

PRESBYTERY OF THE NORTHERN PLAINS
ONE HUNDREDTH STATED MEETING
 September 24-25, 2010
 Jamestown College, Jamestown, North Dakota

The Presbytery of the Northern Plains of the Presbyterian Church (U.S.A.) held its stated meeting at Jamestown College, Jamestown, North Dakota, on September 24-25, 2010, beginning at 1:00 p.m.

**STATED
MEETING**

The meeting was called to order by Moderator the Rev. Mary Holtey who opened the meeting with prayer.

**CALL TO
ORDER**

The roll was taken by means of registration blanks filled out by attendees. The following ministers were present unless otherwise noted:

P - Present; E - Excused; A - Absent; HR - Ministers Honorably Retired, excused if absent; LOB - Ministers laboring outside the bounds of the Presbytery, excused if absent. (Numbers preceding ministers' names are ecclesiastical occupational designations).

MINISTERS (17)

| | <u>Ministers</u> | <u>Church</u> | <u>Meeting #</u> | | | | | ROLL (Ministers) |
|-----|-----------------------|-------------------|------------------|----------|----------|----------|----------|-----------------------------|
| | | | <u>1</u> | <u>2</u> | <u>3</u> | <u>4</u> | <u>5</u> | |
| 151 | Anderson, John (UMC) | Moorhead | A | A | | | | |
| 111 | Billings, Daniel | Midway Parish | P | P | | | | |
| 101 | Burger, Deborah | United Parish | P | P | | | | |
| 299 | Christman, Dave (HR) | | E | E | | | | |
| 106 | Copeland, Adam | Hallock | P | P | | | | |
| 111 | Cory, Darrel | Parish Mayville | P | P | | | | |
| 299 | Cunningham, Dale (HR) | | E | E | | | | |
| 118 | Danielson, Cheryl | Tri-County Parish | P | E | | | | |
| 118 | Danielson, Marlin | Tri-County Parish | P | E | | | | |
| 151 | Dealey, Byron (ECNA) | Langdon | P | A | | | | |
| 109 | Dove, Ben (HR) | | E | E | | | | |
| 101 | Edwards, Robert | Minot | P | A | | | | |
| 797 | Emerson, Nancy | | P | E | | | | |
| 151 | Gale, Lee (UMC) | Grafton | E | A | | | | |
| 299 | Gibbs, John G. (HR) | | E | E | | | | |
| 101 | Graf, Gretchen Daneke | Grand Forks | P | A | | | | |
| 299 | Graham, Ron (HR) | | E | E | | | | |
| 299 | Green, Joseph F. (HR) | | E | E | | | | |
| 151 | Hazard, Brian (UMC) | Sibley Trails | P | A | | | | |
| 101 | Henschen, Paul | Ellendale | E | P | | | | |
| 103 | Holtey, Mary Jo | Fargo | P | P | | | | |
| 101 | Kargard, Richard | Casselton | P | P | | | | |
| 101 | Kincaid, Jacob | Bismarck | E | P | | | | |
| 781 | Kisslinger, Stephen | Fargo | A | A | | | | |

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| ROLL (continued) | <u>Ministers</u> | <u>Church</u> | <u>Meeting #</u> | | | | |
|----------------------------|------------------------|------------------|------------------|----------|----------|----------|----------|
| | | | <u>1</u> | <u>2</u> | <u>3</u> | <u>4</u> | <u>5</u> |
| 791 | Meier, Mindy | Bdecan | P | E | | | |
| 302 | Minnema, Steve | Presbytery | P | P | | | |
| 111 | Monteith, Donna | Grandin/Hunter | P | P | | | |
| 151 | Olson, Steve (UMC) | Oakes | | A | | | |
| 101 | Reikow, Deanna | Mandan | A | A | | | |
| 103 | Rucker, Vicki | Bismarck | E | P | | | |
| 299 | Roy, Emery (HR) | | E | E | | | |
| 101 | Shelton, Keri | East Grand Forks | P | P | | | |
| 101 | Shive, Steven | Fargo | P | P | | | |
| 101 | Stith, Matthew | West Fargo | P | P | | | |
| 797 | Tak, Gyun Ho | Korean Hope | P | P | | | |
| 101 | Thompson, David L | Jamestown | E | Moved | | | |
| 103 | Tweit, Julie | Fargo | A | A | | | |
| 151 | Vorlage, Timothy (UMC) | Nekoma | A | A | | | |
| 644 | Watts, Gary | Jmt College | A | A | | | |
| 797 | Werth, Amanda | | E | E | | | |
| 111 | Werth, John | Cavalier | E | E | | | |
| 101 | Wolpert, Dan | Crookston | E | P | | | |
| 101 | Woodford, Don (HR) | Hallock | E | E | | | |
| 151 | Zerfac, Peg (UMC) | Lisbon | | P | | | |

| ROLL (Elders) | | |
|-------------------------|--|----------------|
| | The following churches were represented by elders as indicated (E - excused, — not represented, without excuse): (17) | |
| | Angus, Angus-Tabor: | — |
| | Argyle, Community Presbyterian: | — |
| | Arvilla, Arvilla Presbyterian: | Arlene Paulson |
| | Baker, Westminister Presbyterian: | — |
| | Bathgate, First Presbyterian: | — |
| | Belfield, First Presbyterian: | — |
| | Bismarck, First Presbyterian: (1) | Casey Chapman |
| | (2) | — |
| | Bismarck, Glencoe Sloan Memorial: | — |
| | Bottineau, United Parish: | — |
| | Buffalo, First Presbyterian: | — |
| | Calvin, Glenila Presbyterian: | — |
| | Casselton, Westminister Presbyterian: | Marie Koenig |
| | Cavalier, Cavalier Presbyterian: | — |
| | Colgate, Colgate Presbyterian: | — |
| | Cooperstown, First Presbyterian: | Kathy Larson |
| | Crookston, First Presbyterian: | — |
| | Devils Lake, Westminister Presbyterian: | Jean Baker |
| | Dilworth, Dilworth Presbyterian: | — |
| | East Grand Forks, Mendenhall: | Marilyn Ogden |
| | Edgeley, First Presbyterian: | — |
| | Ellendale, Presbyterian-U Methodist: Ken Kellog (F) - Marcia Wagner (S) | |

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ROLL (continued)

ROLL
(continued)

| | |
|---|--------------------------------|
| Emerado, Emerado Presbyterian: | --- |
| Fairview, Community Presbyterian: | --- |
| Fargo, First Presbyterian: (1) | --- |
| (2) | --- |
| Fordville, Community Presbyterian: | --- |
| Forest River, Community Presbyterian: | --- |
| Gilby, Gilby Presbyterian | --- |
| Grafton, Federated Church: | --- |
| Grand Forks, First Presbyterian: | Hazel Merdink |
| Grandin, Grandin Presbyterian: | E |
| Hallock, First Presbyterian: | Julie Lindegard |
| Hamilton, First Presbyterian: | --- |
| Hannah, Hannah Presbyterian: | --- |
| Hazelton, First Presbyterian: | --- |
| Hunter, First Presbyterian: | E |
| Inkster, Inkster Presbyterian: | --- |
| Jamestown, United Presbyterian: | Diane Weispfenning |
| LaMoure, First Presbyterian: | Catherine Scheibe |
| Langdon, Presbyterian Church of Langdon: | --- |
| Lisbon, First Presbyterian: | --- |
| Mandan, First Presbyterian: | --- |
| Minnewaukan, First Presbyterian: | --- |
| Minot, First Presbyterian: (1) | --- |
| (2) | --- |
| Minto, Knox Presbyterian: | Ellen Misialek |
| Moorhead, First Presbyterian: | --- |
| Nekoma, Nekoma Presbyterian: | --- |
| Oakes, First Presbyterian: | --- |
| Park River, Federated Church: | --- |
| Pillsbury, Baldwin: | --- |
| Portal, First Presbyterian: | --- |
| Red Lake Falls, First Presbyterian: | Pauline Purath |
| Rhame, Lyle Presbyterian: | --- |
| Rolla, Presbyterian Church of Rolla/St. John: | --- |
| Rugby, Emmanuel United Church: | --- |
| Ryder, Calvary Presbyterian: | --- |
| Steele, First Presbyterian: | --- |
| Tower City, Tower City: | --- |
| Towner, Towner Presbyterian: | E |
| Walhalla, Park Center-Walhalla: | --- |
| Watford City, First Presbyterian: | --- |
| Webster, Webster Chapel: | Wayne Lindenberg |
| West Fargo, Community Presbyterian: | Steve Hanna (F)-Kevin Galt (S) |
| Westhope, First Presbyterian: | --- |
| Wilton, First Presbyterian: | --- |

ROLL
(continued)

CANDIDATES/INQUIRERS
Trudy Dumont - Presbytery of the Pacific

CORRESPONDING MEMBERS
None

ELDERS WITH VOICE AND VOTE(Present unless otherwise noted)

COMMISSIONED LAY PASTORS

Catherine Bliss - Wilton
Don Casmev - Argyle A
Casey Chapman - Glencoe, Hazelton
Mark Frueh - Minot A
Kevin Kaufmann - Devils Lake
Rick Larson - Dilworth A
Marsland, Donna - Minot A
Thomas Potter - Red Lake Falls
Lorelee Rude - Baker/Downer
Marvin W. Wierenga, Jr. - Minot A
Bill Weispfenning - Jamestown

ELDER OFFICERS

| Office | Name |
|--------------------|------------------------------|
| Session Records | Lana Schultz (Casselton) |
| COM | Dale Shook (Fargo) |
| CPM | Kevin Kaufmann (Devils Lake) |
| GA Commissioner | Kevin Kaufman (Devils Lake) |
| Synod Commissioner | Cheryl Biller (Moorhead) |
| Presbyterian Women | Jane Pierce (Tower City) A |

(Not otherwise noted)

FORMER MODERATORS

Dixon Moorhead (2007)

NON-MEMBER PASTORS

Mark Flaten (Colgate)
Jessica Merchant (Cooperstown)

PRESBYTERY OFFICERS

Michael R. Lochow Stated Clerk
Bill Cawley Treasurer

ROLL
 (continued)

VISITORS - 25

Barb Ault (Certified LP), Cheryl Bonn (Rolla/St. John), Bud Bowlin (Certified LP), Arne Boyum (Rolla/St. John), Janie Boyum (Rolla/St. John), Laurie Elhard (Staff), Sharon Johnson (Colgate), Heather Juntunen (Rolla/St. John), Gwen Kincaid (Bismarck), Doreen Larson (Jamestown), Laverne Larson (Cooperstown), Han Jun Lee (Hope Korean), Roberta Fair Mohagen (Fargo), Carolyn Motter (Colgate), Katie Nettell (Devils Lake), Dave Schnachenberg (Rolla/St. John), Sharon Secor (Fargo), and Elaine Bidgood Sweet & child (LaMoure) and Chogoria visitors (Festus Nkonge, Ashford Mariti, Justin Muriuku, and the Revs. John Kinoti, Henry Gitari, and Julius Mwamba)

**SUMMARY
 OF
 ATTEN-
 DANCE**

SUMMARY OF ATTENDANCE

| <u>Classification</u> | <u>Present</u> | <u>Not Present</u> | <u>Excused</u> |
|---------------------------|----------------|--------------------|----------------|
| Ministers | 17 | 14 | 12 |
| Commissioners | 14 | 49 | 3 |
| Elder Officers | 5 | 1 | |
| Former Moderators | 1 | | |
| Comm Lay Pastors | 6 | 5 | |
| Candidates/Inquirers | 1 | | |
| Corresponding Members | 0 | | |
| Non-Member Pastors | 2 | | |
| Presbytery Officers/Elder | 2 | | |
| Visitors | 25 | | |
| Total | 73 | 69 | 15 |

The clerk advised that a quorum was present and the Moderator declared a quorum present. A quorum as stated in the Bylaws, Article IV, B-4.0500 is as follows: *A quorum of the Presbytery shall be any three minister members and the elder members present, provided that at least three particular churches are represented by elders.*

**Voice &
 Privilege of
 the Floor:**
 Secor
 Dumont
 Ministers
 Chogoria
 visitors

It was moved to grant privilege of the floor and voice was given to Sharon Secor, Trudy Dumont and to those ministers present from other denominations who are serving pulpits in the Presbytery of the Northern Plains and are not temporary members.

It was moved to grant privilege of the floor and voice to the visitors from Chogoria who were introduced: Festus Nkonge, Ashford Miriti, John Kinoti, Justin Muriuki, Henry Gitari and Julius Mwamba.

The reports of the following individuals and committees, if any, on the Consent Calendar were received and approved.

Commissioners to Synod
Committee on Representation
Presbyterian Woman of the Presbytery
RASCAL Ministry Team
Self Development of People
Transformation Team

The agenda, prepared by the stated clerk in consultation with the Presbytery Council, **was approved** as the order of business for this meeting with the following changes:

Agenda

- Ellendale youth and Bdecan Ministry Team will report during Reports at 11:00 a.m. on Saturday

Sharon Secor introduced the visitors from Chogoria.

The written report of the Rev. Steve Minnema, Interim Executive Presbyter, was received. The written report covered the following items:

EP REPORT

- The State of Our Culture
- The State of Our Connections
- The State of Our Commitment

Minnema reported on three opportunities in the Presbytery

- Training for officers at Casselton on Saturday, December 4, 2010
- Joan Gray events before, during and after the February Presbytery meeting
- Donald McKim on April 3-4, 2011 on the Value of the Book of Confessions

The report of the stated clerk was received and contained the following items which were received and **approved** as indicated:

**STATED
CLERK**

1. The minutes of the Stated Meeting of February 24-25, 2010 and the Special Meeting for June 11-12, 2010.
2. The report of the Synod's Minutes Review Committee, which met on February 22-23, 2010, at the Mt Olivet Retreat Center, in Farmington, Minnesota, and reviewed the Minutes of January 24, 2009; April 24-25, 2009; June 4, 2009; August 26, 2009; and October 2-3, 2009 (Pages 1-95) for this presbytery and APPROVED THE MINUTES WITHOUT EXCEPTION.

