



February 14, 2024

Dear Colleagues in the Presbytery of South Dakota,

Within this packet is the pre-mailing for the upcoming presbytery meeting. Please read through each report ahead of the meeting since there will be minimal time for reports that do not include action items.

Meeting Held Via Zoom Video Conference

We will once again be meeting via Zoom Video Conference for our February meeting. The following details will allow you to connect to the meeting using the Zoom app or at Zoom.us where you can also download the app:

Meeting ID: 986 2138 8387

Password: 573902

By Phone: 312 626 6799

I will have the meeting active 15 minutes in advance so you may join early to test your system.

Registration Required for Commissioners

Without the ability for a physical registration process we ask *all* commissioners to register by calling the Presbytery Office or filling out the online registration form on our website under Events / Presbytery Meetings. ***Your vote will not be counted without registering in advance of the meeting.*** This is the simplest way for us to take record of those in attendance and the role they have at the meeting.

Guidelines for Debate

Because of the online format we will be following the same debate protocols that were utilized by General Assembly during their recent plenaries. Each person will be given 2 minutes to speak and may not speak more than twice per motion, and they will only be allowed to speak a 2nd time once everyone else has had a chance to speak first. This will maintain order and allow for the greatest number of voices to be heard.

If you have questions about any of this, please let me know!

Many blessings,

Kevin Veldhuisen

Mission Coordinator and Stated Clerk

ADDRESS

100 S SPRING AVE, STE 175 SIOUX FALLS, SD 57104

PHONE

605.339.1912

WEB

presbyteryofsd.org

ADAMS SCHOLARSHIP

Presbyterian Women of FPC is now accepting applications for the Adams Scholarship. This scholarship is awarded each spring to men and women who are pursuing roles in Christian Service—ministry, mission work, church music, etc. Initial consideration is given to FPC members, and thereafter to outside applicants.

The Adams Scholarship originated in 1966 to honor Dr. and Mrs. Clarence Adams. Dr. Adams was senior pastor at FPC from 1939-1966. Presbyterian Women created the scholarship in 1966 and has continued to support it through annual fundraising events. Memorials, bequests, and individual contributions are also welcomed as ongoing opportunities to support our future Christian leaders. Checks or donations can be directed to PW—Adams Scholarship.

Scholarship forms are available by either calling the church office (605-336-2886) or by emailing info@fpcsiouxfalls.org. Applications are also available in the church office. **Completed applications are due April 30th.**

Any questions may be directed to Ruth Metcalf at metcalfruth@gmail.com.

Adams Scholarship Committee
Judy Regan, Ruth Metcalf, Bobbi Lower

REW WALZ AND EDNA WALZ MEMORIAL SCHOLARSHIP

Applications are now being accepted for the 2024-25 academic year. Applicant should be planning a career in any of the following areas: Minister of the Word and Sacraments, Director of Christian Education, Missionary, or other church-related vocations.

Selection criteria include:

1. Financial need
2. Statement of goals
3. Evidence of activity in a Presbyterian Church
4. Academic progress

Eligibility criteria:

1. Graduate of an accredited high school in the Presbytery of South Dakota.
2. Active member of a PCUSA church.
3. 3.00 GPA (scale of 4.00). To be considered for re-application: maintain satisfactory progress according to the standards of the institution where enrolled.
4. Plan to attend/attending an accredited college, university, seminary, or institution for specific religious vocations.

Applications must be received by April 15, 2024.

Contact Bill Zavitz at bzav@rap.midco.net to apply.



First Presbyterian Church

(605) 692-2416 405 Seventh Avenue ~ Brookings, SD 57006-2018
Pastors Robby and Donna Flint, CREs

1/28/2024

Dear Friends,

We are the pastors at First Presbyterian Church, in Brookings South Dakota, home of South Dakota State University. We know that many young members of YOUR churches are also proud Jackrabbits here in our town.

We understand that the life of a college student doesn't always allow or encourage regular attendance at church, but if your student is looking for a Presbyterian church where they can visit- whether it is only occasionally or on a regular basis, we are here with open arms. Our worship services are traditional and our congregation is mostly older, but your students will be welcomed and nurtured- with no guilt and no expectations.

If you would like to share contact information, or would like to encourage your students to share their contact information, we have established a website to do this:

<http://www.brookingspresbyterian.org/sdsu-students.html>.

We would use this information to send students a welcome email and to send invitations when we have fellowship or service opportunities. Students could opt out at any time by replying to the email or text.

Hoping we can support your students!

