



PRESBYTERY OF SOUTH DAKOTA

SYNOD OF LAKES AND PRAIRIES PRESBYTERIAN CHURCH (U.S.A.)

100 S. Spring Ave., Ste. 175 • Sioux Falls, SD 57104 • 605-339-1912

Email: presbyteryofsd@presbyteryofsd.org



February 9, 2018

Dear Colleagues in the Presbytery of South Dakota,

Within this packet is the pre-mailing for the upcoming presbytery meeting. I ask that you please read through each report ahead of the meeting. This is a very full meeting and we are very excited to have all of us come together!

Please pay close attention to the report from the Commission on Camping and Faith Formation. Deb DeMeester will be leading the assembly through a time of small group conversations to discuss the future vision of our camping program and significant decisions about our camping program's future will be largely informed by these discussions.

February 23 is right around the corner and I look forward to seeing you all soon!

Many blessings,

Kevin Veldhuisen
Stated Clerk

STATED MEETING OF THE PRESBYTERY OF SOUTH DAKOTA

Friday, February 23, 2018

First Presbyterian Church, Wilmot, South Dakota

- 9:00 a.m.—10:00 a.m. REGISTRATION**
- 9:30 a.m.—10:00 a.m. COMMISSIONER ORIENTATION**
- 10:00 a.m. CONSTITUTING PRESBYTERY WITH HYMN & PRAYER**

INTRODUCTORY BUSINESS

Roll of Presbytery as compiled by registration with Clerk
Announcement of the presence of a quorum by the Moderator
Presentation of Agenda for adoption
Welcome and Arrangements by Wilmot, First Presbyterian Church
Announcements of Moderator and Stated Clerk
Introduction of Teaching Elders attending for the first time
Introduction of Ruling Elders attending for the first time
Seating of Corresponding Members
Appointment of Mileage Committee by Moderator
Initial Report of Ministry Resource Index G
Consent Agenda Index C

REPORTS OF PRESBYTERY OFFICERS & STAFF

Moderator—Diane Janssen Hemmen Index A1
Stated Clerk—Kevin Veldhuisen Index A2
Transitional Mission Coordinator—Kevin Veldhuisen B1
Treasurer Index A3

SPECIAL REPORT

Presbyterian Foundation—Minner Serovy

MINISTRY REPORTS

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WORKSHOP: BOUNDARIES TRAINING

(Please note—this is required every three years)
Deb DeMeester, Synod of Lakes & Prairies Director for
Leadership Development

12:00 p.m.

LUNCH

1:00 p.m.

WORSHIP

The Rev. David Halleen-Preacher

MINISTRY REPORTS (continued)

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Korean Commission	
Salem Commission	

NEW BUSINESS

MISCELLANEOUS & UNFINISHED BUSINESS

Mileage Committee Report

Next Meeting: **BIG TENT EVENT**

Friday & Saturday, June 29-30, 2018

First Presbyterian Church, Miller

ADJOURNMENT AND PRAYER

STATED MEETING OF THE PRESBYTERY OF SOUTH DAKOTA

EMMANUEL PRESBYTERIAN CHURCH

October 27, 2017

The Presbytery of South Dakota of the Presbyterian Church (U.S.A.) held its Stated Meeting at Emmanuel Presbyterian Church in Marion, SD on Friday, October 27, 2017.

CONVENING THE PRESBYTERY

The Presbytery was called to order by Presbytery Moderator, Rev. Diane Janssen Hemmen, at 10:01 A.M. and opened the meeting with prayer.

ROLL

The roll for this meeting of the Presbytery was constituted by registration with the enrollment clerk.

The following Teaching Elders and Ruling Elders were enrolled and present as commissioners:

ROLL

Teaching Elders: Steve Allman, John Armstrong, Donald Barbalace, Kennen Barber-Ensz, John Barkett, Kristie Berglund, James Clarke, Andrew Crandall, Lisa Danielson, Jessica Daum, Gene DeHoogh, Chad Ensz, Nathan Esser, Rebecca Gresham-Kesner, Sarah Hagena, David Halleen, Bob Jacobs, Diane Janssen Hemmen, Rolly Kemink, Cheryl Khylllep, David Lick, Yeongsik Nam, Kenneth Newell, Denzel Nonhof, Janice Palmer, John Pehrson, Richard Poppen, Val Putnam, Peter Reynen, Kevin Veldhuisen, Carolyn Visser, Nina Westfall, Diane Wonnenberg.

Commissioned Ruling Elders: Marian Cramer, Gayle Janzen, Steven Johnson, Jerry Lutkemeier, Paul Penn.

Commissioners: Laurene Clark-Aberdeen, Judy Barnard-Bonilla, Susan Wismer-Britton, David Peterson-Brookings, Dianne Larson-DeSmet, John Pommer-Emery, Joann Walker-Hot Springs, Diane Clayton-Huron, Jeff Nelson-Madison, Ben Visser-Marion, Richard Palmer-Miller, Marilyn Patzlaff-Mitchell, Collette Kemink-Onida, Bonnie Wirt-Parker, Jane Alberda-Platte, Paula Zavitz-Rapid City, Claire Gillaspey-Sioux Falls First, Kate Hrubby- Sioux Falls First, Linda Jones-Sioux Falls Westminster, Joe Muth-Sioux Falls Westminster, Cathryn Jaragoske-Sioux Falls Wild Flower, Donna Salembier-Sisseton, Wanda Blair-Sturgis, Holly Butrum-Veblen, Dean Spooner-Watertown First, Jerold Zerfoss-Wessington, Ron Berger-Whitewood First, Alana Hansen-Wilmot, Gary Pribyl-Wolsey, Deb Johnson-Yankton.

Other Voting Members: Trudi Nelson.

Others in Attendance: Mary Ann Berger, Tracy Bultena, Charlie Nonhof, John Pudwill, Arlys Sikorski, Shirley Scotter, Brenda Tibbetts, Veronica Trynn, Cheryl Van Asperen, Vera White.

Corresponding Members Present: Vera White, 1001 Worshipping Communities

QUORUM

Moderator Janssen Hemmen declared the presence of a quorum with:

Teaching Elders: 33

Commissioned Ruling Elders: 5

Commissioners: 30

Other Members of Presbytery: 1

VOTING MEMBERS PRESENT: 69

AGENDA

A motion was made to approve the Presbytery Agenda. **Agenda adopted as presented.**

INTRODUCTIONS

Teaching elders present for the first time: Nina Lashari-Westfall, Brookings

Ruling elders present for the first time: Maryln – Mitchell, First; Joe – Wildflower; Dean Spooner - Watertown

MILEAGE COMMITTEE

Moderator Janssen Hemmen appointed the following to the mileage committee: Rev. Carolyn Visser and CRE Gayle Janzen.

CONSENT AGENDA

Moderator Janssen Hemmen presented the Consent Agenda. **Presbytery adopted the following:**

1. That all lay persons and ministers of other denominations serving Presbyterian congregations in the Presbytery of South Dakota who are not temporary members of the presbytery be granted the privilege of the floor for this meeting with voice.
2. Approve the minutes of the June 23-24, 2017 annual meeting.

1001 PRESENTATION

Vera White, Coordinator of 1001 Worshipping Communities, gave a wonderful presentation about the 1001 NWC movement within the denomination.

WORSHIP AND THE LORD'S SUPPER

Sermon: Rev. Nathan Esser, First Presbyterian, Sioux Falls.

Additional elements of worship were disbursed throughout the meeting.

ADMINISTRATION AND COORDINATION MINISTRY

The following actions of A&C Ministry are taken from the minutes of September 8, 2017

Actions taken on behalf of the Presbytery

A motion was made to extend a line of credit up to \$30,000.00 to the Camping Commission to help cover ongoing operating expenses. The line of credit will be open through May 31, 2018 and will come from the Emerging Needs Fund.

Presbyterian Disaster Assistance

A motion was made to give \$2000.00 to PDA for undesignated purposes. The money will come from the POSD Offerings Fund.

