



June 10, 2019

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.

Our guest speaker this summer is Dr. Marcia McFee. Dr. McFee is a professor, worship designer, author, preacher and ritual artist. Drawing on a first career in professional dance and musical theater and equipped with a Master's in Theology and a PhD in Liturgical Studies, she understands the role of any worship artist in the church as that of creating extraordinary portals through which communities journey with the Spirit.



The task is at once deeply theological and wonderfully artistic. Connecting worship professionals and volunteers to their passion and depth of spiritual leadership is her aim in teaching and consulting as well as equipping them with skills to carry this out. Dr. McFee has designed and led worship for regional, national and international gatherings of several denominations for the last 20 years. She is the creator and visionary of the Worship Design Studio (www.worshipdesignstudio.com), an online experience of coaching, education, inspiration and a design application.

This will be a very exciting meeting and I cannot wait to see you all soon!

Many blessings,

Kevin Veldhuisen

ADDRESS

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presbyteryofsd.org

Westminster Presbyterian Church
3801 E. 26th St. Sioux Falls, SD 57103
Church Office: 371-3801
office@westminsterpresbyterianchurch.org



Dear Member of Presbytery,

Grace and peace to you from the congregation at Westminster Presbyterian Church in Sioux Falls! We are pleased to host the Annual Meeting on June 21 and 22, 2019 of the Presbytery of South Dakota.

A word of warning, we have some major road construction going on in Sioux Falls so getting to Westminster may not be as easy as your GPS would have you believe. Westminster is located on the corner of 26th and Bahnson. If you are driving north on I-229 the 26th street exit is open and you would want to take a right and stay on 26th street until you see the church on the right just past the stoplight where 26th and Bahnson intersect (about 1 mile). However, if you are coming south on I-229, the 26th street exit is not open so you will want to exit on the 10th street exit and take a left following 10th street (about a ½ mile) to Bahnson (there is a stoplight with a KFC on your right and George Boom Funeral Home on your left). Take a right on Bahnson and drive (1.3 miles) to the church which will be on the left just past 26th street.

There will be no charge for the meals and food provided over the weekend, but we will be accepting free will donations from anyone who would like to help defray the cost.

There are countless housing options in Sioux Falls. Here are just a few options in various parts of the city. Unfortunately, there are few accommodations in the immediate vicinity of Westminster:

Locations close to the Empire Mall

Homewood Suites (Off I-229) (6 miles)
3620 W. Avera Dr. Starting at \$120
605-338-8585

Holiday Inn Express (Off I-229)(6 miles)
3821 W. Avera Dr. Starting at \$118
605-275-4155

LaQuinta Inn & Suites (9.3 miles)
4521 W. 41st St. Starting at \$110
Sioux Falls, SD 57106
605-275-4555

Downtown Locations by Falls Park

Country Inn & Suites (3.3 miles)
200 E. 8th St. Starting at \$140
605-373-0153

Holiday Inn-City Centre (3.8 miles)
100 W. 8th St. Starting at \$115
605-339-2000 (+\$9.50 daily resort fee)

Location Closest to Westminster

Super 8 (2.3 miles)
2616 E. 10th St. Starting at \$58
605-338-8881

We are looking forward to hosting you and know that this will be a meaningful meeting in the life of the presbytery as we are challenged in our thinking of worship by Dr. Marcia McFee. If you have questions or concerns, please let me know at the contact information above.

Blessings,

Rev. Dr. David Halleen

STATED MEETING OF THE PRESBYTERY OF SOUTH DAKOTA

Friday and Saturday, June 21-22, 2019

Westminster Presbyterian Church, Sioux Falls, South Dakota

12 noon—1 p.m. REGISTRATION

12:30—1 p.m. COMMISSIONER ORIENTATION

1:00 p.m. GATHERING IN THE NAME OF CHRIST

Prayer, Hymn & Scripture Reading

INTRODUCTORY BUSINESS

Roll of Presbytery as compiled by registration with Enrollment Clerk

Announcement of the presence of a quorum by the Moderator

Presentation of Agenda for adoption

Welcome and Arrangements by First Presbyterian Church

Announcements of Moderator and Stated Clerk

Introductions of Teaching Elders attending for the first time

Introductions of Ruling Elders attending for the first time

Seating of Corresponding Members

Appointment of Mileage Committee by Moderator

Initial Report of the Ministry Resource Team

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REPORTS OF PRESBYTERY OFFICERS & STAFF

Moderator-Steven Johnson

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Stated Clerk & MC-Kevin Veldhuisen

Index A2

Treasurer-Tami McGuire

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SHARING OF JOYS & CONCERNS

1:30 p.m. PROCLAMATION OF THE WORD & COMMUNION

Commissioning of CRE

REFRESHMENT & PASSING THE PEACE

3:00 p.m. SPECIAL PRESENTATION I: THE REV. DR. MARCIA MCFEE

5:00 p.m. OUR RESPONSE TO CHRIST'S CALL

Camping & Faith Formation

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Coaching & Visioning Ministry Team

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6:00 p.m. DINNER TOGETHER

7:00 p.m.	OUR RESPONSE TO CHRIST'S CALL (cont.)	
	Congregational & Pastoral Care	Index F
	Ministry Development & Education	Index H
	Administration & Coordination	Index D
	Ministry Resource Report	Index G
	PW Report	Index P
	Synod Report	Index V
8:30 p.m.	PRESBYTERY IN RECESS UNTIL 9:00 A.M. TOMORROW (Past Presbytery Moderators Get-together)	

SATURDAY, JUNE 22, 2019

9:00 a.m.	PRESBYTERY RECONVENES WITH PRAYER & HYMN
	SPECIAL PRESENTATION II: THE REV. DR. MARCIA MCFEE
11:00 a.m.	BREAK
	<u><i>NEW BUSINESS</i></u>
	<u><i>MISCELLANEOUS & UNFINISHED BUSINESS</i></u>
	Mileage Committee Report
11:30 p.m.	SENDING INTO THE WORLD
	Closing Prayer & Benediction
	Adjournment

NEXT MEETING—FRIDAY, October 25, 2019 at First, Brookings

STATED CLERK AND TRANSITIONAL MISSION COORDINATOR REPORT

June 21-22, 2019

New Website

By the start of the presbytery meeting on June 21 we *should* have our new website launched. A tremendous thank you to Caitlin Pischke of Sioux Falls (and formerly of Tuthill Community Church) for all of her time and efforts in the building and design of our new website. We could not have done it without her!

Coaching and Visioning Team

I participated in the leadership coaching training for our Coaching and Visioning Team this Spring. I am very proud of the work of this team and I am eager to see the fruits of their labor!