Minutes

**Synod
Minute
Review**

Stated Clerk (continued)

**Annual Stats
Report**

3. **The summary of the Annual Statistical Report for the Churches of Northern Plains Presbytery to the General Assembly for 2009, which were transmitted to the General Assembly, according to G-11.0306, be spread upon the minutes as follows** (Information was gathered for all churches) (The numbers in parenthesis are 2008 numbers)

MEMBERSHIP

| | | |
|---------------------------------|-----------|-----------|
| Active members 31 December 2008 | | 6,312 |
| Gains 2009 | | |
| Profession of faith | | |
| 17 and under | 73 (85) | |
| 18 and over | 55 (61) | |
| Certificate | 54 (69) | |
| Other | 14 (29) | |
| Total Gains | | 196 (244) |
| Losses 2009 | | |
| Certificate | 40 (45) | |
| Death | 150 (129) | |
| Other | 232 (231) | |
| Total Losses | | 422 (405) |
| Active members 31 December 2009 | | 6,086 |

FEMALE MEMBERS - 3,413 [3,274]

INACTIVE MEMBERS - 2,108 [2,096]

BAPTIZED MEMBERS - 670 [728]

AFFILIATE MEMBERS -171 [26]

AVERAGE CHURCH ATTENDANCE - 2,139 [2,705]

BAPTISMS: Children - 75 [86]; Adults - 5 [8]

ELDERS: Male - 191 [217]; Female - 179[189]; Total - 370 [406]

DEACONS: Male - 52 [49]; Female - 119 [124]; Total - 171 [173]

AGE DISTRIBUTION

25 & Under - 810 [995] 26-35 - 881 [1,033] 36-55 - 764 [983]

56-64 - 822 [946] 65 & Over - 1,638 [1,957]

Stated Clerk (continued)

**Annual Stats
 Report
 (continued)**

PEOPLE WITH DISABILITIES

Hearing: 221 [229] Mobility: 250 [244] Sight: 69 [67] Other: 89 [125]

RACIAL ETHNIC COMPOSITION

| | Membership | Elders | Deacons |
|-----------------|---------------|-----------|-----------|
| Asian | 20 [14] | 0 [0] | 0 [0] |
| Black | 32 [25] | 0 [0] | 1 [1] |
| Native American | 14 [15] | 2 [1] | 11 [0] |
| Hispanic | 9 [5] | 0 [1] | 0 [0] |
| White | 5,170 [5,590] | 337 [353] | 148 [155] |
| Other | 2 [0] | 0 [0] | 0 [0] |

CHILDREN SCHOOL: ENROLLMENT BY AGE GROUP

| | | | | | |
|----------------------|---------|----------|-----------|-----------------|-----------|
| Birth - 3 | 64 [70] | Age 4 | 51 [67] | Kindergarten | 66 [74] |
| Grade 1 | 61 [55] | Grade 2 | 250 [75] | Grade 3 | 84 [64] |
| Grade 4 | 61 [61] | Grade 5 | 566 [65] | Grade 6 | 64 [62] |
| Grade 7 | 57 [74] | Grade 8 | 871 [66] | Grade 9 | 62 [65] |
| Grade 10 | 54 [65] | Grade 11 | 50 [69] | Grade 12 | 47 [57] |
| Young Adults | 11 [21] | Over 25 | 472 [283] | Teacher/Officer | 245 [244] |
| Total: 1,636 [1,538] | | | | | |

FINANCES

| | |
|----------------------------|-----------------------|
| Potential Giving Units | - 3,147 [3,447] |
| Budgeted Income | 3,746,729 [4,008,189] |
| Budget Expense | 4,338,626 [4,501,743] |
| Receipts | |
| Regular Contributions | 3,747,290 [3,896,330] |
| Capital and Building Funds | 455,719 [490,210] |
| Investment and Endowment | 291,874 [335,494] |
| Bequests | 108,845 [138,020] |
| Other income | 388,727 [378,727] |
| Subsidy or Aid | 2,000 [1400] |
| Expenditures | |
| Local Program | 3,666,094 [3,489,574] |
| Local Mission | 156,203 [318,299] |
| Capital Expenditures | 453,454 [520,342] |
| Investment Expenditures | 25,130 [104,749] |
| Per Capita Apportionment | 212,557 [231,125] |
| Validated Mission | 129,179 [148,435] |
| Theological Education Fund | 6,510 [3,496] |
| Other Mission | 37,960 [81,749] |

TREASURER Bill Cawley, Treasurer, presented the written report of the treasurer which consisted of the Statement of Financial Position, Statement of Activities, Dedicated Accounts, Outstanding Per Capita for 2010 as of August 31, 2010 and Outstanding Per Capita for the period from 2005-2009. (see **Appendix 1**)

COUNCIL The written report of the Council was presented by Pat O'Donnell. The report was received and the following recommendations were **approved** (The report in full which consisted of the Minutes of the August 11, 2010, meeting of Council, is found in **Appendix 2**):

2011 Budget

1. To amend the 2011 budget approved at the August 11, 2010, Council meeting by removing line item 8115 - Grants/New Ministries (\$!0,000); adjusting line items 4000 - Total Per Capita: Current Year, 4001 - Less: GA Per Capita and 4002 - Less: Synod Per Capita; and to recommend to Presbytery approval of the amended deficit budget with an explanation about the budgeting process. (see **Appendix 3**)

CV 2010 - 51

PC Assessment

2. Ogden moved to approve the following per capita assessment:

| | | |
|---------------------------|-----------------|--------------|
| Presbytery | \$ 31.00 | |
| Synod of Lakes & Prairies | \$ 4.90 | |
| General Assembly | <u>\$ 6.50</u> | |
| TOTAL | <u>\$ 42.40</u> | CV 2010 - 52 |

Unified Mission

3. Ogden moved to approve the following Unified Mission Apportionment:

| | | |
|---------------------------|-----|--------------|
| General Assembly | 20% | |
| Synod of Lakes & Prairies | 20% | |
| Presbytery | 60% | CV 2010 - 53 |

Staff Compensation

4. Compensation adjustments:
 IEP - one additional week of vacation (per his request)
 Stated Clerk - 3% Cost of Living Allowance increase
 Communications Coordinator/Bookkeeper - 3% COLA increase

CV 2010 - 43

Stated Clerk Nomination

5. Stated Clerk Nomination
 The nominating committee take responsibility for this annual nomination and election process, with the stipulation that they make that nomination upon consultation with personnel.

CV 2010 - 44

Council (continued)

Council
(continued)

6. Continued Contract for the IEP
To extend the two-year contract of the IEP, Rev. Dr. Steve Minnema, for a third year. CV 2010 - 45 IEP Contract
7. to revise the Core Values Statement as follows: Core Values Revised

Core Values Statement
Presbytery of the Northern Plains

I. The values that guide us as we live in relationship with God:

- 1) We love God with all our being;
- 2) We honor the authority of Scripture's witness to Christ which is the story that informs who we are, what we do and how we do it;
- 3) We live out the gospel compassionately;

II. The values that guide us as we live in relationship with one another:

- 1) We honor our Reformed heritage;
- 2) We seek the guidance of the Spirit in our common work by participating in the democratic process; (Old language: We participate in the democratic process.)
- 3) We value listening and good communication as means to discerning the direction of the Spirit; (Old language: We value listening and good communication.)
- 4) We honor theological diversity;

III. The values that guide us as we live and serve in the world:

- 1) We seek to be Christ's presence in the community;
- 2) We value the creative tension between our ministry to each other and our service to the community around and beyond us; (Old language: We value the tension between outer and inner mission.)
- 3) We love our neighbors.

**Council
(continued)**

Priority
Referral

Council (continued)

8. To refer the priorities to the bodies listed in the report. The referrals were as follows:
- A. "Building stronger connections" to Committee on Ministry.
 - B. "Reclaim our heritage" to RASCAL ministry team.
 - C. "Empowering leadership" to Leadership Development Task Force
 - D. "Join in Mission" to the same members of Group 4 under leadership of Mark Frueh and willing to continue their conversation.
 - E. "Nurture Ministry" to the Transformation Ministry Team.
 - F. "Improve Communication" to the technology task force.

CV 2010 - 48

Ellendale
Admin
Commission

9. Ellendale - Presbyterian/UMC Update: Rev. Paul Henschen has requested that an administrative commission be formed to help complete the work started on forming a federated church. It was moved that the request be honored and that it be recommended to Presbytery that an administrative commission be formed.

CV 2010 - 50

O'Donnell called the commissioners attention to the FYI items in the Council report.

The report of the Committee on Budget and Finance was given by Marilyn Ogden and Casey Chapman. They answered questions about the budget.

**Budget &
Finance
Appendix 3**

The written report of the Committee on Ministry was received and presented by Dale Shook. (see **Appendix 3**)

COM

Items approved by Presbytery action:

The COM now brings these recommendations concerning Candidate Trudy Dumont:

**Trudy Dumont
motions**

1. The Presbytery of the Northern Plains, the presbytery of call, shall certify to Pacific Presbytery, the presbytery of candidate's preparation for ministry, that the candidate has been approved for ordination and installation should they wish to proceed. G-14,0483

COM (continued)

- | | |
|--|--|
| 2. The Presbytery, after ordination, place in Rev. Dumont's hands the call to Rolla/St. John pending her completion of a standard background check. | Dumont motions (continued) |
| 3. The Presbytery, upon her ordination, approve the call of the congregation of Rolla/St. John Presbyterian church and find the terms of the contract adequate (e.g. within the presbytery's minimum guidelines), terms of which are: "effective salary \$41,000, SECA \$3,137, reimbursable expense \$3500, paid vacation 4 weeks, continuing education 2 weeks (cumulative up to 3 years); full medical, pension, disability, and death benefit coverage under the Board of Pensions." | Terms of Call |
| 4. The Presbytery, upon her ordination and release to call from Pacific Presbytery, enroll Reverend Dumont as a continuing minister member of the Presbytery of the Northern Plains. | PNP Member |
| 5. The Presbytery name an administrative commission to install, after her ordination, the Rev. Trudy Dumont as the Designated Pastor of Rolla/St. John Presbyterian Church. | Dumont moderator |
| 6. The Reverend Dumont upon her enrollment as a member of the Presbytery of the Northern Plains be moderator of the session at Rolla/St. John. | Rolla/St John |
| 7. The Reverend Steve Olson (UMC) be enrolled as a temporary member of the Presbytery for as long as he continues to serve First Presbyterian Church, Oakes, ND. (G11.0405a) | Olson Temp Oakes |
| 8. The Reverend John Anderson (UMC) be enrolled as a temporary member of the Presbytery for as long as he continues to serve First Presbyterian Church, Moorhead, MN. (G11.0405a) | Anderson temp MHD |
| 9. The Reverend Peg Zerface (UMC) be enrolled as a temporary member of the Presbytery for as long as she continues to serve First Presbyterian Church, Lisbon, ND. (G11.0405a) | Zerface temp Lisbon |
| 10. United Presbyterian Church, Jamestown, ND: | |
| A. Dr. Gary Watts be appointed temporary moderator of session until the arrival of an interim pastor. | Watts temp moderator |
| B. Bill Weispfenning, CLP, be commissioned for part time service for three years, with annual reviews and renewals, to lead worship, funerals, weddings and sacraments, as requested. | Weispfenning CLP Jamestown |
| 11. The 2010-2011 covenant between Rev. Adam Copeland, Stated Supply and First Presbyterian Church, Hallock, MN for ¾ time, be approved, the terms of which are: cash salary and housing \$26,742, SECA \$2,727, retirement/savings plan \$6,000, health insurance \$2,880, reimbursable \$3,550. | Copeland & Hallock |
| 12. Elders Rita Jungels and Denise Thomas be approved to serve communion, training provided by Rev. Cheri Danielson. | Jungels & Thomas communion |

COM
(continued)
CLP-TLP
Policy

COM (continued)

13. The COM recommends to Presbytery that the CLP-TLP Policy be approved as a policy of the presbytery. Dixon Moorhead heads the CLP Resource Team of COM and will present information orally to Presbytery and answer any questions about the policy recommended for consideration. (see **Appendix 4**)

Appendix 4

Approved IAW G-11.0502 & B-6.0102

Thompson
dissolution

1. COM concurred with the request of Rev. David Thompson and the congregation of United Presbyterian Church, Jamestown, ND that their pastoral relationship be dissolved, effective August 1, 2010.

Terms of Call

2. COM reviewed the terms of call to First Presbyterian Church of Billings, MT: effective salary \$54,000, SECA \$4,131, reimbursable \$5,500, paid vacation 30 days including 4 Sundays, continuing education 14 days including 2 Sundays (cumulative to 3 yrs); full medical, pension, disability, and death benefit under Board of Pensions, and moving expenses not to exceed \$10,000.

Release to
Yellowstone

3. The Rev. David Thompson be released from membership in Presbytery of the Northern Plains to membership in Yellowstone Presbytery at their request.

Anderson
contract terms

4. John Anderson is serving as interim pastor at First Presbyterian Church, Moorhead, MN. Session and COM have approved the following terms: part time at 80%, effective salary \$34,000, reimbursable \$2,000, pension/medical (UMC) \$18,588, FLEX childcare or medical through Synod of Lakes and Prairies, vacation 4 weeks, continuing education 2 weeks.

Pastor Comp
& Cont Ed
Report

5. Continuing education and compensation reports: The COM submits: 1) yearly pastor and CLP compensation report, 2) yearly continuing education report. (see **Appendix 5**)

Appendix 5

The Presbytery took its afternoon break at 3:02 p.m. and reconvened at 3:30 p.m.

GOOD
NEWS

During the Good News time various uplifting stories were shared.

Transition
Team Report
Mohagen
voice

The written report of the Transition Task Force was presented by Diane Weispenning, Adam Copeland and Roberta Mohagen. Prior to the giving their report it was moved and approved that Roberta Mohagen be given voice in order to report. They outlined the process they have gone through so far and what they expect to happen through the June 2011 Presbytery meeting.

PEC

The report of the Presbyterians for Earth Care was given by Paul Henschen and Deb Burger. Henschen spoke of his trip to Atlanta and a video on

Carbon Capture. Burger reported on her work at General Assembly in Minneapolis in the Presbyterians for Earth Care booth.

**GA Commis-
sioners**

The written report of the General Assembly commissioners Kevin Kaufmann and Matt Stith was received.

The oral report of the Committee on Preparation for Ministry was given by Kevin Kaufmann. The Committee met for dinner on September 23 and on the morning of September 24. They conducted their annual consultation with the candidates by use of Skype. Candidate Brophy is in his third year at Dubuque Seminary and is taking exams. Candidate Paul Snyder is in his third year at Dubuque Seminary as well and has been approved to take his exams. Blair Moorhead is working on a master degree in social work and her masters in divinity.

CPM

Kaufman moved that Rev. Matt Stith be appointed the representative from the Presbytery of the Northern Plains to be an ordination exam reader in Chicago. The motion carried.

**Stith Ord
Reader**

Sharon Secor presented the report of the Chogoria Partnership Team. The delegation from Chogoria met with represents from North Dakota State University and talked about working together on water and crop development. Justin Muriuki presented an outline of the possible projects.

**Chogoria
Min Team**

Presbytery recessed for dinner at 5:30 p.m. A worship service which included communion was held at 7:00 p.m. in Voorhees Chapel. The Presbytery recessed for the evening at 8:00 p.m.

**Worship
communion**

Saturday, September 25, 2010

The Presbytery convened at 8:30 a.m. with prayer requests and prayer offered by Moderator Holtey.