Robby and Donna Flint, CRE's

Pastors, First Presbyterian Church, Brookings, South Dakota

STATED MEETING OF THE PRESBYTERY OF SOUTH DAKOTA
Friday, February 23, 2024

10:00 a.m. CT
9:00 a.m. MT

Gathering in the name of Christ

Prayer and Scripture

Introductory Business

Role of presbytery as compiled by registration with enrollment clerk

Announcement of the presence of a quorum by the moderator

Presentation of agenda for adoption

Approval of minutes from October 27 & 28, 2023

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

Initial report of the ministry resource team

Consent agenda C

Reports of Presbytery Officers and Staff

Moderator- Ann Spitzenberger A1

Stated clerk & MC- Kevin Veldhuisen A2/B1

Treasurer- Tami McGuire A3

Sharing of joys and concerns

Camping and Faith Formation

Proclamation of the Word

Robby and Donna Flint, CREs; Pastors at Brookings First Presbyterian

12:00 p.m. CT

Lunch

Our Response to Christ's Call

Review of items pulled from the consent agenda

Administration and Coordination D

CRE Commission K

Congregational and Pastoral Care F

Ministry Development and Education H

Ministry resource report G

Hope Co-op

Coaching & Visioning Team

Synod Report

PW Report P

New Business

Sending into the Mission Field

Closing prayer

Next stated presbytery meeting- June 21 & 22, 2024 at Madison, First Presbyterian

ANNUAL MEETING OF THE PRESBYTERY OF SOUTH DAKOTA**Rimrock Camp and Retreat Center****October 27-28, 2023**

The Presbytery of South Dakota of the Presbyterian Church (U.S.A.) held its Fall Annual Meeting at Rimrock Camp and Retreat Center near Rapid City, SD on Friday and Saturday, October 27-28, 2023.

CONVENING THE PRESBYTERY

The Presbytery was called to order by Presbytery Moderator, Rev. Katherine Saxbury, at 3:03 P.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:

Teaching Elders: Jerry Bertelson, David Cook, Chad Ensz, Sarah Hagena, Paul Henschen, Kristi Holler, Bob Jacobs, Adam Knudson, Duane Mullen, John Pehrson, Katherine Saxbury, Kevin Veldhuisen, Carolyn Visser.

Commissioned Ruling Elders: Lynn Hall, Gayle Janzen, Carolyn Petik, Gary Pokorney, Gary Pribyl, Shirley Scotter, Ann Spitzenberger,.

Commissioners: Carol Woltzen-Canistota; Louise Van Poll-Huron, John Ellefson-Pierre; Jane Alberda-Platte; Charles Canaan-Rapid City First, Don Nettleton-Sturgis; Lonnie Greenfield-Watertown; Jim Major-Wessington

Other Voting Members: Rachel Byrum

Others Present: Beth Christensen, Glendora Estacion, Bonnie Fenner, Paulette Fero, Eleanor Harle, Kay Johnson, Cheryl Van Asperen.

Teaching Elders: 13

Commissioned Ruling Elders: 7

Commissioners: 8

Other Members of Presbytery: 2

VOTING MEMBERS PRESENT: 30

AGENDA

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

INTRODUCTIONS

Teaching elders present for the first time: None.

Ruling elders present for the first time: Don Nettleton, Sturgis.

CONSENT AGENDA

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 from June 23, 2023 meeting of Presbytery of South Dakota.
3. Amendments to the Manual of Administrative Operations (APPENDIX A)

Consent Agenda Passed.

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

It has been quite the experience serving as the moderator this year. An experience I am grateful for, meeting new friends, learning a lot, growing my community.

That is one thing I love about Presbytery meetings. We are all different, we have different ideas, come from different backgrounds, serve different congregations that have different needs. And when we come together, when we work alongside one another, we make the Church better, stronger.

This month, at our presbytery meeting at Camp Rimrock, we can come together once again. And we look forward to hearing from you. A number of years ago, you all put a lot of time and effort into reconfiguring the existing committees of the presbytery and forming new ministry teams. Now, we are taking the time to see how well those teams are working, and how well we are serving you and your congregations. We want to be a valuable resource for you, so we would like your input.

The Re-Visioning Taskforce has heard from all the ministry teams about what is working well, what can be improved, and where their work may overlap with other teams. On October 27, we will spend time in small groups where we will create safe spaces for all to share what you think is working and how we can improve. The Re-Visioning Taskforce will then take all we learn from you and the ministry teams and make sure we are serving the presbytery to meet everyone's needs.

Please prayerfully consider sending commissioners from your congregation. Your voices deserve to be heard.

Rev. Kathy Saxbury
Moderator, Presbytery of South Dakota

STATED CLERK AND MISSION COORDINATOR REPORT**Matching Gifts Campaign for Ministries**

We still have this incredible program going, so please continue to spread the word and participate in this tremendous opportunity to more closely engage with our vital ministries. Gifts up to \$500 by individuals will be matched for our Camping and Faith Formation work, Commissioned Ruling Elder trainings, Hope Co-op in Sioux Falls, and Church Development Grants. For more information, please talk with me or click the GIVE button on our website.