Additional Protections in Pastoral Search Process

I am very proud that a year of pressuring the Office of General Assembly has finally translated to action. A colleague and I have been working for a year to add an additional layer of protection to the pastoral search process to make sure our churches are not innocently calling “troubled” pastors. Through the support and “heft” of the other stated clerks in our synod we will now have an opportunity for stated clerks (and soon Exec Presbyters and COM moderators) to see an indication associated with a pastor’s online database file that will warn us if notations exists with a pastor’s file. It will essentially raise a red flag that additional conversations should be had with their existing presbytery and to seek additional references to see what concerns have arisen throughout their past ministries. This is a huge shift for the denomination and I truly hope this helps us avoid troubled pastors who may sneak their way into our churches.

Representing Presbytery of SD

It has been a very busy time of travel for me and I have represented the Presbytery of SD in the following ways since our last presbytery meeting:

- Led service trip to Florida for Hurricane relief efforts with other fellow Presbyterians from SD
- Guest speaker at Synod Leadership Summit in Buffalo, MN
- Board of Pensions Connections Conference in St. Paul, MN
- Synod Forum of Presbytery Leaders in Eagan, MN
- Synod of Lakes and Prairies stated meeting in Farmington, MN
- General Assembly Special Committee on Per Capita in Ft Worth, TX
- Synod review of presbytery minutes, Lakeshore Center in IA
- General Assembly special task force for providing better training and onboarding of mid-council leaders, Louisville, KY (I cancelled my participation due to our website launch)

Synod Minutes Review

I attended the annual synod minutes review for all of the stated clerks within the Synod of Lakes and Prairies. The 2018 minutes of the Presbytery of SD have been approved with 3 minor silences.

Presbytery of SD Membership

Total membership of active members, based on 2018 statistics of the 45 churches that reported in (out of 60), within the Presbytery of South Dakota is 6,067. We gained 132 members, lost 128 to death or certificate transfer, and 144 listed as “other” losses. The “other” category is traditionally used for churches cleaning their rolls. With that in mind, the difference in actual membership may more accurately be presented as positive gain of 4 members *in the year 2018*.

Minister Transactions

The following minister transactions have been initiated, or will be upon conclusion of this presbytery meeting, with the Office of General Assembly: Sylvan Williams, deceased; David Cook, received from Missouri Union; Paul Henschen, received from Northern Plains; Jerry Berterlson, received as temporary member of POSD from American Baptist Church (USA)

CONSENT AGENDA
Presbytery of South Dakota
June 21-22, 2019

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 March 1, 2019 stated meeting.

ADMINISTRATION AND COORDINATION MINISTRY

June 21-22, 2019

The following actions of A&C Ministry are taken from the minutes of March 29 and May 31, 2019 minutes.

For Presbytery Information

Video Observation of Presbytery Meetings

A motion was made to continue providing video observation of presbytery meetings via Zoom or other technologies. This would be for observation only. Motion passed.

Actions taken on Behalf of Presbytery

Communicator Position

Kristie Berglund has announced her resignation from the Communicator role due to a move to Nevada to help her parents, effective in May. An exit interview will be coordinated with her through Personnel.

The Personnel sub-committee will seek to hire a new Communicator due to the resignation of Kristie Berglund.

Website Project

A motion was made to pay Caitlin Pisha \$958.50 to help complete the website project. The funds will come from the Emerging Needs fund. Motion passed.

Financial Services

A motion was made to take over our presbytery's cash management, recordkeeping, and payroll, and to no longer utilize the synod's Financial Services office for the aforementioned services, effective January 1, 2020. This motion also includes the purchase of Automated Church Systems software with the understanding that this software will be purchased no later than September 1, 2019. Motion passed.

General Assembly

A motion was made to initiate an application process for the selection of commissioners to General Assembly. Nominations will be made by Ministry Resource and forwarded to presbytery of final selection. Motion passed.

Presbytery Meeting Locations

A motion was made to move the Winter Stated meeting of presbytery to the end of January and to place it on a Saturday. This will go into effect on January 25, 2020, in Willow Lake. Motion passed.

Annual Stated Meeting of 2020

A motion was made to move the Annual Stated Meeting of Presbytery in 2020 to July 10-11, 2020, due to General Assembly. Motion passed.

For Presbytery's Action

Coaching and Visioning Team

The following submission to the presbytery's Manual of Administrative Operations will be presented as a motion to the June 21-22, 2019, Presbytery meeting:

The Coaching and Visioning Team (CVT) is established by the Presbytery of South Dakota as a ministry team consisting of specifically trained volunteers who will work directly with our congregations in times of visioning, in times of conflict, or in any times in which a greater level of expertise and care would be required. This team

(CVT) will encompass the former work of Response Coordination (thus eliminating it.) CVT will work in partnership with the Congregational and Pastoral Care (CPC) Ministry Team and have a liaison designated to relate and to participate with CPC.

The Coaching and Visioning Team will engage with a local congregation by request of that congregation or through consultation between the Moderator of CVT, the Moderator of CPC, and the Mission Coordinator/Stated Clerk of the presbytery.

The Coaching and Visioning Team is a *non-authoritative* ministry team of the presbytery and is not subject to term limits nor the traditional nomination process. Members will be selected by the existing membership of the team and in consultation with Congregational and Pastoral Care, the Moderator of the Presbytery of South Dakota, and the Mission Coordinator/Stated Clerk of the presbytery.

COACHING AND VISIONING TEAM (CVT)



CVT

CVT? Is that like Cardiovascular Team? What's this all about anyway?



The Coaching & Visioning Team (CVT) is established by the Presbytery of South Dakota as a ministry team of specifically trained volunteers who will work directly with our congregations in times of visioning, in times of conflict, or in any times in which a greater level of expertise and care would be required. This team (CVT) will encompass the former work of the Response Coordination team, and thus eliminate the previous team. CVT will work in partnership with the Congregational and Pastoral Care Ministry Team (CPC) and have a liaison designated to relate and to participate with CPC.

The Coaching & Visioning Team will engage with a local congregation by request of that congregation to the Moderator of CVT, the Moderator of CPC, or the Mission Coordinator / Stated Clerk or through consultation between these three persons.

The Coaching & Visioning Team functions as process consultants to assist congregations to assess, formulate and manage their ministry. The hope of the CVT is that congregations will then be able to create a plan for themselves and move forward in ministry. The CVT hopes in this way to assist congregations to find their purpose and their voice. The hope of the Presbytery of South Dakota in forming this team is that congregations will know they are not alone in times of difficulty and that there is a ministry team available to help them process and move forward in order to maintain a healthy congregation. The CVT is a non-authoritative ministry team there to strengthen, not direct or mandate actions by the congregation.

So, is CVT a Cardiovascular Team? Perhaps that is just what it is for a congregation needing a trained process consultant!

More on back



Members of the Coaching & Visioning Team

The Reverend Dr. Carolyn Visser, Moderator

The Reverend Chad Ensز

CRE Lee Green

Ruling Elder Jim Hulbert

The Reverend Bob Jacobs

The Reverend Diane Janssen-Hemmen

The Reverend Brian Jones

CRE Jerry Lutkemeier

The Reverend Janice Palmer

CRE Paul Penn



Coaching and Visioning Team

Visit www.presbyteryofsd.org for details.

