

PRESBYTERY OF THE NORTHERN PLAINS
ONE HUNDRED and TWENTY-NINTH STATED MEETING
October 13, 2023

The Presbytery of the Northern Plains of the Presbyterian Church (U.S.A.) held its stated meeting at Westminster Presbyterian Church, Casselton, North Dakota, on Friday, October 13, 2023.

Moderator Ruling Elder (RE) Tom Brusegaard called the meeting to order at 10:03 a.m.

Commissioned Ruling Elder Casey Chapmen led the Presbytery in worship. Holy Communion was celebrated as part of the service. An offering of \$286 was taken for a purpose to be determined by the Leadership Pod.

The roll was taken by means of registration forms filled out by the attendees. The following Ministers were present unless otherwise noted: P – Present in person; Z – Present via Zoom; 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.)

Other abbreviations:

TE=Teaching Elder (Minister of the Word and Sacrament)

RE=Ruling Elder

CRE=Commissioned Ruling Elder (also known as Commissioned Lay Pastor, CLP)

M/S/C=Moved, seconded, and carried (of a motion)

Pastoral Leaders

Designation	Minister	Ministry	
	Benz, Lorelee	CLP, Baker Downer	
299	Billings, Dan	HR	E
101	Bigwood, Sarah	Fargo First	P
299	Bishop, Catherine	HR	E
101	Boyar, Robert	Jamestown United	P
797	Burger-Perry, Deborah	Member at Large	A
107	Chapman, Casey	CLP Grandin/Hunter	P
299	Christman, David	HR	E
299	Cory, Daniel	HR	E
299	Danielson, Cheri	HR	E
299	Danielson, Marli	HR	E
101	Dill, Robin	Grafton Federated & Minto Knox	P
101	Drake, Robert	Moorhead First	P
101	Dumont, Trudy	Devils Lake Westminster & Webster Chapel	A
797	Emerson, Nancy	Member at Large	P
299	Graf, Gretchen	HR	E
299	Graham, Ron	HR	E
103	Holtey, Mary	Fargo First	E
101	Homan, Spencer	Grand Forks First	P
151	Kana-Mackey, Sue	Langdon	A
299	Kargard, Rick	HR	E
299	Kincaid, Jacob	HR	E
	Krumm, Barbara	CLP, Ellendale	
101	Landwehr, Marjorie	Hallock First	A

299	Mansell, Henry	HR	E
299	McCullough, Cheryl	HR	E
299	McDowell, Martha	HR	E
299	Monteith, Donna	HR	P
107	Norstog, Jamie	CLP, Midway Parish	P
101	Ozaki, Michael	Crookston First	A
101	Reikow, Deanna	Mandan First	E
791	Rhoad, Johnny		A
101	Sanders, Ruth		A
	Schnackenberg, Dave	CLP, Rolla & St John	Z
101	Simmons, Leanne	Bismarck First	A
	Sorenson, Raenelle	CLP, Arvilla	
701	Suk, David	Grand Forks Hope Korean	A
501	Sveet, Elaine	Minot Zion Lutheran	A
299	Swanson, Joan	HR	E
299	Watts, Gary	HR	E
151	Werth, John	Pembina County Parish	A
299	Wolpert, David	HR	E
299	Woodford, Don	HR	E

Congregations

Congregation	Ruling Elder Commissioners	Attended via Zoom
Angus, Angus-Tabor Presbyterian	-	
Argyle, Community Presbyterian	-	
Arvilla, Arvilla Presbyterian	-	
Baker, Westminster Presbyterian	-	
Bismarck, First Presbyterian	Rusty J. Bender	
	-	
	-	
Bismarck, Glencoe Sloan Memorial	-	
Bottineau, United Parish	-	
Buffalo, First Presbyterian	-	
Calvin, Glenila Presbyterian	-	
Casselton, Westminster	Lana Schultz	
Cavalier, Cavalier Presbyterian	Zelda Hartje	X
Colgate, Colgate Presbyterian	-	
Cooperstown, First Presbyterian	-	
Crookston, First Presbyterian	-	
Devils Lake, Westminster Presbyterian	-	
Dilworth, Dilworth Presbyterian	-	
East Grand Forks, Mendenhall Presbyterian	-	
	-	
Edgeley, First Presbyterian	-	
Ellendale, Presbyterian United Methodist	-	
Fairview, Community Presbyterian	-	
Fargo, First Presbyterian	Deb Dawson	
	Elaine Rudd	

	Bruce Maylath	
Fordville, Community Presbyterian	-	
Forest River, Community Presbyterian	-	
Gilby, Gilby Presbyterian	-	
Grafton, Federated Church	-	
Grand Forks, First Presbyterian	-	
	-	
Grandin, Grandin Presbyterian	Donna Preston	
Hallock, First Presbyterian	-	
	-	
Hamilton, First Presbyterian	-	
Hannah, Hannah Presbyterian	-	
Hunter, First Presbyterian	-	
Inkster, Inkster Presbyterian	-	
Jamestown, United Presbyterian	-	
	-	
LaMoure, First Presbyterian	-	
Langdon, Presbyterian Church of Langdon	Clinton A. Ericksen	
Lisbon, First Presbyterian	-	
Mandan, First Presbyterian	Stephan A Schroeder	X
	-	
Minto, Knox Presbyterian	Ellen Misialek	
Moorhead, First Presbyterian	Erik Swee	
	George O'Neill	
	Elizabeth Swee	
Oakes, First Presbyterian	-	
Park River, Federated Church	-	
Pillsbury, Baldwin Presbyterian	-	
Portal, First Presbyterian	-	
Red Lake Falls, First Presbyterian	-	
Rhame, Lyle Presbyterian	-	
Rolla, Presbyterian Church of Rolla/St. John	-	
	-	
Rugby, Emmanuel United Church	-	
Tower City, Tower City Presbyterian	Mary Cockerill	
Towner, Towner Presbyterian	-	
Walhalla, Park Center-Walhalla	-	
Watford City, First Presbyterian	-	
Webster, Webster Chapel	Wayne Lindenberg	X
West Fargo, Community Presbyterian	Kevin Galt	
	-	
Westhope, First Presbyterian	-	
Wilton, First Presbyterian	-	

Others Attending

Attendee	Position	Attended via Zoom
Tom Brusegaard	Moderator	
Sylvia Pringle	Vice Moderator	
Richard Francis	Temporary Stated Clerk	
Sherri A Stern	Financial Task Leader	

Kathy Francis	Visitor	
Joyce M Ericksen	Visitor	
Jennifer Kolodka	Visitor, Communications Coord.	X

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 teaching elder members and the ruling elder members present, provided that at least three churches are represented by elders.*

First-time Commissioners and Ministers were introduced.

REQUIRING NO ACTION BUT REQUIRED TO BE REPORTED:

INSURANCE.

In compliance with the Book of Order (G-3.0112) requirement that "Each council shall obtain property and liability insurance coverage to protect its facilities, programs, staff, and elected and appointed officers" and the Synod of the Lakes and Prairies requirement that the extent of such insurance coverage be noted annually in the Presbytery minutes, the Presbytery of the Northern Plains spread upon its minutes that it currently has in force and effect the following insurance coverage:

General liability

- Each Occurrence Limit \$ 1,000,000
- General Aggregate Limit \$ 2,000,000
- Sexual Misconduct or Molestation Aggregate Limit \$ 600,000
- Products-completed Operations Aggregate Limit \$ 2,000,000
- Personal and Advertising Injury Limit \$ 1,000,000
- Damage to Rental Property \$ 100,000
- Medical expense limit (anyone person) \$ 5,000
- Employers' liability endorsement \$500,000/500,000/500,000
- Payroll \$ 50,000
- Employee Theft \$ 100,000
- Forgery or Alteration \$ 10,000
- Religious Institutions Wrongful Acts \$ 1,000,000/1,000,000
- Business Auto Coverage \$ 1,000,000

The insurance is carried through Vaaler Ins. Inc. at an annual cost of \$1,618.00.