Annual Reports for Congregations

Annual reports for congregations will be sent out in early January once we're passed the busy holiday season. Anyone wishing to receive their reports earlier will be granted that ability upon request.

Proof of Insurance

Our insurance for the presbytery is up to date and I have met with our insurance agent to discuss any adjustments that may need to be made for 2023. Administration and Coordination will review these suggestions at their upcoming meeting.

Minister Transactions

The following minister transactions have been completed and are registered with the Office of General Assembly: Transfer of Charles Ayars to Inland Northwest Presbytery; Ruth Clendenin to Maumee Valley Presbytery; Steven Voris to Minnesota Valleys Presbytery; removal of Donald Reynen from ministry directory due to death.

Kevin Veldhuisen - Mission Coordinator and Stated Clerk

TREASURER'S REPORT

I am including the proposed budget for both the Presbytery and Camping in this report for your review. We will discuss this in greater detail during the meeting.

I have attached the year-to-date financials through September. We are at 84% of our projected budget for Per Capita Income, and 77% of our projected budget for Presbytery Shared Mission. If you would like specific information for your individual congregation, please reach out to Cindy or myself and we can send you an updated statement.

I am also listing a short explanation of how to separate the accounts between Presbytery and Camping on the financial statements: All income accounts labeled 4700 through 4721 are Camping Income accounts. All Expense accounts labeled 7400 through 7585 are Camping Expense accounts.

The software will not separate the two, but I can and do provide specific detailed reports to camping for each of their meetings showing every deposit and expense so they can track.

There have been several inquiries regarding our designated funds. These funds are not reflected in the financials, but I do have a separate spreadsheet. I have attached my report that I completed at the beginning of this year, with a breakdown of the balances through year end 2022. I have also included a description of each fund detailing the specific uses for each that was drafted a few years ago.

Lastly, I would like each ministry team and congregation to prayerfully consider spending the budgeted line items and any additional requests for the designated funds at Seacrest. I know we have had turnover for each ministry team and years of Covid, but I truly believe that God wants us to use these funds to expand and support our mission of the Presbyterian Church.

As always, please reach out with any questions.

Tami McGuire – Treasurer

WORSHIP

Sermon: Rev. Adam Knudson

Offering was taken in support of Rimrock Camp and Retreat Center

ADMINISTRATION AND COORDINATION MINISTRY

The following report includes a summary from the minutes of the A&C meetings on July 11, 2023 and September 12, 2023.

We have had two in-person (with ZOOM option) meetings in Huron since our last presbytery meeting in June. Both meetings concentrated on discussing the financial and personnel policies of the presbytery since the manual of operations is in great need of revision.

Amendments to the Manual of Operations

Also, many other Amendments to the Manual of Operations have been approved by A&C and are presented to the Presbytery of South Dakota for approval. (Appendix A)

Staff Salary Increases

Also, during our meetings a motion was made to give each staff member a 4% salary increase for 2024, effective January 1, 2024.

Distribution from Seacrest Investments

A motion was made to take a distribution from our Seacrest Investments in the total of \$18,558.71. Motion approved.

2024 Projected Budget

A motion was made to approve the 2024 projected budget as amended. This budget will be presented to Presbytery for final approval. Motion approved.

Meeting Owl

A motion was made to purchase a Meeting Owl that will provide better integration of hybrid meetings. A reconditioned model is \$599 and will be charged to A&C Ops. Motion approved.

A&C Personnel and Finance subcommittees have held particularly productive discussions throughout the year as evidenced by the necessary changes to the Manual of Operations and a thoughtful budget for 2024. Shirley Scotter and Lon Greenfield have been incredible as leaders of these subcommittees and are to be commended.

Also a special thanks to Robert Brooks for preparing delicious lunches at our A&C meetings (all should be so lucky as to serve on this ministry team).

ACTION ITEMS FOR PRESBYTERY APPROVAL**Amendments to the Administrative Manual of Operations****P3-11. AMENDMENTS**

The Manual of Operations may be amended at any stated meeting of the Presbytery of South Dakota Administration and Coordination by a majority vote. All approved amendments to the Manual of Administrative Operations shall be reported to the Presbytery of South Dakota at its next stated meeting, provided the proposed amendment was presented by the Committee on Administrative Review and included in the pre-meeting mailing of the meeting in which the action is to be taken. **Motion Approved.**

Approval of 2024 Presbytery Budget

Treasurer Tami McGuire presented the proposed budget for 2024. **Budget Approved.**

Upcoming Meetings: November 14

CAMPING AND FAITH FORMATION

The Camping and Faith Formation Commission is very excited to be able to host this October Presbytery Meeting. We want to showcase the progress that has been made in the past year toward our vision for the camping and retreat ministry here at Rimrock. After the Presbytery sold Pioneer Camp, those funds were placed in two accounts with the Presbyterian Foundation—Camping Endowment and Camping Renovation. Our hope is that the moneys in the Endowment account will earn money that can be used in the future to help Rimrock become self-sustaining. The renovation account was used to help make Rimrock not just a facility for summer youth camping, but also a year-round retreat facility. The plan is, between proceeds from the Endowment account and increased income from the retreat facilities, to have Rimrock be self-sustaining in the next 5 years. As a part of that plan, the Commission moved and renovated the three cabins from Pioneer (now named the Northwoods Cabins) and built the Peace Cottage (named for Peace Presbyterian Church, Yankton). We are in the process of doing some basic renovation work on the Eklund Lodge at this time.