For inquiries please contact:

Carolyn Visser - cjvisser@hotmail.com

or

Kevin Veldhuisen - kevin@presbyteryofsd.org

MDE Report to Presbytery of South Dakota
June 2019

MDE has been monitoring the closing of Table of Grace fellowship in Harrisburg, as Kristie Berglund has left to care for her father in Las Vegas. The ministry's outstanding debts have been paid. A listing of participants and an exit review will be forthcoming with Kristie. MDE sends Kristie our condolences on the loss of her mother, and prayers for comfort, peace and guidance for God.

The Hope Co-Op in Sioux Falls is thriving and is applying for a \$25,000 Investment Grant from 1,001 Worshiping Communities through the PC(USA). MDE has approved a matching grant of \$15,000 (from the Church Development/Redevelopment Fund) in order to meet the Investment Grant requirements.

MDE has been trying to discern the most helpful way to offer educational opportunities to equip and encourage our congregations. A feedback tool is part of the packet for the June 2019 POSD meeting in Sioux Falls. Please take a moment to fill it out and remit it to Kevin or Cindy!

Bob Jacobs, Paul Penn, and Kevin Veldhuisen attended the Synod Leadership Summit in Minnesota in late April. The focus was on PNC and Personnel issues.

A CRE cohort is set to begin in Willow Lake in the fall of 2019.

The Presbytery-sponsored mission trip to Florida was a success. MDE is discussing ways we might form longer-term mission relationships, and how we could improve and expand the trip for 2020.

The Presbytery mission project in Raymond, SD, on June 7 is in great shape. As of now there are about 20 volunteers and a little over \$1400 at the ready.

Respectfully submitted,

Bob Jacobs, MDE Moderator

MDE FEEDBACK FORM

The Ministry Development and Education Ministry Team needs your feedback.

MDE is responsible for inspiring innovation in our presbytery and within each congregation. We relate to congregations by developing new ministries, transforming existing ones, and training leaders (such as CREs). We coordinate educational opportunities at Presbytery meetings as well as shepherding any Teaching Elder inquirers and candidates within the ordination process.

Toward that end, we would like to hear from you regarding the following questions:

1. What is one way you would love to witness transformation in your congregation?

2. What is one area in which you would love to see your congregational leaders (e.g. Elders, Deacons, staff, key volunteers) trained?

3. What type of educational topic would you find most relevant to your ministry? (circle one)

Bible Theology Leadership Christian Spirituality

Contemporary Issues Other:

4. For Pastors / CREs: What topic would you find most helpful during an educational offering at a POSD meeting?

5. For Ruling Elders: What topic would you find most helpful during an educational offering at a POSD meeting?

“PW the strongest, most faithful, productive, industrious, unselfish, dependable, necessary group within the PCUSA, supporting the denomination’s policies, interpreting mission, preaching the gospel, and giving our time and talents for no other reason than a desire to serve God and humankind.”

--Hazel Fuhrmeister, Moderator of PW 1994-97 ... A statement made over 20 years ago.

The six values of PW continue to play a vital leadership role within our congregations:

1. PW is committed to God and Church.
2. PW has courage, ingenuity, determination, and relentlessness.
3. PW is committed to diversity, inclusiveness, and antiracism.
4. PW is generous. PW is the largest mission organization in the PCUSA.
5. PW is committed to community, connectional, and ecumenical & interfaith relations.
6. PW is open to change.

Out of the Believers Heart was the theme for the annual PW Presbytery of SD Spring Gathering on Saturday, April 27, 2019, at the First Presbyterian Church in Brookings. **Ann Spitzenberger**, C.R.E., led the worship service with communion.

MISSION:

1. **Jeanne Jones Manzer** - Spoke about a grass root group of citizens in Brookings, which was formed to welcome the growing number of Latinos moving into the county to work. The project is called **Benevidas a Brookings** and provides food, clothing, minimal furniture, with services to Immigration and Custom Enforcement in Sioux Falls. The offering that day went to this cause.
2. **Linda Barnett** – Spoke about **Presbyterian Disaster Assistance**. She is a PDA-PW Disaster Preparedness Trainer. Being prepared can’t eliminate the chaos of a disaster, but it can reduce the chaos and suffering. She is willing to present to your church. Contact her. Be prepared!
3. **Lisa Heth** – Spoke on human trafficking. She is the Executive Director of **The Pathfinder Center** near Chamberlain. It provides essential services for survivors of human trafficking and needs funds. The waiting list is long. Additional staff is needed. This project is the mission focus for PWP-SD for 2019. Send contributions to PWP-SD Treasurer – Lois Stanfield, Sioux Falls.
4. **Judy Rops** – Spoke about **In His Steps**: Pathways of Peace’s Holy Land Breast Cancer Project. This was a previous PW Thank Offering recipient, but it is still in need of generous contributions.

NOW: The PW Synod Gathering is taking place in Ames, Iowa, June 20-23. – Guest speakers: Elona Street-Stewart, Synod Executive / Rev. Kathy Reeves, Retired Mission Coordinator for PW/PCUSA

Trudi Nelson, Outgoing PWP Moderator/PW Synod Representative

STATED MEETING OF THE PRESBYTERY OF SOUTH DAKOTA

CAMP RIMROCK

March 1, 2019

The Presbytery of South Dakota of the Presbyterian Church (U.S.A.) held its Stated Meeting at Camp Rimrock near Rapid City, SD on Friday, March 1, 2019.

CONVENING THE PRESBYTERY

The Presbytery was called to order by Presbytery Moderator, Steven Johnson, 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: Kristie Berglund, Andrew Crandall, Kristi Holler, Bob Jacobs, Rolly Kemink, John Pehrson, Richard Poppen, Kathy Saxbury, Kevin Veldhuisen, Carolyn Visser.

Commissioned Ruling Elders: Andrew Bellisle, Gayle Janzen, Steven Johnson, Scott Kenner, Jerry Lutkemeier

Commissioners: Roger Marlen - Emery; Gordon Brooks – Hot Springs; Jane Hohm – Marion; Richard Palmer – Miller; Marty Christensen – Mitchell; Eleanor Harle – First Sioux Falls; Dedi LaRue – Sturgis.

Other Voting Members: Martha Gesick

Others in Attendance: Cindy Christensen, Tamara McGuire, Chuck Trumble

Corresponding Members Present: none

QUORUM

Moderator Johnson declared the presence of a quorum with:

Teaching Elders: 9

Commissioned Ruling Elders: 4

Commissioners: 7

Other Members of Presbytery: 1

VOTING MEMBERS PRESENT: 21

AGENDA

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

INTRODUCTIONS

Teaching elders present for the first time: none

Ruling elders present for the first time: Gordon Brooks, Hot Springs; Eleanor Harle, First Sioux Falls, Jane Hohm, Marion.

MILEAGE COMMITTEE

Moderator Johnson appointed the following to the mileage committee: Rev. Kathy Saxbury and CRE Gayle Janzen.

CONSENT AGENDA

Moderator Johnson 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 October 26, 2018 stated meeting.