For Presbytery Action

Budget and Finance

A motion was made to approve the 2018 Proposed Budget. In addition, Administration and Coordination is tasked to restore our full level of shared mission giving to our 2017 percentages by 2020. Appendix A.

Motion Passed.

Transitional Mission Coordinator

A motion was made to hire Kevin Veldhuisen as Transitional Mission Coordinator through December 31, 2018. Transitional Mission Coordinator job description is Appendix B. **Motion Passed.**

Combined salary package for TMC and Stated Clerk will be:

Terms of Call:

Salary: \$48,000.00

BOP: \$17,280.00

Travel: \$12,000.00

Professional Exp: \$2,000.00

Continuing Ed: \$2,375.00

Social Security: \$3,672.00

Total Package: \$85,327.00

Vacation: 4 weeks

Continuing Ed: 2 weeks

Parental Leave: 8 weeks

REPORTS FROM PRESBYTERY OFFICERS AND STAFF

MODERATOR'S REPORT

In the days since we gathered in Rapid City last June, I have been working in behalf of the PoSD with our two most recent past-moderators Jerry Lutkemeier and Jim Hulbert (the Commission on Benefits) to arrange for benefits for Kevin, somewhat after the fact, since he has been working for us in a full-time capacity. Our early work involved research with the Board of Pensions about what benefits might be possible as well as just what amount of money would be most appropriate to spend. As the cost of benefits for a full-time person at his effective salary rate is roughly the amount of money proposed in the motion, we worked with the BoP and Kevin to use it with the greatest effect. There have been some evolutions in what the BoP can do over these last several months, but we are close to being able to pay Pension dues for him for 2017 and will utilize the balance for contributions to a 403(b) with Fidelity.

Telephone time has been a highlight in other areas of my service also. Please do not hesitate to call with your questions or ideas! My mobile number is 605.415.8659. Sometimes I have to have my ringer off, but I will call you back if you leave a message. It is a device on which I also receive texts and email, so if you prefer those avenues of contact, that's great too! My email address is: DianeLJH@gmail.com My favorite call was from a person still in the Rapid City area after the last meeting wondering if I knew the way to a certain site in the Hills they were trying to find! It was a longer and lovely conversation; it was a surprise and a blessing to connect with a sister in Christ from our presbytery.

And isn't that what we are about? Isn't that one of the simplest components of our call to discipleship? Being the church together? Finding ways as the presbytery to serve and to build up the members and the local congregations AND reaching out as local congregations to connect to one another as the presbytery, synod and

even General Assembly? That's part of why the Moderators of the various ministries connect with a monthly call (my second favorite call(s) so far!), to stay up to date with each other and with the wider work and service of the body to its members and to the wider church as well.

Serving each other and being blessed with the connections of time together is an important aspect of our CRE program as well. I'm re-reading *The Mighty Acts of God* in preparation to teach a Bible Survey course in that program next month, wherein we will use parts of that book. But DID YOU KNOW (or better still, HAVE YOU TOLD YOUR CONGREGATION) that anyone with the desire to take part may attend a class? It is helpful to the instructors to know that you are coming in order to be sure arrangements are in place, but I believe God blesses those gatherings through each person that participates, so please consider attending a class and even using that time to continue to discern your own potential service through our CRE program!

Between this writing and the time we meet, in your behalf I also will have led a Commission to Install Nina Westfall in Brookings at First Presbyterian, on October 22 at 10:30 a.m. Nina plans to be at the gathering in Marion; please make a point of welcoming her to the Presbytery of South Dakota! I will look forward to seeing all of you there and am grateful to the Marion congregation for hosting us!

INTERIM MISSION COORDINATOR REPORT

It has been a busy and productive 3 months since our last presbytery meeting. Each ministry team has met at least twice since our last gathering and I have been on the road 2-3 days each week attending meetings, working in the office, or visiting with colleagues and congregations. This is an exciting time as we continue to transition into our new structure and press forward into our future as a presbytery. I have been working hard to keep in touch with our ministry team moderators to be a resource for them whenever necessary. Though we continue to encounter hurdles along the way I am thrilled with the leadership that is place in our presbytery. Some things I want to highlight:

Presbytery Office Move

The Presbytery Office has officially moved. We are located approximately 30 feet from our previous office in the same building. The move will reduce our office space to a more appropriate size for our operations and save the Presbytery \$3,600 a year. And our address stays the same!

Website

I have continued to make improvements to the website. If you have any suggestions for ways to improve it and make it a more useful resource, please let me know.

Synod Forum

I attended the Synod Presbyter Forum earlier this month. This is a gathering of the designated staff person for each Presbytery within our Synod, most often Exec. Presbyters or Stated Clerks, and it offered a wonderful opportunity for us to support each other in ministry, seek guidance and/or offer insights, and to continually find new ways to support the ministries within each presbytery.

Presbyterian Church Camps and Conferences Association

I will present a workshop at the Presbyterian Church Camps and Conferences Association in Texas, Nov. 7-9.

STATED CLERK REPORT

Clerk of Session Trainings

I will be offering two more training / networking workshops for Clerks of Session. More details will follow as the dates get closer. The dates and locations are:

October 28, 2017 – Sioux Falls

November 18, 2017 – Pierre

Minister Transactions

The following minister transactions have been completed and are registered with the Office of General Assembly: Mark Terayama to Northwest Coast Presbytery. Received Peter Reynan as Member-at-Large from East Iowa.

New Annual Reports for Congregations

I am again in the process of reformatting our Annual Reports for Congregations. I hope these will be easier to use and will also be available as reports that can be written and submitted online. If you have any suggestions to make your life easier, aside from the elimination of the reports, please let me know as soon as possible.

Proof of Insurance

Our insurance for the presbytery is up to date and I will be meeting with our insurance agent to discuss any adjustments that may need to be made for 2018. Administration and Coordination will review these suggestions at their Nov. 7 meeting.

Mid-Council Leaders Gathering (formerly Polity Conference)

I will be attending the Mid-Council Leader's gathering in St. Louis Oct. 13-17.

TREASURER'S REPORT

CD's from US Bank in the amount of \$62,777.11, First Dakota National in the amount \$60,421.02 and Great Western in the amount of \$30,286.10 have been cashed out and transferred to Wells Fargo account upon maturity. We will also be transferring one from Meta Bank upon maturity on 11/25/17 in the amount of \$128,537.10 to Wells Fargo.

CAMPING AND FAITH FORMATION**Director's Report**

- 2017 Review - Jason reported the smallest number of staff in his tenure, but the highest energy. Hopefully at least three of the staff will return next summer.

Review of current programs.

- 50% of campers were elementary age. Greater detail of users and campers are in Jason's report.
- The commission voted to permit Jason to set camper minimums/maximums in order to host a camp.

2018 Recommendations

- January 12-15: Winter Retreat @ Pioneer.
Intergenerational skiing, snow shoeing, winter survival skills, etc.
- March 16-18: Women's Retreat @ site TBD.
- April 6-8: Youth Rally
 - The commission voted to appoint the Program Sub-Committee as liaison between the CCFF and the Youth Rally leaders.
- April 27-29: Men's Retreat @ site TBD.
- May 25-28: Work Camp at both sites.
- June 1-3: Young Adult Camp @ Pioneer.
- June 4-8: Staff Training.
- June 10-15: Young Adventure Camp @ Rimrock.
- June 18-19 and 21-22: Traveling Day Camps @ offsite locations.
- Program Sub-Committee will plan details.
- June 24-29: Elementary Camp @ Rimrock.
- June 29-July 2: Family Camp @ Rimrock.
- July 5-8: You and Me Camp @ Rimrock.
- July 8-14: High School Camp @ Rimrock.

- July 15-21: Middle School Camp @ Rimrock.
- July 22 – 28: Wilderness Camp @ Pioneer.
- July 30-31 and August 2-3: Traveling Day Camps @ offsite locations.
- July 30-August 1: Pastors' Retreat @ Pioneer.

The commission voted to approve the programs, dates, and locations as presented. Commission members are encouraged to submit camp/retreat ideas to Jason, especially for shoulder-season usage.