The current policy renews annually and covers the period from October 31, 2022, through October 31, 2023.

FROM THE CONSENT AGENDA: Reports are Attached.

- Officer Reports
- Stated Clerk's Report
- Pod Reports
- Committee Reports
- Synod Commissioner Report
- Partner Reports
- Minutes of the April 22, 2023 meeting

M/S/C to approve the Consent Agenda.

GOOD NEWS. Several members of the Presbytery shared good news from local congregations. Prayers were requested for Rev. Deanna Reikow, whose grandfather passed away.

George O'Neill presented the report of the Self Development of People Committee, attached.

Robert Drake called the Presbytery's attention to the report of the Stated Clerk Search Committee, attached.

Robert Drake presented the report of the Nominating Committee. M/S/C to approve the Nominating Committee report and to elect the following:

--RE Sylvia Pringle, Vice Moderator, Class of 2024.

--RE Mary Barrett, Personnel Committee, Class of 2026

--CLP Casey Chapman, Clearwater Forest Board, Class of 2026

Donna Monteith presented the request for sale of the Buffalo church manse for an asking price of \$185,000. M/S/C to approve the sale. Documentation of the details of the sale are attached.

The Presbytery recessed for lunch at 11:24 a.m. The Moderator led the Presbytery in prayer for the meal.

The Presbytery reconvened at 12:32 p.m.

Ellen Misialek presented the Treasurer's Report, attached, and the proposed Presbytery budget for 2024, attached. Ellen called on Sherri Stern to summarize the Presbytery investment funds. Sherri noted that money was withdrawn from the reserve funds in 2022 to balance the mission budget. Ellen report that because of some unexpected income in 2023 such a withdrawal will not be necessary this year. M/S/C to receive the Treasurer's Report.

M/S/C to approve the budget, which includes Per Capita of \$37.40 for the Presbytery for 2024. Per Capita for General Assembly will be \$9.80 and for the Synod of Lakes and Prairies will be \$5.50, for a total of \$50.00.

Sharon Secor and Kayla Bones presented a report on the Youth Connection/Chogoria Partners trip to Chogoria, Kenya.

Elizabeth Swee was nominated as Ruling Elder Alternate Delegate to the 2024 General Assembly. The Moderator called for other nominations from the floor. No nominations were made. M/S/C to

COMMITTEE REPORTS

Review of Financial Records as required - Attached.

Financial Task Force/Investments - report attached.

Personnel Committee - report attached

Mission Pod - report attached

Bdecan Ministry Team - report attached

Presbyterian Women Grant Application

University of Jamestown - report attached

Clearwater Forest Camp and Retreat Center - report attached:

There was no Unfinished Business

No further business appearing, the Moderator closed the meeting with prayer at 1:45 p.m.

The next stated meeting of the Presbytery of the Northern Plains will be held

Saturday, April 24, 2024 at the United Presbyterian Church, Jamestown, North Dakota.

Stated Clerk's Report
Presbytery of the Northern Plains
October 13, 2023

Since the April 22, 2023 meeting of the Presbytery, I have

- Attended the Synod of Lakes and Prairies Leadership Summit in Buffalo, Minnesota.
- Attended all meetings of the Leadership Pod via Zoom
- Attended the Synod of Lakes and Prairies records review at Lakeshore Center, Milford, Iowa. The Presbytery's records were approved with the exception of the minutes of April 2022.
- Taken care of various clerical tasks and consulted with members of the Leadership Pod over procedure.
- Held Clerk of Session training via Zoom.
- Attended the General Assembly Boundary Conversation via Zoom. The General Assembly is engaged in a process of establishing the exact boundaries of all the presbyteries and synods. The boundaries of Northern Plains are accurate.

Session Records Review were held this year both in person and via Zoom. As in the past, Clerks of Session Katie Nettell, Devils Lake; Ellen Misialek, Minto; Alice Nix, Bismarck; Lana Schultz, Casselton; and Nancy Burgard, Jamestown graciously agreed to host in-person review sessions. I held three review sessions via Zoom. To date, the following session records have been reviewed:

- | | |
|--|--------------------------------|
| 1. Crookston, MN First | Approved, no exceptions |
| 2. Hallock, MN First | Approved, no exceptions |
| 3. Bismarck, ND First | Approved, no exceptions |
| 4. Mandan, ND First | Approved, no exceptions |
| 5. Glencoe Sloan Memorial, Bismarck ND | Approved, minor exceptions |
| 6. Wilton, ND First | Approved, minor exceptions |
| 7. Cavalier, ND | Approved, minor exceptions |
| 8. Grand Forks, ND First | Approved, no exceptions |
| 9. West Fargo, ND Community | Approved, no exceptions |
| 10. Cooperstown, ND First | Approved, minor exceptions |
| 11. Devils Lake, ND Westminster | Approved, no exceptions |
| 12. Rolla, ND First/St John | Approved, no exceptions |
| 13. Webster, ND Webster Chapel | Approved, no exceptions |
| 14. Langdon, ND | Approved, no exceptions |
| 15. Grandin, ND | Approved, minor exceptions |
| 16. Tower City, ND | Approved, no exceptions |
| 17. Jamestown, ND United | Approved, no exceptions |
| 18. Casselton, ND Westminster | Approved, no exceptions |
| 19. Warren, MN Angus Tabor | Approved, with recommendation |
| 20. Arvilla, ND | Approved with recommendation |
| 21. East Grand Forks, MN, Mendenhall | Approved with recommendation |
| 22. Minto, ND, Knox | Approved with no exceptions |
| 23. Oakes, ND First | Approved with minor exceptions |
| 24. Baker-Downer, MN Westminster | Approved with minor exceptions |
| 25. Fargo, ND First | Approved, minor exceptions |

If your church's records were reviewed and I didn't get them on the list, please let me know.

Also, if your church's records were not reviewed, and you would like them reviewed, let me know and we will take care of it.

Rev. Richard Francis,
Temporary Stated Clerk

Care for Congregations Report
Presbytery of the Northern Plains Meeting
October 2023

Cooperstown

In July, Cooperstown session was granted permission from the PNP Leadership POD to contract with Aarestad Realty for the sale of the Cooperstown Church building, asking price of \$35,000. They sold their building immediately for \$46,000.

Wilton

Wilton Presbyterian Church has initiated the process for leaving the PC(USA).

Baker-Downer

In September, Lorelee Benz, CLP for Westminster Presbyterian Church in Baker-Downer officially turned in her resignation after 18 ½ years of faithful service to the congregation. She will serve through the end of the year. Rev. Sarah Bigwood will work with Session to navigate future steps.

Moorhead

First Presbyterian Church of Moorhead is discussing options to sell their building given their financial situation which will leave them without proper funds to support their ministry by late 2024. They intend to continue as a congregation after the sale of their building. The PNP Leadership POD granted permission to the FPC Moorhead Session to proceed with plans to sell their building should a majority of the congregation vote to do so and pre-approved any offer that is within \$500,000 of the \$1.7m estimated sale.

West Fargo

In July, Rev. Cathie Bishop retired from ministry and the relationship between church and pastor was dissolved. Rev. Sarah Bigwood has been assigned as their moderator until such a time as they are able to call a new pastor.

Kenya Mission Trip

On July 23rd, several of our churches commissioned members of our Presbytery to travel in mission to Kenya. The dates of the trip were July 26th – August 13th.

Terms of Call Calculator

A terms of call calculator is available on the PNP website for churches in the process of calling a pastor or who are interested in updating terms for their pastor.

Respectfully Submitted,



Rev. Sarah M. Bigwood

**Self-Development of People
Presbytery of the Northern Plains
Fall Meeting, 2023**

Our SDOP Committee continues to evolve. We have lost some members due to their moving out of the area, and we have added new members this year. We are currently seven members strong. Five are Christian and of those, four are Presbyterian. Three members are people of color. National SDOP requires that 50% of members be people of color, thus we are one short at the present time. We are still recruiting.