The following motions come from Administration and Coordination:

GA Amendment Recommendations

A&C moves the following voting on the amendments presented from the General Assembly. *With the passing of the consent agenda these items (unless removed) will be the reported decision of the Presbytery of South Dakota.*

18-A – Approve
18-B1 – Approve
18-B2 – Approve
18-D – Approve
18-E – Approve

18-F – Approve
18-G – Approve
18-H1 – Approve
18-H2 – Approve

Administrative Assistant's Job Description

A motion is made to update the Administrative Assistant's job description, which would include a title change to Office Manager. Items underlined are new additions to the description.

P2-2 PRESBYTERY ~~ADMINISTRATIVE ASSISTANT~~ OFFICE MANAGER POSITION DESCRIPTION ~~June 2016~~ February, 2019

- A. TITLE: Office Manager (28 hours per week, non-exempt)
- B. PURPOSE: To provide secretarial and administrative services to the Presbytery officers and staff, Presbytery A&C, ministries, and task forces as needed.
- C. ACCOUNTABILITY: The office manager ~~administrative assistant~~ is accountable to the Mission Coordinator and Personnel Sub-Committee of Administration and Coordination.
- D. RESPONSIBILITIES:
1. Manage the work of the office seeing to the workflow, the scheduling of meetings, and the use of the office and conference rooms.
 2. Receive visitors and provide a listening ear for people of the presbytery.
 3. Answer the phone, providing information when available. If additional information is needed, direct the caller to the appropriate person.
 4. Sort mail daily, tracking and responding to pieces requiring immediate attention.
 5. Organize and maintain files of the presbytery.

6. Work with Communication Subcommittee and staff to maintain calendar and website.
7. Oversee the purchase of office supplies. Maintain an appropriate amount of office supplies and purchase as needed.
8. Make sure that all office equipment is properly maintained.
9. Notify Presbytery members, A&C and ministry team members of meetings, conference calls, etc. Schedule conference calls as requested.
10. Copy and distribute materials as requested.
11. Prepare reports, as needed for A&C and Presbytery meetings.
12. Enter information from the current Church Information Forms to ensure that each church's information is current in the presbytery database.
13. Update presbytery directory as needed.
14. Send out planning calendar order requests to members of presbytery in the spring, and track responses. Calendars should be ordered in time to have them available at the summer presbytery meeting. Once planning calendars have arrived, sort them by church/individual, create payment invoices, and collect payments.
15. Maintain computer address list for mailings.
16. Photocopy and deposit all checks received.
17. Assign checks to the appropriate line item and enter deposit information into the Google spreadsheet.
18. As mission donation checks are received, update the matching gifts spreadsheet if appropriate.
19. Review invoices to ensure that all charges are accurate and code to the appropriate account.
20. Scan vouchers and invoices and place in the voucher folder on the computer as they are received.
21. Send all vouchers & invoices to the appropriate moderator and Treasurer for their approval & signature by end of the day on Wednesday.
22. Once approved, signed and returned, add all vouchers & invoices, to the Google payment request spreadsheet. All payment requests need to be added to the spreadsheet by end of day on Thursday.
23. Participate in the weekly synod financial conference call on Thursday mornings.
24. Prepare materials for registration and serve as Presbytery registrar at Presbytery meetings.
25. Track all individual donations (mileage, meals, etc.,) during the year and send donation letters at the beginning of the following year for tax purposes.
26. Maintain a file of church remittance and pledge forms and enter all checks received into the Google deposit spreadsheet.
27. 14. Help auditors as necessary.
28. Order meals for all meetings scheduled at the Presbytery office, as requested.
10. Prepare directories for Presbytery A&C, Presbytery ministries, pastors and churches.
15. Scan deposit information and e-mail to treasurer.
16. Scan approved vouchers and bills and e-mail to treasurer.
29. In consultation with the Mission Coordinator, approve and sign contracts and leases as they relate to the day to day operations of the Presbytery Office. (office lease not included in this provision)
30. Other duties as needed and as time allows.

E. EVALUATION: The Personnel Sub-Committee of Administration and Coordination shall do an annual review.

Mission Coordinator Job Description

A motion is made to update the job description of the Transitional Mission Coordinator, including the elimination of “transitional” from the title. Items underlined are new additions to the description.

P2-1 MISSION COORDINATOR (~~Oct. 28, 2016~~)-(February, 2019)**A. TITLE Mission Coordinator (20 hours/week)**

B. PURPOSE To provide stability, agility, creativity, and continuity in the Presbytery's daily and long-range mission and ministry. The Mission Coordinator will work with the leadership of the presbytery, holding the presbytery's vision before the collective body, and providing the coordination, nurture, and encouragement necessary to promote the ministry and mission of the presbytery through its officers, ministries, congregations, and members.

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 sense of being called to serve Christ's church in the capacity of a Presbytery leader;
5. A passion for the Presbytery and its member congregations;
6. An ability to see “the big picture” and to think both within and outside the box, as appropriate, in order to enable the presbytery to discern God's call and purpose for the future and direction of the Presbytery;
7. A passion for building relationships and networks between pastors and congregations, and with the Presbytery;
8. A listening ear and a pastor's heart for the concerns and needs of the congregations;
9. Open to the guidance of the Spirit; and
10. 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 Administrative Coordination Ministry and its Personnel Sub-Committee.

2. An active participant in the Synod of Lakes and Prairies' Presbyter Forum, representing the interests and welfare of the Presbytery within those bodies, and interpreting the work of those bodies to the Presbytery.

3. Annual continuing education is required, with the understanding that participation in denominational leadership gatherings is not to be considered continuing education.

F. RESPONSIBILITIES The duties of the Mission Coordinator are as follows:

1. Facilitate communications among Presbytery ministries and ministry moderators by:
 - a. Coordinating and participating in monthly moderators' calls
 - b. Attending and participating (ex-officio) in ministry meetings, as necessary
 - c. Coordinating annual gatherings of ministries
2. Facilitate visioning and long-range planning in the Presbytery and manage accountabilities for POSD mission initiatives
3. Help identify people's gifts and offer suggestions to the Ministry Resource team
4. 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.
5. Make connections that strengthen the Presbytery's mission by:
 - a. Building relationships with congregations and their leaders in a way that sets a positive tone for the ministry and mission of the Presbytery. This includes:
 - i. Helping to coordinate regional gatherings of congregations
 - ii. Serving as a resource person for the mission work of congregations
 - iii. Being a resource for the Ministry Response Team, seeing to the provision of training and support for its work.
 - b. Building relationships at all levels of the Presbyterian Church (including Synod and OGA) and identifying resources that can be applied at the congregational level;
 - c. Building relationships with ecumenical and interfaith partners.
6. 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.
7. Oversee the operations of the Presbytery office, including supervising the Presbytery Office Manager ~~Administrative Assistant~~. When necessary, the Mission Coordinator will have limited authority to make short-term decisions in consultation with moderators of the ministries involved.
8. Be a resource and support for all commissions and ministries of the presbytery.