The Chogoria Partnership Team and the delegation from Chogoria led various breakout sessions with pastors and elders.

**Chogoria
Breakout
Sessions**

The Presbytery took its morning break at 10:15 a.m. and reconvened at 10:32 a.m.

Reports were received from the breakout groups with Dixon Moorhead and Cheryl Biller reporting on elder groups and Matt Stith reporting on a pastor group.

**Bdecan Min
Team**

Donna Monteith reported for the newly formed Bdecan Ministry Team. She gave an example of a kit consisting of sugar, cooking oil, baking powder and flour that would be a good project for youth. Kaufmann said he could give out 200 kits without any difficulty.

NOM COM

The written report of the Committee on Nominations was presented by Darrel Cory. The nominations were grouped into five groupings which were voted on separately. Following the presentation of each group of nominees, nominations from floor were requested. There were no nominations from the floor and the following groups of nominees were elected to the offices indicated.

Group 1:

Committee on Ministry

Class of 2013

Rev. Nancy Emerson

Rev. Deborah Burger

Elder Barb Ault

Elder Dale Shook

Elder Jim Skaret

Class of 2011

Rev. Gary Watts

Group 2:

Committee on Ministry

Class of 2012

Minister of Word and Sacrament - vacant

Minister of Word and Sacrament - vacant

Group 3:

Committee on Preparation for Ministry

Class of 2013

Rev. Gretchen Graf - moderator

Elder Toby Christensen

Elder Fred MacGregor

Class of 2012

Elder Alice Nix

Committee on Session Records

Elder Lana Schultz - Chair

Class of 2013

Elder Kenneth Johnson

Group 4:

Committee on Representation
Class of 2011
Minority Female - vacant
Class of 2013
Majority Female: Donna Marsland
Minority Male: Vacant
Self Development of People
Class of 2013
Sharon Georgeson
Vacant

Nom Com
(continued)

Group 5:

Stated Clerk, Northern Plains Presbytery (1 year term)
Michael Lochow
Synod of the Lakes and Prairies Commissioner
Class of 2014 - Elder Elizabeth Swee
Nominee to Synod of Lakes and Prairies' PJC
Elder Eric Swee
Nominee to Synod of Lakes and Prairies' Nominating Committee
Elder Tom Potter

Cory reminded the commissioners that there was a nominating form available online. He asked that the commissioners consider self-nomination for future use of the Committee.

Ashley Jenkins of the Ellendale church thanked the Presbytery for a grant they received for a youth mission trip. Nine youth and three adults went on the trip to Pierre and Rapid City, South Dakota. They raised money themselves for the trip by selling Swan's food and holding car washes.

**Ellendale
Youth**

Lana Schultz reported for the Youth Connection Council. Five churches sent youth to the Triennium held during the summer. The Council is looking for a new leader after the departure of David Thompson to Montana.

YCC

Lana Schultz presented the report of the Committee on Session Records. The reading in Casselton was held on September 18 and nine records were read. Future reading sessions are scheduled for October 2 at Devils Lake and on October 9 at Jamestown and East Grand Forks.

**Session
Records**

O'Donnell requested that feedback on the meeting be provided to Council.

The offering taken at Friday's worship service totaled \$360.80.

Offering

The meeting was adjourned with prayer at 11:18 a.m.

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September 24-25, 2010
Jamestown College, Jamestown, North Dakota

Next Meeting

The next meeting of the Presbytery of the Northern Plains is a Special Meeting scheduled for Saturday, March 19, 2011, at First Presbyterian Church, Fargo, North Dakota, beginning at 10:00 a.m.

ATTEST: _____

Michael R. Lochow, Stated Clerk

Statement of Financial Position - Presbytery of the Northern Plains

8/31/10

August, 2010 - All Funds

Page: 1

Sort = 1. Class Only

Print Date: 9/ 8/10, 10:14:30 AM

| | Balance as of 1/1/2010 | Balance as of 8/31/2010 | Year to Date Change |
|--|---------------------------|----------------------------|------------------------|
| Assets: | | | |
| <i>Checking Acct</i> | | | |
| Cash Available (Alerus) | 57,116.53 | 12,037.53 | (45,079.00) |
| <i>Saving Acct</i> | | | |
| Donor Restricted Funds | 23,465.39 | 45,059.61 | 21,594.22 |
| Cash Reserve | 50,000.00 | 100,000.00 | 50,000.00 |
| Per Capita Reserves | 0.00 | 0.00 | 0.00 |
| New Church Development (CD) | 67,815.78 | 68,032.78 | 217.00 |
| <i>Saving Acct</i> | 141,281.17 | 213,092.39 | 71,811.22 |
| <i>Investments</i> | | | |
| Clergy Renewal Fund | 22,318.89 | 21,417.84 | (901.05) |
| Congr. Development Fund | 24,276.42 | 23,469.71 | (806.71) |
| Presbytery Endowment Fund | 44,171.41 | 42,505.71 | (1,665.70) |
| Operating Reserves (Bremer CD) | 146,637.33 | 150,777.98 | 4,140.65 |
| <i>Investments</i> | 237,404.05 | 238,171.24 | 767.19 |
| <i>Other Assets</i> | | | |
| Furniture/Equip less Depr | 9,345.00 | 9,345.00 | 0.00 |
| Total Assets: | 445,146.75 | 472,646.16 | 27,499.41 |
| Liabilities: | | | |
| <i>Liabilities</i> | | | |
| Per Capita: Next Year | 0.00 | 0.00 | 0.00 |
| GA & Synod Per Capita Payable | 0.00 | 0.00 | 0.00 |
| Payroll Payable | 0.00 | 0.00 | 0.00 |
| <i>Liabilities</i> | 0.00 | 0.00 | 0.00 |
| Total Liabilities: | 0.00 | 0.00 | 0.00 |
| Net Assets: | | | |
| <i>Net Assets</i> | | | |
| Net Worth | 234,235.93 | 230,100.32 | (4,135.61) |
| Fund Balance | (81,436.97) | (81,659.01) | (222.04) |
| <i>Net Assets</i> | 152,798.96 | 148,441.31 | (4,357.65) |
| <i>Designated Gifts</i> | | | |
| Unrestricted | 292,347.79 | 318,495.12 | 26,147.33 |
| Current Period Changes | 0.00 | 5,709.73 | 5,709.73 |
| Total Net Assets: | 445,146.75 | 472,646.16 | 27,499.41 |
| Total Liabilities & Net Assets: | 445,146.75 | 472,646.16 | 27,499.41 |

Sort = 6. Sub-Program Only

August, 2010 - All Funds

Print Date: 9/ 8/10, 10:14:44 AM

| | August Actual | August Budget | Year to Date Actual | Year to Date Budget | Annual Budget | Year to Date Last Year |
|-------------------------------------|------------------------|-------------------------|--------------------------|--------------------------|--------------------------|---------------------------|
| Income: | | | | | | |
| <i>Mission Income</i> | | | | | | |
| 4100 Unified Mission for PNP | 6,210.87 | 4,583.33 | 31,246.37 | 36,666.68 | 55,000.00 | 28,340.74 |
| 4110 Designated Mission to PNP | 0.00 | 0.00 | 9,930.66 | 0.00 | 0.00 | 500.00 |
| 4120 PW Donations to YCC | 0.00 | 125.00 | 0.00 | 1,000.00 | 1,500.00 | 0.00 |
| 4210 Synod Mission Support | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 11,666.69 |
| <i>Mission Income</i> | <u>6,210.87</u> | <u>4,708.33</u> | <u>41,177.03</u> | <u>37,666.68</u> | <u>56,500.00</u> | <u>40,507.43</u> |
| <i>Administrative Income</i> | | | | | | |
| 4000 Total Per Capita: Current Year | 4,200.98 | 18,092.83 | 155,336.91 | 144,742.68 | 217,114.00 | 163,492.76 |
| 4001 Less: GA Per Capita | 0.00 | (3,234.91) | (38,818.80) | (25,879.36) | (38,819.00) | (39,808.95) |
| 4002 Less: Synod Per Capita | 0.00 | (2,524.83) | (30,297.60) | (20,198.68) | (30,298.00) | (31,067.20) |
| 4010 Per Capita: Past Years | 0.00 | 83.33 | 1,965.33 | 666.68 | 1,000.00 | 11,095.95 |
| 4200 Synod Salary Support | 3,333.33 | 3,333.33 | 26,666.64 | 26,666.68 | 40,000.00 | 23,333.31 |
| 4300 Investment Income | (5,727.90) | 166.66 | (288.03) | 1,333.36 | 2,000.00 | 1,484.92 |
| 4350 Resources sales | 347.53 | 0.00 | 1,282.93 | 0.00 | 0.00 | 1,041.01 |
| <i>Administrative Income</i> | <u>2,153.94</u> | <u>15,916.41</u> | <u>115,847.38</u> | <u>127,331.36</u> | <u>190,997.00</u> | <u>129,571.80</u> |
| <i>Other Income/Expenses</i> | | | | | | |
| 4400 Miscellaneous Income | 0.00 | 0.00 | 538.59 | 0.00 | 0.00 | 314.00 |
| 4450 Receipts for donor restr accts | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 13,326.94 |
| 4310 Unr. Gain/Loss on Investment | 0.00 | 0.00 | 2,454.59 | 0.00 | 0.00 | 17,959.51 |
| <i>Other Income/Expenses</i> | <u>0.00</u> | <u>0.00</u> | <u>2,993.18</u> | <u>0.00</u> | <u>0.00</u> | <u>31,600.45</u> |
| Total Income | <u>8,364.81</u> | <u>20,624.74</u> | <u>160,017.59</u> | <u>164,998.04</u> | <u>247,497.00</u> | <u>201,679.68</u> |
| Expense: | | | | | | |
| <i>Personnel Expenses</i> | | | | | | |
| 5000 Exec. Presbyter Salary/Housing | 4,336.02 | 5,123.33 | 40,986.68 | 40,986.68 | 61,480.00 | 16,551.00 |
| 5010 Exec. Presbyter Travel | 1,221.50 | 1,083.33 | 7,646.03 | 8,666.68 | 13,000.00 | 3,445.16 |
| 5020 Exec. Presbyter Pension | 1,614.38 | 1,641.41 | 12,915.04 | 13,131.36 | 19,697.00 | 5,213.58 |
| 5040 Exec. Presbyter Prof. Dev. | 18.16 | 250.00 | 742.67 | 2,000.00 | 3,000.00 | 0.00 |
| 5060 Exec. Presbyter SBCA Reimb. | 1,180.98 | 391.91 | 3,149.32 | 3,135.36 | 4,703.00 | 0.00 |
| 5100 Communication Coord: Salary | 3,076.26 | 3,076.25 | 24,610.08 | 24,610.00 | 36,915.00 | 24,609.18 |
| 5110 Communication Coord: Pens/Med | 969.02 | 969.00 | 7,752.16 | 7,752.00 | 11,628.00 | 7,753.06 |
| 5120 Communication C: Travel/C.Ed. | 0.00 | 250.00 | 401.77 | 2,000.00 | 3,000.00 | 373.02 |
| 5200 Stated Clerk: Salary | 1,524.00 | 1,524.00 | 12,192.00 | 12,192.00 | 18,288.00 | 14,732.00 |
| 5210 Stated Clerk: Office Exp/Trave | 0.00 | 208.33 | 1,827.91 | 1,666.68 | 2,500.00 | 1,442.55 |
| 5605 Treasurer Travel | 0.00 | 58.33 | 0.00 | 466.68 | 700.00 | 0.00 |
| 5300 Workers Compensation | 0.00 | 25.00 | 0.00 | 200.00 | 300.00 | 0.00 |
| 5400 FICA | 326.54 | 351.75 | 2,612.42 | 2,814.00 | 4,221.00 | 2,563.52 |
| <i>Personnel Expenses</i> | <u>14,266.86</u> | <u>14,952.64</u> | <u>114,836.08</u> | <u>119,621.44</u> | <u>179,432.00</u> | <u>76,683.07</u> |
| <i>Office Expense</i> | | | | | | |
| 6000 Office Supplies | 1.28 | 208.33 | 827.60 | 1,666.68 | 2,500.00 | 1,918.97 |
| 6005 Postage Expense | 1,000.00 | 208.33 | 1,923.45 | 1,666.68 | 2,500.00 | 1,473.21 |
| 6015 Telephone Expense | 208.03 | 291.66 | 1,692.40 | 2,333.36 | 3,500.00 | 1,093.52 |
| 6027 Finance Software Support | 0.00 | 33.33 | 305.00 | 266.68 | 400.00 | 305.00 |
| 6025 Equipment | 0.00 | 83.33 | 0.00 | 666.68 | 1,000.00 | 934.04 |
| 6035 Books and Subscriptions | 99.00 | 16.66 | 1,007.68 | 133.36 | 200.00 | 565.25 |
| 6040 Insurance | 0.00 | 166.66 | 0.00 | 1,333.36 | 2,000.00 | 300.00 |
| 6050 Misc. Expense | 0.00 | 25.00 | 43.70 | 200.00 | 300.00 | 51.60 |
| 6070 Copier Lease | 151.07 | 320.83 | 1,550.66 | 2,566.68 | 3,850.00 | 2,876.26 |
| 6075 Video Conferencing | 150.00 | 150.00 | 1,200.00 | 1,200.00 | 1,800.00 | 1,200.00 |
| 6080 Computer Support | 0.00 | 83.33 | 114.99 | 666.68 | 1,000.00 | 0.00 |
| <i>Office Expense</i> | <u>1,609.38</u> | <u>1,587.46</u> | <u>8,665.48</u> | <u>12,700.16</u> | <u>19,050.00</u> | <u>10,717.85</u> |
| <i>Miscellaneous Expenses</i> | | | | | | |