We continue to reach out to local organizations describing this Presbyterian mission. To that end, we have developed a brochure explaining the purpose and procedures of SDOP which we distribute to interested parties. We have received several inquiries, and one completed application. We were unsure if the application met the goals of SDOP and sought input from a member of the National Committee. Unfortunately, that application would not have been approved by National SDOP.

We are approaching the deadline for submitting applications to the National Committee (Nov. 1). We continue to attend local meetings and social justice- related events to explain our mission and make our presence known in the community.

The SDOP Committee for our Presbytery will need to be re-certified for 2024. This will involve attending a webinar training for our members which is provided by the National Committee.

Submitted by,
George O'Neill
Chair, Self-Development of People
Presbytery of the Northern Plains

**2023 Search Committee for Stated Clerk
Fall Presbytery Meeting
October 13th, 2023**

Members: Robert Drake, Lana Schulz, and Mary Barrett

The search committee for stated clerk was authorized by the Leadership Pod to search for a candidate to replace our current and temporary stated clerk.

Their work is ongoing and will not conclude until after the fall presbytery meeting.

One candidate has submitted a resume and letter of interest and will have been interviewed before the fall presbytery meeting. The committee will continue its work until they have selected a candidate and submitted a proposal to the Leadership Pod.

Respectfully submitted,
Rev. Robert Drake

**REPORT ON THE SALE OF THE MANSE
BUFFALO ND
Fall Presbytery Meeting, October 13th, 2023**

First Presbyterian Church of Buffalo ND requests the agreement of Presbytery to sell the manse owned by the church.

BACKGROUND

First Presbyterian is a part of the Sibley Trail Parish. The Ayr church closed about 20 years ago. The Tower City congregation currently has 10 members and Buffalo has 11 members. The prospect of needing the manse to house a pastor are slim. It has been rented for several years. At the annual meeting this year, the congregation authorized the session to look into selling the manse. It was discovered that there was not an abstract for either the church or the manse, and that both buildings were built on half of two lots. The lots were surveyed, and the city and county approved replatting that portion of the block so that each building is on a full lot rather than on two half lots. Abstracts have been obtained for both the church and the manse. The congregation met on September 24, 2023, and approved selling the manse. Working with a local realtor, the asking price will be \$185,000, based on recent comps in Buffalo. The current renter will be given the first opportunity to purchase the manse. Money from the sale will be used to further the church's ministry in their community. A scholarship was recently endowed through Maple Valley Dollars for Scholars. Sale proceeds will allow the name of the church to continue to be known even after it is gone. The congregation is already known for assisting with unmet needs in the community, and that will be able to continue to a greater extent.

Submitted by,
Rev. Donna Monteith

Treasurer's Report
Presbytery of the Northern Plains
October 13, 2023 Presbytery Meeting

The included pages of financial information show the history for 2020 and 2021; budget and actual numbers for 2022, budget and actual numbers for 2023 through September 30, and the budget proposal for 2024.

During the first 9 months of 2023, \$88,493 in Per Capita was received—56% of the total apportionment and \$6478 less than at the same time in 2022. Thirty eight churches have paid all or part of their per capita apportionment and eighteen churches have made no contribution. The PNP has remitted its full apportionment to the PCUSA and the Synod of Lakes and Prairies. Congregations are encouraged to remit their per capita in support of the Presbytery before the end of the year.

Unified Mission Support for the Presbytery to date in 2023 has been \$17,083; in 2022 the amount was \$24,192. Fourteen churches have participated. Pledges funded for 2023 to date have been Chogoria Partnership Ministry Team (\$360), Clearwater Forest (\$5,000), University of Jamestown (\$5,000), and Youth Connection Ministry Team (\$9,171). Thanks to those who have sent contributions and please be encouraged to be generous in the upcoming months.

The proposed budget for 2024 is presented in the far right column of the Proposed Budget Report. The Leadership Pod gathered pertinent information and presents to this Presbytery meeting a budget that will support the mission work, do the administrative work, and support the Synod of Lakes and Prairies and the General Assembly with per capita payments on behalf of the entire membership of the Presbytery. Two newer positions, the Connectional Care Pastor and the Director of Communications are budgeted for the full year 2024. The dollars that are available from New Covenant Investment will ease budget shortfalls and make it possible to fund the Bdecan Food Pantry, the Chogoria Ministry Team, Clearwater Forest, UJ, and the Youth Connection Ministry team. It may still be necessary, however, to use funds from the money market reserve account to be able to cash flow through the year.

Included in the budget information is the Leadership Pod's recommendation that the Per Capita assessment remain at \$50--\$9.80 for GA, \$5.50 for Synod, and \$34.70 for PNP; a total of \$50 per member.

If there is anything I can do to answer questions or be of help in any way, please contact me. My email is emisialek@invisimax.com and my phone numbers are 701-248-3220 and 701-520-3220 (cell).

Ellen Misialek,
PNP Treasurer and Bookkeeper

Presbytery of the No. Plains	PerCapita	Per Capita	Per Capita	Per Capita 2023	Per Capita 2024
Proposed Budget	2020	2021	2022	GA \$9.85; SLP \$5.50;	GA \$9.80; SLP \$5.50;
For the Year 2024	3428x\$47=	3343x\$48=	3253x\$48=	PNP \$34.65; Total \$50	PNP \$34.70;Total \$50
PNP Meeting/10/13/2023	#####	#####	\$156, 144	3146x\$50=\$157,300	3028x\$50=\$151,400

CASH FLOW - GENERAL FUND	Actual	Actual	Actual	Budget	Actual thru	Proposed Budget
	2020	2021	2022	2023	9/30/2023	2024
Loan Repayment	500		500		500	
Per Capita (Prior Years)	598	110	1224	500	10018	1000
Per Capita (Current Year)	138472	135821	125761	157300	88493	151400
Uncollectible Per Capita				-20000		-25000
New Covenant Investment Inc.				40000		
Investment Income	696	371	885	300	2370	2000
Hunger Income	126					
Mission Income	126					
Mission Support/Pres. Endowment						41625
Miscellaneous Income	2690	618	3	100	679	100
Synod Support	10000	10000	10000	10000	7500	10000
PPP SBA Grant	30500	0	0	0	0	0
PNP Unified Mission	34106	34228	33819	24000	17083	24000
Steele Church Closing					17014	8385
Reimbursable Donations	<u>20</u>	<u>95</u>	<u>0</u>			
Total Fiscal Cash Flow-In	217834	181243	172192	212200	143657	213510
Transfers from Foundation						
Total Income and Transfers	<u>217834</u>	<u>181243</u>	<u>172192</u>	<u>212200</u>	<u>143657</u>	<u>213510</u>

DISBURSEMENTS

Per Capita Payment to GA	30681	30020	29212	30988	30988	29674
Per Capita Payment to Synod	<u>18854</u>	<u>18387</u>	<u>17892</u>	<u>17303</u>	<u>17303</u>	<u>16654</u>
Total Per Capita Payments	49535	48407	47104	48291	48291	46328

Personnel Expense

PNP Leader-Salary & Housing	70000	58333				
PNP Leader-BOP & Benefits	25900	23742				
PNP Leader-Continuing Ed	1642	1600				
PNP Leader-SECA	5355	4463				
PNP Leader-Travel & Prof. Ex.	3240	1904				
Connectional Care Pastor-Salary				28000	11667	28840
Connectional Care Pastor-BOP**				9528	5955	14292
Connectional Care Pastor-Travel				5000	1394	5000
Connectional Care Pastor-Prof. Ex.				5000	766	5000
Connectional Care-Intern Program						500
Director of Communications-Salary				25000	18750	25750
Director of Communications-Travel				5000		250
Director of Communications-Prof.Ex.				5000	611	500
Personnel Expense-FICA	2662	2662	2012	6750	2288	3142
Stated Clerk-Salary	20400	20400	11900	20400	17000	20400
Stated Clerk-Office Ex & Travel	257	764	29	1000		1000
Bookkeeper-Salary	14400	14400	14400	14880	11160	15326
Workers Compensation	<u>250</u>	<u>250</u>	<u>250</u>	<u>250</u>		<u>250</u>
Total Personnel Expense	144106	128518	28591	125808	69591	120250

