



# Edgcumbe Presbyterian Church

*Annual Meeting  
January 27, 2013  
11:00 a.m.*

**2012  
Annual Report**

**EDGCUMBE PRESBYTERIAN CHURCH  
ANNUAL CONGREGATIONAL MEETING**

**11:00 A.M. JANUARY 27, 2013**

***Call to Order and Opening Prayer*** Moderator Phil GebbenGreen

***Establishment of Quorum***

***Adoption of Agenda***

***Reviewing 2012***

***Annual Statistical Report***

***Report of the Pastors***

***Report of the Board of Deacons***

***Reports of Session, including Teams and Organizations***

**Report of the Clerk**

**Review of Team Reports**

**Report of Minutes of the 2010 Annual Meeting**

**Annual Financial Report**

**2012 Year End Report**

***Presentation of 2013 Budget***

***Review of Terms of Call for Pastors***

***Nominating Report***

***Other business***

***Adjournment***

***Closing Prayer***

**Session**

2013: Marilyn Monson, Bryan Kingsriter  
2014: Brian Manwarren  
2015: Cindy Hanson, Mary Brun  
Phil and Julie GebbenGreen, Co-Moderators  
Judith Dailey, Clerk of Session  
Ron Eggert, Bryan Kingsriter, Co-Treasurers

**Deacons**

2013: Margot Dailey, Craig Jahren  
2014: Lorenz Fett, Marge Litman

**Staff**

Phil & Julie GebbenGreen, Co-Pastors  
Hans Lillejord, Church Administrator  
Deb Carlson, Music Director  
Margot Dailey, Nursery  
Marisol Guevara, Janitorial

**ANNUAL STATISTICAL REPORT 2012**

<b>Active Members as of December 31, 2011</b>	<b>62</b>
Received on Profession of Faith	0
Received on Reaffirmation of Faith	2
Received on Letter of Transfer	0
Restored to Roll	0
<i>Total Number Added to Roll</i>	<u>2</u>

Active Members Transferred	0
Death of Active Members	1
Members removed from Roll	0
Roll Correction	0
<i>Total Number Removed from Roll</i>	<u>1</u>

<b>Active Members as of December 31, 2012</b>	<b>63</b>
Baptized Members:	<u>14</u>
<b>Total Congregation:</b>	<b>77</b>

**Deaths:**

Kenneth Gruetzmacher

## **PASTOR'S REPORT:**

As the EPC marked the 5th anniversary of the GebbenGreen pastorate, I walked down my own memories of what it was like at EPC when Phil and I arrived. The Session had been actively considering the options of closing the church, merging with another church, or staying open and trying something new. The Elders and leaders of the church knew that who EPC had been could no longer be, and so they sought a path which they knew was going to bring change.

What I remember at from that time is that there was some hope that Phil and Julie might save a dying congregation, and I knew intuitively that was not the right place to put hope. I remember saying to the EPC of 5 years ago that God is the only one who saves anything, and not people. If we only put our hope and faith in people, then it is only a matter of time until our hope is crushed. Ultimately, the realm of new life and healing is only God's realm.

And so you as a congregation have agreed to meet together every Lenten/Easter Season to learn new forms of spiritual disciplines to practice turning our will and our lives over into God's care, and to try learning new ways of listening to God. This process of untangling from our own expectations and agendas is something that every person of faith must practice, but we realize that it is easier to do it when we do it as a group and learn from each other and support each other as we go.

These past 5 years of learning new ways to listen for God's voice have in some ways been the very work we have needed to do for this time in our lives. Your Session of Elders have discerned that we as a community need to put leg work onto our prayers, and they have chosen a process (Ministry in a Changing World) which they believe will allow us to sharpen our focus of ministry as well as address and support us in the inevitable conflicts which will arise as things shift. It seems like more than ever before in these past 5 years, we need to continue to direct our focus and our attention back to God to see what God would have done here at Edgcombe Presbyterian. We believe the church is for all, but it doesn't belong to us: the church belongs to God, and we are merely servants of God's dreams for EPC.

Read through this Annual Report and be amazed at the abundance of God and the faithful work of God's people. We have been busy with God's work in the past year, as the full reports in this booklet will demonstrate. Thanks be to God for another year of life and miracles and healing.

God's peace be with you!  
Pastors Julie and Phil GebbenGreen

## **BOARD OF DEACONS**

Edgcumbe Presbyterian Church is a church where we experience God and God's love through worship and community. We value our connections with one another and seek to be a community of care for all who call Edgcumbe home. We desire to offer this intentional connection to our church family in special circumstances, such as those who do not attend weekly worship or might be experiencing some type of transition. In 2012, EPC was introduced to the idea of a Congregational Care Ministry model, identifying individuals alongside of the Board of Deacons who would become an extension and connection of care to folk not seen regularly, or to people who would welcome some extra care. Some EPC members have already stepped into this care team, and we are very grateful for the care they have offered. Ideally, it would be lovely to have both a Deacon and a Caring Connections team member identified for each person. The Caring Connections team member could provide the continuity of care beyond the term of the Deacon position. We are also noticing that for the first time in 5 years, our population of homebound and the over 80's is increasing, meaning that there are more people within the scope of the immediate Deacon care roles. There is a conversation with a member of EPC to discern if she might be able to develop the role of a Caring Connections Coordinator, but all EPC folk are invited to prayerfully consider in what ways you might be able to extend care and connections into the church community. I give thanks to Craig Jahren who joined us on the Board of Deacons in 2012, joining Lorenz Fett, Margot Dailey, and Marge Litman. Please keep the Deacons in your prayers as you pray for all EPC leadership.