At our Annual Camping and Faith Formation Meeting in September, we spent a great deal of time visioning for the future of this ministry. Some of the things we have visioned include continuing to renovate the Eklund Lodge, working with Kevin Veldhuisen & Denise Lutkemeier to upgrade one of the original cabins as a Pastors' Retreat, expanding our retreat programming including Mens' and Womens' Retreats and Pastors' Retreats, increase publicity and marketing to user groups outside the Presbytery, build two more cottages, build

a shop for equipment, etc. We are presently hiring a marketing person to help us get Rimrock's name out there in the community which we believe will increase usage and help us become more sustainable.

So, how can you help us reach our vision for the camping and retreat ministry of this Presbytery? Designate a member of your congregation as a contact person for Camping & Faith Formation Ministry. This would be someone who would be able to disseminate camping and retreat information to your congregation. Participate in the Presbytery's Matching Gifts program. Individuals can contribute up to \$500/year to the Presbytery and designate it for Camp Rimrock. That money will be matched by the Presbytery and deposited in the camp account. You can talk to Kevin or Cindy for more information. One of our greatest needs is for funding for transportation of summer camp youth from the eastern side of the state to the camp. You can give a donation and designate it for this fund. And of course, you are always encouraged to designate the camp as a beneficiary in your estate planning and will. All monetary gifts are MUCH appreciated.

We hope you will enjoy your time at Rimrock this weekend!

The Camping & Faith Formation Commission:

The Rev. Dr. Carolyn Visser, Moderator; CRE Robert Brooks, Vice-Moderator; Beth Christensen; CRE Steven Johnson; Michele Loobey; Linden Hiller; The Rev. Duane Mullen; The Rev. David Cook; Don Nolting; Camp Director—Jason Wiedrich.

COMMISSION ON COMMISSIONED RULING ELDERS

The CRE Commission continues its work in providing training and support to current and prospective CRE's. The commission met on April 25, 2023 to discuss individuals who are possibly interested in becoming CRE's and what the training may look like in the future. We have discussed possible training options and are exploring a variety of possibilities.

A CRE continuing education was planned for June 10th at FPC of Mitchell, but was postponed to the Fall due to minimal availability of CRE's.

If any church knows of people interested in becoming a CRE, please reach out to the commission.

Respectfully submitted,
Rev. Jerry Bertelson
Moderator, CRE Commission

CONGREGATIONAL AND PASTORAL CARE

CPC meets the second Wednesday of each month, by Zoom. These regular meetings have helped us to make some headway in our efforts to bolster connections and communication between congregations and the Presbytery.

We have two committee members who focus on pastor care specifically. They sent letters to all the pastors and CRE's in the Presbytery and followed up on their responses.

We also co-opted Eleanor Harle to connect with retired pastors. We hope you will join us in this by making connections of your own with some of the retired pastors in the Presbytery. To this end, notecards and postage will be made available at the meeting.

In the past, CPC had been the connection between churches searching for a pastor and the Church Leadership Connection (CLC). However, the committee voted to return that task to the Stated Clerk and Mission Coordinator, Kevin Veldhuisen. Kevin has had far more experience with the process than anyone currently serving on the CPC team and enjoys the work. It was agreed upon by the Team that in this regard the churches

would be better served by Kevin. He is actively learning about the new system (the old system is now discontinued) and is ready to assist PNC's with the process.

All congregations have a liaison assigned to them. Most, though not all, of the liaisons are members of the CPC Team. The liaisons will contact their congregations primarily by email and phone, though an attempt was made to assign liaisons in such a way that a visit would be possible, geographically.

It is the hope of the CPC Team that churches will elect a commissioner who can attend Presbytery meetings consistently and thereby nurture relationships across the miles.

The session at FPC in Brookings has been engaging with Project Regeneration and Rev. Kyle Nolan from the Presbyterian Foundation as they seek God's direction for the future of their congregation. Ask them about it!