**Personnel Expense amended by Leadership Pod to include Connectional Care Pastor-BOP in 2023

Office Expense

Books & Subscriptions	39	0	50			
Equipment		0	1500			1500
Finance Software	270	270	270	270	270	270
Insurance	1755	1619	1618	1650		1650
Postage	647	385	87	500	142	300
Supplies & Miscellaneous	1168	776	949	2000	621	1000
Telephone & Zoom	<u>1668</u>	<u>933</u>	<u>1242</u>	<u>1000</u>	<u>365</u>	<u>600</u>
Total Office Expense	5547	3983	4166	6970	1398	5320

Administrative Expenses

Communications Coordinator	18500	18000	20400	0		0
Committee on Representation		0		100		100
Nominating Committee		0		50		50
Administrative Commissions		0		100		100
Mediation&Conflict Res.-Team		0		100		100
Educational Events	264	0	621	1000		1000
Search Committee Expense		0		1000		1000
GA Alternates		0		0		4000
Moderator		163	278	500	150	500
Presbytery Meetings		<u>0</u>	<u>200</u>	<u>500</u>		<u>500</u>
Total Administrative Expenses	18764	18163	21499	3350	150	7350

Pod Expense & Pledges

Cont. Prep. For Ministry Pod	441	1323		1500		1500
Care for Congregations Pod		0		500		500
Care for Pastoral Leaders Pod	1000	500		500		500
Leadership Pod	622	1856	1550	1000	677	1000
Mission Pod		0		100		100
Board Reps		<u>0</u>		<u>100</u>		<u>100</u>
Subtotal Pod Expense	2063	3679	1550	3700	677	3700

Undesignated Mission						1500
Bdecan Food Pantry Pledge	6700	5000	0	0	0	12000
Chogoria Ministry Team	10000	5000	5000	10000	360	10000
Clearwater Forest Pledge	4000	5875	5500	5000	5000	10000
Univ. of Jamestown Pledge	4000	5875	5500	5000	5000	8000
Youth Conn. Ministry Team	<u>400</u>	<u>490</u>	<u>10000</u>	<u>10000</u>	<u>9171</u>	<u>2000</u>
Subtotal Pledges	25100	22240	26000	30000	19531	43500

Total Disbursements

<u>245115</u>	<u>224990</u>	<u>128910</u>	<u>218119</u>	<u>139638</u>	<u>226448</u>
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Net Position before Reserves

-27281	-43747	43282	-5919	4019	-12938
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Transfers to/from Reserves

<u>27281</u>	<u>43747</u>	<u>-43282</u>			<u>14000</u>
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Net Position after Reserves

<u>0</u>	<u>0</u>	<u>0</u>			<u>1062</u>
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Disbursed from other funds in 2020 Grants \$7000

Disbursed from other funds in 2021 Grants \$10,027

Disbursed from other funds in 2022 Grants \$3850

Disbursed from other funds in 2023 Grants \$13,249

Presbytery of the No. Plains Approved Budget 2023 Prior Years Financial Data PNP Meeting-10/13/2023	PerCapita 2020 3428x\$47= 161,116	Per Capita 2021 3343x\$48= 160,464	Per Capita 2022 GA \$8.98; SLP \$5.50; PNP \$33.52; Total \$48 3253x\$48=\$156,144		Per Capita 2023 GA \$9.85; SLP \$5.50; PNP \$34.65; Total \$50 3146x\$50 = \$157,300	
	Actual 2020	Actual 2021	Budget 2022	Actual thru 12/31/22	Budget 2023	Actual 9/30/2023
CASH FLOW - GENERAL FUND						
Loan Repayment	500		500	500		500
Per Capita (Prior Years)	598	110	200	1224	500	10018
Per Capita (Current Year)	138472	135821	156144	125761	157300	88493
Uncollectible Per Capita			-20000		-20000	
New Covenant Investment Inc.			68533		40000	
Investment Income	696	371	200	885	300	2370
Hunger Income	126					
Mission Income	126					
Miscellaneous Income	2690	618	0	3	100	679
Synod Support	10000	10000	10000	10000	10000	7500
PPP SBA Grant	30500	0	0	0	0	
PNP Unified Mission	34106	34228	30000	33819	24000	17083
Steele Church Closing					0	17014
Reimbursable Donations	20	95	0	0		
Total Fiscal Cash Flow-In	217834	181243	245577	172192	212200	143657
DISBURSEMENTS						
Per Capita Payment to GA	30681	30020	29212	29212	30988	30988
Per Capita Payment to Synod	18854	18387	17892	17892	17303	17303
Total Per Capita Payments	49535	48407	47104	47104	48291	48291
Personnel Expense						
PNP Leader-Salary & Housing	70000	58333	0			
PNP Leader-BOP & Benefits	25900	23742	6475			
PNP Leader-Continuing Ed	1642	1600				
PNP Leader-SECA	5355	4463				
PNP Leader-Travel & Prof. Ex.	3240	1904				
Connectional Care Pastor-Salary					28000	11667
Connectional Care Pastor-BOP***					9528	5955
Connectional Care Pastor-Travel					5000	1394
Connectional Care Pastor-Prof. Ex.					5000	766
Director of Communications-Salary					25000	18750
Director of Communications-Travel					5000	
Director of Communications-Prof.Ex.					5000	611
Personnel Expense-FICA	2662	2662	2662	2012	6750	2288
Stated Clerk-Salary	20400	20400	20400	11900	20400	17000
Stated Clerk-Office Ex & Travel	257	764	2000	29	1000	
Bookkeeper-Salary	14400	14400	14400	14400	14880	11160
Workers Compensation	250	250	250	250	250	
Total Personnel Expense	144106	128518	46187	28591	125808	69591
***Personnel Expense Budget amended by the Leadership Pod to include Connectional Care Pastor-BOP						
Office Expense						
Books & Subscriptions	39	0	50		50	
Equipment		0	1500		1500	
Finance Software	270	270	270	270	270	270
Insurance	1755	1619	1620	1618	1650	
Postage	647	385	500	87	500	142
Supplies & Miscellaneous	1168	776	2000	949	2000	621
Telephone & Zoom	1668	933	1000	1242	1000	365
Total Office Expense	5547	3983	6940	4166	6970	1398

Administrative Expenses

Communications Coordinator	18500	18000	20400	20400	0	
Committee on Representation		0	100		100	
Nominating Committee		0	50		50	
Administrative Commissions		0	100		100	
Mediation&Conflict Res.-Team		0	100		100	
Educational Events	264	0	1000	621	1000	
Search Committee Expense		0	0		1000	
GA Alternates		0	4000		0	
Moderator		163	500	278	500	150
Presbytery Meetings		0	500	200	500	
Total Administrative Expenses	<u>18764</u>	<u>18163</u>	<u>26750</u>	<u>21499</u>	<u>3350</u>	<u>150</u>

Pod Expense & Pledges

Cont. Prep. For Ministry Pod	441	1323	1500		1500	
Care for Congregations Pod		0	500		500	
Care for Pastoral Leaders Pod	1000	500	1000		500	
Leadership Pod	622	1856	1000	1550	1000	677
Mission Pod		0	100		100	
Board Reps		0	100		100	
Subtotal Pod Expense	<u>2063</u>	<u>3679</u>	<u>4200</u>	<u>1550</u>	<u>3700</u>	<u>677</u>