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September 24-25, 2010

Jamestown College, Jamestown, North Dakota

Appendix 1

Sort = 6. Sub-Program Only

August, 2010 - All Funds

Print Date: 9/ 8/10, 10:14:44 AM

| | August Actual | August Budget | Year to Date Actual | Year to Date Budget | Annual Budget | Year to Date Last Year |
|-------------------------------------|--------------------|------------------|------------------------|------------------------|--------------------|---------------------------|
| 7180 Miscellaneous | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7060 Committee on Representation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 8170 Board Reps. | 0.00 | 91.66 | 0.00 | 733.36 | 1,100.00 | 0.00 |
| 7170 Personnel Committee | 110.40 | 166.66 | 491.66 | 1,333.36 | 2,000.00 | 289.86 |
| 7040 Budget & Finance Committee | 0.00 | 41.66 | 122.14 | 333.36 | 500.00 | 99.50 |
| 7090 Misconduct Response Training | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7100 Nominating Committee | 0.00 | 41.66 | 0.00 | 333.36 | 500.00 | 67.57 |
| 7120 Session Records Committee | 0.00 | 29.16 | 0.00 | 233.36 | 350.00 | 0.00 |
| 7140 Permanent Judicial Committee | 103.50 | 41.66 | 103.50 | 333.36 | 500.00 | 0.00 |
| 7150 Financial Audit/Review | 0.00 | 83.33 | 0.00 | 666.68 | 1,000.00 | 0.00 |
| 8155 GA Alternates expense | 0.00 | 166.66 | 1,401.18 | 1,333.36 | 2,000.00 | 0.00 |
| 8160 Moderator | 0.00 | 25.00 | 50.40 | 200.00 | 300.00 | 52.80 |
| 7111 Presbytery Planning Expense | (5.00) | 416.66 | 2,142.08 | 3,333.36 | 5,000.00 | 0.00 |
| 8180 Presbytery Meetings | 0.00 | 83.33 | 140.12 | 666.68 | 1,000.00 | 2,183.76 |
| 7160 Administrative Commissions | 219.00 | 62.50 | 1,487.72 | 500.00 | 750.00 | 217.66 |
| <i>Miscellaneous Expenses</i> | 427.90 | 1,249.94 | 5,938.80 | 10,000.24 | 15,000.00 | 2,911.15 |
| <i>Program/Mission Expenses</i> | | | | | | |
| 7000 Committee on Ministry | 244.71 | 1,250.00 | 9,277.91 | 10,000.00 | 15,000.00 | 9,221.29 |
| 7010 Committee on Prep for Ministry | 0.00 | 500.00 | 1,038.62 | 4,000.00 | 6,000.00 | 1,532.23 |
| 7030 Council and Its Committees | 184.84 | 250.00 | 1,329.22 | 2,000.00 | 3,000.00 | 1,741.91 |
| 7050 Chogoria Committee | 0.00 | 416.66 | 1,629.47 | 3,333.36 | 5,000.00 | 2,680.76 |
| 7055 Transformation Team | 0.00 | 83.33 | 34.03 | 666.68 | 1,000.00 | 55.20 |
| 7105 Restoring Creation Team | 0.00 | 41.66 | 75.00 | 333.36 | 500.00 | 672.09 |
| 7110 Self Development of People | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7130 Youth Connection Committee | 1,880.00 | 500.00 | 4,533.25 | 4,000.00 | 6,000.00 | 1,933.80 |
| 8115 Grants/New Ministries | 0.00 | 83.33 | 3,700.00 | 666.68 | 1,000.00 | 14,490.00 |
| 8122 Older Adult Ministry | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7200 R.A.S.C.A.L. | 0.00 | 41.66 | 0.00 | 333.36 | 500.00 | 1,009.04 |
| 8210 Clearwater Forest | 0.00 | 416.66 | 2,500.00 | 3,333.36 | 5,000.00 | 3,750.00 |
| 8220 Jamestown College | 0.00 | 41.66 | 250.00 | 333.36 | 500.00 | 1,875.00 |
| 8230 MN Council of Churches | 0.00 | 41.66 | 250.00 | 333.36 | 500.00 | 375.00 |
| 8240 ND Conference of Churches | 0.00 | 41.66 | 250.00 | 333.36 | 500.00 | 375.00 |
| <i>Program/Mission Expenses</i> | 2,309.55 | 3,708.28 | 24,867.50 | 29,666.88 | 44,500.00 | 39,711.32 |
| Total Expense | <u>18,613.69</u> | <u>21,498.32</u> | <u>154,307.86</u> | <u>171,988.72</u> | <u>257,982.00</u> | <u>130,023.39</u> |
| Income - Expense | <u>(10,248.88)</u> | <u>(873.58)</u> | <u>5,709.73</u> | <u>(6,990.68)</u> | <u>(10,485.00)</u> | <u>71,656.29</u> |

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September 24-25, 2010

Jamestown College, Jamestown, North Dakota

Appendix 1

Sort = 1. Fund and Program

August, 2010 - All Funds

Print Date: 9/ 8/10, 10:14:59 AM

| | Beginning 1/1/2010 | August Receipts | August Expenses | Year to Date Receipts | Year to Date Expenses | Current Balance |
|---|-----------------------|--------------------|--------------------|--------------------------|--------------------------|--------------------|
| General Fund | | | | | | |
| Pass Through Funds | | | | | | |
| 9000 Christmas Joy Offering | 0.00 | 0.00 | 0.00 | 11,182.46 | 11,182.46 | 0.00 |
| 9001 Hunger Offering | 0.00 | 0.00 | 0.00 | 767.19 | 767.19 | 0.00 |
| 9002 One Great Hour of Sharing | 0.00 | 111.00 | 111.00 | 19,340.19 | 19,340.19 | 0.00 |
| 9003 Peacemaking Offering | 0.00 | 60.66 | 60.66 | 68.01 | 68.01 | 0.00 |
| 9004 Pentecost Offering | 0.00 | 254.00 | 254.00 | 1,526.35 | 1,526.35 | 0.00 |
| 9005 Witness Offering | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9006 Designated Mission to GA | 0.00 | 797.00 | 797.00 | 20,695.27 | 20,695.27 | 0.00 |
| 9008 Unified Mission to GA | 0.00 | 2,830.85 | 2,830.85 | 15,150.24 | 15,150.24 | 0.00 |
| 9012 Theological Mission to GA | 0.00 | 47.92 | 47.92 | 531.28 | 531.28 | 0.00 |
| 9007 Designated Mission to Syno | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9009 Unified Mission to Synod | 0.00 | 2,166.68 | 2,166.60 | 11,661.44 | 11,661.36 | 0.08 |
| 9015 Jamestown College from Ch | 0.00 | 2,450.00 | 2,450.00 | 6,318.00 | 6,318.00 | 0.00 |
| 9018 Special Offerings | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9017 Clearwater Forest | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Pass Through Funds | 0.00 | 8,718.11 | 8,718.03 | 87,240.43 | 87,240.35 | 0.08 |
| Board Designated | | | | | | |
| 9041 Operating Reserve | 146,637.33 | 0.00 | 0.00 | 4,140.65 | 0.00 | 150,777.98 |
| 9044 Oper res - NCD | 67,815.78 | 0.00 | 0.00 | 217.00 | 0.00 | 68,032.78 |
| Board Designated | 214,453.11 | 0.00 | 0.00 | 4,357.65 | 0.00 | 218,810.76 |
| Donor Restricted | | | | | | |
| 9019 Peacemaking - Presbytery | 3,536.65 | 21.84 | 0.00 | 24.49 | 0.00 | 3,561.14 |
| 9023 Clergy Renewal Interest | 1,429.04 | 0.00 | 0.00 | 166.97 | 300.00 | 1,296.01 |
| 9035 Pentecost-Presbytery | 329.12 | 0.00 | 0.00 | 0.00 | 0.00 | 329.12 |
| 9033 Youth Connection | 3,583.92 | 0.00 | 0.00 | 0.00 | 0.00 | 3,583.92 |
| 9031 Seminary Scholarship CPM | 5,546.62 | 245.00 | 0.00 | 926.47 | 1,000.00 | 5,473.09 |
| 9016 Synod/GA Grants | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9039 Self Development of People | 400.00 | 0.00 | 0.00 | 15,000.00 | 15,000.00 | 400.00 |
| 9025 Small Church Ministries Sup | 0.00 | 0.00 | 0.00 | 15,152.11 | 0.00 | 15,152.11 |
| 9010 Schmid NCD Funds | 115.77 | 0.00 | 0.00 | 88.58 | 0.00 | 204.35 |
| 9024 Stewardship Creation Enabl | 400.00 | 0.00 | 0.00 | 500.00 | 0.00 | 900.00 |
| 9013 Chogoria Fund | 8,124.27 | 0.00 | 0.00 | 5,353.60 | 0.00 | 13,477.87 |
| 9030 Chogoria Scholarship | 0.00 | 682.00 | 0.00 | 682.00 | 0.00 | 682.00 |
| Donor Restricted | 23,465.39 | 948.84 | 0.00 | 37,894.22 | 16,300.00 | 45,059.61 |
| Permanently Restricted Principal | | | | | | |
| 9066 Clergy Renewal Endowment | 18,279.08 | 0.00 | 0.00 | 0.00 | 0.00 | 18,279.08 |
| 9067 Presbytery Endowment Func | 36,150.21 | 24.51 | 0.00 | 195.38 | 0.00 | 36,345.59 |
| Permanently Restricted Prir | 54,429.29 | 24.51 | 0.00 | 195.38 | 0.00 | 54,624.67 |
| General Fund | 292,347.79 | 9,691.46 | 8,718.03 | 129,687.68 | 103,540.35 | 318,495.12 |
| Total for selected ded. accounts | 292,347.79 | 9,691.46 | 8,718.03 | 129,687.68 | 103,540.35 | 318,495.12 |

**Outstanding Per Capita for 2010 as of August 31, 2010
Presbytery of the Northern Plains**

| | 2010 Per Capita | Paid YTD | Balance Owing |
|-------------|---------------------|--------------------|---------------------|
| Angus | \$2,223.35 | \$1,111.68 | \$1,111.67 |
| Baker | \$2,936.50 | | \$2,936.50 |
| Bathgate | \$4,278.90 | | \$4,278.90 |
| Calvin | \$1,678.00 | | \$1,678.00 |
| Cavaller | \$4,459.25 | | \$4,459.25 |
| Crookston | \$7,131.50 | \$250.80 | \$6,880.70 |
| Dilworth | \$839.00 | | \$839.00 |
| East GF | \$10,697.25 | \$7,133.36 | \$3,563.89 |
| Fairview | \$964.85 | | \$964.85 |
| Fargo | \$36,160.90 | \$18,080.48 | \$18,080.42 |
| Grafton | \$1,845.80 | \$769.07 | \$1,076.73 |
| Grand Forks | \$9,480.70 | \$3,617.33 | \$5,863.37 |
| Hallock | \$5,663.35 | \$2,832.00 | \$2,831.25 |
| Hamilton | \$1,174.60 | | \$1,174.60 |
| Hannah | \$629.25 | | \$629.25 |
| Mandan | \$12,668.90 | \$3,965.85 | \$8,703.05 |
| Minot | \$24,582.70 | | \$24,582.70 |
| Moorhead | \$9,480.70 | \$4,509.10 | \$4,971.60 |
| Park River | \$2,978.45 | | \$2,978.45 |
| Pillsbury | \$587.30 | | \$587.30 |
| Portal | \$209.75 | | \$209.75 |
| Rolla | \$6,082.75 | \$4,033.35 | \$2,049.40 |
| Rugby | \$713.15 | \$330.11 | \$383.04 |
| Ryder | \$880.95 | | \$880.95 |
| Tower City | \$545.35 | \$272.68 | \$272.67 |
| West Fargo | \$12,794.75 | \$5,331.15 | \$7,463.60 |
| | \$161,687.95 | \$52,236.96 | \$109,450.89 |

**Outstanding Per Capita
Presbytery of the Northern Plains
2005- 2009**

| | | | |
|------|-----------------------|----------|------------------|
| 2005 | Calvin | 1,041.60 | |
| | Hannah | 520.80 | |
| | Mandan | 6,093.78 | |
| | Park River | 466.65 | |
| | Pillsbury | 286.44 | |
| | Portal | 286.44 | |
| | Total for 2005 | | 8,695.71 |
| 2006 | Calvin | 1,044.00 | |
| | Fairview | 783.00 | |
| | Hannah | 443.70 | |
| | Mandan | 5,273.70 | |
| | Park River | 313.80 | |
| | Pillsbury | 365.40 | |
| | Portal | 208.80 | |
| | Total for 2006 | | 8,432.40 |
| 2007 | Baker | 2,188.80 | |
| | Calvin | 1,256.00 | |
| | Crookston | 1,740.98 | |
| | Dilworth | 785.00 | |
| | Fairview | 973.40 | |
| | Hannah | 533.80 | |
| | Mandan | 7,953.80 | |
| | Park River | 621.20 | |
| | Pillsbury | 533.80 | |
| | Portal | 251.20 | |
| | Ryder | 785.00 | |
| | Total for 2007 | | 17,622.98 |
| 2008 | Calvin | 1,459.20 | |
| | Dilworth | 912.00 | |
| | Fairview | 218.88 | |
| | Hannah | 583.68 | |
| | Mandan | 8,168.56 | |
| | Minot | 6,090.08 | |
| | Park River | 1,025.28 | |
| | Pillsbury | 620.16 | |
| | Portal | 218.88 | |
| | Rhame | 82.09 | |
| | Ryder | 802.56 | |
| | Willow City - Closed | 191.52 | |
| | Total for 2008 | | 20,372.89 |
| 2009 | | | |

| | | |
|-----------------------|-----------|------------------|
| Baker | 3,985.25 | |
| Bathgate | 4,195.00 | |
| Calvin | 1,678.00 | |
| Cavaller | 5,034.80 | |
| Crookston | 2,983.20 | |
| Dilworth | 839.00 | |
| Fairview | 178.70 | |
| Hamilton | 1,216.55 | |
| Hannah | 671.20 | |
| Mandan | 9,793.09 | |
| Minot | 12,459.15 | |
| Moorhead | 5,529.84 | |
| Park River | 1,978.45 | |
| Pillsbury | 587.30 | |
| Portal | 209.75 | |
| Rhame | 42.55 | |
| Ryder | 880.95 | |
| Westhope | 1,825.70 | |
| Total for 2009 | | 54,088.48 |

| | | |
|------------------------------|--|-----------------------------|
| Total Outstanding Per Capita | | <u>\$ 109,212.46</u> |
|------------------------------|--|-----------------------------|

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COUNCIL MEETING MINUTES - PRESBYTERY OF THE NORTHERN PLAINS
Late Summer Meeting
August 11, 2010
Community Presbyterian Church, West Fargo, North Dakota

The Late Summer Meeting of the Council of the Presbytery of the Northern Plains was held Thursday, August 11, 2010, beginning at 10:00 a.m. at Community Presbyterian Church, West Fargo, North Dakota. The Chairperson was in the chair and the Secretary was present.

The meeting was called to order and opened with prayer led by Chair Pat O'Donnell. O'Donnell led a "Celebrity Pair" Icebreaker. Devotions were also led by O'Donnell.

Voting members present (9): Pat O'Donnell (chairperson), Cheryl Biller, Marli Danielson Mary Holtey, Marilyn Ogden, Jane Pierce, Lorelee Rude, Dale Shook and Matthew Stith.

Voting members not present: (5) Casey Chapman, Darrel Cory, Bob Edwards, Kevin Kaufmann and Steve Shive.

Non-voting members present (3) were: Steve Minnema (Interim Executive Presbyter), Bill Cawley [Treasurer] and Michael Lochow (Secretary).

Non-voting members not present: None

Guests (1):Laurie Elhard (Staff, Communications Coordinator/Bookkeeper)

A quorum was present.