Respectfully submitted,

Paula Zavitz, Sarah Hagen, co-moderators

MINISTRY DEVELOPMENT AND EDUCATION

Preparation for Ministry

- Rachel Byrum (Candidate, Pierre) has completed her studies at Sioux Falls Seminary, is currently serving the Pierre congregation, and is currently finishing up the ordination exam process.
- Carla Richmond (Inquirer, Hot Springs) passed the Bible Content Exam last fall and is continuing her studies at Denver Seminary.

Elder Development

The committee has published a few Elder-development videos to enhance the ministry of Ruling Elders in our presbytery. The videos in the series will briefly present essential topics (such as "The Elder as Spiritual Leader?" "Decently & in Order," "The Elder & Spiritual Gifts," "Session Meetings," "The Confessions," etc.).

Check them out at youtube.com/@PresbyteryofSouthDakota

We are writing, recording, and publishing more videos.

Coaching through Omaha Presbyterian Seminary Foundation

The team is considering partnering with the Pastoral Leadership Revitalization program of the Omaha Presbyterian Seminary Foundation. This program would provide subsidized coaching, support, and retreats to pastors and CREs in the presbytery.

Respectfully submitted,

Andrew Crandall

MINISTRY RESOURCE

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

Nomination approved.

Administration & Coordination (A & C) (15)

Moderator of A & C Kathy Saxbury
(Immediate Past Moderator of Presbytery)
 Vice Moderator of A & C David Halleen
(Immediate Past Moderator of A & C)
 TE – class of 2026 Rachel Byrum (2nd term)

RE – class of 2025 . . . Lon Greenfield (2nd term)

RE – class of 2025 . . . Shirley Scotter (2nd term)

Camping and Faith Formation (9)

(This Committee has limits of 3 terms)

RE – class of 2026 Don Nolting (1st term)

TE - class of 2026 David Cook (1st Term)

TE – class of 2026 . . Michele Loobey (2nd term)

TE - class of 2026 Duane Mullen (1st term)

Congregational Pastoral Care Commission (14)

RE – class of 2026 Carolyn Petik (2nd term)

RE - class of 2026 Don Larson (1st term)

RE-class of 2026. Paula Zavitz (2nd term)

Permanent Judicial Commission (9)

PJC terms are for 6 years.

TE-class of 2028. John Pehrson

TE-class of 2028. Terry Drew

TE-class of 2028. Carolyn Visser

Readers for Ordination Exams

These positions are not subject to term limits.

TE Alternate John Pehrson

Presbytery Moderator

RE Ann Spitzenberger

Presbytery Vice Moderator

Vice Moderator 10/23-10/24, Moderator 10/24-10/25

RE Louise Van Poll

Stated Clerk/Mission Coordinator

TE – Class of 2026 Kevin Veldhuisen

Synod Commissioners

Synod meets May and October...

TE-class of 2024. John Pehrson (1st term)

GA Commissioners and Delegates 2024

TE Kathy Saxbury

TE alternate Sarah Hagena

RE Steven Johnson

YAD Jeremiah Knudson

PW REPORT

Presbyterian Women continue to be active in their local communities. Mission has always been a focus of PW, local opportunities being the main opportunities.

PWP mission focus has been the Church of Hope (worshipping group at the Women's Prison in Pierre). Attendees at our Spring Gatherings heard from Pastor Sharon Ball, chaplain at the prison. We recently learned that she has accepted a call to Oklahoma, her native state. Prison officials are searching for a new chaplain.

Monetary contributions for the Church of Hope are always welcome and appreciated, but there is also a list of items suggested by Pastor Sharon before she left. She wrote:

Here is a list of needs.

- *Donations for counseling materials are always welcome, or if you would like to donate copies of "The Path to Forgiveness" by Dr. Preston C. VanLoon. There is both a book and workbook, and I am collecting books/funds right now for the women.*
- *Exit bags: We have two patterns for sewing exit bags, if anyone wants to donate the bags already made or fabric to make them.*
- *Exit bag items: shampoo, conditioner, toothpaste, toothbrush, deodorant, washcloth, bar of soap*
- *Greeting cards to include in the exit bag, an encouraging word written in the card.*
- *I would guess, on average, we give 15 exit bags per week.*

PWP was unable to arrange a Fall Retreat this year, but encourages all to prepare and start saving funds for the Church-wide Gathering next August in St. Louis.

Mary Jenner
Moderator, PWPS

COMMISSIONING OF RULING ELDERS

The Presbytery of South Dakota Commissioned / Re-Commissioned the following Ruling Elders Commissioned to limited pastoral service within the presbytery: Cheryl Van Asperen, Lynn Hall, Eleanor Harle, Gayle Janzen, Carolyn Petik, Gary Pribyl, Shirley Scotter, Ann Spitzenberger, Lousie VanPoll, Paula Zavitz.