Bdecan Food Pantry Pledge	6700	5000	0	0	0	0
Chogoria Ministry Team	10000	5000	5000	5000	10000	360
Clearwater Forest Pledge	4000	5875	5000	5500	5000	5000
Univ. of Jamestown Pledge	4000	5875	5000	5500	5000	5000
Youth Conn. Ministry Team	400	490	10000	10000	10000	9171
Subtotal Pledges	<u>25100</u>	<u>22240</u>	<u>25000</u>	<u>26000</u>	<u>30000</u>	<u>19531</u>

Total Disbursements 245115 224990 156181 128910 218119 139638

Net Position before Reserves -27281 -43747 89396 43282 -5919 4019

Transfers to/from Reserves 27281 43747 0 -43282 _____ _____

Net Position after Reserves 0 0 89396 0 _____ _____

Disbursed from other funds in 2020 Grants \$7000

Disbursed from other funds in 2021 Grants \$10,027

Disbursed from other funds in 2022 Grants \$3850

Disbursed from other funds in 2023

Glencoe Sloan Memorial Presbyterian Church, \$1500, Small Church Ministries Grant

Bismarck 1st Presbyterian Church, \$2000, Congregational Development Grant

United Parish of Bottineau, \$3000, Small Church Ministries Grant

Rolla/St. John Presbyterian Church, \$1000, Small Church Ministries Grant

Forest River Community Church, \$3000, Small Church Ministries Grant

Oakes 1st Presbyterian Church, \$2749, Congregational Development Grant

Review of Financial Records For the Year 2022
Presbytery of the Northern Plains
October 13th, 2023 Presbytery Meeting

The financial transactions and records of the Presbytery of the Northern were checked for accuracy, supporting documentation and authorization, following the outline for conducting the PNP financial review.

Receipts of per-capita, special offerings and gift funds designated for PNP, Synod, PCUSA and PNP Missions were identified by the contributing church or donor information. All receipts were verified against the disbursement records and found to be accurate and complete.

Income: The year-end statements from all banks and investment accounts were reviewed and matched the amounts reported on the December 31, 2022 PNP Financial Statement. The bank statements, deposit book and reconciliation of the checking and money market records were verified and accurate in accordance with the Balance Sheet and Funds Overview Report.

Expenditures: All vendors and individuals receiving reimbursement during the year 2022 were reviewed for adequate documentation and allocation of expense to the respective committee or ministry team. All reimbursements to staff were found to have normally accepted documentation and verified amounts appeared on the check records. Monthly reports of expenditures, by category, were found to be complete and accurate. Vouchers continue to be used only where source documentation is lacking complete information. Personnel salary and payroll are provided through an outsourcing agreement with the Synod of the Lakes and Prairies. Based on the review, the financial statements of The Presbytery of the Northern Plains for the year 2021 represent the revenue, expense fund balances and financial position as stated.

Sherri A Stern
PNP Financial Task Leader
Treasurer First Presbyterian Church, Fargo
Audit/Review completed 8/1/2023

Presbytery of the Northern Plains September 30, 2023
Financial Task Force / Investments
New Covenant Trust Company

Presbyterian Foundation

Total Fund Balance

Dec 31, 2022 \$1,214,983.74

12/31/22

-PNP Endowed Acct XXX0527 \$ 770,312.29

-PNP Support Fund Acct XXX0551 \$ 444,671.45

Total Fund Balance

March 31, 2023 \$1,224,703.36

3/31/2023

-PNP Endowed Acct XXX0527 \$ 767,979.82

-PNP Support Fund Acct xxx0551 \$ 456,723.54

Total Fund Balance

September 30, 2023

9/30/2023

\$1,231,018.75

-PNP Endowed Acct XXX0527 \$

771,940.13

-PNP Support Fund Acct XXX0551 \$

459,078.62

The calculation of Support funds available for general operating purposes:

2020 \$ 68,672.68

2021 \$ 77,571.91

2022 \$ 66,700.72

** Total Support *available* 2023 \$

212,945.31

***Since cash flow has been adequate to cover expenditures in 2022, the accumulated assets of \$212,945.31, will remain in the investment earning pool until cash flow dictates the need for transfer of funds.*

Questions regarding this report or further documentation of the information provided may be requested from Sherri Stern.

Respectfully submitted,

Sherri Stern

PNP Financial Task Force Moderator

John.sherri.stern@gmail.com

701-429-3522

**Personnel Report
Presbytery Meeting Fall 2023**

This has been a busy year for Personnel. We have hired new people to fill positions. They are

- Rev Deanna Reikow, Connectional Care Pastor
- Rev. Richard Francis, Temporary Clerk
- Jenn Kolodka, Communications Coordinator

We have been very pleased with these additions. We are currently looking to fill the permanent stated clerk position. A committee has been working on filling this position. Ellen Misialek is going to be stepping down as Bookkeeper but will stay in her role as Treasurer. Ellen will be training Jenn Kolodka to take over as Bookkeeper. We are pleased to welcome Mary Barrett to the Personnel Committee.

Submitted by,
Jamie Norstog

**Bdecan Report
for May-September 2023
October 13th, 2023 Presbytery Meeting**

Have I not commanded you? Be strong and courageous. Do not be frightened, and do not be dismayed, for the Lord your God is with you wherever you go. Joshua 1:9

In the past, I have attended the Bdecan Presbyterian Church in order to volunteer time to help with the food and clothing pantries, the soup kitchen, and to attend services whenever I was in the area. With my grandmother's health suddenly declining, the talk of her retirement came soon after, and then so did changes in my own life and career. In hindsight, I can see now that God was taking me out of the comfort zones I had been in for years, and was pulling my life toward what He had planned for me. Over time, God gave me little signs, nudging me in the direction of the Bdecan Church, until eventually the calling was overwhelming; thus began my real journey with the church this past May.

While I was traveling back and forth from Grand Forks, ND for the month of May, we were able to continue things as normal, with many thanks to Rosie for continuing to serve while also helping me to get acquainted with the duties of this position. The food and clothing pantries were open on May 20th, 2023 and we served 99 families.

In June we were graciously visited by a mission team from Nebraska consisting of two ministers (Mr. and Mrs. Brammer) and 6 female youth. Things went really well with the Nebraska mission team. Our kids warmed up to the mission team about an hour into the first day and had a blast. The kids were sad to leave both days and so were the girls from Nebraska. The girls were wonderful and really bonded with our youth. We made a dinner one night for the mission team. We wanted to give them a gift so Rosie ended up giving them her silk star quilt and we also sent them home with a Bdecan cookbook. I printed off the story behind the star quilt for them to keep and read it to them as they opened their gift. There were a few tears and we had many exciting talks about them coming back next year. They were very grateful to Louie for being a "very funny and knowledgeable tour guide", and they were so thankful to learn more about the history and culture out here. They did a great job getting the clothing pantry organized and bought bins to hold a bunch of the children's clothes. They also cleaned the church, put together the new vacuum cleaner, and organized the art supplies for the kids in the church. It was all-around successful and we hope to see them again in the future! The food and clothing pantries were open on June 17th, 2023 and we served 120 families.

In July we were happy to see many recognizable faces from the Rochester ministry, as well as some new ones. Pantry day was held on July 22nd, 2023 and we served 138 families for the month. A big thanks to Rochester for providing families with food and activities on the day of pantry and for their continuous ministry with the Bdecan Church. They continued to serve our community and youth through Vacation Bible School and leading worship and communion that Sunday. Rochester has graciously extended volunteer efforts and financial support for the past eight years and we look forward to them coming again!

On August 19th, 2023 we held the backpack giveaway. We were able to provide 271 backpacks to children in need. Prior to August, I had created posters regarding the backpack giveaway and delivered them to different schools and community buildings around the area. In doing that, I was able to have conversations with families concerning the specific needs in the community. I was told that there was a need greater than just that of children in grades K-6, so I decided to split the backpacks into two groups – K-6th and 7th-12th. The backpacks for the younger grades received school supplies containing things like markers, crayons, pencils, notebook, etc. The older grades received supplies that would be more useful to their ages such as notebooks, pencils, pens, erasers, folders, binder etc. I would like to continue to provide backpacks to the community in this same manner in the future. Also on August 19th, we had the food and clothing pantries open and we served 162 families.