Proposed changes to the *By-Laws* of the Presbytery of South Dakota

A motion is made to update the By-Laws of the Presbytery of South Dakota. Words to be deleted are shown with a strikethrough. New wording is italicized and shown in red.

1. Motion Concerning *Ex Officio* Members

The present By-Laws contain this provision:

B3-2. VICE MODERATOR (changed February 2015)

In the interest of clarifying and implementing the intent of the original provision, I move that the quoted portion of paragraph B3-2 be amended to read:

The Vice Moderator is nominated by the nominating committee, is an ex-officio member of Administration and Coordination **without vote**, and is expected to attend the National Moderators' Meeting.

2. Motion Concerning Continuing Members

B3-1. MODERATOR

A Moderator of the Presbytery of South Dakota shall be elected at the annual meeting to which he/she is a commissioner and shall assume office upon installation at the close of that meeting.

B3-2. VICE MODERATOR (changed February 2015)

A Vice Moderator of the Presbytery of South Dakota shall be elected at the annual meeting at which he/she is a commissioner and shall assume the position at the close of the meeting.

Since TEs are not commonly understood as "commissioners" and since it is possible that either the moderator or vice-moderator just prior to the annual meeting will be a RE moderator or member of a committee and NOT a commissioner representing his or her congregation (as was the case with Steve Johnson), I move that B3-1 and B3-2 be amended to delete the phrase "to [or at] which he/she is a commissioner." Those paragraphs would then read:

B3-1. MODERATOR

A Moderator of the Presbytery of South Dakota shall be elected at the annual meeting ~~to which he/she is a commissioner~~ and shall assume office upon installation at the close of that meeting.

B3-2. VICE MODERATOR (changed February 2015)

A Vice Moderator of the Presbytery of South Dakota shall be elected at the annual meeting ~~at which he/she is a commissioner~~ and shall assume the position at the close of the meeting.

3. Motion Concerning Parliamentary Authority

Motion: That B12-1 of the By-Laws be changed to read:

B12-1. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order* shall govern Presbytery in all cases in which they are applicable and in which they are not inconsistent with the *Constitution of the Presbyterian Church (U.S.A.)*. ; ~~these "Bylaws," and any special rules of order Presbytery may adopt.~~

4. Motion Concerning Officers of the Presbytery

Article III of the By-Laws says:

The officers of the corporation shall be the Moderator of Presbytery (president), the Stated Clerk (secretary), and the Treasurer of the Presbytery of South Dakota. Upon election each officer must resign from all other ministries of the presbytery and shall serve as Ex officio members of A&C as non-voting members of the presbytery trustees

Motion: Include addition of Vice-Moderator as Vice-President so that Article III would read:

The officers of the corporation shall be the Moderator of Presbytery (president), **the Vice-**

Moderator (vice-president), the Stated Clerk (secretary), and the Treasurer of the Presbytery of South Dakota. Upon election each officer must resign from all other ministries of the presbytery and shall serve as *ex officio* members of A&C as non-voting members of the presbytery trustees

5. Motion Concerning Installation of Officers

INSTALLATION OF OFFICERS

The Presbytery Moderator and Vice-Moderator shall assume office upon installation at the close of the meeting in which they are elected.

6. Motion Concerning Definition of Annual Meeting of the Presbytery of SD

DEFINITION OF ANNUAL MEETING

The annual meeting of the Presbytery of South Dakota shall be defined as that meeting in which the Moderator, Vice-Moderator, and other officers as needed are elected and installed, and in which the majority of committee elections are held.

7. Motion Concerning Stated Meetings of the Presbytery of SD

B5-1. STATED MEETINGS

The presbytery shall hold three stated meetings each year that shall ordinarily be held ~~on~~ *during the last full week of February, June, and October, with the June meeting to include a Saturday.*

- ~~A. The fourth Friday in February;~~
- ~~B. The fourth Friday and Saturday in June.~~
- ~~C. The fourth Friday in October.~~

B5-1.1. QUORUM OF PRESBYTERY

The quorum of Presbytery shall be any three teaching elders and the ruling elder members present, provided that at least three congregations are represented by ruling elders (*Book of Order* G-3.0304).

B5-2. SPECIAL MEETINGS

Special meetings of the Presbytery of South Dakota may be called in accordance with the provisions of *Book of Order* G-3.0304. Ordinarily all business matters coming to the Presbytery of South Dakota for consideration shall be presented at a stated meeting. Only when delay in waiting for a stated meeting causes **real** hardship for a congregation or a person should arrangements be made for a special meeting.

Stated Clerk's duties:

2. Meetings of Presbytery

- a. Send timely notice of all Presbytery stated and special meetings, including agenda, to all ministers, clerks of session, commissioners, inquirers, and candidates
- b. Direct the work of a recording clerk, *if any*

Proposed changes to the Manual of Operations of the Presbytery of SD

A motion is made to update the Manual of Operations of the Presbytery of South Dakota. Words to be deleted are shown with a strikethrough. New wording is italicized and shown in **red**.

1. Motions Concerning Meetings of Presbytery

P3-3. PRESBYTERY MEETINGS

***Definition:** A properly called meeting of presbytery is any meeting for which notice is given in a manner that substantially complies with the provisions below or which is a postponement of such meeting.*

P3-3.1. PRESBYTERY CALL

Dates of Stated Meetings shall be set approximately one year in advance.

The written call for a Presbytery meeting shall be sent *approximately* six weeks prior to the Presbytery meeting. A written call for a special meeting of Presbytery shall *ordinarily* be sent at least ~~two weeks~~ *ten days* in advance of the meeting. *Notice of meeting shall be sent by mail and/or email according to the preferences expressed by the members, commissioners, and congregations.*

P3-3.2. HOSTING A PRESBYTERY MEETING

~~Information and guidelines~~ *Guidelines* for hosting a meeting of Presbytery are available from the stated clerk.

P3-3.3. MEETING LOCATIONS

~~The council~~ *Administration and Coordination* shall solicit invitations from *particular* congregations to host the stated meetings of the Presbytery of South Dakota and shall set the place of meetings at least one year in advance. *Those locations shall be published when selected and announced again at the preceding meeting of presbytery. If necessary, the moderator of Presbytery in consultation with the stated clerk and moderator of Administration and Coordination shall have the discretionary power of changing the meeting location.*

P3-3.4. POSTPONEMENT OF MEETING

The moderator of Presbytery in consultation with the stated clerk *and moderator of Administration and Coordination* shall have the ~~discretion~~ *discretionary power* of postponing a stated meeting of the Presbytery of South Dakota for one week. The call to the stated meeting shall include and constitute the call of the postponed meeting.

P3-3.5. MEETING AGENDA

The proposed agenda for a stated meeting shall be prepared under the direction of Administration and Coordination and be presented to Presbytery for its consideration.

P3-3.6. TEMPORARY COMMITTEES

At each stated meeting of Presbytery, the moderator shall appoint a Committee on Mileage if needed.