MILEAGE COMMITTEE

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

Total Miles Driven: 12,877
Mileage subtotal: \$ 1,366.70
Donated to POSD: \$ 385.84
Final Cost: \$ 980.86

INSTALLATION OF MODERATOR AND VICE-MODERATOR

Moderator Saxbury led an installation of Ann Spitzenberger (Moderator) and Louise VanPoll (Vice-Moderator) as our new Presbytery Moderator and Vice-Moderator.

NEXT MEETING

Newly-elected Moderator Spitzenberger announced the next stated presbytery meeting will be February 23, 2024, Zoom Video Conference.

ADJOURNMENT

Moderator Spitzenberger **adjourned** presbytery at 10:55 AM with prayer.

Respectfully Submitted:

Kevin Veldhuisen
Stated Clerk and Mission Coordinator

APPENDIX A

(Approved changes to the Manual of Operations proposed by Administration and Coordination)

P3-4. ADMINISTRATION AND COORDINATION

P3-4.1. MEMBERSHIP OF ADMINISTRATION AND COORDINATION

P3-4.1.1. VOTING MEMBERS

There shall be a maximum of **12** members of Administration and Coordination, **at least half of whom shall be ruling elders**, divided into three equal classes with one class elected each year. Presbyterian Women of the Presbytery of South Dakota may offer a name through Ministry Resource to become an elected member of Administration and Coordination with vote. ~~This representative may serve for no more than 6 consecutive years.~~ In addition, The immediate Past Moderator of the Presbytery of South Dakota shall serve as the Moderator of Administration and Coordination with vote, and the immediate Past Moderator of A&C shall remain as a member with vote for one additional year.

P3-4.1.2. NON-VOTING MEMBERS

Non-voting members (ex officio) shall be the Presbytery treasurer, the stated clerk, the Moderator of the Presbytery of South Dakota, and the Vice Moderator of the Presbytery of South Dakota. The stated clerk shall serve as secretary to Administration and Coordination.

P3-4.1.3. TERMS OF SERVICE

Terms of service shall be three years for the ~~twelve~~ ~~fifteen~~ elected members of Administration and Coordination and other terms shall be for the duration of the terms of office that qualify these persons for Administration and Coordination membership. Members shall be ineligible to serve more than two consecutive terms or consecutive portions of terms.

P3-4.2. STRUCTURE OF ADMINISTRATION AND COORDINATION

Administration and Coordination shall organize itself internally to accomplish its tasks. Administration and Coordination's sub-committees are:

- A. Committee on Financial Policy and Budget
- ~~B. Committee on Planning~~
- C. Committee on Personnel
- ~~D. Committee on Property, Legal and Administrative Review~~
- ~~E. Committee on Presbytery Communications~~

P3-4.2.1. ADMINISTRATION AND COORDINATION LIAISONS

Administration and Coordination members may serve as liaisons to Presbytery committees and commissions.

P3-4.2.2. SPECIAL COMMITTEES OF ADMINISTRATION AND COORDINATION

Administration and Coordination may recommend special committees within its area of responsibility to Presbytery. When approved, the moderator of Administration and Coordination shall appoint the members and moderator of the special committee. The membership of the special committee shall be reported to Presbytery through ~~the committee on nominations~~ Ministry Resource.

P3-4.3. RESPONSIBILITIES OF ADMINISTRATION AND COORDINATION

The Administration and Coordination Ministry of the Presbytery of South Dakota shall have the following responsibilities:

- A. Oversight of the presbytery budget and finances,
- ~~B. Development of the agenda for Presbytery meetings,~~
- ~~C. Long range planning and strategy,~~ Coordinating joint gatherings of ministry teams
- D. Oversight of Presbytery personnel,
- E. Oversight of the Presbytery of South Dakota Office,
- F. Shall be the Board of Trustees of the Presbytery of South Dakota,
- G. Evaluation of Presbytery's mission (ministry teams and governance),
- H. Submit for nomination the following members of Ministry Resource:
 - a. One at-large member of the presbytery
 - b. One member of A&C.
- I. Serve as the Presbytery's Committee on Representation

In addition to the above listed responsibilities, Administration and Coordination may act upon decisions not meriting a called meeting of the POSD and those matters that have a deadline that falls prior to the next Presbytery meeting.

Administration and Coordination may also make recommendations concerning such administrative and programmatic business as may come to its attention during the intervals between meetings of Presbytery.

The Administration and Coordination shall be the Board of Trustees of the Presbytery of South Dakota. The election of members to Administration and Coordination shall constitute their election as trustees of the presbytery.

P3-4.4. STATED MEETINGS OF ADMINISTRATION AND COORDINATION

Administration and Coordination shall ordinarily meet ~~on the second Friday of January, April, September and November~~ ~~a minimum of five times a year.~~ ~~Conference telephone calls or~~ **Real time interactive conferencing, such as video conference calls,** may be arranged for special or stated meetings.