On September 16th the food pantry was open and we served 84 families. Sunday school will start on September 24th, 2023 and will be led by Rosie and two helpers, with approximately 15 children in attendance. They will begin by learning about Creation and the book of Genesis.

We are looking forward to the Halloween party in October, the winterwear and blanket giveaway in November, and the children's Christmas program in December!

Blessings,
Chandra Mendieta
Youth Director and Outreach Coordinator

Food Pantry Statistics

May 2023

Families: 99

-Adults: 184

-Children: 244

-Seniors: 21

Total Weight: 4,475

June 2023

Families: 120

-Adults: 217

-Children: 284

-Seniors: 45

Total Weight: 4,970

July 2023

Families: 138

-Adults: 276

-Children: 306

-Seniors: 48

Total Weight: 10,710

August 2023

Families: 162

-Adults: 332

-Children: 449

-Seniors: 43

Total Weight: 10,460

September 2023

Families: 84

-Adults: 166

-Children: 186

-Seniors: 23

Total Weight: 3,440

Backpack Statistics

Total # of Backpacks: 271

K-6th Grade: 171

7th-12th Grade: 100

Grade	# of Backpacks
K	36
1	22
2	26
3	24
4	22
5	17
6	24
7	31
8	26
9	15
10	9
11	11
12	8

2023 REPORT FROM PRESBYTERIAN WOMEN

Presbyterian Women of the Northern Plains Presbytery (PWP) gathered on April 29, 2023 at Mendenhall Presbyterian Church in East Grand Forks, MN and **celebrated its Spring Gathering** in many ways:

We celebrated meeting in person new faces in our Presbytery. We welcomed Bdecan's new Youth and Outreach Coordinator, Chandra Anderson.

We celebrated sharing in partnership with Youth Connection by sponsoring a silent auction gift basket fundraiser, dedicating the offering to YC, and awarding YC a mission grant for a total of almost \$3,000 towards their trip to Kenya this past summer.

We celebrated learning ways to integrate climate solutions into our lives and our communities. Marsha Odom, PW member in Crookston, is a climate ambassador for Blessed Tomorrow with the mission to better educate others about why climate issues matter.

We celebrated welcoming new officers to PWP. Sharon Johnson, Colgate PW, as Treasurer, Lynn McGauvran, Langdon PW, as Search Committee member and Jeanne Mewes, Colgate PW, as newsletter editor. Moderator Lana Schultz received the Honorary Life Membership Pin and certificate for her contributions to PWP.

Our **Fall Gathering** brought thirty women together at First Presbyterian Church in Fargo on September 23. The morning worship brought into focus our theme, "Who Would Call Us Neighbor?" Luke 10:25-37. In the afternoon, youth and YC directors, Kayla Bones and Jamie Norstog, with a slideshow presentation, walked us through YC's mission trip to Chogoria, Kenya this past summer. The heart-warming testaments and experiences from their trip spoke volumes to the value of hands-on mission in the world. The Bdecan Ministry Team received children's winter wear for the children's winter wear giveaway at Spirit Lake in November.

SAVE THE DATE!! YOU ARE INVITED TO BE PART OF THE 2024 CELEBRATION WITH PRESBYTERIAN WOMEN IN THE PLAINS STARTING WITH OUR SPRING GATHERING ON SATURDAY, APRIL 27, 2024, AT 10:00 A.M. AT THE ARVILLA COMMUNITY CENTER, HOSTED BY THE ARVILLA PW.

Lana Schultz
PWP Moderator

Presbyterian Women—Northern Plains Presbytery
Mission Grant Application due December 1, 2023

Deadline for Application: December 1, 2023 / Maximum Request per Application: \$2,000.00
Return Application to PWP Treasurer: Sharon Johnson by mail 1280-133rd Avenue SE, Hope, ND 58046 or by email johnsonsharon1946@gmail.com. Any questions, please call Sharon at 701-799-7428.

As part of the Presbyterian Women Purpose “we commit ourselves to support the mission of the church worldwide.” Any church group and/or ministry team affiliated with the Northern Plains Presbytery is eligible to apply for a mission grant (max. \$2,000). Funds will be distributed at the discretion of Presbyterian Women of Northern Plains Presbytery. Project must be underway within 12 months of receiving the grant. **A project budget is required.**

Group Name and Contact Person _____
Contact Person’s Address and Email _____

Total cost of mission project _____
Amount of funds requested _____
Purpose of the mission project _____

Describe how these funds will be used to achieve the purpose of the mission project

How many people will be served and describe the population served by this mission project

List other sources applied for or received to achieve your mission project goal

Would you be willing to present a report (written or oral) on your project to local Presbyterian women groups and to Presbyterian Women of the Northern Plains Presbytery Spring Gathering?

“It is more blessed to give than to receive.” Acts 20:35
“So we are ambassadors for Christ, . . . be reconciled to God.” 2 Corinthians 5:20

University of Jamestown Report
Presbytery of the Northern Plains Fall Meeting
October 13th, 2023

Greetings from the University of Jamestown! Fall is an exciting time as students return to campus, classrooms and labs are bustling, and events and activities fill up the calendar. As we compile this report, we are preparing for our Board of Trustees meeting and Homecoming coming up the first weekend in October.

In our last report, we were proud to share with you the many endeavors of our Campus Ministry teams ranging from Bible studies to spiritual formation to music ministry. I am happy to share that these teams are as robust as ever this fall.

This past May, the University of Jamestown announced a \$15 million gift from Jim and Candy Unruh. This gift goes toward the creation and naming of University of Jamestown's new School of Character in Leadership and will support the renovation of the Voorhees Chapel and a new building that will become the center for faith and life.

Jim has been an incredible visionary for the University of Jamestown, challenging us to think boldly while never losing sight of the values upon which we were founded. Jim and Candy's love and commitment for UJ will forever secure the integrity of our commitment to values-based education rooted in Christian principles.

In 2006, the University embarked on a mission to formally embrace leadership education in its academic curriculum by creating and launching the undergraduate Character in Leadership (CIL) program. The program emphasized the core attributes of a Presbyterian Christian education, including ethical and moral discernment, the search for truth, and the holistic development of self and others.

Through a process of deep and honest self-reflection, students in the program are encouraged to discover who they are, their values, and what guides them morally and ethically. Additionally, students are exposed to a variety of coursework and readings about leadership, justice, diversity, forgiveness and reconciliation, ethics, imagination, and power, and engage in discussions about these topics and issues. From this vantage point, students develop a philosophy of leadership that will help to guide them as they go out into the world as leaders. Their philosophy of leadership focuses not on how they will ask or direct people what to do but rather on how they will inspire others around them and ultimately serve the greater good of all.

While most universities now have leadership programs of some type, University of Jamestown's program has several characteristics that make it unique. First, rather than just being participatory, the Character in Leadership program boasts a robust curriculum that focuses not only on theoretical understanding but includes skills development and personal growth. Second, the program emphasizes personal values articulation and development, as well as a strong ethical foundation. Finally, graduates identify the program as transformational in the sense that upon completion, students understand who they are, what they believe, and how they will act in the world.

In 2015, the University extended its leadership education by developing and launching a Master of Arts in Leadership (MAL) program geared toward the working professional. With nearly 200 graduates since its founding, the program has helped guide executives in myriad industries including banking, technology, healthcare, sports, and the non-profit sector.

Voorhees Chapel, which was built between 1917 and 1918, will undergo renovation, while the center for faith and life will be constructed to house the School of Character in Leadership—connecting the chapel to the Badal

Nafus Center. This new space will serve as a bridge between faith and student life. The center will act as a student union where students, faculty, and staff gather, socialize, and discuss ideas. This space will help fulfill our commitment to co-curricular education and learning that happens beyond the classroom.