Treasurer's Report

Treasurer John Armstrong shared YTD Balance Sheet, P&L, and P&L Budget Performance sheets. Currently we owe Presbytery \$10,000 from an approved line of credit and have adequate recourses to pay bills through November. The commission discussed a unified vision in planning to meet financial needs through the winter months. Estimated winter costs are \$5500/month for staff and property expenses. Details of Treasurer's report are available monthly through electronic transmission.

2018 Budget

- The commission voted to amend the "meetings expense" line item to \$2250 for 2018.
- The commission voted to approve the 2018 budget as amended.
 - The commission discussed seeking new donors to meet the 2018 budget of **\$165,832.00**.
- The commission voted to have each commission member commit to raising a minimum of \$500 toward the camp budget from a new donor(s). The motion carried. Many committed to raise much more.

Discussion of Continuing the Visioning Process

- The commission voted to contract Joel Winchip of PCCCA as a consultant to provide site evaluations, camping trend information, and recommendations regarding best steps moving forward; upon receipt of this information, the commission will continue its visioning process with Deb DeMeester of the Synod.

New Business

- Annual Review of Camp Director
 - The commission reviewed Jason's strengths and needed areas of growth.
 - The commission voted to develop a small team from within the CCFE to work with Jason to not only update his job description, but also create a set of minimum expectations, measurable goals, and timeline for achieving those goals. This small team will create the updated job description and expectations, goals, and a timeline, as well as steps that the CCFE will take to help Jason in achieving these goals.
 - Jason is currently enrolled in the Commissioned Ruling Elder program and continues his certification work through Compass Points.

Current Presbytery-Approved Vision for Pioneer & Rimrock Camp and Retreat Centers

- The commission agreed to continue fulfilling the current camping vision until such time as a new vision is approved. A new vision process is taking place presently, but until results of that process are clear, all commission members are in agreement to pursue the previously-approved vision.

Alcohol Policy

- The current alcohol policy requires that both sites exist as dry campuses. The camp director has the discretion to permit specific groups leniency with this policy. The commission voted to amend the alcohol policy to state that alcohol may be used on site at the director's discretion and upon signing of an alcohol agreement.

Pet Policy

- The current pet policy states that no pets are allowed at either campus. The camp director has the discretion to permit leniency with this policy.
The commission voted to amend the pet policy to state that pets are allowed at the discretion of the camp director and upon signing of a pet agreement.

Review of Site Fee Schedules

- The commission voted to amend the fee schedules for both site properties as follows;
 - Day use fees: \$100 for up to 20 people, \$5.00 per person for each additional person
 - Overnight use fees: \$20 per person; \$60/family cap per night

Presbytery Usage Policy

- The current policy permits presbytery groups to utilize the camp facilities free of charge for spiritual retreats, such as youth groups, sessions, etc., with the option to offer a freewill donation.
- The commission voted to amend the usage policy to state that presbytery groups may utilize the facilities at half price of regular day/night use rates. If a group/person/church provides what is deemed an exceptional donation of effort or resource, the camp director may provide said group with a voucher for a free stay at one of the properties.

Camp Commission Member Expectations

- The commission voted to approve the following expectations for commission members:
 - On-site presence during a camp-sponsored event once per summer
 - Financial support to the camping program
 - Attendance at meetings
 - Carrying out sub-committee work between meetings

Sub-Committee Reports

- Funds Development
 - GoFundMe giving option will be developed by the end of the week. Social media will be utilized heavily to connect past camp users/staff with online giving options.
 - Online giving is an option with the new software system; Jason is looking into building this platform.
 - Property - Jeff is working on obtaining appraisals of each site for fair market value of the properties.

Election of Officers

- The Commission voted to appoint Chad Enz and Charlie Trumble to another year of Co-opted membership.
- The commission elected Charlie Trumble treasurer.
- The Commission elected Rev. Kennen Barber-Enz secretary.
- The Commission Elected Rev. Jeff Kittner vice-moderator.
- The Commission elected Don Knolting moderator.

CONGREGATIONAL AND PASTORAL CARE MINISTRY TEAM

Actions taken on behalf of the Presbytery

Installed: The Rev. Nina Westfall in Brookings on October 22, 2015.

Approved the call of Abigail Ozanne (UMC) to the churches of Sisseton/Veblen/Brown’s Valley. The effective date of the call is: November 1, 2017.

The terms of call are:

Cash Salary: \$30,000, Manse value: \$6,631, Utilities: \$4,800, Total <i>effective</i> Salary:	\$41,431.00
Pension and Disability	\$6,955.19
<u>Insurance</u>	\$7,137.60
TOTAL	\$55,523.79

Allowances:	Professional Development (vouchered)	\$1,200.00
	Books and Professional Expenses (vouchered)	\$1,500.00
	<u>Auto Reimbursement at IRS rate (vouchered)</u>	<u>\$2,400.00</u>
Total Compensation and Professional Expenses		\$60,623.79

Other: 4 weeks of vacation, 2 weeks of study leave, free use of Manse (value above)

The Installation Date is yet to be arranged.

Approved the extension of the Interim Pastor Covenant between the United Churches of Hot Springs and the Rev. Dr. John Pehrson, for up to 5 months, as needed.

Approved the MIF for Onida, enabling the PNC to begin the search of a new pastor.

Approved the following elders in the Lake Andes church, who are trained to serve communion: Marvin Gall, Harry Ingalls, Racheal Arpan, Gail Gresset, Dollie Rolston, Sally Winter, Norma Jepsen, Bev Steinmark.

Approved the dissolution of the pastoral relationship between the Rev. Lori Robinson and the Protestant Parish in Kimball, effective October 15, as Lori has taken a new call in Nebraska.

Validated the ministries of the following At-large members of the Presbytery: Gregory Anderson, Don Barbalace, William Cooper, Barry Dawson, Kennen Ensz, James Foster, Diane Janssen-Hemmen, Ellen Marie Larson Davidson, Yeong Sik Nam, Janice Palmer and Kevin Veldhuisen.

No Reports have been received from: Charles Ayars, James Forbes, Mark Frame, Daniel Joseph, Jean Kabambi, and Michael McCallum.

Granted a request for exemption from the Hebrew requirement for ordination to Jil Jennewein, CRE in Lead-Whitewood

Approved a request from the Rev. Denzel Nonhof that the pastoral relationship with FPC Sturgis be dissolved, effective **January 15, 2019**, as he will be retiring. A service of honorable retirement will take place at a later date.

Voted to reaffirm the same *effective salary* minimums for 2018.

Approved sending Moderator Pehrson to the Winter Pastor's School at Calvin Crest, February 5-8. Subject: "The Defaming Church: How and Why Congregations Abuse Pastors"

Information: Deb Demeester from SLAP will be at the February meeting of POSD to provide Boundaries Training. **ALL MINISTERS and CREs** serving churches are required to complete Boundaries Training.

Actions Taken by Presbytery

Acting on a request from the session of the Olive Presbyterian Church, CPC moved that the Olive Presbyterian Church of Platte, SD be granted Relief of Conscience status with the Board of Pensions. **Motion approved.**

MINISTRY DEVELOPMENT AND EDUCATION

For Presbytery Information

CRE Taskforce

MDE discussed and voted to name Steven Johnson as the liaison to the CRE Task Force.

Jil Jennwein Requests

MDE discussed and voted to waive the requirement for Jil to take Hebrew as a part of her seminary training.

Church Development Fund

MDE reviewed and discussed future budgeting of the Church Development Fund. The following budget forecast was approved:

Beginning Balance	\$ 32,614.39
Kristie's Salary thru Oct. 2017	\$ 8,764.56
Kristie's Salary Nov 2017 - May 2018 (3/4 time)	\$ 23,625.00
Kristie's Salary May 2018 - Dec 2018 (1/2 time)	\$ 15,750.00
Kristie's Pension (11% of full salary) thru 2018	\$ 8,415.00
Matching grant for Kristie's insurance thru 2018	\$ 3,000.00
Continuing Ed. And Travel For Kristie	\$ 3,500.00
ELCA Synod Reimbursement	\$ (6,162.00)
1001 2nd Level Grant	\$ (25,000.00)
Synod Emerging Mission Grant	\$ (5,000.00)
Total Table of Grace Support for Kristie	\$ 26,892.56
Little Stone Church support 2018	\$ 10,000.00
CRE Program (estimated above annual budget)	\$ 10,000.00
Turner County Money for 2017 and 2018	\$ (20,000.00)
Balance if all works out accordingly	\$ (5,721.83)

Actions for Presbytery

Table of Grace Steering Team

The people below have been **approved** as the new Table of Grace Steering Team.