P3-4.4.1. CHANGE OF LOCATION OR TIME OF MEETING

The moderator of Administration and Coordination in consultation with the stated clerk shall have the discretion of postponing a stated meeting of Administration and Coordination ~~for one week.~~ ~~The call of the stated meeting shall include and constitute the call of the postponed meeting.~~

P3-4.4.2. FIXED AGENDA

This council shall work from an ~~fixed~~ agenda established jointly by the stated clerk and the moderator of Administration and Coordination.

P3-4.4.3. QUORUM OF ADMINISTRATION AND COORDINATION

The quorum of Administration and Coordination shall be a majority of the elected membership, ~~provided that at least one-third of the ruling elder members and one-third of the teaching elder members are present.~~

P3-4.6. RECOMMEND MEMBER TO SEARCH COMMITTEE

Administration and Coordination shall recommend a member for the Presbytery of South Dakota's Search Committee whenever there is need to elect a ~~Presbytery administrator~~ Mission Coordinator, a stated clerk, or a person to a newly created position.

P3-4.7.1. Budgeting Process and Information

Budgets are identified by year. Three budgets may be considered in any one calendar year: the past budget (the past year's budget); the current budget (the current year's budget); the next budget (the approved next year's budget). The following is the budget process:

Month	Meetings	Sub-Com. on Financial Policy & Budget Action (SCFPB)
Jan.	A&C	Recommend "next budget" to Administration and Coordination
Feb.	Presbytery	A&C submits recommended "next budget" to the Presbytery of South Dakota for its approval.
May	A&C	Review the "next budget"
July		Request from all budgeting groups of the Presbytery of South Dakota their budget requests for the "next budget".
Aug./Sept.		Recommend "next budget" to Administration and Coordination
Sept.	A&C	Monitor and collect replies to the "tentative budget" request.
Fall Mtg		Presbytery A&C submits "next budget" to the Presbytery of South Dakota for its approval.
Oct.		Presbytery Conduct budget round-table where "tentative budget" is developed jointly among SCFPB and the committee moderators (or their representatives).
Nov.	A&C	Report "tentative budget" to A&C with recommendations for the council's consideration and suggestions.
		Review year-to-date "current budget" as necessary.
Dec.	SCFPB	Prepare a "tentative budget" for submission to A&C in January as the recommended "next budget" for approval in February.
		Review year to date "current budget" as necessary.
Annual	SCFPB	Review "past budget" for policy recommendations.

P3-4.8.2. Carryover of Budget Balances

There shall be no carryover of budget line item balances except as directed by **Administration and Coordination** or the Presbytery of South Dakota. ~~Such balances will be placed in the control fund for budget and will be considered a resource for the next calendar year.~~

STATED CLERK AND MISSION COORDINATOR REPORT **February 23, 2024**

Sabbatical

In accordance with our personnel policies, Administration and Coordination has granted me a 3-month sabbatical beginning on March 16 - June 16, 2024. I will do everything I can to make sure that the right people are in place to assist anyone in need while I am away. I am very grateful to the Presbytery for granting me this time, it will be a wonderful time to recoup and come back restored and ready to get back to work!

Year End Reports

All year end reports that are due to the Office of General Assembly have been completed and submitted prior to their deadlines.

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 Reports for Congregations

Annual reports for congregations are continuing to come in to the office and turnout is looking quite good so far.

Minister Transactions

There were no minister transactions between meetings.

As I always say in my reports, please know that I am here for you all and I am eager to help in any way that I can. If you need assistance, please let me know. I am here to help!

Administration and Coordination Ministry Team

Action taken on behalf of Presbytery:

1. Upcoming Presbytery Dates:
February 23, 2024- Zoom
June 21-22, 2024- Madison
October 18, 2024- Location still being finalized as of the writing of this report.

2. 2025 Presbytery Dates: (locations are still being finalized as of the writing of this report)
February 21, 2025- Zoom
June 27-28 (TBD)-
October 10-11 (TBD)-

3. Upon recommendation of the Ministry Resource Team, we have made the following changes to the Ministry Team Numbers in the Manual of Operations-
 - Administration and Coordination: minimum of 9 members and a maximum of 12 members
 - Camping and Faith Formation: minimum of 6 members and a maximum of 9 members
 - Congregational and Pastoral Care: minimum of 12 members and a maximum of 15 members.
 - Ministry Development & Education: minimum of 6 members and a maximum of 9 members.

4. We also approved the use of funds to improve the Presbytery of South Dakota website, to make it safer and more user friendly, at the same time.

5. Our insurance was reviewed, and we have approved the additional cost of \$5,000 to bring the coverage of the camp buildings and personal property to an amount we feel would adequately cover the cost of replacement were something to happen.

For Your Information:

1. We continue to make our way through the Manual of Operations and the Presbytery's By-Laws, updating them, tweaking the language, etc.