We look forward to welcoming you at this new space sometime in the future! As always, thank you for your support of the University of Jamestown.

With appreciation,
Dr. Polly Peterson
President

Draft Minutes

Clearwater Forest Report
Fall Presbytery Meeting
October 13th, 2023

Upcoming Calendar of Events:

Oct. 27-29: : Faith & Fright in the Forest, Fall Youth Retreat
Nov. 28: Giving Tuesday
Dec. 15-17: All Staff Reunion
Jan. 12-14, 2024: Snow Camp
Feb. 9-11, 2024: Couples Retreat
April 19-21, 2024: Seeds of Service
July 13, 2024: Adventure-a-Thon, food & music

Happy Fall Yall!

This year has surely flown by at camp!! We are currently working on many fall work projects now that the summer momentum has lightened up:

Extending and repairing sidewalks to Leaning Tree Lodge.

Deerwood Baptist Church Group spent a few evenings cutting up most of our piles of downed trees.

Oak Grove Presbyterian work group is finishing up splitting and stacking into our woodsheds.

We have raised half the funds for a State required dump station for the campgrounds. My goal is to have it operational next summer if we raise the rest of our needed funds (\$2950 of \$6500 raised). We are prepping the site by Maintenance building. Please call the office if you would like to help with this initiative.

Due to storm damage at camp this year, we will be replacing all the roofs at camp throughout the next year.

Willmar Work Group will be doing some painting and window/screen replacement this month.

I am thankful for all the help and donations we receive throughout the year.

Keep smiling and God bless! Site & Facilities Update by Lance Baumann

Exciting Job Opportunity!

Clearwater Forest is seeking applicants for a Program Manager who will be a pivotal part of the Clearwater Forest team! If you are interested in this position, please send a cover letter, resume, and three letters of reference to Erin Anderson, Executive Director.

Clearwater Forest is an equal opportunity employer.

**Clearwater Forest
Program Manager
Position Description
Starting Spring 2024**

Purpose

The purpose of this position is to carry out the mission of Clearwater Forest by designing, implementing, and evaluating a variety of high-quality programs.

Mission of Clearwater Forest

Clearwater Forest is a ministry of Christ called to provide faith-building Christian programming, nurture an active Christian community, and be a faithful steward of God's creation.

Desired Qualifications

Bachelor's degree or equivalent
Knowledge of child development
Experience with children and young adults
Desire to work in a camp community
Great communication skills
Ability to work and complete tasks in a timely way with limited supervision, a self starter
Ability to get along with and work together with fellow employees and guests
Great attitude
Ability and desire to learn new skills
Ability to sustain a flexible work schedule to meet the needs of the camp, up to 24 hours per day during the summer
High degree of honesty, integrity, and trustworthiness
Unconditionally accepting of others
A practicing Christian Knowledge of ACA (American Camp Association) standards

Program Manager Responsibilities

Create, implement, and evaluate new programs and retreats that align with the core values of Clearwater Forest
Develop camp and conference themes that address the current needs of campers and the world
Be knowledgeable about current Clearwater Forest programs in order to answer questions posed by current and future campers and guests
Communicate and network with various churches, presbyteries, and community organizations
Make phone calls and send emails to a wide variety of audiences to communicate about programs and campers
Build relationships with people from a wide variety of organizations, including other faith communities, schools, and service organizations.
Learn to use CampBrain to create registration opportunities for the campers and coordinate all registration tasks.
Recruit, train, supervise, and support program staff, including:
Create staff duty roster weekly, assigning non-counseling staff to duties
Handling personnel issues, with assistance from Directors when needed
Making room and/or cabin assignments for counseling and support staff
Develop, administer, and supervise daily program schedules
Giving verbal and written evaluation to Directors at end of summer camp season
Observing and assisting staff in all facets of daily program schedule

Recruit, train, supervise, and support program volunteers
Lead preparation and presentation of pre-retreat and pre-camp staff training
Create a welcoming environment for all staff, campers, and their families
Make sure all forms are accounted for after campers arrive, contacting parents/guardians if any missing forms
Communicate with kitchen staff weekly about numbers for dining room needs
Model appropriate behavior for all staff and campers
Consult regularly with the Executive Director to enable coherency and consistency among all programs
Serve the Clearwater Forest Board of Directors as needed
Assist the Executive Director in developing the program portion of the operating budget Participate in long-range planning with the leadership team
Participate in continuing education opportunities
Participate in weekly staff meetings, taking the initiative to suggest pertinent ideas and solutions. Work together with all Clearwater Forest staff to ensure that all staff are able to meet their career potential and that the mission of Clearwater Forest is forwarded through the work of the organization.
Treat all staff and guests with unconditional and radical love and respect

Accountability

The Program Manager is accountable to the Executive Director.

Terms

The Program Manager is a year-round salaried position. Salary will be commensurate with education and experience.

PRESBYTERY OF THE NORTHERN PLAINS
ONE HUNDRED and TWENTY-EIGHTH STATED MEETING
April 22, 2023

The Presbytery of the Northern Plains of the Presbyterian Church (U.S.A.) held its stated meeting at Mendenhall Presbyterian Church, East Grand Forks, Minnesota and via the Zoom videoconferencing platform on Saturday, April 22, 2023.

Moderator Ruling Elder (RE) Tom Bruesegaard called the meeting to order at 10:04 a.m. He called on Commissioned Ruling Elder (CRE) Jamie Norstog for the opening prayer. Jamie led the Presbytery in worship, preaching on Matthew 5:13-16. Rev. Deanna Reikow and CRE Jamie Norstog led the Presbytery in the celebration of Holy Communion, assisted by Ruling Elders from the Mendenhall church. Moderator Tom Bruesegaard presented the Necrology report, a memorial of the Elders and Deacons who died during 2022. (The text of the Necrology Report is attached) An offering was taken for the work of Presbyterian Disaster Assistance.

It was moved, seconded, and carried (M/S/C) that the Rev. Richard Francis, Honorably Retired member of the Presbytery of Prospect Hill, be elected as Stated Clerk of the Presbytery for a one year term beginning December 1, 2022 at a salary of \$20,400 per year with an office expense and travel budget of \$1,000 per year. *Rationale:* The initial proposal was to hire Richard Francis as Temporary Clerk until a permanent Clerk could be found. However, the *Book of Order* does not recognize the office of Temporary Clerk. The motion carried.

The roll was taken by means of registration forms filled out by the attendees and the stated clerk identifying and confirming the participants attending by Zoom (indicated by the letter Z). 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.)

Pastoral Leaders

Designation	Minister	Ministry	
641	Adams, Candace	University of Jamestown	A
	Benz, Lorelee	CLP	Z
299	Billings, Dan	HR	E
101	Bigwood, Sarah	Fargo First	P
299	Bishop, Catherine	HR	P
101	Boyar, Robert	Jamestown United	P
797	Burger-Perry, Deborah	Member at Large	A
	Campbell, Paul	CLP Westminster Casselton	P
107	Chapman, Casey	CLP Grandin/Hunter	A
299	Christman, David	HR	E
299	Cory, Daniel	HR	E
299	Danielson, Cheri	HR	E
299	Danielson, Marli	HR	E
101	Dill, Robin	Grafton Federated & Minto Knox	A
101	Drake, Robert	Moorhead First	P