Rev. David Lick (Presby pastor)
 Rev. Christy Hallenbeck (Lutheran pastor)
 Rev. Chris Matson (Lutheran pastor)
 Eric Noyes (Presby lay person)
 Jessica Anderson (Lutheran lay person)
 Hannah Caffee (Table of Grace lay person)
 J. J. Cramblit (Table of Grace lay person)

Korean Fellowship

The people below have been **approved** as the new Korean Fellowship Steering Team.

Rev. Yeongsik Nam
 Soonhee Roh
 Inja Beccroft
 Sarah Hagen
 Steven Johnson
 Tacey Braithwaite

Administrative Commissions Dismissed

The Administrative Commissions, one serving the Korean Fellowship and another serving Table of Grace, were each dismissed with thanks.

MINISTRY RESOURCE

The following slate of nominations was **approved**:

Ministry Development and Education

Gary Pribyl	2019-1	RE	
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Commissioners to General Assembly

Chad Ensz	2018-19	TE	
Rolly Kemink	2018-19	TE	Alternate
Jim Hulbert	2018-19	RE	
Susan Wismer	2018-19	RE	Alternate

General Assembly Young Adult Advisory Delegate

Lauren Pierce	2018	
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(Alternate YAAD to GA: Morgan Small)

Synod Young Adult Advisory Delegate

Morgan Small	2018	
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OFFERING

An offering was taken to support Presbyterian Disaster Assistance. The amount collected was \$608.53.

MILEAGE COMMITTEE

Gayle Janzen gave the mileage committee report. The following report was **approved**:

Total Miles Driven: 8,737
Mileage subtotal: \$1281.46
Donated to POSD: \$158.36
Final Cost: \$1123.10

NEXT MEETING

Moderator Janssen Hemmen announced the next stated meeting of presbytery is Friday, February 23, 2018 at First Presbyterian, Wilmot, SD.

ADJOURNMENT

Moderator Diane Janssen Hemmen **adjourned** presbytery at 3:09 PM with prayer.

Respectfully Submitted:

Kevin Veldhuisen
 Stated Clerk

APPENDIX A

2018 Approved Budget

INCOME

	<u>Per Capita</u>	<u>Mission</u>		
4001.01	Per Capita Income	163,785		
4010.01	Presbytery Shared Mission		133,333	
	GA Shared Mission		11,666	
	Synod shared Mission		21,667	
4020.01	Presbytery Directed Giving		0	
4050.01	Synod Support (CPS)		16,400	
4801.0	Interest Income(cup of Coffee Fund)		2,500	
	Total Revenues	163,785	185,566	\$349,351

PRESBYTERY EXPENSES

5001.01	GA Per Capita Apportionment	47,228		
5002.01	Synod Per Capita Apportionment	34,004		
	GA Shared Mission		11,666	
	Synod Shared Mission		21,666	
5110.01	Presbytery Meetings	7,000		
	Presbytery Commissions	2,000		
5120.01	Presbytery Moderator	1,500		
5125.01	Moderator Conference	1,000		
	Recording Clerk	0		
	Subtotal-Presbytery Expenses	92,732	33,332	\$126,064

Administration and Coordination Expenses

5210.01	Presbytery Council Meetings	5,600		
5213.01	Sub Committee expenses	1,500		
5220.01	Audit	2,160	2,160	
5240.01	Insurance	8,000	4,500	
	Subtotal-Council Expenses	17,260	6,660	\$23,920

Staff Expenses

7210.01	Stated Clerk Salary & Mission Cord.	48,000		
	Pension & Insurance	17,280		
	Stated Clerk Travel	12,000		

	Professional Expense	2,000			
	Stated Clerk Continuing Ed	2,375			
	Social Security	3,672			
	Subtotal- Stated Clerk		85,327		
	Treasurer Salary	5,150			
	Treasurer Travel	3,250			
	Total-Treasurer		8,400		
	Communicator	5,200			
	Operating Budget	2,000			
	Profesional Expenses	1,000			
			8,200		
7710.01	Administrative Assist. Salary	20,000			
7770.01	Bookkeeping	5,500			
7790.01	FICA	1,240			
			26,740		
	Total-Staff Expenses				\$128,667
Office Expenses					
7810.01	Supplies	1,000		1,000	
7820.01	Postage	1,200		1,200	
7830	Telephone/Web Site	1,500		1,500	
7845	Background Checks	400		400	
7850	Equipment Repair	500		500	
7855.01	Maintenance Agreement	250		250	
7870.01	Rent	3,900		3,900	
7880	Miscellaneous	500		500	
	Subtotal--Office Expenses		9,250	9,250	\$18,500
Camping & Faith Formation					
	Camp	10,000			
	Youth Rally	7,000			
	Trienium & Youth Rally	2,400			
	Youth Council	1,000		20,400	
Congregational & Pastoral Care					
	Operations	8,000			
	Pastor's Retreat	2,500			
	CPC Retreat	2,500			
	Ministers Emergency Account	500			
	Sessions Records Review	1,000		14,500	
Ministry Development & Education					
	Operations	4,000			
	CRE Training	7,500			
	Education	2,000			
	Ministry Development	2,000		15,500	
Ministry Resource					
		900		900	

Permanent Judicial Commission

PJC Training	900	900	
Total			\$52,200
Total Expenses			\$349,351
Net Income			\$0

APPENDIX B

TRANSITIONAL MISSION COORDINATOR

A. TITLE

Transitional Mission Coordinator (20 hours/week)

B. PURPOSE

To facilitate a smooth transition to the new Presbytery structure and to provide stability, agility, creativity, and continuity in the Presbytery's daily and long-range mission and ministry for the period of transition.

This is a temporary position for the period of transition to the new Presbytery structure, remaining in effect through December 31, 2018, with the possibility of extension until a Mission Coordinator is hired.

C. QUALIFICATIONS

1. A personal and joyful commitment to God through Jesus Christ and dedication to Christ's Church;
2. A commitment to the Reformed heritage and tradition of the Presbyterian Church (U.S.A.); presently a member of the Presbyterian Church (U.S.A.) and ordained as ruling or teaching elder;
3. Strong commitment to the polity and program of the Presbyterian Church (U.S.A.) and well acquainted with the Book of Confessions and the Book of Order;
4. A passion for the Presbytery and its member congregations and strong desire to serve as a Presbytery leader.
5. Strong communication, relational, delegating, collaborative, and conflict-resolution skills, as well as proven qualities of competency, confidentiality, conscientiousness, enthusiasm, good judgment, alertness, timeliness, and accuracy.

D. STYLE OF OPERATION

1. Empowers individuals and groups through a climate of collegiality and partnership;
2. Demonstrates and promotes trust, concern, support, encouragement, and respect for all persons and groups within the Presbytery;
3. An attitude of openness and responsiveness in working with others; and
4. Open, friendly, and patient in the midst of the many demands that will be made upon him/her by various groups and persons with which s/he must work.

E. ACCOUNTABILITY AND RELATIONSHIPS

1. Called and employed by the Presbytery and accountable to the Presbytery through the Presbytery's Administration & Coordination Ministry and its Personnel Sub-Committee.
2. An active participant in the Synod of Lakes and Prairies' Presbyter Forum, representing the Presbytery within those bodies, and interpreting the work of those bodies to the Presbytery.