2. Online giving on the Presbytery's website was suspended in January due to the discovery of multiple security breaches. While this problem has been taken care of at this time, we have given Kevin permission to explore the best options for companies to use to for when we resume online giving.

Report Submitted by:

Kathy Saxbury, Moderator

On behalf of the Administration and Coordination Team: Shirley Scotter, Robert Brooks, Steven Johnson, Rachel Byrum, Paula Zavitz, Gayle Janzen, Lon Greenfield, Jerry Petik, Mary Jenner, David Halleen

CAMPING & FAITH FORMATION COMMISSION

February, 2024 Report

Winter at Camp Rimrock is our slow season. However, we have had several user groups this winter.

Hopefully, each church has received a packet of information about upcoming camps and retreat opportunities for 2024. Also, hopefully, this information is getting disseminated among your congregation! If you have NOT received the packet, check with whomever gets the church's mail, and if still no luck, contact Jason at director@rimrock.camp or (605) 431-5224. Registration for all camps and retreats are now open on the website—www.rimrock.camp

Pass the word along to your youth—Youth Rally is April 5-7 at Camp Rimrock. “Happy the Dog” will be the band again with its leader, Troy, as keynote speaker.

The Commission is busy in this off season focusing on our ministry in the future. We are discussing questions such as how to provide more programming for retreats, logistics of obtaining leadership for future retreats, what is the focus of our youth ministry in the future, logistics of funding our ministry, etc. Your input is always welcome.

Of course, there is always the maintenance of the Camp. Winter can be hard on camp infrastructure and this year has been no exception. A couple of frozen pipes, a broken water main, snow removal...

Jason is always in need of staff for summer camps. If you or someone you know is interested in being part of the ministry this summer especially in June, please contact Jason.

The Commission is still finishing up a few renovations to the facilities including new blinds for the upstairs of Eklund Lodge and purchase of mini-splits (heating & air conditioning units) for the Lodge and Northwoods cabins to be installed in the spring.

So, how can you help us reach our vision for camping and retreat ministry? Designate a member of your congregation as a contact person for Camping & Faith Formation and let us know who that is. Participate in the Presbytery's Matching Gifts program. Individuals (NOT congregations) can contribute up to \$500/year to the Presbytery and designate it as a Matching Gift for Camp Rimrock. Please make checks out to the Presbytery of S.D. and designate it for Camp Rimrock. Send it to the Presbytery office at 100 S. Spring Ave. Sioux Falls, S.D. 57104. That money will be matched by the Presbytery and deposited in the camp account. You can also donate to the Camp on the website. And, of course, you are always encouraged to designate the camp as a beneficiary in your estate planning and will. All monetary gifts are MUCH appreciated!

The Camping & Faith Formation Commission:

The Rev. Dr. Carolyn Visser, Moderator; CRE Robert Brooks, Vice-Moderator; Beth Christensen; CRE Steven Johnson; Michele Loobey; Linden Hiller; The Rev. David Cook; The Rev. Duane Mullen; Don Nolting; Camp Director—Jason Wiedrich.

Congregational and Pastoral Care Ministry Team

Report to Presbytery, February 23, 2024

The Congregational and Pastoral Care Ministry Team (CPC) continues to meet faithfully each month. In this way, we are able to keep up with our administrative duties, as well as take up more personal concerns for congregations and pastors within our Presbytery.

Each congregation has a Liaison who contacts them each month, through the pastor and clerk of session. Attention has been given to geographic proximity, so that visits can be made if needed. We understand that several of our more far-flung congregations feel quite isolated, and there are ongoing discussions about how we might strengthen connections among congregations.

Several congregations are currently in the process of forming Pastor Nominating Committees and seeking new pastors. Our Stated Clerk, Kevin Veldhuisen assists them. These congregations are:

First Aberdeen

First Britton

First Sioux Falls

First Sturgis

First Sisseton/Browns Valley

Spencer Memorial in Lemmon

Wild Flower

In addition, we encourage congregations to seek and lift up potential leaders within their congregation and to establish relationships with other congregations, so as to serve God together in the community.

As co-chairs, Sarah Hagena and Paula Zavitz are very grateful for the insightful and caring participation of the entire team. They are:

Brenda Tibbets

Dianne Larson

Don Larson

Jane Hohm

Kristi Holler

Caroline Petik

Stan Gruneich

In addition, Carolyn Visser kindly consults with us along with Stated Clerk, Kevin Veldhuisen, and the Moderator of the Presbytery, Ann Spitzenberger and the Vice-Moderator Louise Van Poll. Kay Johnson has been co-opted as our secretary, making sure our records are in order.

This is a time of great change and pastors and congregations can feel a sense of stress and anxiety. The CPC Team confidently prays for our pastors and congregations and seeks the guidance of the Spirit to show us the way.

Respectfully submitted,

Paula Zavitz and Sarah Hagen, co-chairs