A motion to give Dale Shook voice and vote as a representative of the Committee on Ministry was approved. CV 2010 - 40

The agenda, as presented at the meeting, was **approved**, as amended.

Minutes. The minutes of the Council meeting of May 6, 2010, were approved.

STAFF REPORTS

Interim Executive Presbyter: The written report of the Interim Executive Presbyter was received. The report reviewed the Big Three Interim Tasks: 1) Strengthening the Functioning of the Committee on Ministry, (2) Living Into the New Vision Statement, and (3) Facilitating the Planning Process. He noted that the church in Watford City is in need of pastoral support and he provided an update on the Joan Gray visit.

Stated Clerk: The Stated Clerk presented an oral report which included the following:

- Attendance at the Association of Stated Clerk's workshops prior to General Assembly in Minneapolis and General Assembly the following week.
- Members of the Permanent Judicial Commission have been trained in case charges are

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- filed as a result of the Investigating Committee investigation which is ongoing.
- He continues to work on the Rev. Elaine Bidgood Sweet immigration case.
 - He met with the Personnel Committee on July 15, 2010.
 - He will attend the 125th anniversary celebration in Argyle, Minnesota, on August 22, 2010.
 - He reported that the Office of General Assembly hopes to have the amendment booklet ready by September 1, 2010.
 - The Ellendale church has requested an administrative commission to work with them to finalize their agreement with the United Methodist Church to form a Federated Church.

Treasurer: Bill Cawley reported on the financial condition of the Presbytery. He reviewed line items where expenses-to-date appear to be over the budget-to-date numbers.

NEW BUSINESS

Per Capita Reports/Update. The written report regarding per capita obligations was received. The following was reported concerning the visits:

O'Donnell [Hamilton/Cavalier/Bathgate]: A good visit was held with Cavalier [written report received.]. Letters were received from the churches at Hamilton and Bathgate explaining their decision not to pay per capita.

Rude [Pillsbury]: A telephone conversation with the clerk of session indicated the reason was primarily financial.

Holtey [Crookston]: She had a telephone conference with Rev. Dan Wolpert. Ogden and Keri Shelton will visit with the Crookston church.

Ogden [Park River]: A good meeting and conversation was had with the Session.

Biller [Baker-Downer]: They were not aware that Presbytery was paying their portion of per capita to Louisville. They will review their roll of active and inactive members. They intend to pay some per capita for those active members they can identify.

Mandan: They will soon be receiving money from a gift as part of an estate and will pay part of their per capita. Cathy Bliss will organize a triennial visit.

Dilworth: Biller and Shive called and left a message. No response has been received.

The per capita review was begun as a result of a question raised at a presbytery meeting by Tom Potter from the church at Red Lake Falls, Minnesota. Biller will draft a letter to the Red Lake Falls church concerning Presbytery's efforts regarding per capita and circulate it prior to sending.

Budget and Finance: Ogden reviewed the 2011-2012 Budget Worksheet. Stith moved to use \$1000

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received from the Belfield church for grants to ministry teams and to make a separate line item in the budget. The motion carried. CV 2010 - 41

Council took their lunch break at 12:00 p.m. and reconvened at 12:32 p.m.

NEW BUSINESS (continued)

Budget and Finance (continued): Discussion regarding the proposed budget resumed. The following changes were proposed:

- | | |
|--|--------------------------------|
| 1. Line item 8170 Board Reps/Leadership Travel | increase from \$500 to \$1000 |
| 2. Line item 7050 Chogoria Committee | increase from \$6994 to \$9964 |
| 3. Line item ??? Bdecan Ministry Team | increase from \$3000 to \$3500 |

Ogden moved to recommend to Presbytery approval of the 2011-2012 budget as amended at this meeting. The motion carried. Recommendation CV 2010 - 42

Personnel Committee: Biller reported and the written report of the committee was received. The following recommendations to Presbytery in the report were approved:

1. Compensation adjustments:
 - IEP - one additional week of vacation (per his request)
 - Stated Clerk - 3% Cost of Living Allowance increase
 - Communications Coordinator/Bookkeeper - 3% Cost of Living Allowance increaseRecommendation CV 2010 - 43

2. Stated Clerk Nomination
The nominating committee take responsibility for this annual nomination and election process, with the stipulation that they make that nomination upon consultation with personnel. Recommendation CV 2010 - 44

3. Continued Contract for the IEP
To extend the two year contract of the IEP, Rev. Dr. Steve Minnema, for a third year. Recommendation CV 2010 - 45

Sexual Misconduct Policy: It was moved to postpone this discussion until the next Council meeting. The motion was approved. CV 2010 - 46

Committee on Ministry: Dale Shook reported for COM. COM is meeting tomorrow, Thursday, August 12, 2010. COM will have three items for the October presbytery meeting: (1) the examination of Trudy Dumont, (2) a summary of the re-organization of COM, and (3) various motions from the upcoming COM meeting.

The question of how the chairs of the standing committees are elected was referred to the Agenda, Bylaws and Structure Committee.

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Ministry Teams - Written Reports: Stith reported that the Chogoria Ministry Team is working to bring the visitors from Chogoria to the United States. They are doing visa interviews presently with results expected soon.

The written reports of RASCAL and the Bdecan Ministry Teams were received.

Transition Team: The members of the Transition Team are : Adam Copeland, Roberta Mohagen, Jake Kincaid, Mark Frueh and Diane Weispfenning.

The written report of Steve Minnema and the Transition Task Force dated August 5, 2010, was received. Danielson moved that Council adopt the recommendation of the report to revise the Core Values Statement as follows:

Core Values Statement
Presbytery of the Northern Plains

- I. The values that guide us as we live in relationship with God:
 - 1) We love God with all our being;
 - 2) We honor the authority of Scripture's witness to Christ which is the story that informs who we are, what we do and how we do it;
 - 3) We live out the gospel compassionately;

- II. The values that guide us as we live in relationship with one another:
 - 1) We honor our Reformed heritage;
 - 2) We seek the guidance of the Spirit in our common work by participating in the democratic process; (Old language: We participate in the democratic process.)
 - 3) We value listening and good communication as means to discerning the direction of the Spirit; (Old language: We value listening and good communication.)
 - 4) We honor theological diversity;

- III. The values that guide us as we live and serve in the world:
 - 1) We seek to be Christ's presence in the community;
 - 2) We value the creative tension between our ministry to each other and our service to the community around and beyond us; (Old language: We value the tension between outer and inner mission.)
 - 3) We love our neighbors.

The motion carried.

Recommendation CV 2010 - 47

Ogden moved to refer the priorities to the bodies listed in the report. The motion carried. The referrals were as follows:

1. "Building stronger connections" to Committee on Ministry.

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2. "Reclaim our heritage" to RASCAL ministry team.
3. "Empowering leadership" to Leadership Development Task Force
4. "Join in Mission" to the same members of Group 4 under leadership of Mark Frueh and willing to continue their conversation.
5. "Nurture Ministry" to the Transformation Ministry Team.
6. "Improve Communication" to the technology task force.

Recommendation CV 2010 - 48

Council next discussed the staffing suggestions and the recommendation that the presbytery should plan on having in the five years following the departure of Minnema a total figure for personnel expenses equivalent to .75 X 2010 Personnel Expenses X 5.

It was agreed that task forces should be formed to review the options. It was further agreed that the task forces be comprised of three Council members and two members of the Transition Task Force with the task force considering option 1 to have a member of the Personnel Committee.

The staffing options suggested were the following:

Option 1: Some form of staff consolidation. (This could take the form of combining the executive and stated clerk function in one full time position, of hiring only two full time persons with one being an executive and the other an associate executive, or some other arrangement that spreads staff functions in a way that reduces staff expenses by the required amount.)

Option 2: Some form of shared staff with another denomination. This could include the United Church of Christ, the ELCA, etc.

Option 3: Splitting the executive function among three part-time presbyters located in the three COM regions of the presbytery (with the total cost of compensation amounting to less than the current full-time positions.) (This could be done by hiring, for instance, a current part-time pastor or by working with a church looking for a part-time pastor.)

Option 4: Eliminate the executive presbyter role, expand the role of the stated clerk, possibly to full time status. (The argument here is that a stated clerk is constitutionally required whereas an executive presbyter is not.)

Option 5: Sharing executive staff with another Presbyterian body (such as a neighboring presbytery or, possibly, Jamestown College).

Ogden moved to eliminate option 2 and to have a task force comprised of Marilyn Ogden, Cheryl Biller, Casey Chapman and Adam Copeland (convener) to review options 1 and 4 and a second task force comprised of Dale Shook, Lorelee Rude, Roberta Mohagen, and Mary Holtey (convener) to review options 3 and 5. Motion carried. CV 2010 - 49

Hannah/Calvin Report: The churches at Hannah and Calvin were visited by Steve Minnema,

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Marilynn Ogden, Keri Shelton and Ellen Misialek on June 29, 2010. Their written report was received.

Oil Lease/Land Title Status: Lochow reported that Casey Chapman has prepared an affidavit regarding the transfer of title within the Presbyterian system which is acceptable to the oil company.

Ellendale - Presbyterian/UMC Update: Rev. Paul Henschen has requested that an administrative commission be formed to help complete the work started on forming a federated church. It was moved that the request be honored and that it be recommended to Presbytery that an administrative commission be formed. **Recommendation CV 2010 - 50**

Amendments to the Book of Order: Discussion of the amendments was postponed to a later meeting.

Presbytery Meeting Dates and Locations for 2011: The following dates and locations were tentatively set for the year 2011.

| | | |
|--------------|-----------------|------------------|
| February 4-5 | Friday/Saturday | East Grand Forks |
| June 20 | Monday | Mandan |
| September 24 | Saturday | Casselton |
| December 3 | Saturday | Video Conference |

September Presbytery Meeting Agenda: Following presentation of the various items to be part of the agenda, the comments having been received, and advice concerning the ordering of business having been taken by the Secretary, Council directed to the stated clerk the responsibility for formulating the proposed agenda.

ADJOURNMENT WITH PRAYER

The meeting was adjourned at 4:10 p.m. with prayer.

Michael Lochow

Michael Lochow
Secretary

The next meeting of Council is scheduled for Saturday, November 6, 2010, at the First Presbyterian Church, Grand Forks, North Dakota, beginning at 9:00 a.m.

2011-2012 Recommended Budget - Presbytery of the Northern Plains

July, 2010 - All Funds

| | 2008 Actual | 2009 Actual | 2010 Actual | 2010 Budget | 2011 Budget Requests | 2011 Revisions | 2012 Projected Budget |
|-------------------------------------|--------------------|-------------------|-------------------|-------------------|-------------------------|-------------------|--------------------------|
| Income: | | | | | | | |
| <i>Mission Income:</i> | | | | | | | |
| 4100 Unified Mission for PNP | 65,401.32 | 55,586.31 | 21,699.00 | 55,000.00 | 50,000.00 | | 50,000.00 |
| 4110 Designated Mission to PNP | - | 500.00 | 9,930.66 | - | - | | - |
| 4120 PW Donations to YCC | 1,500.00 | 1,500.00 | - | 1,500.00 | 1,500.00 | | 1,500.00 |
| 4210 Synod Mission Support | 20,000.04 | 20,000.04 | - | - | 3,000.00 | | 3,000.00 |
| Total Mission Income: | 86,901.36 | 77,586.35 | 31,629.66 | 56,500.00 | 54,500.00 | | |
| <i>Administrative Income:</i> | | | | | | | |
| 4000 Total Per Capita: Current Year | 222,056.38 | 213,250.59 | 148,506.45 | 217,114.00 | 206,437.00 | | 151,000.00 |
| 4001 Less: GA Per Capita | (39,253.08) | (39,808.95) | (38,818.80) | (38,819.00) | -\$39,559.00 | | - |
| 4002 Less: Synod Per Capita | (32,103.05) | (31,067.20) | (30,297.60) | (30,298.00) | -\$29,821.40 | | - |
| 4010 Per Capita: Past Years | 4,470.50 | 11,095.95 | 1,965.33 | 1,000.00 | 8,000.00 | | 8,000.00 |
| 4200 Synod Salary Support | 39,999.96 | 39,999.96 | 19,999.98 | 40,000.00 | 40,000.00 | | 40,000.00 |
| 4300 Investment Income | (17,171.11) | 10,380.64 | 5,367.00 | 2,000.00 | - | | - |
| 4350 Resources sales | 1,549.40 | 1,335.80 | 794.67 | - | - | | - |
| Total Administrative Income: | 179,549.00 | 205,186.79 | 107,517.03 | 190,997.00 | 185,056.60 | | 199,000.00 |
| <i>Other Income/Expenses</i> | | | | | | | |
| 4400 Miscellaneous Income | 2,228.80 | 314.00 | 538.59 | - | - | | - |
| 4450 Receipts for donor restr accts | 35,064.27 | 15,141.01 | - | - | 15,900.00 | | - |
| 4310 Unr. Gain/Loss on Investment | (94,519.00) | 36,901.34 | 2,454.59 | - | - | | - |
| Total Other Income/Expenses | (57,225.93) | 52,356.35 | 2,993.18 | - | 15,900.00 | | - |
| Total Income | 209,224.43 | 335,129.49 | 142,139.87 | 247,497.00 | 255,456.60 | | 199,000.00 |

! \$ 5000 from cash reserves, \$ 10,000 from Belfield Church Closing, \$ 900 Presbyterian for Restoring Creation grant from GA

^ Figure based on 6086 members at \$42.40 = \$ 258,046.40 with projected collection of 80% = \$ 206,437.12

Expense:

Personnel Expenses

| | | | | | |
|---|---------------------|---------------------|-----------|------------|------------|
| 5000 Exec. Presbyter Salary/Housing | 48,133.55 | 35,875.45 | 31,133.66 | 61,480.00 | 61,480.00 |
| 5010 Exec. Presbyter Travel | 11,229.43 | 7,583.33 | 6,213.31 | 13,000.00 | 13,000.00 |
| 5020 Exec. Presbyter Pension | 17,039.90 | 11,300.66 | 9,686.28 | 19,697.00 | 19,697.00 |
| 5030 Exec. Presbyter Cont. Educ. | 583.33 | | | | |
| 5040 Exec. Presbyter Prof. Dev. | 869.75 | 583.33 | 724.51 | 3,000.00 | 3,000.00 |
| 5060 Exec. Presbyter SECA Reimb. | 3,697.50 | 2,743.55 | 1,968.34 | 4,703.00 | 4,703.00 |
| 5065 Exec. Presbyter Search Comm | 345.20 | 8,565.92 | | | |
| 5100 Communication Coord. Salary | 34,500.00 | 36,914.22 | 18,457.56 | 36,915.00 | 38,023.00 |
| 5110 Communication Coord. Pens/Med | 10,867.56 | 11,629.14 | 5,814.12 | 11,628.00 | 11,978.00 |
| 5120 Communication C: Travel/C.Ed. | 478.34 | 1,202.32 | 401.77 | 3,000.00 | 3,000.00 |
| 5200 Stated Clerk: Salary | 18,714.38 | 20,828.00 | 9,144.00 | 18,288.00 | 18,836.00 |
| 5210 Stated Clerk: Office Exp/Trave | 2,757.54 | 3,344.83 | 856.41 | 2,500.00 | 2,500.00 |
| 5605 Treasurer Travel | - | 534.00 | - | 700.00 | 700.00 |
| 5600 Treasurer: Salary | 8,200.08 | 357.05 | | | |
| 5300 Workers Compensation | 250.00 | 414.65 | - | 300.00 | 400.00 |
| 5400 FICA | 4,476.68 | 3,734.45 | 1,959.32 | 4,221.00 | 4,350.00 |
| 5500 Merit Raises | - | - | - | - | - |
| 5700 Temp. Office Staff | 360.00 | | | | |
| Total for Personnel Expenses | 161,919.91 | 146,194.23 | 86,359.28 | 179,432.00 | 181,667.00 |

| | | | | | | | | | |
|-------------------------------|---------------------|-----------|----------|-----------|-----------|--|--|--|-----------|
| Office Expenses | | | | | | | | | |
| 6000 Office Supplies | 1,629.52 | 2,114.61 | 554.12 | 2,500.00 | 2,000.00 | | | | 2,000.00 |
| 6005 Postage Expense | 2,729.29 | 2,496.77 | 905.15 | 2,500.00 | 2,500.00 | | | | 2,500.00 |
| 6015 Telephone Expense | 3,058.05 | 1,988.29 | 1,484.37 | 3,500.00 | 2,600.00 | | | | 2,600.00 |
| 6027 Finance Software Support | - | 305.00 | 305.00 | 400.00 | 400.00 | | | | 400.00 |
| 6025 Equipment | - | 934.04 | - | 1,000.00 | 1,000.00 | | | | 1,000.00 |
| 6035 Books and Subscriptions | 1,890.00 | 1,423.50 | 908.68 | 200.00 | 300.00 | | | | 300.00 |
| 6040 Insurance | 1,519.00 | 1,856.00 | - | 2,000.00 | 2,000.00 | | | | 2,000.00 |
| 6045 Janitorial | 140.00 | | | | | | | | |
| 6050 Misc. Expense | 413.54 | 51.60 | 43.70 | 300.00 | 300.00 | | | | 300.00 |
| 6055 Rent Expense | 2,147.73 | | | | | | | | |
| 6065 Utilities | 458.28 | | | | | | | | |
| 6070 Copier Lease | 3,379.80 | 3,827.17 | 1,298.74 | 3,850.00 | 2,400.00 | | | | 2,400.00 |
| 6075 Video Conferencing | 1,920.99 | 1,800.00 | 1,050.00 | 1,800.00 | 1,800.00 | | | | 1,800.00 |
| 6080 Computer Support | - | - | 114.99 | 1,000.00 | 1,000.00 | | | | 1,000.00 |
| Total for Office Expenses | 19,286.20 | 16,796.98 | 6,664.75 | 19,050.00 | 16,300.00 | | | | 16,300.00 |

| Miscellaneous Expenses | | | | | | | | | |
|---|------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|
| 7180-Miscellaneous | - | - | - | - | - | - | - | - | 1,000.00 |
| 7060 Committee on Representation | - | - | - | - | 1,100.00 | - | - | - | 1,000.00 |
| 8170 Board Reps/Leadership Travel | - | - | - | - | 2,000.00 | - | - | - | 740.00 |
| 7170 Personnel Committee | - | 460.50 | 146.06 | - | 500.00 | - | - | - | 400.00 |
| 7040 Budget & Finance Committee | 673.84 | 210.13 | 122.14 | - | - | - | - | - | - |
| 7080 Mission Advceaeay/Sceetl Ceneer | 89.29 | - | - | - | - | - | - | - | 500.00 |
| 7090 Misconduct Response Training | - | - | - | - | - | - | - | - | 100.00 |
| 7100 Nominating Committee | 70.74 | 67.57 | - | - | 500.00 | - | - | - | 350.00 |
| 7120 Session Records Committee | 382.97 | - | - | - | 350.00 | - | - | - | 1,000.00 |
| 7140 Permanent Judicial Commission | - | - | - | - | 500.00 | - | - | - | 1,000.00 |
| 7150 Financial Audit/Review | - | - | - | - | 1,000.00 | - | - | - | 1,000.00 |
| 8155 GA Alternates expense | - | - | 1,401.18 | - | 2,000.00 | - | - | - | 2,000.00 |
| 8160 Moderator | 150.99 | 148.68 | 50.40 | - | 300.00 | - | - | - | 1,000.00 |
| 7111 Presbytery Planning Expense | - | - | 2,147.08 | - | 5,000.00 | - | - | - | 5,000.00 |
| 8180 Presbytery Meetings | 4,044.04 | 3,087.71 | 140.12 | - | 1,000.00 | - | - | - | 1,000.00 |
| 7160 Administrative Commissions | - | 908.02 | 1,268.72 | - | 750.00 | - | - | - | 1,500.00 |
| Total for Miscellaneous Expenses | 5,411.87 | 4,882.61 | 5,275.70 | 15,000.00 | 14,400.00 | 15,590.00 | 15,590.00 | 15,590.00 | 15,590.00 |

~ Figure covered by amount in cash reserves

| Program/Mission Expenses | 3,842.77 | 16,135.59 | 9,013.20 | 15,000.00 | 16,000.00 | 16,000.00 |
|---|------------------|------------------|------------------|------------------|------------------|------------------|
| 7000 Committee on Ministry | 1,480.44 | 2,113.41 | 1,038.62 | 6,000.00 | 4,200.00 | 4,200.00 |
| 7010 Committee on Prep for Ministry | 6,752.48 | 2,544.72 | 1,144.38 | 3,000.00 | 3,000.00 | 3,000.00 |
| 7030 Council and Its Committees | 422.39 | 4,561.57 | 1,600.52 | 5,000.00 * | 9,964.00 | 2,464.00 |
| 7050 Chogoria Committee | 311.38 | 1,202.61 | 34.03 | 1,000.00 | 1,990.00 | 485.00 |
| 7055 Transformation Team | 542.55 | 959.62 | - | 500.00 \ | 3,774.00 | 2,618.00 |
| 7105 Restoring Creation Team | 252.58 | - | - | - * | 220.00 | 720.00 |
| 7110 Self Development of People | 632.84 | 2,084.74 | 1,968.70 | 6,000.00 | 6,000.00 | 6,000.00 |
| 7130 Youth Connection Committee | - | - | - | - * | 3,500.00 | 3,500.00 |
| ???? Bdecan Ministry Team | - | - | - | - | - | - |
| 8000-GOM - Larger Parish Development | - | - | - | - | - | - |
| 8001-GOM - Salary Support | 6,500.00 | - | - | - | - | - |
| 8002-GOM - Special Assistance | 3,285.00 | - | - | - | - | - |
| 8003-EGCT - Transformation | 2,505.87 | - | - | - | - | - |
| 8010-CPM - CLP Training | - | - | - | - | - | - |
| 8011-CPM - Seminary Grants/Loans | 1,000.00 | - | - | - | - | - |
| 8105 Preaching Festival | - | - | - | - | - | - |
| 8110 Chogoria Partnerships | 39,677.20 | - | - | - | - | - |
| 8115 Grants/New Ministries | 1,000.00 | 18,990.00 | 3,700.00 | 1,000.00 | - | - |
| 8120 Mission Initiatives-Grants | 2,550.00 | - | - | - | - | - |
| 8122 Older Adult Ministry | 1,000.00 | - | - | - | - | - |
| 7200 R.A.S.C.A.L. | - | 1,009.04 | - | 500.00 | 1,920.00 | 1,920.00 |
| 8130 Youth Connection Programs | 5,909.00 | - | - | - | - | - |
| 8145 Restoring Creation Program | 546.26 | - | - | - | - | - |
| 8200-CHARIS | 500.00 | - | - | - | - | - |
| 8210 Clearwater Forest | 5,000.00 | 5,000.00 | 2,500.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 8220 Jamestown College | 2,500.00 | 2,500.00 | 250.00 | 500.00 | 500.00 | 500.00 |
| 8230 MN Council of Churches | 500.00 | 500.00 | 250.00 | 500.00 | 500.00 | 500.00 |
| 8240 ND Conference of Churches | 500.00 | 500.00 | 250.00 | 500.00 | 500.00 | 500.00 |
| Total for Program/Mission Expenses | 87,210.76 | 58,101.30 | 21,749.45 | 44,500.00 | 57,068.00 | 47,407.00 |

\ \$ 900 Presbyterian for Restoring Creation grant from GA

* A percentage of financial support from other source.

Presbytery of the Northern Plains Expense & Income Summary

| | | | | | | |
|---------------------------------------|--------------------|-------------------|-------------------|--------------------|--------------------|-------------------|
| Expenses: | | | | | | |
| Administrative Expenses: | | | | | | |
| Personnel Expenses | 161,919.91 | 146,194.23 | 86,359.28 | 179,432.00 | 181,667.00 | 181,667.00 |
| Office Expenses | 19,286.20 | 16,796.98 | 6,664.75 | 19,050.00 | 16,300.00 | 16,300.00 |
| Total Administrative Expenses: | 181,206.11 | 162,991.21 | 93,024.03 | 198,482.00 | 197,967.00 | 197,967.00 |
| Mission Expenses: | | | | | | |
| Miscellaneous Expenses | 5,411.87 | 4,882.61 | 5,275.70 | 15,000.00 | 14,400.00 | 15,590.00 |
| Program/Mission Expenses | 87,210.76 | 58,101.30 | 21,749.45 | 44,500.00 | 57,068.00 | 47,407.00 |
| Total Mission Expenses: | 92,622.63 | 62,983.91 | 27,025.15 | 59,500.00 | 71,468.00 | 62,997.00 |
| Total Expenses | 273,828.74 | 225,975.12 | 120,049.18 | 257,982.00 | 269,435.00 | 260,964.00 |
| Income: | | | | | | |
| Administrative Income: | 179,549.00 | 205,186.79 | 107,517.03 | 190,997.00 | 185,056.60 | 199,000.00 |
| Mission Income: | 86,901.36 | 77,586.35 | 31,629.66 | 56,500.00 | 54,500.00 | 54,500.00 |
| Other Income: | (57,225.93) | 52,356.35 | 2,993.18 | - | 15,900.00 | - |
| Total Income | 209,224.43 | 335,129.49 | 142,139.87 | 247,497.00 | 255,456.60 | 253,500.00 |
| Total Income - Total Expenses: | (64,604.31) | 109,154.37 | 22,090.69 | (10,485.00) | (13,978.40) | (7,464.00) |

P-4.0101d¹

**COMMISSIONED LAY PASTOR POLICIES, PROCEDURES
AND PROGRAM**

(Approved by Presbytery: September 2010)

I. PURPOSE

The purpose of the Commissioned Lay Pastor Program is to provide pastoral services in settings where the services of a Minister of the Word and Sacrament are not available. To accomplish this, the Presbytery of Northern Plains (PNP):

- A. Recruits, selects, trains, educates, prepares and equips ruling elders of the PC(USA) to lead worship, preach the gospel, watch over the people, provide for their nurture and service, and perform duties assigned to them in their local commissions.
- B. Establishes and maintains requirements for training and commissioning.
- C. Provides opportunities for training and commissioning.

IV. ADMINISTRATION OF THE COMMISSIONED LAY PASTOR PROGRAM

- A. The constitutional authority for this program is found in G-14.0560-65.(G-2.10)¹
- B. In the PNP, the oversight of this program is under the Committee on Ministry (COM) which shall appoint a sub-committee to manage this program on its behalf. The COM shall report annually to the PNP regarding the status of the program.
- C. The Committee on Preparation for Ministry (CPM) shall carry out the following:
 - 1. Review applications and meet with those seeking to enroll as learners;
 - 2. Supervise the training of all learners;
 - 3. Appoint mentors for all learners;
 - 4. Examine (with COM participation) learners who complete the initial training and decide if they should be placed on the official Trained Lay Pastor list, awaiting a commission.
- E. The COM shall carry out the following:
 - 1. Oversee the process by which a congregation seeking a ruling elder commissioned as pastor gets matched with a suitable candidate.
 - 2. Work with the parties in developing a written local commission.
 - 3. Arrange for the commissioning service.
 - 4. Oversee the annual review.

V. DEFINITION OF TERMS

- A. A TRAINED LAY PASTOR (TLP) is a ruling elder of the PC(USA) who has received the endorsement of his/ her session, successfully completed the training specified by the PNP, and been examined by the CPM and placed on the TLP list.

¹ The FOG references in parenthesis are to the new FOG approved by the General Assembly in 2010 and sent to the presbyteries for consideration.

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- B. A COMMISSIONED LAY PASTOR (CLP) is a TLP who is granted a local commission by the PNP and a specific congregation or ministry to lead worship, preach the Gospel, watch over the people, and provide for their nurture and service. (See the privileges and responsibilities listed in G-14.0562 (G-2.1001))
- C. A LAY PASTOR LEARNER is a ruling elder preparing for the program.
- D. A LOCAL COMMISSION is a written agreement between a particular church or ministry, a CLP and the PNP. It sets forth the terms of service and the privileges and responsibilities of the CLP in this setting. It should also specify the duration (up to three years) of the initial agreement. (See sample form in Appendix A)
- E. SUPERVISION is provided as follows:
 - 1. Lay Pastor Learners will receive supervision from the Committee on the Preparation for Ministry (CPM) or someone it appoints.
 - 2. Trained Lay Pastors (TLP's) and Commissioned Lay Pastors (CLP's) will receive supervision from the Committee on Ministry (COM) or someone it appoints.
- C. THE COMMISSIONED LAY PASTOR TRAINING PROGRAM is administered by the Committee on the Preparation for Ministry (CPM) and designed to help Ruling Elder Learners become knowledgeable in the areas of Bible, Reformed Theology and Sacraments, Presbyterian polity, preaching, leading worship, pastoral care and teaching.