F. RESPONSIBILITIES

The specific duties of the Transition Coordinator are as follows:

1. Facilitate communications among the newly reorganized Presbytery ministries and ministry moderators by

- a. Coordinating and participating in monthly moderators' calls, and
 - b. Attending and participating (ex-officio) in ministry meetings, as necessary.
2. Manage accountabilities for POSD mission initiatives during the transitional period
3. Manage the operations of the POSD office, including
 - a. Direct supervision of the Administrative Assistant, and
 - b. General oversight of the budget in cooperation with the Treasurer and the Budget & Finance Sub-committee, including approval of reimbursement vouchers when directed by appropriate ministry moderators.
4. Build relationships with congregations and their leaders in a way that sets a positive tone for the ministry and mission of the Presbytery, if possible making in-person visits when needed or requested
5. Coordinate regional gatherings of congregations, working with Ministry Development and Education (MDE) and the Transition Task Force (TTF) on any training/educational components
6. Build relationships at all levels of the Presbyterian Church (including Synod and OGA) and identify resources that can be applied at Presbytery and congregational levels
7. Help identify people's gifts and offer suggestions to the Ministry Resource team.
8. Work with the Presbytery Communicator to empower individuals, congregations, and ministries to tell their stories and spread the word about the exciting things happening in the Presbytery.

Moderator's Report for the Pre-Mailing for the 23 February 2018 Gathering

I truly am excited for the upcoming meeting of the Presbytery of South Dakota! Four months hold a great deal of activity, of serving God and others, and of discernment, implementation, and growth! It will be a blessing to gather as the wider church for fellowship, worship, and business, too, in Wilmot – and our thanks in advance for your planning and preparations there!

The early days of November found our ministry Moderators and me reconnecting with our regular monthly call, though over the next few months those economical calls would give way to an even more economical, productive, and connectional service called Zoom – a type of internet-based voice AND video/webcam/smartphone app service suitable for use by groups of the presbytery, whether large or small, to span the miles between us and to work together more often and more effectively. It will not replace the ideal circumstance of being present with one another, but it will certainly augment our efforts to be the church together! Please let me know if you would like to learn more about using Zoom or have any questions or qualms about it. Our thanks to Stated Clerk/Transitional Mission Coordinator Kevin Veldhuisen for suggesting Zoom, and for continuing to stay abreast of ways we can connect effectively with one another.

Mid-November brought a meeting of the Administration and Coordination ministry in Huron and our ongoing plans for the February gathering in Wilmot as well as the “Big Tent” annual meeting at Cottonwood Lake (Yes, in a big tent!) hosted by the First Presbyterian Church of Miller. The very next day, I had the honor and privilege of teaching (in Rapid City then 11/18 in Mitchell) the Bible Survey component of the CRE training program and will get to teach “Worship and Sacraments” in February, both this weekend in Rapid City and in Wolsey the weekend of the PoSD meeting. November 26 allowed for a joyful worship service in Sisseton and the recognition of Abigail Ozanne as the new minister at Brown’s Valley, Sisseton, and Veblen. Should we have the good fortune of her attendance, please extend to her a warm welcome!

By mid-December, we had the matter of benefits for Kevin for 2017 finally tied in a bow. I cannot express deeply enough my gratitude to Jim Hulbert and Jerry Lutkemeier for serving with me to fulfill the desire of the PoSD as expressed at the June meeting. If either one of them asks you to do something, just say ‘yes’ and trust that you will enjoy yourself and learn something too!! The month closed with a few extra challenges at the holidays for our staff which they handled with sacrifice and grace. In their behalf, thank you to those of you impacted at that time for your forbearance.

In January, our various ministries resumed their regular service and meetings, some of which have led to components of our gathering in Wilmot. For example, Administration and Coordination asked us to adjust the schedule for our gathering to allow time for some discussions that are important to our camping ministry. Please look for and read the reports of our ministries in the pre-mailing, and be thinking about areas and ways in which your gifts could be used in service to our wider church in the months to come! Also, please remember that this meeting will include a boundaries training session, so feel free to invite church members beyond your commissioner(s). I will look forward to seeing all of you in Wilmot!

Peace be with you, each and all!
Diane

STATED CLERK AND TRANSITIONAL MISSION COORDINATOR REPORT

February 23, 2018

Matching Gifts Campaign for Ministries

I am thrilled by the decision of Administration and Coordination to pursue a matching gifts campaign that will support key ministries of our presbytery. This is a tremendous opportunity for individual donors to double their money in support of our critical and vibrant ministries within this presbytery. The presbytery will match up to \$500 given by individuals through their congregation. More information is on the way and I encourage you all to consider an eligible donation to our camping program, CRE program, or one of our 1001 New Worshipping Communities, such as Table of Grace.

Exciting Programming Slate in the Works

In partnership with several of our ministry teams we are working to put together an exciting programming slate for our presbytery this year. So far we have been able to contract with Laurie Ferguson from Auburn Seminary to lead an entry level leadership coaching workshop May 21-22 in Sioux Falls. Laurie is the leading expert in leadership coaching within our denomination and offers a tremendous mechanism to continue to grow and strengthen the leadership within our presbytery.

We have also contracted, as I'm sure you have already heard, with Diana Butler Bass to be our keynote speaker at our June Presbytery meeting. Please make every effort possible to join us for this phenomenal opportunity to hear one of the premier authors within the Church today!

Presbytery Calendar

I created a calendar of events on our website that shows all of the events and meetings scheduled throughout the presbytery each month. My hope is to get every event and activity on the calendar so everyone can see all of the wonderful things we have going on each month. I have also included the dates that the presbytery office is closed in order to better communicate our office hours to the general public. If you have any events you would like added, please let me know.

Shared Dropbox for Ministry Teams

The presbytery now owns a Dropbox Professional account which provides 1 TB of storage space. Due to the ongoing turnover of our moderators, and due to the ongoing troubles with Windows crashing computers during updates, etc., we have setup files for each ministry team and granted special permissions to each moderator. This gives all of our ministries a safe and dependable place to store electronic files and to create an easier transition between leadership.

Stated Clerk Report

Statistical Reports

In December I mailed out all of the end of the year reports for the clerks of session to complete and return back to us. "Stats season" is always a busy time for us clerks as we are constantly fielding calls to assist the clerks through the process. I have tried to offer more education for these forms up front and so far this year has been a bit quieter, though I would imagine things will pick up as the deadline looms on February 15.

Synod Financial Services

The struggles and transition at the synod financial services office has been rough the past few months and I have spent a considerable amount of time navigating this transition and assisting people as best I can through this turbulent time. Jim Koon, the new financial services manager, has finally taken over full-time on January 22 and I am hopeful that things will improve within the next few weeks. Their goal is to be completely caught up by February 15.

Historical Documents

I am getting closer and closer to sending out a large shipment of historical documents to the Presbyterian Historical Society. So far I have 12 cartons of information ready to go, but I estimate I still have 4-5 more to go.

CONSENT AGENDA
Presbytery of South Dakota
February 9, 2018

In order to optimize our time together we are heavily utilizing the Consent Agenda for this meeting. **Any Ruling Elder commissioner or Teaching Elder commissioner can remove any item on the Consent Agenda by standing and making that request.** The item would then be placed in the agenda and discussed. Questions for clarity about a particular item are welcome. To remove an item, no second is needed, and no discussion or vote are needed.

1. That all lay persons and ministers of other denominations serving Presbyterian congregations in the Presbytery of South Dakota who are not temporary members of the presbytery be granted the privilege of the floor for this meeting with voice.

2. Approve the minutes of the October 27, 2017 stated meeting.

The following motions are coming from Administration and Coordination:

3. The following motion is made to amend our current By-Laws:

Treasurer Position

Add at P2-4.E as well as P2-6.F: “The person serves in only this role and resigns from other commitments for the presbytery upon election.”

4. The following motions are made to amend our current Manual of Operations:

Regarding Electronic Meetings:

Members absent from face-to-face meetings may participate using a telephone speakerphone, may enter discussion, may cast votes as needed, and will be counted as part of the quorum during the time of their participation. Only members present either in person or telephonically (including video conferencing with audio) may vote. Email and proxy voting are not permitted. Minutes of these meetings shall be kept. The time and regular location of meetings will be decided by vote of the committee, except that the moderator may call special meetings by conference call.