P3-3.7. WORSHIP

Each stated meeting agenda shall ~~be incorporated into~~ *include* worship. A communion service shall be held ~~at the annual stated meeting~~ *annually*. The presbytery moderator is responsible for the planning of worship in consultation with Administration and Coordination *Subcommittee on Planning* and the host *congregation* ~~of the presbytery meeting~~.

P3-3.8. EXCUSED ABSENCES

Teaching and ruling elder members of Presbytery absent from ~~all or part of~~ stated meetings requesting to be excused shall be so listed by the stated clerk ~~; otherwise~~ *or* they shall be reported as absent. Retired teaching elders when absent shall be excused.

P3-3.10. MODEL FOR PRESBYTERY MEETING AGENDA

Updated the language within the “Sequence of Agenda” for presbytery meetings. The motion is to strike (June only) after Installation of Officers, and to add the language “as necessary.”

Call to Order

Worship (The meeting is incorporated into worship)

Roll Call (quorum established)

Approval of Agenda

Introductory Business

Reports from Officers and Staff

Initial Report of Ministry Resource team

Special Reports (Report of Administration and Coordination, Synod, GA Council)

Reports from Standing Committees

Reports from Other Presbytery Agencies/Representatives (Assoc. of Christian Churches, Presbyterian Women, etc.)

Report of Ministry Resource team

New, Miscellaneous, Unfinished Business

Installation of Officers (~~June only~~) (as necessary)

Report of Mileage

Adjournment and Closing Prayer

2. Motion Concerning Nominee Roll

Motion: Delete paragraphs P3.10.3.7 and P3.10.3.7.1 and all references to the nominee roll.

This is the current provision in the Manual:**P3.10.3.7. Nominee Roll**

Personnel Per Capita: Each congregation, through its own nominating committee, is asked to complete the Name Bank Form. The form asks for a brief description of the experience and demonstrated talents and gifts, as well as the offices or committees for which the nominee(s) might be well suited. The congregational nominating committee does not have to ascertain the nominee’s willingness to serve in a particular position, nor does their recommendation necessarily assure the eventual nomination of the person to a Presbytery position. The name is merely being placed on the nominee roll, which in turn is used by the Presbytery's Committee on Nominations.

Names are held on the nominee roll for three years. Congregations may not submit anyone's name more than once every three years. Congregations will not receive credit for persons already serving on committees.

Congregational nominating committees will provide one lay/ruling elder nominee from small size churches (up through 100 members), two lay/ruling elder nominees from middle size churches (101-225 members) and three lay/ruling elder nominees from large size churches (226+ members), as listed in P3.10.3.12.2. The nominees shall be persons who have shown themselves to be capable and committed to Christ's church.

P3.10.3.7.1. Responsibility for Nominees Roll

The Moderator of the Ministry Resource shall work with the stated clerk to provide a current roll of potential eligible persons for nomination submitted by the churches and members of the Presbytery of South Dakota.

Reasoning:

1. The nominee roll has not been used in several years and currently does not exist.
2. The required “Name Bank Form” is lost to history and is not in use.

3. I am not aware of any congregation that accomplishes the record keeping and reporting required by this section.
4. This section is clearly obsolete, the presbytery having moved on to other methods.

3. Motion Concerning Nomination Groupings

Motion: Delete this entire section.

P3.10.3.12. Nomination Groupings

The congregations of the Presbytery of South Dakota shall be arranged in three nomination groupings according to membership size.

- A. An equal number of nominations shall be made annually to the Presbytery of South Dakota from each nomination grouping.
- B. One ruling elder commissioner and one alternate to the Synod.
- C. One ruling elder commissioner and the alternate from a different grouping for each General Assembly in rotation.
- D. If there are insufficient nominees available to fill allotted places for one grouping, nominees from the next grouping are to be used.

P3.10.3.12.1. Formula For Nomination Groupings

The congregations of the Presbytery of South Dakota are grouped to give equitable representation according to the number and size of the congregations.

- A. Small congregations--up through 100 members.
- B. Middle size congregations--from 101 to 225 members.
- C. Large size congregations--226 and more members.

Nomination groupings shall be updated every three years.

P3.10.3.12.2. 2012 Nomination Groupings

On December 31, 2011, the Presbytery of South Dakota had 66 congregations with a total membership of 7,430.

- A. Small Size Congregations: 43 congregations with 2,183 total membership.

Avon, First:	74	Avon, Trinity:	52
Bemis:	45	Rapid City, Big Bend:	68
Bison:	85	Bonilla:	76
Davis:	62	DeSmet:	34
Emery:	32	Fedora:	77
Groton:	74	Hot Springs:	42
Hurley:	51	Ideal:	34
Interior:	33	Keldron:	23
Kimball:	12	Lake Andes:	55
Lead:	48	Lennox:	27
Madison:	98	Mansfield:	7
Marcus:	20	Martin:	64
McIntosh:	50	Mitchell:	79

Parker:	70	Pierre:	68
Philip	73	Raymond:	38
Salem:	87	Scotland:	32
Sioux Falls, East Side:	40	Sisseton:	79
Tuthill:	25	Tyndall:	88
Veblen:	27	Volga:	8
Watertown:	26	Wentworth:	31
Willow Lake:	73	Wolsey:	49
Yankton:	47		

2,183

B. Middle Size Congregations: 15 congregations with-2,097 total membership

Aberdeen:	188	Britton:	219
Canistota:	137	Castlewood:	164
Flandreau:	128	Lemmon:	105
Marion:	117	Miller:	211
Onida:	133	Platte:	214
Sioux Falls, Wild Flower:	116	Wilmot:	160
Wessington, First:	101	Whitewood:	104
			2,097

C. Large Size Congregations: 8 congregations with 3,131 total membership

Brandon	270	Brookings:	248
Huron:	378	Rapid City, First:	383
Rapid City, Westminster:	241	Sioux Falls, First:	796
Sioux Falls Westminster:	589	Sturgis:	226

3,131

D. The above nomination groupings are purposefully arranged in an attempt to assure equitable representation for members and congregations.

1. One-third from 65% of the congregations of the Presbytery of South Dakota with small size membership totaling 28% of the Presbytery of South Dakota's membership.
2. One-third from 23% of the congregations of the Presbytery of South Dakota with middle size membership totaling 28% of the Presbytery of South Dakota's membership.
3. One-third from 12% of the congregations of the Presbytery of South Dakota with large size membership totaling 42% of the Presbytery of South Dakota's membership.

Reasoning: The nomination groupings are outdated, and virtually impossible to keep up-to-date. I suggest that this section be eliminated and replaced with a workable system or nothing at all. It is generally disregarded anyway because of being unworkable. It seemed like a good idea to someone when last updated (2011) but has never worked out. It is wonderful in theory, but not in practice.

4. Motion Concerning Inactive Members

Motion: Delete the section on "Inactive Members."