IV. THE MAJOR STEPS IN THE PROCESS

- A. Enrolling
 - 1. A person seeking to become a Lay Pastor Learner should review this policy.
 - 2. If the seeker then desires to do so, he/she should complete and return the application form (Appendix B).
 - 3. The seeker shall be invited to meet with the Committee on Preparation for Ministry (CPM). The application shall be discussed with special attention to the seeker's reasons for pursuing this form of service. If the CPM and the seeker agree that this is a wise course to follow, they shall discuss and agree upon plans for participation in an approved training program. (The PNP recommends the University of Dubuque Seminary's on line program but other options might include The Institute for the Development of Lay Ministry (IDLM) or a program from another Reformed Seminary or institution. Ordinarily, the expenses for all such courses will be shared between the learner, the sponsoring congregation and the PNP.)
 - 4. Within six months of enrolling, a learner will schedule a time to participate in a series of psychological tests employing professional interest instruments to help the learner identify his/her gifts and suitability for ministry. PNP recommends the use of the North Central Career Development Center. Again, expenses are shared between the learner, the congregation and the PNP.
- E. Selecting a Mentor
 - 1. All learners enrolled in a course of preparation will be assigned a mentor by the Committee on Preparation for Ministry (CPM). Mentors will be ministers of word and sacrament who agree to support and guide the learner in his or her preparations.
 - 2. Those who agree to serve as mentors will be given copies of this policy and all other relevant material.

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C. Monitoring Progress

1. The Lay Pastor Learner will have a minimum of four contacts a year with his or her mentor during the course of his or her preparation.
2. The Lay Pastor Learner will submit an annual written report on his or her progress to the Committee on Preparation for Ministry (CPM).

C. Examining the Learner

When the learner has completed the course of training approved by the CPM, he or she shall notify the Chair of the CPM and a time shall be arranged for the examination to occur (with participation from the Committee on Ministry). The ruling elder learner shall be examined as to personal faith, motives for seeking the commission, and the areas of instruction mentioned in III.6 above.

D. Commissioning

1. The Committee on Ministry (COM) shall be notified when a learner has completed the examination and been placed by the CPM on the Trained Lay Pastor (TLP) list.
2. The COM shall work with the TLP and any session or ministry desiring to contract for his or her services in developing a local commission (Appen. A).
3. Once the COM approves the local commission, the learner shall be presented to presbytery for commissioning. This will take place at a meeting of the presbytery but a service of recognition will be planned for the local site.

D. Annual Review

An annual review of the work of the Commissioned Lay Pastor shall be conducted by the employing body and reported to the Committee on Ministry (COM). (See form in Appendix C). Attention will be given to the way in which the Commissioned Lay Pastor has made use of continuing education opportunities.

V. GUIDELINES FOR MENTORS

A. Mentors who are PC(USA) ministers of word and sacrament shall be assigned in this program as follows:

1. The Committee on Preparation for Ministry shall assign mentors to Lay Pastor Learners.
2. The Committee on Ministry shall assign mentors (who could be the same mentors as above) to Ruling Elders Commissioned as Pastors.
3. Trained Lay Pastors not currently in a commission may seek informal guidance from ministers of their choosing.

D. The mentors mentioned above shall:

1. Normally have some form of contact with those they are mentoring once a month (but no less than four times a year).
2. Make brief semi-annual written reports (regarding learners to the CPM and regarding CLP's to the COM) which shall include:
 - a. A description of contacts made;
 - b. A summary of progress or growth demonstrated; and
 - c. A description of continuing challenges and/or growing edges

IV. SEXUAL MISCONDUCT POLICY

All policies of the Presbytery of the Northern Plains pertaining to sexual misconduct by clergy (ministers of word and sacrament) also pertain to Commissioned Lay Pastors (CLP's).

V. EXAMINATION GUIDELINES

- A. When the Learner and the Mentor determine that the Learner is ready for examination to be declared ready for a commission, either the mentor or the learner will report this to the Committee on Preparation for Ministry. That committee will then schedule an examination.
- B. Expectations regarding competencies to be demonstrated in examination
 1. Bible:
 - a. Have a basic understanding of the historical evolution of the Bible;
 - b. Be able to name the various types of literature found in scripture and give examples of each;
 - c. Know the historic acts of God in both the Old and the New Testaments;
 - d. Be able to illustrate some of the differences between the four gospels;
 - e. Be able to relate current scientific thinking on creation and evolution to the Biblical account.
 - f. Have a proven method of faithfully interpreting the Bible's meaning for today.
 7. Reformed Theology:
 - a. Know the essential tenets of Reformed Faith;
 - b. Be able to describe the original purpose of each of the Confessions in the Book of Confessions and its relevance for today.
 - c. Be able to highlight major events in the development of the Presbyterian tradition, beginning with the Reformation;
 - d. Be familiar with reformation leaders and their major contributions;
 - e. Relate how studying Reformed faith holds personal meaning.
 6. Worship and Sacraments:
 - a. Be able to describe the essential elements of Christian worship and organize them in a worship service;
 - b. Know the primary meaning of baptism and the main elements to be included whenever the sacrament is celebrated;
 - c. Know who may be baptized, when and where;
 - d. Know the primary meaning of Holy Communion and the main elements to be included whenever that sacrament is celebrated;
 - e. Articulate the way in which Christ is present in the Sacraments.
 6. Polity:
 - a. Know the "Great Ends of the Church" in the *Book of Order*
 - b. Be able to name and describe the three sections of the *Book of Order*
 - c. Be able to show how the four governing bodies (or councils) of the PC(USA) relate to each other;

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- d. Be able to describe the major functions of Elders, Session, Deacons, Ministers of Word and Sacrament and Presbytery.
 - e. Be able to tell how one becomes a member in the Presbyterian Church.
- F. Procedures for Examination
- 1. The Learner can choose if he or she wishes to submit some written answers as a part of his/her examination or to take the complete examination orally.
 - 2. The examining team shall consist of at least three members of the Committee on Preparation for Ministry and one member from the Committee on Ministry.
 - 3. Following the examination, the examining team may:
 - a. Declare that the candidate has successfully passed the examination and is ready to be considered for a commission;
 - b. Declare that the candidate has not passed the examination and should not be considered for a commission; or
 - c. Declare that the candidate has not yet passed the examination but should take new opportunities for further study and preparation and then be examined further.

IV. COMMISSIONING

- A. When a church or another approved institution (such as a hospital, nursing home, prison or police department), with the agreement of the Committee on Preparation for Ministry (CPM) and the Committee on Ministry (COM), extends an invitation to serve a local commission to a Trained Lay Pastor who has not been commissioned before, both committees will recommend to the Presbytery that the person be commissioned. CPM will attest to the TLP's preparation and COM to the suitability of this commission for this candidate.
- B. In considering this recommendation, the presbytery shall receive from the candidate being considered for a first commission a statement of personal faith and a description of her or his sense of call to this ministry. Presbyters may ask the candidate questions based on these statements.
- C. If the brief examination by Presbytery is sustained and the motion passes to commission the candidate for the specified ministry, the Moderator of Presbytery will ask the candidate the constitutional questions in accord with G-14.0565. Following affirmative answers, a brief charge shall be given, followed by a prayer from the Moderator.
- D. When a Trained Lay Pastor who has been previously commissioned is offered a new commission, COM shall review the proposed local commission and, if it accords with the guidelines in this policy (see below and Appendix A), may approve the new relationship and subsequently report its decision to the presbytery.
- E. The Committee on Ministry will work with the congregation or other institution extending the commission to assure that a service of recognition is held to mark the new relationship and to seek the guidance and power of the Holy Spirit.

VI. EXPECTATIONS REGARDING THE LOCAL COMMISSION

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- A. The Presbytery of the Northern Plains shall approve no commissions without a written local commission. (See the definition in III.D above and Appendix A.
- B. The terms in the local commission will meet the guidelines in Presbytery's policies regarding minimum compensation.
- C. The terms of the local commission will annually;
 - 1. Be spread upon the minutes of the session --or other institution --which is extending the commission;
 - 2. Be sent to the Committee on Ministry for review and filing.
- C. If there is difficulty in determining the terms of the local commission, either party may request the assistance of the Committee on Ministry.

IV. OPPORTUNITIES FOR LEARNERS AND TRAINED LAY PASTORS

- A. Lay Pastor Learners in this program may, under the guidance of their Mentors, be allowed to preach occasionally when invited by sessions to do so.
- B. Trained Lay Pastors (TLP's) will be listed on the Presbytery's Pulpit Supply List and authorized to preach whenever so invited.

III. EXPECTATIONS REGARDING ANNUAL REVIEW OF COMMISSIONED LAY PASTORS

- A. As required by the *Book of Order* (G-14.0561) an annual review shall be conducted of the work of Commissioned Lay Pastors.
- B. The review will be conducted by the session or other commissioning body making use of forms provided for this purpose by the Committee on Ministry. (See appendix D.)
- C. A written report of the review will be submitted annually (before January 31 of the year following the year being reviewed) to the Committee on Ministry.
- D. Failure to comply with the above expectation may result in the revocation of the Local Commission.

V. RENEWAL OR TERMINATION OF THE LOCAL COMMISSION

- A. The Presbytery may renew a Local Commission when it expires if all the parties (the Committee on Ministry, the Commissioned Lay Pastor, and the employing session or other institution) agree that it is in the best interest of all that the commission continue.
- B. The renewal of a local commission may be marked by a special service at a presbytery meeting, in the local congregation or both.
- C. Upon the recommendation of the Committee on Ministry, the Presbytery may revoke the Local Commission of any Commissioned Lay Pastor who does not abide by the provisions contained in the *Book of Order* or in this policy.

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APPENDIX A
SAMPLE FORM FOR LOCAL COMMISSION

PRESBYTERY OF THE NORTHERN PLAINS
LOCAL COMMISSION BETWEEN
A SESSION AND A COMMISSIONED LAY PASTOR

The session of the _____ Presbyterian Church of _____,
being well satisfied with your qualifications to lead and assist us in the fulfillment of our corporate
and individual ministries contracts with _____
to become our Commissioned Lay Pastor (CLP) beginning _____
for a period of _____, subject to annual review and renewal. Oversight of the
contract and the CLP's performance is through the Session and the Presbytery Committee on
Ministry.

_____, a graduate of the _____
Lay Pastor Training Program, received a commission from the Presbytery of the Northern Plains to
serve the _____ Presbyterian Church of _____ in the
capacity of Commissioned Lay Pastor on _____ (date of Presbytery
Commissioning).

EXPECTATIONS: (Delete items not applicable)

During your time of service we expect you to perform the following:

1. Conduct worship (indicate days and times) _____
2. **Celebrate the Sacrament of the Lord's Supper
3. **Celebrate the Sacrament of Baptism
4. Conduct funerals and memorial services
5. **Moderate Session and Congregational Meetings
6. Visit members of the congregation, especially during crises
7. Conduct officer training
8. Attend presbytery meetings
9. Other (Specify) _____

** The Presbytery may authorize a Commissioned Lay Pastor to perform any or all of these functions.
(Book of Order G-14.0562)

The session estimates that fulfilling these duties will require _____ hours per week/month.

COMPENSATION (Delete items that do not apply)

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The session promises and obligates itself to provide the CLP the following compensation:

1. A salary of \$_____ per month. (If applicable, specify salary, housing, utilities.)
2. SECA* _____
3. Documented travel reimbursement at the rate allowed by the IRS up to _____ per month.
4. Vacation accumulated at the rate of 1 week per quarter.
5. Study accumulated at the rate of 1 week per six months.
6. Other (e.g. Board of Pensions, etc.) _____

TERMINATION:

This contract may be terminated, after consultation with the Presbytery Committee on Ministry, by either the Session or the Commissioned Lay Pastor with 30 days notice.

SIGNED:

Clerk of Session _____ Date _____

Commissioned Lay Pastor _____ Date _____

Committee on Ministry Rep. _____ Date _____

*The Self-Employment Compensation Allowance (SECA) allows a church to reimburse a Minister or RECAP up to half of self-employment taxes which are 15.3%. Therefore, the SECA would be 7.65% of effective salary. (SECA is not included in the Board of Pensions figure of effective salary.)

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APPENDIX B

APPLICATION FOR COMMISSIONED LAY PASTOR PROGRAM

Name: _____ Occupation: _____
Address: _____ Work Phone _____
_____ Home Phone _____
Church of Membership _____ Date Received _____
Offices Held (Dates of Ordination) _____

Formal Education:

List of informal learning experiences that will help you in this ministry (e.g. travel, public speaking, volunteer work, etc.)

Describe your present activities in the life of the Church:

Why are you interested in considering this ministry?

What gifts and skills do you bring to this ministry?

Signature _____ Date _____

Recommended by session:
Signature of Moderator or Clerk: _____ Date _____

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APPENDIX C
FORMS FOR ANNUAL REVIEW

Presbytery of the Northern Plains
Self Appraisal for Commissioned Lay Pastors

As part of its policy governing the re-commissioning of Commissioned Lay Pastors (CLP's), Presbytery's Committee on Ministry (COM) requires that each CLP complete the following appraisal annually. It should first be used in the performance review conducted by the session or its representatives and then submitted to the Presbytery before January 31, 20__

Please respond to the following questions. If a question does not pertain, please indicate that.

Name of CLP: _____

Site of Commission: _____

Mentor/Supervisor: _____

Describe your main duties as a CLP (If a position description is available, please attach.)

What have been your three greatest joys in your ministry in the last year?

What have been your top three challenges?

What are your main goals for the coming year?

Where do you feel a special need to keep growing?

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What opportunities have you taken for continuing education in the past year?

What opportunities for continuing education would you like to take in the year ahead?

Are you satisfied with your compensation, working conditions, relationships, job description?

Please add any additional comments you would like the COM to consider.

Signature

Date

Please return to:

COM
C/O Presbytery of the Northern Plains
5555 South Washington Street, Suite A
Grand Forks, ND 58201

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Presbytery of the Northern Plains
Appraisal for Commissioned Lay Pastors (CLP's)

As part of the policy for re-commissioning CLP's, Presbytery's Committee on Ministry (COM) requires that the following appraisal be completed annually by one or more elders on the session where the CLP is serving or by someone representing the governing body of the institution involved if it is not a congregation. This form should first be used in the performance review conducted by the session or its representatives and then sent to the Presbytery Office before January 31, 20__.

Name and Position of Person Completing Form: _____

CLP being appraised: _____

Site of Commission: _____

Describe the Duties of the CLP (Attach Position Description if there is one.)

What do you see as the CLP's three top achievements in the past year?

What do you see as the CLP's greatest strengths?

What do you see as the CLP's growing points?

Do you have any concerns and/or suggestions with regard to the CLP's continuing education?

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Do you have any concerns regarding the CLP's compensation, working conditions, relationships and/or position description?

Please describe the performance review that was conducted with the CLP in attendance. (When did it happen? Who participated? How did it go?)

Please make any additional comments you would like the COM to hear.