5. Regarding language in the Transitional Mission Coordinator Job Description Part 1 under F.

Responsibilities #3b

General oversight of the budget in cooperation with the Treasurer and the Budget & Finance Subcommittee, including approval of reimbursement vouchers when requested by appropriate ministry moderators. Motion approved.

6. Amending Current Financial Policies

P3-4.8.3 Financial Policies

A. All reimbursements of expenses shall be with a Presbytery expense voucher. **Vouchers must be submitted within 30 days of the time the approved expense is incurred or invoiced.**

B. All expense vouchers will be signed by the individual requesting payment.

C

C. All expense vouchers will require a signature, other than the requester, for approval and proper account identification. A list of accounts and their funding amounts for the coming budget year will be provided to the moderators upon approval of the annual Presbytery budget.

D. In emergencies, when a paper check is required sooner than available from the Synod office, two officers of the Presbytery may sign.

E. Ministry team moderators must approve all expenses disbursed by Presbytery line items related to the ministry team's budget.

F. The Moderator of Presbytery must approve all expenses disbursed by Presbytery line items.

G. The Moderator of the Presbytery's Administration and Coordination ministry team must approve all expenses disbursed by Administration and Coordination's line item.

H. An officer of presbytery must approve vouchers from ministry team moderators, stated clerk, and presbytery staff. ~~The moderators, the stated clerk's, and the presbytery administrator's vouchers are to be approved by an officer of the Presbytery.~~

I. When a ministry team or budget account is out of funds, no further spending will be debited to that account without specific approval of the Administration and Coordination ministry team. The request ideally comes in advance of the time when the account is out of funds.

J. All expense vouchers will be reviewed and initialed by the Treasurer, who will direct the bookkeeper to initiate payment after keeping a copy and/or entering a scan of the voucher into the electronic log.

K. Presbytery credit cards. When utilizing a presbytery credit card for approved purchases, a copy or photo of the receipt will be placed within the A&C voucher Dropbox folder within 4 days of a purchase. Original receipts are to be retained by the individuals and attached to a voucher for payment of the credit card upon receipt of the monthly statement from the appropriate accounts. The purchaser is ultimately responsible for producing a receipt if one is missing or may be held responsible for any purchases where a receipt is not produced, or not produced in a timely manner.

L. Offerings. When offerings are received at presbytery meetings, there will be at least two ushers serving the gathering and not related by kinship. The ushers will immediately count the offering together after it is received, checking each other for accuracy, and will place it in a bag or envelope with a note of the amount and their signatures. The amount will be reported to the Stated Clerk or Moderator to share with the body as possible. The offering will then be given to the most appropriate officer or staff member present, ideally the bookkeeper or Treasurer, to be deposited and subsequently disbursed in a timely manner with report given to the Finance Subcommittee of the Administration and Coordination ministry team.

M. Back-up for Treasurer. During times of transition between treasurers or when the Treasurer is not available or away for an extended time, the moderator of the Administration and Coordination ministry team along with the moderator of Presbytery or the moderator of the Finance Subcommittee will act in her or his place.

N. Transfer of Funds by the Treasurer. The Treasurer will transfer funds only as directed by the Administration and Coordination ministry team (or other groups authorized to access funds outside the annual budget) or the Finance Subcommittee. There will always be three people aware of and in accord with transfers in excess of \$350.

O. Investment Policies The Administration and Coordination ministry team shall receive an annual review from the Finance Subcommittee on the investments and designated funds of the Presbytery and shall discuss ongoing investment strategies to discern together the best stewardship of those investments moving forward.

ADMINISTRATION AND COORDINATION MINISTRY FEBRUARY 23, 2018

The following actions of A&C are taken from the minutes of November 10, 2017, January 26, 2018 February 9, 2018.

Actions taken on behalf of Presbytery

2018 Meeting Dates

January 12 – First Huron

April 27 – First Huron

June 1 – First Huron or Conference call

August 3 – First Huron or Conference call

September 28 – First Huron

November 30 – First Huron

A motion was made to give \$500.00 donation to the Presbyterian Historical Society for the ongoing costs of storing our historical files. Funds will come from the Emerging Needs Fund. Motion approved.

Kevin Veldhuisen has been tasked with sending out a letter to all of the churches to seek information about any Presbyterian properties that may be in their area. Rolly Kemink has also agreed to talk with his local county register of deeds and assessor to see if there is a way for them to do a statewide search of all of our properties so we can see what is currently under our name and liability.

Deb VanOvershelde has tendered her resignation as Treasurer of the presbytery effective December 31, 2017. A motion was made to approve Deb's resignation, with great reluctance. Motion approved.

Kevin Veldhuisen has been tasked with inquiring with the treasurers of our congregations and nearby synods to find an acting treasurer, effective January 1, 2018, while a search for a permanent treasurer to be named. Pay will be \$430.00 a month.

Annual reviews of staff were conducted on November 28, 2017.

A motion was made to task the Transition Task Force to discuss the creation of an Endowment Commission to oversee the investments and funds of the presbytery. Motion approved.

A motion was made to delegate responsibility of approving our insurance policy for 2018 to Susan Wismer, Diane Janssen Hemmen and Kevin Veldhuisen, with a deadline of December 15, 2017. Motion approved.

A motion was made to change the language in the Transitional Mission Coordinator Job Description Part 1 under F.

Responsibilities #3b

General oversight of the budget in cooperation with the Treasurer and the Budget & Finance Subcommittee, including approval of reimbursement vouchers when requested by appropriate ministry moderators. Motion approved.

Due to the lack of vote to approve the Transitional Mission Coordinator job description Part 2 at the October 27, 2017 presbytery meeting, a motion was made to have Kevin Veldhuisen operate under the A&C approved job description on an interim basis until it is approved by presbytery on February 23, 2018. Motion approved.

Janice Palmer and Kevin Veldhuisen will talk with Cheryl Khylllep about creating a new presbytery logo. They will also discuss the need for the bi-monthly print version.

A motion was made to update our Manual of Operations regarding electronic meetings and presence at meetings. Motion approved.

Members absent from face-to-face meetings may participate using a telephone speakerphone, may enter discussion, may cast votes as needed, and will be counted as part of the quorum during the time of their participation. Only members present either in person or telephonically (including video conferencing with audio) may vote. Email and proxy voting are not permitted. Minutes of these meetings shall be kept.

The time and regular location of meetings will be decided by vote of the committee, except that the moderator may call special meetings by conference call.

A motion was made to establish a matching gifts campaign to support camping, CRE program, and any or all of our 1001 New Worshipping Communities. The gifts must be given by individuals through their congregation and with the specific designation of the ministry supported. The congregation would then pass that donation along to the presbytery in order to be matched. A total of \$20,000.00 will be used as the seed money for 2018 and will come from the Cup of Coffee Fund. Budget and Finance will coordinate with planning to oversee and implement the campaign. Motion approved.

A motion was made to create a task force that will look into best investment options for our undesignated money currently/formerly housed in CDs. Jerry Lutkemeier will make the appointments to this task force. Suggested names are Dave True, First Rapid City, Bob Leech First SF, Diane Janssen Hemmen, Susan Wismer, and Kevin Veldhuisen. Motion approved.

The February Presbytery meeting agenda was presented and approved. Motion approved.

A motion was made to give Kevin \$500.00 and Cindy a \$250.00 bonus for their services in 2017. Motion approved.

A motion was made to give Kevin 5 vacation days in reimbursement of vacation days lost in 2017 due to struggles in the synod financial services office. These days are to be used during the calendar year 2018. Motion approved.

A motion was made that when Kevin is on vacation that he is given the authority to transfer calls to a designated person who will field and distribute questions and inquires. It is Kevin's discretion as to whom this person will be during each period of vacation. Motion approved.

Budget and Finance tasked Kevin Veldhuisen to assign account line item numbers to each line in the budget. When completed he will send them to Susan Wismer for final approval.

A motion was made to give a \$35,000.00 transitional grant to Camping and Faith Formation. Funding will come from Emerging Needs. Motion approved.

A motion was made to eliminate the Presbytery Uber Conference Call service, thus eliminating a toll free call in option for conference call services. Members of ministry teams who incur long distance charges on their phone bill will be strongly encouraged to voucher those expenses. Motion approved.