An unnumbered section on page 45 of the MAO references G-2.0508, which formerly included a category of clergy members called "Inactive members." No such category exists now, and "inactive member" is not a classification that the Stated Clerk can use within the minister rolls.

REPORTS FROM PRESBYTERY OFFICERS AND STAFF**MODERATOR'S REPORT**

This is the day the Lord has made let us purpose within our hearts and minds to rejoice and be glad in it! I was installed as the new Moderator of the Presbytery of South Dakota at the October 2018 meeting in Sturgis. This occurred as a result of the sudden departure of John Armstrong and his resignation as Moderator due to his wife and his moving to Iowa. We wish them God speed in their new venture! I would like to thank Diane Janssen Hemmen for stepping in to moderate the October meeting on short notice and her conducting the Moderator installation at that time.

Since that time of installation, I have begun a new adventure in the Presbytery. In mid-November, I was able to attend the Moderator training in Louisville, KY. As a part of the training, I had the opportunity to tour the PCUSA offices and meet some of the staff of the General Assembly. I was also blessed to meet and converse with the GA Co-moderators, Cindy Kohlman and Vilmarie Cintron-Olivieri. Cindy spoke very highly of our Stated Clerk, Kevin Veldhuisen. I had to agree with her as I have had many a text, email, phone call, Zoom, and face to face meetings with Kevin. I've had so many questions!!!

The day (November 18th) I returned to South Dakota from Louisville, I was scheduled to help officiate an ordination/installation service at Emmanuel Presbyterian Church in Marion. As Moderator of the Administrative Commission which consisted of Carolyn Visser, Pat Hammond, Chad Ensz, Carol Wieman, and Paul Penn, we voted to proceed to install Kristi Holler as the Minister of Word and Sacrament at Emmanuel Presbyterian Church. Congratulations to Kristi Holler and the people of Emmanuel Presbyterian Church!

As Moderator, I drafted a per capita/mission letter to be sent to the members of the Presbytery. I would like to thank Diane Janssen Hemmen and Kevin Veldhuisen in assisting with the final draft of the letter. As the former co-moderator of MDE, I had been working, along with the Planning Subcommittee of A & C, to secure education prospects for future Presbytery meetings. I was able to finalize the meeting for October 2019 with Chip Hardwick as the guest speaker. Marcia McFee is scheduled to be the guest speaker at the June 2019 Presbytery meeting.

As Moderator, I continued the monthly moderator meetings via Zoom. These calls are important as we share together what is happening within the ministry teams of our Presbytery. In the past four months I have attended face to face meetings of Administration and Coordination in Huron and the CRE Commission meeting in Fedora. I have attended conference calls via Zoom of the following ministry teams: A&C Planning subcommittee, A&C Property and Legal subcommittee, Congregational and Pastoral Care ministry, Ministry of Development and Education and the Camping Commission. I appreciate all of you and the work you do for and with the Presbytery of South Dakota!

I am looking forward to our gathering together for worship at this coming Presbytery meeting at Camp Rimrock. I am excited to hear from our Camping team as to the future plans for the program. Personally, I always enjoyed camping when I was younger, and I still do today. Come, let us worship together at this appointed time!

STATED CLERK AND TRANSITIONAL MISSION COORDINATOR REPORT**Mission Trip to Florida**

At the time of this report we have 5 people signed up for our trip to Florida for hurricane recovery efforts, along with a number of other people expressing interest. Our work will be based off the size, skills, and interests of the group once assembled. I will be traveling with this group and serving as primary coordinator of the trip.

New Website

Communicator Kristie Berglund and I have been working with Caitlin Pisha on the building of our new website and we will be very proud to unveil our progress at the presbytery meeting. It has been a tremendous task and will take at least 2 more months to get it fully populated and ready for launch, but our hope is to launch by sometime in May.

Rebranding Update

The rebranding of the Presbytery is nearly complete. All business papers have been created and our logo transitioned over wherever practical at this point. Once the website is complete I believe we will have been completely rebranded.

Treasurer on All Accounts

Due to the change in policies within Wells Fargo it was an arduous task to get Treasurer Tami McGuire on all accounts, but that task is now complete and we have a special bander in Rapid City that we will work with for easier transactions.

Appointment to Special Committee General Assembly

Much to my surprise I have been appointed to the Per Capita Based System of Funding and Reviewing National Church Financial Sustainability Special Committee of the General Assembly. This group will meet 3 times in person in 2019 and twice in 2020 with the understanding that we will give our report to the 224th General Assembly in June 2020.

Statistical Reports

In early January 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 as I am regularly fielding calls to assist our 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.

Annual Report Filed for State of SD

Our Annual Report to the State of SD was filed in December to update our officers with the Secretary of State to maintain our organization.

Annual Report Filed for General Assembly

All required annual reports for our presbytery have been filed with the denomination as of February 12.

TREASURER'S REPORT

Treasurer Tami McGuire gave a report on the status of our finances. At this time the 2018 year-end financials are showing an estimated \$18,000 surplus and we are awaiting 2019 financials from the synod.

CAMPING AND FAITH FORMATION

Time was spent in conversation about our camping ministry and the vision the Commission on Camping and Faith Formation has for Camp Rimrock.

WORSHIP AND THE LORD'S SUPPER

Scripture: Mark 1:40-45

Sermon: Rev. Bob Jacobs, Westminster, Rapid City

OFFERING

An offering was taken to support our camping program. The amount collected was \$343.

ADMINISTRATION AND COORDINATION MINISTRY

The following actions of A&C Ministry are taken from the minutes of Nov. 30, 2018 and Jan. 25, 2018 minutes.

Actions taken on Behalf of Presbytery

Presbytery Website

A motion was made to contract Caitlin Pisha to help in the building of the new website, the budget for this project shall not exceed \$5,000. Funds will come from Emerging Needs Fund. **Motion passed.**

Matching Gifts

A motion was made to continue the Matching Gifts Campaign in 2019 with the addition of an option for Congregational Revitalization Grants. The provision for individuals to give through their session has been removed so donations may now be given directly to the Presbytery with a maximum match of \$500 per individual. **Motion passed.**

Budget and Finance Report

A motion was made to approve new investment strategies for the Finance Subcommittee of the Administration and Coordination Ministry Team with the following amendments: policy changed to strategy in 2nd paragraph, elimination of the line "in the event we would need to access for cash flow needs" in #3 on the top half, 2-3 months of operating budget has been changed to \$70,000 of operating reserves in general savings (not General Fund), and an oxford comma has been added after non-US Stocks. **Motion Passed.**

FINANCIAL STRATEGY FOR THE PRESBYTERY OF SOUTH DAKOTA

The finance subcommittee of the Administration and Coordination ministry team of the Presbytery of South Dakota shall have oversight of the investments of the Presbytery in cooperation with the treasurer for the Presbytery of South Dakota.

This strategy will be reviewed on a quarterly basis, along with any and all financial reports of the investments and financials. Any changes to the policy will be reported to the ministry team at the first available meeting of such team.

