails for approval moving forward.



Strategic Discernment Taskforce

September 4, 2024

Present: John Gere, Pam Paulsen, Matt Kabel, Darren Long, Chris Connolly, Marty Bowles Edwards, Julia Meyer, Edward Owens III, Nancy Chapman, Jim Middleton, Theresa

Jacobsmeier (on Zoom), Matt Bishop, Nancy Foster, Karla Ruiter, Rev. Dr. Kris Schondelmeyer.

Absent: Mike Bawden, Jeff Gomez, Ted Brown

Co-Chairperson Nancy Chapman verified that everyone received minutes from the last meeting and that there were no corrections. Nancy Foster volunteered to take notes for this meeting.

The agenda for tonight's meeting was presented, and Pastor Kris opened the meeting with prayer.

Discernment and the path ahead: Pastor Kris used several Biblical passages to help us understand the meaning and foundation of what it means to discern. For example, our task is to listen . . . to the cares and concerns of the Session and the dreams of the congregation. It is through a listening process that we discern God's will. We need to determine if the "At the Crossroads" document is still accurate for First Church and update the information accordingly.

Pastor Kris asked for our thoughts and reactions to this process which included concerns like how much time the process will take and that the congregation is "survey weary." We acknowledged the need for urgency balanced against taking time to listen, consider and discern.

Generally, it is expected that the SD taskforce will work through winter and have a plan ready by Easter (4-20-25). We discussed options like an all-member survey, small group meetings with members, a congregational "conversation" lunch and perhaps a SD taskforce retreat in the spring. The ultimate goal is to move priorities/concerns from the taskforce to Session and then the congregation.

Tuckpoint discussion: The group re-visited the issue for tuckpointing on the CE Building. Since our last SD Taskforce meeting, the bid for tuckpointing (including 7% sales tax and 10% contingency) has increased from \$73,000 to \$83,000. Nancy C shared that the Finance committee would need to determine a source (or sources) of funding for the project. Following a discussion of acting now versus giving our taskforce time for discernment of all building needs, the group no longer supported its own motion to "forward the tuckpointing of the Christian Education Building." Chris Connolly moved to reconsider the last month's motion; his motion was seconded, and passed without abstention. Matt Bishop then moved to refer the tuckpointing issue back to the Building, Grounds and Safety committee for their determination of whether to send it to Session. The motion was seconded and passed without abstention.

Assessing the congregation's concerns: At Pastor Kris's suggestion, we agreed to the idea of creating a sub-taskforce to determine how best to seek input from the congregation as to their dreams for the future of FPC. Specifically, the sub-taskforce is charged to create a congregational survey. Sub-taskforce members are Karla Ruiter, Edward Owens III, Theresa Jacobsmeier, Jim Middleton, Chris Connolly and Mike Bawden, with Pastor Kris. Small groups also may be organized to dive deeper into the ideas and concerns generated by the survey, with members of the SD Taskforce leading those groups.

Save these dates:

Session Retreat (to which all SD Taskforce members are invited and urged to attend) – **Saturday, Sep 28th, 9A – 3P**

SD Taskforce meeting – **Sunday, Oct 6th, 7P**

SD Taskforce meeting – **Wednesday, Nov 13th, 7P**



Welcoming and Hospitality Committee

September 24 7:30 on Zoom

Present: Paula Burnett, Pastor Kris, Andy Edwards

- 1) On October 21, three new members will be introduced to Session by zoom or in person. On October 27 or November 3, they'll be introduced to the congregation.
- 2) They will be more information put in the bulletin about the need for worship host.
- 3) We will be looking for a new member to be put on this committee from session as Paula Burnett will be going off session.
- 4) At some point will be putting out a volunteer opportunities list to the congregation in the near future.

Appendix 3: Memorial Gift Policy, Approved by Session, October 21, 2024

First Presbyterian Church of Davenport Memorial Gifts Policy

Effective January 19, 2015

Adopted by Session September 17, 2012

To be reviewed by Session September 2024

PURPOSE

Inasmuch as 1) the members of First Presbyterian Church of Davenport represent a valuable part in the life of this community and 2) the death of any member is often respectfully remembered through gifts to the Church, a Memorial Gifts Policy is hereby established. The purpose of this policy is to give due honor and celebrate the life of our passing member by following the wishes of the family and friends, while maintaining the long-term purposes of this congregation.

POLICY

It shall be the policy of First Presbyterian Church of Davenport to use a pass-through account to collect all incoming memorial gifts which are not designated for another purpose. This pass-through account is known as the *Memorial Account*. The amounts held in this account shall not be segregated from the general fund of the congregation. Any memorials designated to a particular ministry or directed by the donor or family member or friend who established the fund will be deposited directly into the designated custodial account for that ministry (Music, Library, Christian Education, etc.).

All general memorial gifts will be deposited in the *Memorial Account*. Within three months of the first receipt of gifts in remembrance of an individual, the pastor working with the Finance Committee, may consult with the person who established the fund in order to determine how the funds collected will be used (for example: specific project(s), designated department, or Deacons' Fund). If within a reasonable time the contact person has been unable to decide how the funds are to be used, the aggregate amount shall be held in the account for later disposition. If the total of memorial gifts given in remembrance of an individual does not exceed \$100.00, that amount may be transferred to the Pastor's Discretionary Fund, as determined by the Finance Committee and Head of Staff.

The undesignated monies remaining in the Memorial Account may be reported as memorial income in the general fund if proposed by the Finance Committee and approved by Session. This determination should be done at least annually.

It further shall be the policy of First Presbyterian Church to acknowledge all gifts in writing to the donor within 30 days of receipt and this will be done by the Finance Office. The Finance Office will also provide to the person who established the fund a comprehensive list of donors and total amount received. This list shall be provided no later than two months after date of first memorial. The Finance Office will review the list periodically for any new gifts. Upon receipt of any new gifts, the Finance Office will update the-contact person.

Upon transfer of funds from the Memorial Account, the use of the funds as a memorial gift and dollar amount shall be appropriately announced in the Financial Annual Report, along with the names of those remembered.