101	Dumont, Trudy	Devils Lake Westminster & Webster Chapel	A
797	Emerson, Nancy	Member at Large	A
299	Graf, Gretchen	HR	E
299	Graham, Ron	HR	E
103	Holtey, Mary	Fargo First	P
101	Homan, Spencer	Grand Forks First	P
151	Kana-Mackey, Sue	Langdon	A
299	Kargard, Rick	HR	E
299	Kincaid, Jacob	HR	E
101	Landwehr, Marjorie	Hallock First	A
299	Mansell, Henry	HR	E
299	McCullough, Cheryl	HR	E
299	McDowell, Martha	HR	E
299	Monteith, Donna	HR	Z
107	Norstog, Jamie	CLP, Midway Parish	P
101	Ozaki, Michael	Crookston First	P
101	Reikow, Deanna	Mandan First	P
	Reiter, David		A
791	Rhoad, Johnny		A
101	Sanders, Ruth		A
101	Simmons, Leanne	Bismarck First	Z
	Sorenson, Raenelle	CLP - Arvilla	Z
701	Suk, David	Grand Forks Hope Korean	P
501	Sveet, Elaine	Minot Zion Lutheran	Z
299	Swanson, Joan	HR	E
299	Watts, Gary	HR	E
	Weispfenning, Bill	CLP - Edgeley	Z
151	Werth, John	Pembina County Parish	A
299	Wolpert, David	HR	E
299	Woodford, Don	HR	E

Congregations

Congregation	Ruling Elder Commissioners	Attended via Zoom
Angus, Angus-Tabor Presbyterian	-	
Argyle, Community Presbyterian	-	
Arvilla, Arvilla Presbyterian	Brenda Beck	X
Baker, Westminster Presbyterian	-	
Bismarck, First Presbyterian	Rusty J. Bender	X
	Juanita Hocking	X
	Signe Snortland	X
Bismarck, Glencoe Sloan Memorial	-	
Bottineau, United Parish	-	
Buffalo, First Presbyterian	-	
Calvin, Glenila Presbyterian	-	
Casselton, Westminster	Lana Schultz	X

Cavalier, Cavalier Presbyterian	Zelda Hartje	X
Colgate, Colgate Presbyterian	-	
Cooperstown, First Presbyterian	-	
Crookston, First Presbyterian	Marsha Odom	
Devils Lake, Westminster Presbyterian	Katie Nettell	X
Dilworth, Dilworth Presbyterian	-	
East Grand Forks, Mendenhall Presbyterian	Hazel Merdink	
	Mary Barrett	
Edgeley, First Presbyterian	-	
Ellendale, Presbyterian United Methodist	-	
Fairview, Community Presbyterian	-	
Fargo, First Presbyterian	Bruce Maylath	
	Brian McClure	
	Elaine Rudd	X
Fordville, Community Presbyterian		
Forest River, Community Presbyterian		
Gilby, Gilby Presbyterian		
Grafton, Federated Church		
Grand Forks, First Presbyterian	Fred MacGregor	
	Chris Solem	
Grandin, Grandin Presbyterian	Donna Preston	X
Hallock, First Presbyterian	-	
	-	
Hamilton, First Presbyterian	-	
Hannah, Hannah Presbyterian	-	
Hunter, First Presbyterian	-	
Inkster, Inkster Presbyterian	-	
Jamestown, United Presbyterian	Mark Lee	
	-	
LaMoure, First Presbyterian	-	
Langdon, Presbyterian Church of Langdon		
Lisbon, First Presbyterian		
Mandan, First Presbyterian		
Minto, Knox Presbyterian	Ellen Misialek	
Moorhead, First Presbyterian	Erik Swee	
	Elizabeth Swee	
Oakes, First Presbyterian	-	
Park River, Federated Church	-	
Pillsbury, Baldwin Presbyterian	-	
Portal, First Presbyterian	-	
Red Lake Falls, First Presbyterian	-	
Rhame, Lyle Presbyterian	-	
Rolla, Presbyterian Church of Rolla/St. John	-	
	-	

Rugby, Emmanuel United Church	-	
Tower City, Tower City Presbyterian		
Towner, Towner Presbyterian	-	
Walhalla, Park Center-Walhalla	-	
Watford City, First Presbyterian	-	
Webster, Webster Chapel	Wayne Lindenberg	X
West Fargo, Community Presbyterian	Lisa Alves	
	Andrew Thostenson	X
Westhope, First Presbyterian	-	
Wilton, First Presbyterian	-	

Others Attending

Attendee	Position	Attended via Zoom
Tom Brusegaard	Moderator	
Sylvia Pringle	Vice Moderator	
Richard Francis	Temporary Stated Clerk	X
Sherri A Stern	Financial Task Leader	X
Jennifer Kolodka	Visitor, Communications Coord.	
Jim Skaret	Bismarck First Pres	X

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 teaching elder members and the ruling elder members present, provided that at least three churches are represented by elders.*

First-time Commissioners and Ministers were introduced.

The minutes of the April 2, 2022 meeting were not available due to the death of Stated Clerk Michael Lochow.

FROM THE CONSENT CALENDAR: Reports are Attached

- Officer Reports
- Stated Clerk's Report
- Pod Reports
- Committee Reports
- Synod Commissioner Reports
- Partner Reports
- Minutes of the October 29, 2022 meeting

One correction was made to the Minutes of the October 29, 2022 meeting: Evan Andrist was listed as a visitor; he was RE commissioner from Grand Forks.

On motion, the Consent Calendar was approved.

ANNUAL STATISTICAL REPORT

The Annual Statistical Report, compiled from reports of the congregations of the Presbytery, is attached. M/S/C to accept the Report.

AMENDMENTS TO THE CONSTITUTION

The Proposed Amendments to the Constitution of the Presbyterian Church (U.S.A.), as approved by the 225th General Assembly (2022) were presented as an Omnibus Motion. M/S/C to approve the Amendments.

GOOD NEWS.

Good news was shared by many. The speakers highlighted cooperative ministries and services, and new mission initiatives.

NOMINATING COMMITTEE

Rev. Robert Drake, presented the report of the Nominating Committee, attached. M/S/C to receive the report. Included in the approval of the report was the election of Rev. Sarah Bigwood as Care for Congregations Pod Leader.

When the Presbytery reviewed the roster of Committee Members, Pod Leaders, Task Members, and Staff that was part of the Presbytery packet for this meeting, two corrections were noted: Rev. Deanna Reikow is a member of the Permanent Judicial Commission, and Chandra Anderson has replaced Rosalie Helland as Bdecan Ministry Task Leader.

The Presbytery recessed for lunch at 11:45 a.m.

The Presbytery reconvened at 12:53 p.m.

COMMUNICATIONS COORDINATOR

Sylvia Pringle, Chair of the Committee to hire a Communications Coordinator, introduced Jennifer Kolodka, the new Communications Coordinator. Jenn began her work on January 1, 2023. Jenn distributed door prizes provided by the Mendenhall Church. The Stated Clerk was miffed that as he was not present in person and was not eligible for any prizes.

CONNECTIONAL CARE PASTOR SEARCH COMMITTEE

Robert Drake presented the report of the Connectional Care Pastor Search Committee, attached. He called the Presbytery's attention to the Connectional Care Pastor Job Description, also attached. He stressed what the Connectional Care Pastor is *not* expected to do. Robert additionally reported that the salary approved for the positioned not include participation in the Presbyterian Pension Plan; that will be adjusted for the fiscal year 2023.

Robert introduced the new Connectional Care Pastor, the Rev. Deanna Riekow, who introduced herself and spoke about her background as a small church pastor and her long-term involvement with the Presbytery.

COMMITTEE REPORTS

Financial Task Force/Investments - report attached.

Report on the closing of First Presbyterian Church of Steele, ND,
and the sale of church property - report attached.

Leadership Pod - report attached

Personnel Committee - report attached

Committee to Hire a Communications Coordinator - report attached

Mission Pod - report attached
Bdecan Ministry Team - report attached
Youth Connection Team - report attached
Presbyterian Women Grant Application
University of Jamestown - report attached
Chogoria Partnership Ministry Team - report attached
Clearwater Forest Camp and Retreat Center - reports attached:
 Board of Directors
 Executive Director
 Interim Program Director

There was no Unfinished Business

It was moved, seconded, and carried to adjourn at 1:15 p.m.
The Moderator closed the meeting with prayer.

The next stated meeting of the Presbytery of the Northern Plains will be held
October 2023, date and place to be determined.