A motion was made to provide camping with \$750.00 for marketing. The funding will be used to purchase 2 pop-up banners and any free handouts that the camp sees fit to best market themselves. Funding will come from the communications line item of the presbytery budget. Motion approved.

A motion was made to provide \$2,500.00 for Kevin Veldhuisen to attend GA. Funding would come from Emerging Needs. Motion approved.

A motion was made to continue with a state-wide search for the treasurer position. Motion Approved.

A motion was made to remove former treasurer Deb VanOverschelde from all bank accounts. Motion approved.

For Presbytery Action (presented in Consent Agenda)

The following motion is made to amend our current By-Laws:

Treasurer Position

Add at P2-4.E as well as P2-6.F: “The person serves in only this role and resigns from other commitments for the presbytery upon election.”

The following motions are made to amend our current Manual of Operations:

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The time and regular location of meetings will be decided by vote of the committee, except that the moderator may call special meetings by conference call.

Regarding language in the Transitional Mission Coordinator Job Description Part 1 under F.

Responsibilities #3b

General oversight of the budget in cooperation with the Treasurer and the Budget & Finance Subcommittee, including approval of reimbursement vouchers when requested by appropriate ministry moderators. Motion approved.

Amending Current Financial Policies

P3-4.8.3 Financial Policies

A. All reimbursements of expenses shall be with a Presbytery expense voucher. **Vouchers must be submitted within 30 days of the time the approved expense is incurred or invoiced.**

B. All expense vouchers will be signed by the individual requesting payment.

C. All expense vouchers will require a signature, other than the requester, for approval and proper account identification. **A list of accounts and their funding amounts for the coming budget year will be provided to the moderators upon approval of the annual Presbytery budget.**

D. In emergencies, when a paper check is required sooner than available from the Synod office, two officers of the Presbytery may sign.

E. Ministry team moderators must approve all expenses disbursed by Presbytery line items related to the ministry team's budget.

F. The Moderator of Presbytery must approve all expenses disbursed by Presbytery line items.

G. The Moderator of the Presbytery's Administration and Coordination **ministry team** must approve all expenses disbursed by Administration and Coordination's line item.

H. The **ministry team** moderators', the stated clerk's, and the presbytery administrator's **staff's** vouchers are to be approved by an officer of the Presbytery.

I. When a ministry team or budget account is out of funds, no further spending will be debited to that account without specific approval of **the Administration and Coordination ministry team**. **The request ideally comes in advance of the time when the account is out of funds.**

J. All expense vouchers will be reviewed and initialed by the Treasurer, **who will direct the bookkeeper to initiate payment after keeping a copy and/or entering a scan of the voucher into the electronic log.**

K. Presbytery credit cards. When utilizing a presbytery credit card for approved purchases, a copy or photo of the receipt will be placed within the A&C voucher Dropbox folder within 4 days of a purchase. Original receipts are to be retained by the individuals and attached to a voucher for payment of the credit card upon receipt of the monthly statement from the appropriate accounts. The purchaser is ultimately responsible for producing a receipt if one is missing or may be held responsible for any purchases where a receipt is not produced, or not produced in a timely manner.

L. Offerings. When offerings are received at presbytery meetings, there will be at least two ushers serving the gathering and not related by kinship. The ushers will immediately count the offering together after it is received, checking each other for accuracy, and will place it in a bag or envelope with a note of the amount and their signatures. The amount will be reported to the Stated Clerk or Moderator to share with the body as possible. The offering will then be given to the most appropriate officer or staff member present, ideally the bookkeeper or Treasurer, to be deposited and subsequently disbursed in a timely manner with report given to the Finance Subcommittee of the Administration and Coordination ministry team.

M. Back-up for Treasurer. During times of transition between treasurers or when the Treasurer is not available or away for an extended time, the moderator of the Administration and Coordination ministry team along with the moderator of Presbytery or the moderator of the Finance Subcommittee will act in her or his place.

N. Transfer of Funds by the Treasurer. The Treasurer will transfer funds only as directed by the Administration and Coordination ministry team (or other groups authorized to access funds outside the annual budget) or the Finance Subcommittee. There will always be three people aware of and in accord with transfers in excess of \$350.

O. Investment Policies The Administration and Coordination ministry team shall receive an annual review from the Finance Subcommittee on the investments and designated funds of the Presbytery and shall discuss ongoing investment strategies to discern together the best stewardship of those investments moving forward.

**Jerry Lutkemeier
Moderator of Administration & Coordination Ministry**

Camping Ministry in South Dakota

We will be spending some time at the Presbytery meeting in conversation about our camping ministry and want to help prepare you for that portion of the agenda.

The Presbytery of South Dakota (and its predecessors) has been involved in camping since at least 1927. Different sites were owned by different presbyteries, then the Synod of South Dakota, then the Synod of Lakes and Prairies until the ownership was transferred January 1, 1979 back to the Presbytery of South Dakota.

- Magpie Gulch served as a camp site from 1927-1954.
- Camp Koda, near Lake Andes, was operational until the early 1990s.
- Camp Rimrock opened as a camping/retreat site in 1955.
- The land for Pioneer has been owned by a Presbyterian entity dating back prior to 1970.

In 1980 the Presbytery of South Dakota had 83 churches and 14,072 members and supported three camp sites: Koda, Pioneer and Rimrock.

In 2016, the Presbytery had 6,297 members and 61 churches and supports two camps: Pioneer and Rimrock.

The Camping and Faith Formation Commission is in a time of discernment and long-range planning. We have been working with the Rev. Dr. Deb DeMeester, Director of Leadership Development for the Synod of Lakes and Prairies, for a year. She will share a report about this work and seek your input as the Commission moves forward. Key elements of this work include establishing a financial foundation for this ministry as well as programs and facilities that attract year-round participation.

In preparation for this conversation, we invite you to read the enclosed documents and look forward to your input at the Presbytery meeting.

The Commission:

Don Nolting, Moderator
 Jeff Kinter, Vice Moderator
 Kennen Barber-Ensz, Secretary
 John Armstrong
 Rolly Kemink
 Dawn Meink
 Dick Palmer
 Dick Poppen
 Paula Zavitz

The Long-Lasting Benefits of Camp by the American Camp Association

Camp has become a part of the fabric of America — conjuring special memories of hiking, swimming, friendships, and adventure for generations. When children go to camp, they'll likely come home gushing about the lifelong friends they've made, and the exciting adventures they had. What they probably won't tell you about are the life lessons camp has given them — those skills that, if nurtured at home after camp, translate into a lasting self-confidence, an awareness of the importance of kindness, and a greater comfort in voicing their opinions.

For more than 150 years, camp has been changing lives — allowing all children to feel successful, especially those who may struggle with traditional educational settings. Camp *is* full of fun and excitement, but it is so much more — developing children who are better equipped to lead in the twenty-first century with skills such as independence, empathy, the ability to work as part of a team, and a broader world view.

Camp is a safe and nurturing environment that enhances social skills. Camp is for everyone, so children and youth have the opportunity to meet and interact with peers from outside their school environment.

Camp supplements traditional education. Camps use intentional programming to create a balance of experiential learning opportunities that are physical, emotional, and social.

Camp provides experiences that promote self-confidence and future academic growth. American Camp Association® (ACA) independent research shows that parents and camp staff, as well as the campers themselves, report significant growth in several areas, including leadership, independence, social comfort, and values and decisions.

Camp encourages a respect and love of nature. Children are able to learn about the natural world. Camp also gives them a chance to “unplug.” More and more experts are advocating the value of time spent in nature for children — and camp is a perfect place to do that.

Camp provides the opportunity to stay physically active. Camp is the ultimate outdoor experience with programs that offer physical activities and sports that enhance health and teach self-confidence.

Camp is a natural extension of the classroom. Research indicates that by participating in strategically planned, structured summer experiences, children reduce summer learning loss. Camp challenges children, keeps them engaged, develops creativity and their talents, and expands their horizons.