Signature

Date

Please return to:

COM
C/O Presbytery of the Northern Plains
5555 South Washington Street, Suite A
Grand Forks, ND 58201

2010 PRESBYTERY MINISTERS' SALARIES & CHANGES

Fall Presbytery Meeting

| PARISH | MINISTER | EFFECTIVE | | TRAVEL | CON ED | CE WEEKS | PROF & BUS EX | VAC | OTHER/CHANGE |
|-------------------------------|---|------------------|----------|----------|------------|----------|---------------|-----|---|
| | | SALARY | IRS Rate | | | | | | |
| 1 Angus | Gustafson, Jeff (LLP) Angus pays 45% of expenses. 30 hours a week. | \$31,287.68 | IRS Rate | IRS Rate | \$3,000.00 | 2 | \$500.00 | 3 | \$652 group plan for medical deductible. |
| Argyle | Casney, Don (CLP) Part-time less than 5 hours per week. | \$265 per Sunday | | | | | | | |
| 1.3 Arvilla/Emerado | Capes, Raenelle (LLP) Arvilla 25% Emerado 25% | \$43,550.00 | | | | | | | 3000 towards medical |
| Baker | Rude, Lorelee (CLP) Part-time: 20 hours per week. | \$18,600.00 | IRS Rate | IRS Rate | \$400.00 | 1 | | 4 | \$ 1,423 SECA |
| Bathgate/ Cavalier / Hamilton | Werth, John H. | \$44,857.00 | IRS Rate | IRS Rate | \$1,500.00 | 2 | \$600.00 | 4 | 3500 SECA, 5600 Group Med, 450 Books, additional time off for mission trip. |
| Bismarck - GSL/ Hazelton | Chapman, Casey (CLP) | | | | | | | | |
| Bismarck - 1st | Kincaid, Jake | \$79,444.00 | IRS Rate | IRS Rate | \$2,000.00 | 2 | \$1,762.00 | 4 | \$ 5,563 SECA |
| Bottineau | Rucker, Vicki | \$45,203.00 | IRS Rate | IRS Rate | \$1,500.00 | 2 | | 4 | \$ 3199 SECA |
| 2 Buffalo/Tower City | Burger, Deb Hazard, Brian | \$40,300.00 | IRS Rate | IRS Rate | \$500.00 | 2 | | 4 | \$ 2983 SECA |

NOTES: 1 Ecumenical Parish or Federated/Union Church or Non-Presbyterian Supply 2 New Call 3 Didn't turn in a report, prior year data.

| | PARISH | MINISTER | EFFECTIVE SALARY | TRAVEL | CON ED | CE WEEKS | PROF & BUS EX | VAC | OTHER/CHANGE |
|---|--|------------------------------|------------------|--------------|------------|----------|---------------|-----|---|
| 1 | Calvin/Hannah Part-time 20 hours a week | Olsen, Adrian | \$17,400.00 | IRS Rate | \$300.00 | | | | |
| | Casselton | Kargard, Rick | \$37,063.00 | IRS Rate | \$500.00 | 2 | \$200.00 | 2 | |
| 2 | Colgate | Flaten, Mark (AG) | | | | | | | |
| 1 | Cooperstown | Merchant, Jessica | | | | | | | |
| | | Danielson, Cheri 3/4 time | \$41,750.00 | .45 per mile | \$800.00 | 2 | | 5 | \$ 2746.11 SECA |
| | | Danielson, Marli 3/4 time | \$34,856.25 | .45 per mile | \$800.00 | 2 | | 5 | \$2,352.46 |
| | Crookston | Wolpert, Daniel | \$32,500.00 | | \$5,000.00 | 2 | | 4 | 500 Books, continuing ed money for only 2010. |
| | Lake Region Parish | Kaufmann, Kevin (CLP) | \$41,500.00 | IRS Rate | \$500.00 | 2 | \$500.00 | 4 | \$ 2760 SECA |
| | Dilworth | Larson, Rick (CLP) | \$7,800.00 | | | | | 3 | Sundays |
| | East Grand Forks | Shelton, Kerri | \$45,864.00 | IRS Rate | \$1,500.00 | 2 | \$3,200.00 | 4 | \$ 3,374 SECA |
| | Edgeley/LaMoure | Vacant | | | | | | | |
| 3 | Ellendale | Henschen, Paul | \$46,600.00 | | \$1,000.00 | 2 | | 4 | 3565 SECA |
| 1 | Fairview | Meehan, Robert | \$7,800.00 | | | | | | |

NOTES: 1 Ecumenical Parish of Federated/Union Church or Non-Presbyterian Supply 2 New Call 3 Didn't turn in a report, prior year data.

| PARISH | MINISTER | EFFECTIVE SALARY | TRAVEL | CON ED | CE WEEKS | PROF & BUS EX | VAC | OTHER/CHANGE |
|----------------------------|--|------------------|------------|------------|----------|---------------|-----|---|
| Fargo - 1st | Shive, Steve | \$79,440.94 | IRS Rate | \$2,750.00 | 2 | \$2,000.00 | 5 | \$ 5,705 SECA |
| | Holtey, Mary | \$55,453.84 | IRS Rate | \$1,200.00 | | \$2,000.00 | | \$2,918 |
| | Kissingler, Steve Part-time. | \$0.00 | | | | | | |
| 1, 3 Fordville/Park River | Keil, Paul | \$38,636.00 | IRS Rate | | 2 | | | |
| Forest River/Gilby/Inkster | Billings, Dan | \$59,800.00 | IRS Rate | \$1,500.00 | | | 5 | \$ 2428 SECA |
| 1, 3 Grafton/Minto | Gale, Lee Grafton 75% Minto 25% | \$45,954.00 | IRS Rate | | | | | 6500 Other |
| Grand Forks | Graf, Gretchen | \$54,000.00 | \$3,000.00 | \$2,000.00 | | \$2,500.00 | 5 | Dental |
| GF - Korean | Tak, Gyun Ho | \$34,580.00 | | | | | | |
| Grandin/Hunter | Monteith, Donna | \$52,750.00 | IRS Rate | \$500.00 | 2 | | 4 | 250 Books |
| 2 Hallock | Copeland, Adam Part-time, 30 hours a week | \$35,422.00 | IRS Rate | \$750.00 | 2 | \$1,000.00 | 4 | \$ 2727 SECA, Insurance & Retirement not w/ BOP |
| Jamestown | Thompson, David | \$50,800.00 | IRS Rate | \$430.00 | 2 | | 4 | \$ 3886 SECA |
| 1 Langdon | Dealy, Byron | \$17,885.00 | IRS Rate | \$400.00 | 2 | | 4 | 1100 SECA |
| Lisbon | Vacant | | | | | | | |
| Mandan | Reikow, Deanna | \$41,000.00 | IRS Rate | \$1,000.00 | 4 | | 4 | 3135.50 SECA |

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| | PARISH | MINISTER | EFFECTIVE | | TRAVEL | CON ED | CE WEEKS | PROF & BUS EX | VAC | OTHER/CHANGE |
|-----|---|---|-------------|------------|------------|--------|----------|-------------------------------------|-------------------------|--------------|
| | | | SALARY | | | | | | | |
| 3 | Minot | Edwards, Bob | \$61,983.00 | \$4,605.00 | \$1,500.00 | 2 | 4 | 4741 SECA | | |
| | | Frieh, Mark (CLP) | \$43,434.00 | | \$1,000.00 | 2 | 4 | \$ 3,322 SECA, \$ 3,500 Retirement. | | |
| | | Marsland, Donna (CLP) Part-time, 34 hours a month. | \$7,315.20 | | | | | | | |
| | | Wierenga, Marv (CLP) Part-time, as needed. | \$0.00 | | | | | | | |
| | Moorhead | Vacant | | | | | | | | |
| 1,3 | Nekoma Shared w/ Langdon United Methodist Church | Vorlage, Tim | \$33,013.00 | | | | | | Pension with Methodist. | |
| 1,3 | Oakes | Olsen, Steven Part-time | \$6,000.00 | | | | | | | |
| | Portal | Vacant | | | | | | | | |
| 2 | Pillsbury | Scheel, Stephen (EFCA) | | | | | | | | |
| | Red Lake Falls | Potter, Tom (CLP) Part-time, 20 hours a week. | \$24,525.00 | IRS Rate | | | 6 | \$500.00 | | |
| | Rhame | Bagley, Terry | | | | | | | | |
| | Rolla/St. John | Vacant | | | | | | | | |
| | Rugby/Towner | Andrews, Don (UMC) Part-time supply. | | | | | | | | |
| 1 | Ryder | Starks, Jonathan & Pam | | | | | | | | |

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| PARISH | MINISTER | EFFECTIVE SALARY | TRAVEL | CON ED | CE WEEKS | PROF & BUS EX | VAC | OTHER/CHANGE |
|------------|--|------------------|----------|------------|----------|---------------|-----|-----------------|
| 3 Steele | Schoepp, Robert (LP) Part-time | \$10,500.00 | | | | | | |
| West Fargo | Sifth, Matthew | \$47,092.00 | IRS Rate | \$2,000.00 | 2 | \$1,000.00 | 4 | \$ 3220.97 SECA |
| 3 Westhope | Scott, John (CLP in Training) Part-time 16 hours a week | | | | | | | |
| Wilton | Bliss, Catherine (CLP) Part-time, 30 hours a week | \$26,400.00 | IRS Rate | \$500.00 | 2 | | 2 | \$ 2423.52 SECA |

MINISTER MEMBERS NOT SERVING CONGREGATIONS

| PARISH | MINISTER | EFFECTIVE SALARY | TRAVEL | CON ED | WEEKS | PROF & BUS EX | VAC | OTHER/CHANGE |
|-----------------------------|-------------------|------------------|--------|----------|-------|---------------|-----|-----------------------------------|
| Gran Parish, Mayville | Cory, Darrel | \$56,000.00 | | | | | | |
| Stanford Health Systems | Kissingler, Steve | | | | | | | |
| | Twitt, Julie | | | | | | | |
| 3 Jamestown College | Watts, Gary | \$46,115.00 | | \$500.00 | | | | PCUSA Pension Only, BCBS / Dental |
| 2 Trinity Health Systems | Zolondek, Jessica | \$37,000.00 | | | | | | \$3,900 call package. |

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2010 Continuing Education Report

Gustafson, Jeff

Course 111 Pastor as Interpreter of the Bible
Course 113 Pastor Care for Spiritual Formation
April 2010 Presbytery Workshop in Maryvale

Rude, Lorelee

Wee Kirk Conference, May 2009, in Sioux Fall, SD
Sponsored by Presbyterian for Renewal.
I have been to this conference 3 times and it's always been helpful. At \$60 for the 3 days, including accommodation, it's a bargain.

Burger, Deborah

Synod School, July 25 -30, 2010

Danielson, Cheri

January 2009 -- Seminary on the Prairie
May -- Seminar on the area parishes in rural ministry, Windom, MN
July 25 -30, 2010 - Synod School

Danielson, Marlin

Jan 12-16 Seminary on the Prairie
Luther Seminary & Tri-County Ministry offered classes about rural ministry at
Red Willow Bible Camp, Binford, ND
May 3-6, Multiple church parishes and their ministry at Shalom Hills, Windom, MN
July 25 -30, 2010 - Synod School

Wolpert, Daniel

Began Doctor of Ministry in Science and Theology at Pittsburgh Seminary. Expected graduation 6/12

Shelton, Keri

Lombard Peace Institute 10/10
Synod School 7/10
COM Training 2/10

Holtey, Mary

July 25 -30, 2010 - Synod School
Conference at Luther Seminary on the Missional Church

Billing, Dan

2009 Synod School
RASCAL Retreat

Graf, Gretchen

Youth Ministry Conference at Princeton
Jesus Seminar on the Road – seminary on Paul
John Dominisk Crosson @ Concordia
Dong Paggitt @ PNP
Subscription to video/audio updated from Bill Terry
Jesus Seminar Spring meeting in California

Monteith, Donna

Churchwide Gathering of Presbyterian Women

Copeland, Adam

Pastor Group for Study & Support, Montreat, NC (Very helpful)
School for Pastors at Hastings College (not helpful this year, but perhaps in the future)
Thompson Scholars Event at Columbia Seminary (helpful, I recommend)

Thompson, David

I was selected to travel to Israel in 2009 for two weeks with a group from Princeton Seminary through a grant from a foundation in Atlanta, GA. We spent time in Galilee and Jerusalem, visiting a variety of sites along the way. It was a trip of a lifetime that has changed the way I read and interpret the Bible.

Dealey, Byron

Several Seminars on Church Growth in Mt.

Reikow, Deanna

COM Training 2009
Week at Camp of the Cross Retreat Center to plan for the year (Great get-away)

Frueh, Mark

Grip Birkman Blueprint - Paul Ford Pastor's Training Event: 4 to 1 ½ day sessions done over a 6 to 9 month period. Discovering our ministry identity, stress styles, etc.
Uganda Mission Trip – August 26 to Sept 14, 2010 working alongside Paul Ford with Pentecostal Assembly of God pastors, Anglican Pastors and YWAM mission base doing Discover Your Ministry Identity.

Life Balance Course – I am facilitating this self-developed course over 1 year. Each month we read & journal a selected book from one of the 8 areas of a person's life. Then set goals and make adjustments in our lives to grow spiritually in that area. So far we have covered: spiritual, emotional, physical, and relationships. This month we are doing a book on missional.

Marsland, Donna

I did not "attend" any events, but I read each day from a wide variety of books and I sometimes was in a class about that book. Here are a few of the titles:

- "Just Walk Across the Room" Bill Hybels (excellent)

- “Dressed to Kill” Rick Benner – if you only read one other book besides your Bible this should be the one!! A biblical approach to spiritual workforce armor. I was in a class for this one. Top notch.
- “Don’t Waste Your Life” John Piper – Challenge to our generation to live for Christ – rather than for worlds rewards.
- “The Seven Pillars of Heath” Dr. Coalbeat – Very good overview of living a healthy, God centered life.
- “Blink” & “Outliners” Malcolm Gladwell – Very eye opening studies on success how we think any why we do and react. Also wrote “Tipping Point” my next book to read.

Pageler, Dann

Fall 2009: Problems and Trends in Adult Education at Providence Seminary in Otterburne, MB Canada

Spring 2010: Worldview and Culture at Providence Seminary in Otterburne, MB Canada

Stith, D. Matt

Research and study time leading to the writing of several short commentary articles. Attending the Annual Meeting of the Society of Biblical Literature.

Bliss, Cathy

RASCAL retreat in Devils Lake with Dr. Gary Hanson

Independent Reading

Shive, Steve

June 20-24: Renoirs Conference in San Antonio - OK

May 3-4 : National Covadent Group

Feb 18 -19: Missional Church, Presbyterians Global Fellowship – Great Event

Kaufmann, Kevin

Reformed & Reforming: Nurturing a Presbyterian Identity in Out Congregation at Maryvale Spiritual Life Center in Valley City

219th General Assembly Meeting in Minneapolis

Weirenga, Marvin W

Co-teach a 10 week “Dave Ramsey – Financial Peace University” course at First Presbyterian Church of Minot. A very good course

Conducted 3 Chaplain Program orientations to new office at Minot Police Department.

Member of 3 Police stress debriefing teams in ND. Used critical indecent stress management skills to debrief approx 40 police officers involved in 2 major shooting incidents in ND.