The goals of this subcommittee are as follows:

1. Protect the value of the initial invested assets.
2. Grow these assets to increase in value.
3. Maintain the access to the assets.

As of 12/2018 the finance subcommittee recommends the following:

1. To keep a minimum of \$70,000 of operating reserves in our general savings at all times.
2. The funds we are investing in December of 2018 will be held as follows:
 - a. 30% of these funds will be held in a CD.
 - b. 70% will be invested by Seacrest Wealth Management. These funds will be divided and held as cash, US Stock, non US Stock, and bonds.
3. Any gains on said investments will be used to re-invest or to fund the operating expenses of the presbytery.

4. Any funds taken to fund the operating expenses will be done on a semi-annual basis in April and October of each fiscal year.

Paid Holidays for Staff

A motion was made to name December 23 and 26, 2019 as additional paid holiday days off for the Presbytery Office to be closed for our staff. **Motion Passed.**

For Presbytery's Information**PoSD Trip with PDA to be led by Kevin**

A motion was made to consider the PDA trip to Florida part of the duties of the Mission Coordinator position. Kevin's expenses would be paid through the trip's overall expenses and funding sources. **Motion Passed.**

Presbytery Host

Lake Gospel in Willow Lake has offered/requested to host the February 21, 2020 Presbytery Meeting. This offer/request was graciously **accepted.**

Architectural Funding for Rimrock

A request was made from Camping and Faith Formation to receive a \$10,000 grant to complete architectural concept drawings that would provide a better analysis of cost for a new lodge at Rimrock. **Request Approved.** The funding would come from Emerging Needs Fund.

For Presbytery's Action**Ministry Response Team**

A motion is made to request that the Presbytery of South Dakota establish a team of people specifically trained and deployed for working directly with our congregations in times of visioning, in times of conflict, and in any other situations in which a greater level of expertise and time would be required. This team will encompass the former work of Response Coordination (thus eliminating it) and would work in partnership with the Congregational and Pastoral Care Ministry Team. Funding in the first year will come from the Congregational Transformation Grant from the denomination. **Motion passed.**

General Assembly Overture 18-C

A motion was made to disapprove General Assembly Overture 18-C. **Motion passed.**

CONGREGATIONAL AND PASTORAL CARE MINISTRY TEAM

Action Items: NONE

Action taken on behalf of the Presbytery:

Approved the Request from the First Presbyterian Church of Brookings to dissolve the pastoral relationship with the Rev. Nina Westfall, effective January 27, 2019. Terms of the dissolution include a severance of three months of salary and benefits to be paid in monthly installments. CPC also voted to give an additional month of severance using Presbytery funds set aside for such pastoral assistance.

Appointed the Rev. Carolyn Visser to serve as moderator at FPC, Brookings.

Appointed RE Shari West Twitero to serve as moderator at FPC, Sturgis.

Appointed Carolyn Petik as Liaison to the Ministry Resource Team.

Added the Rev. Diane Wonnenberg (HR) to the Pulpit Supply List.

Approved the following Recommendations regarding Vacation, Study Leave, and Ministry Expenses. See attached sheet.

For Presbytery's Action

A motion was made to approve the request from United Churches of Hot Springs for Relief of Conscience regarding its contribution of medical dues to the Board of Pensions. **Motion Approved.**

MINISTRY DEVELOPMENT AND EDUCATION

The MDE Team focuses on the present and future of this presbytery. It is responsible for inspiring innovation in our presbytery and within each congregation. They relate to congregations by developing new ministries, transforming existing ones, and training leaders (such as CREs). They coordinate educational opportunities at Presbytery meetings as well as shepherding any teaching elder inquirers and candidates within the ordination process.

The key responsibilities of MDE are the following:

- Visioning new opportunities for churches
- CRE Education
- Educational Opportunities for POSD
- New Church and Ministry Development
- Congregational Transformation
- Preparation for Ministry
- Mission and Outreach
- Ecumenical Relations and Outreach

The MDE Team's focus has been on several fronts. First, we have been following and supporting the ministries of Hope Co-Op in Sioux Falls and Table of Grace in Harrisburg. Hope Co-Op has been expanding their ministry – and with the encouragement also comes new challenges, including the need to raise new funds. Chad Ensz has several ideas in mind to raise that money. Toward this end, MDE voted to support Hope Co-op with \$10,000 in 2019.

Table of Grace has moved into a new space on which they are paying rent. More people are engaging in the ministry through creative outreach, and Kristie Berglund is exploring ways to continue to develop people's spiritual and financial commitment. At our February meeting, we were saddened to hear of Kristie's departing due to family reasons, but confident that the good foundation laid so far is not in vain. Much prayer and discernment lies ahead for how to proceed with Table of Grace.

MDE is setting the schedule for education/training at upcoming Presbytery meetings in June and October. Marcia McFee will be the guest speaker at the June meeting, focusing on creativity in effective worship planning. Chip Hardwick will be our guest speaker in October (topic TBA). We would value people's input as to what education/training topics would be of value in future gatherings. Please contact Bob Jacobs or any other MDE members with your input.

MDE is planning two mission opportunities: one external and one internal. The external opportunity is a cooperative mission trip to Florida on March 11-16 to work on ongoing hurricane recovery efforts. MDE voted to support participants with \$300 per person, not to exceed 50% of the trip cost. The internal opportunity is a

day to bless the congregation in Raymond, SD, with physical needs so that they will be encouraged and be more equipped for effective ministry. This event (to which all are invited) is scheduled for June 7 (with the option for continued work on June 8). MDE has committed \$200 to the project. Inquiries can be made to Dick Poppen.

MDE has been working with Eleanor Harle of Sioux Falls, who is responding to God's calling to engage in ministry as a CRE. In addition, it looks like a CRE cohort of possibly 6-8 people will be beginning in the Fall of 2019. More details to come...

MINISTRY RESOURCE

The Ministry Resource Committee submitted RE Jane Hohm (Marion) for Vice Moderator of the Presbytery of South Dakota. **Nomination approved.**

TABLE OF GRACE

Rev. Kristie Berglund gave a report on our new worshipping community in Harrisburg. Things are going incredibly well, however it is with tremendous regret that Kristie announced her departure from this ministry in order to move to Las Vegas to care for her ailing parents. The future of this ministry is still within discussion.

INSTALLATION OF PRESBYTERY VICE MODERATOR

Moderator Johnson led a service of installation to install Jane Hohm as Vice Moderator of the Presbytery of South Dakota.

MILEAGE COMMITTEE

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

Total Miles Driven: 5,950
Mileage subtotal: \$ 884.80
Donated to POSD: \$ 138.20
Final Cost: \$ 746.60

NEXT MEETING

Moderator Johnson announced the next stated meeting of presbytery is Friday and Saturday, June 21-22, 2019 at Westminster in Sioux Falls, SD.

ADJOURNMENT

Moderator Johnson **adjourned** presbytery at 2:47 PM with prayer.

Respectfully Submitted:

Kevin Veldhuisen
Stated Clerk and Transitional Mission Coordinator