About ACA

The American Camp Association® (ACA) is a national organization with more than 10,000 individual members and nearly 3,000 member camps. ACA is committed to collaborating with those who believe in quality camp and outdoor experiences for children, youth, and adults.

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Pioneer & Rimrock Camps and Retreat Centers Mission Statement

Providing unique spaces and opportunities for all people to connect with God, self and others.

Pioneer & Rimrock Camps and Retreat Centers Vision Statement

Pioneer & Rimrock Camps and Retreat Centers are called by God to provide safe and sacred spaces apart from everyday distractions to encounter God while developing Christian spiritual leadership and nurturing each other's faith journey. We believe God can be encountered in life altering ways through sacred space and opportunities to come together. We partner with churches and communities to nurture all people in Christ through Christian hospitality, the work of a dynamic staff committed to the Gospel of Jesus Christ, as well as a variety of camp and retreat opportunities.

Pioneer & Rimrock Camps and Retreat Centers Core Values: CONNECT

Community

Ensuring opportunities for all people to connect and grow in Christian community.

Openness

Being open to new ideas. Being open and loving to all people.

Nature

Recognizing the power of God's creation to impact the hearts and spirits of all people.

Nurture

Nurturing Christian faith, discipleship and giving ourselves to meet the needs of others.

Excellence

Committing ourselves to pursuing a high standard and high quality in all we do.

Character

Reflecting integrity that includes love, accountability and honesty in everything we do.

Teamwork

Joining arm in arm to fulfill the vision and mission of Pioneer & Rimrock Camps and Retreat Centers.

Community: Purposeful Christian community is at the heart of what we do. We strive to connect with the local community around our properties. We are a part of the community of the Presbytery of South Dakota of the Presbyterian Church (U.S.A.) and that is an important part of our identity. Community can be built in small groups at camp, a retreat, youth rally, or any other part of our ministry. We strive to build Christ centered communities.

Openness: While it is very important for us to reach and serve all Presbyterians in the State of South Dakota, we also want to be a ministry that is open to all people. We need to always be open to change and forward thinking. We are exploring ways that we can serve and invite all people to connect with our ministry.

Nature: We have two properties in the Black Hills of South Dakota that are set apart from the busyness of the world and it is important to us that we use these spaces for people to experience God's creation. We are always thinking of ways to incorporate nature in all the things we do, even when it is a day camp or youth rally. It is important to us that we teach creation stewardship.

Nurture: We strive to create safe environments for all people to feel nurtured. It is essential that we nurture Christian faith and community building. We want to be a ministry that fosters the needs of others; and we do this by providing quiet spaces, summer programs, retreat options, leadership training, traveling day camps, and being open to other ways to nurture peoples need.

Excellence: We want to commit to always doing our best. Always seeking, we can be better at what we do. This means listening to those we serve and responding to strive for excellence. We want to provide the best programming that we can. We want to provide the best crew that we can. We are striving and moving to provide the best accommodations for all of our quests.

Character: Walking the walk and showing all that we will love unconditionally, and strive to have the best integrity that we can. We have been called by God to proclaim the Gospel and to teach and live by faith to all we encounter in our ministry.

Teamwork: We are a team that includes the Presbytery of South Dakota, Camping and Faith Formation Commission, full time staff, volunteers and part-time staff. It takes all of us to come together to keep and grow the mission and vision of our ministry.

Presbytery Report- February 23, 2018
Congregational and Pastoral Care Ministry

Action Items: NONE

Action taken on behalf of the Presbytery:

Committee voted to concur in the request of Bala and Cheryl Khylllep to dissolve the pastoral relationship with the FPC of Britton, effective December 31, 2017. Appointed the Rev. John Barkett moderator and have given the church permission to for a PNC.

Approved the MIF from the Spencer Memorial Presbyterian Church in Lemmon for circulation in Church Leadership Connection.

Voted to Concur in the request to dissolve the pastoral relationship of Rebecca Gresham-Kesner with the FPC of Mitchell, effective December 31, 2017, and to transfer her to the Presbytery of West Jersey. Appointed the Rev. Nathan Esser moderator.

Voted to receive Neil (Skip) and Judy Mulock from the Presbytery of North Central Iowa as Honorably Retired members of POSD.

Approved the request for Honorable Retirement to the Rev. Michael McCallum, effective February 23, 2018.

The Rev. David Lick has accepted a call to the FPC of St. James, Minnesota, effective March 18, 2018. CPC voted via email on his request to dissolve the relationship and to transfer him to the Presbytery of Minnesota Valleys.

Other information:

Westminster PC in Rapid City is in the process of calling a candidate for their Associate Pastor Position.

Laurie Ferguson will be conducting a Level 1 coaching course in our Presbytery May 21-22 in Sioux Falls. More information will be coming soon.

Report of the
Ministry Resource Committee
February 2018

The Ministry Resource Committee submits the following **bold face** nominations for the positions and classes indicated.

Nominee	Class	Notes
Ministry Development and Education (12 members)		
Dick Poppen	2020-1	TE Agreed to serve.

MINISTRY DEVELOPMENT AND EDUCATION MINISTRY

February 23, 2018

For Presbytery Information**MDE Budget**

MDE reviewed and discussed the budget for which includes: \$4000 for operations, \$7500 for CRE Training; \$2000 for Education and \$2000 for Ministry Development

Table of Grace

MDE discussed and reviewed the grant received from 1001 New Worshipping Communities for Table of Grace. MDE is also requesting quarterly financial reports from Table of Grace.

Little Stone Church Support

MDE discussed and approved the release of \$10,000 from the Church Development Fund which has already been approved and budgeted for Little Stone Church. MDE was provided a proposal from Chad Ensz for a new worshipping community in downtown Sioux Falls. MDE is also requesting quarterly financial reports from Little Stone Church.

FPC Whitewood/Jil Jennewein

MDE discussed and voted to table discussion of church development funds for FPC Whitewood's request for further funding in 2018.

David Halleen Requests

MDE was informed that CPC will now have the oversight of his quest for ordination.

Marcus Brooks

MDE provided Marcus a letter certifying he is in good standing and has completed the process for candidacy for ordination in the Presbyterian church. Marcus has been certified ready to receive a call. MDE will remain in contact with Marcus as he continues his plan to become a chaplain in the US Air Force.

Matching Gift Program

This program was presented to MDE by Stated Clerk and Transition Mission Coordinator Kevin Veldhuisen.

Letters for Prisoners

MDE received information that Stan Gruneich is interested in developing a program for people to write to prisoners. Eric Noyes from MDE will be in contact with him.

CRE Task Force

MDE was notified by the CRE Task Force that the Continuing Ed CRE classes will be going from 4 classes per year to 2 classes per year (fall and spring). CRE's will be expected to conduct self-study projects which will be approved by Caroline Visser and Janice Palmer.

REFLECTION ON THE LIGHT

Presbyterian Women in the Presbytery will convene on Saturday, April 28, 2018, at the First Presbyterian Church in Miller. Mark your calendars!

8:00- 9:30 Registration and Mission Displays

9:30 Greetings, Introductions, and Announcements

Mission Experiences led by Sue Holloway

Music and Memory with Jeanne Armstrong

Brief Business meeting led by Trudi Nelson

Lunch Horizons, the award winning magazine, with Diane Helin

1:00 Worship Service with Communion led by Pastor Janice Palmer

Necrology, Special Offerings Dedication, and Installation

PW Churchwide Gathering, August 2-5, celebrates 30 Years!!!

Registration is \$15.00. Motels and B&B's are available. Thanks to Peggy Meyer, PWC Moderator.

2018 PW Churchwide Gathering – *Arise, shine, your light has come!*

August 2-5, 2018 Louisville, Kentucky

Registration is \$425.00 and scholarships are available by contacting Trudi Nelson, PWP Moderator

Attend because you want to:

- *Experience community and worship with more than 1,000 Christian Women
- *Discover how PW is engaged in the world, and how you can be too
- *Learn current issues in the church and the world
- *Explore mission opportunities
- *Attend workshops on a variety of topics
- *Meet international participants
- *Participate in Bible study
- *Visit exhibits
- *Celebrate 30 YEARS OF PRESBYTERIAN WOMEN!**