Pastor Julie GebbenGreen

## **DISCIPLESHIP MINISTRY TEAM**

The purpose of the Discipleship Ministry Team is to provide for the nurture and growth of our members in their relationship with Christ as individuals and as a community to worship and serve God. We coordinate the responsibilities of worship, music and education at EPC and offer ideas for change.

The members of the team are Brian Manwarren, elder representative, Judy Dailey, Margot Dailey, Carolyn Neve, Charles Neve, Meredith Holt, Deb Carlson and Pastor Phil GebbenGreen. In February, we bid farewell with many thanks to faithful member Joyce Nelson. The team meets the first Tuesday of each month at the church.

One enormous change this year was the leadership to our music program with the retirement of Lynn Shackelford and the temporary hiring of Deb Carlson as the music director in September. Throughout the year, we continued to enjoy the music selections presented by our growing choir and this fall enjoyed the various musicians Deb invited to perform during worship. We are happy to acknowledge the continuing leadership of Deb Carlson as music director into 2013 as approved by Session.

We celebrated the membership of two new members among our midst, Zarrick Humphrey and Carol Schweickhardt in late December.

As is an EPC tradition, Chuck Neve presented a Bible to second grader Lydia GebbenGreen this fall.

We extend sincere thanks to our faithful ushers, Sid Nelson and Dave York, who greet us each Sunday with a smile and chatter as we enter worship. We also thank Frank Alden who prepares our Communion elements each month and Brian Manwarren and Cindy Hanson who have hosted our young folks in their home to bake bread for Communion. Our holiday decorations continue to be expertly planned and displayed with the leadership of Meredith Holt and Frank Alden and the many wonderful volunteers who assist them.

Pastor Phil continues the Lectionary Bible Study begun last year which meets twice a month at different homes, and the Fellowship Bible Study which meets every second and fourth Tuesday at Baker's Square continues also with devoted members. This

year's Lenten Study was led by Bryan Kingsriter and they read and discussed the book 40 Day Journey with Dietrich Bonhoeffer.

Under the leadership of Meredith and Tom Holt, EPC provided a delicious Thanksgiving dinner to residents of the Montreal High-rise who otherwise would not have had a special dinner because their kitchen is closed on holidays. We especially enjoyed being joined by volunteers from outside our EPC community who learned of this long standing EPC event and volunteer opportunity via the Web.

Our Month of Service persons provide treats and coffee (special thanks to Lorenz who actually makes the coffee for us each Sunday) on a weekly basis. The team is responsible for coordinating this process and creating a calendar of monthly assignments including all those who attend worship at EPC and are willing and able to participate.

The team also coordinated various fellowship opportunities throughout the year. We enjoyed a pot luck lunch prior to our annual meeting last January. We celebrated Maundy Thursday with a supper prior to worship, and said good-bye to members with a special luncheon. Pastors Phil and Julie GebbenGreen were honored with a special celebration for the completion of their first five years as pastors at EPC.

This year our Sunday school program went in various directions at times. At the beginning of the church year, Sunday school classes followed a one room schoolhouse curriculum suitable for all ages led by Meredith Holt and Joyce Nelson. In the spring-time, Faith Dietz led a special program for our older children focusing on mission projects. Later in the spring, Brian Manwarren and Meredith began sharing the SS teaching duties alternating classes with lessons, musical movement, and special projects. Throughout the year, Deb Carlson continued to work with our youngsters on preparing hymns for special worship times. The team would really appreciate the assistance of any EPC member who wants to help in educating our children. We continue to offer a supervised nursery area for very young ones, age birth to 3 years, during the worship service each Sunday.

As always, the team welcomes new members and ideas from all to enhance our discipleship efforts.

Judy Dailey

## **FELLOWSHIP BIBLE STUDY**

The Tuesday Night Fellowship Bible Study meets on the second and fourth Tuesday of the month at Baker Square at 5:30PM. The casual but sometimes serious group has supper and takes a look at topics in the Bible. They use study guides produced by Lifeguides Publishing to start the conversation and focus the discussion. We began the year with a study called, "Growing Older and Wiser" and then did a study called "Meeting the Spirit". They are getting ready to start a study on Miracles. Casual observers are always welcome.

Chuck Neve

## **LECTIONARY BIBLE STUDY**

The lectionary group meets on the first Monday and third Tuesday of each month with Pastor Phil at various members' homes. At each meeting, we pray, read the scriptures for the up-coming Sunday, and explore them together. This group is open to anyone with no special Bible knowledge or preparation required. If you are interested in how scripture interacts with your daily life, please check out this study.

Phil GebbenGreen

## **EDGCUMBE PRESBYTERIAN WOMEN**

Edgcumbe Presbyterian Women have been very low key for the past few years. We continue to support a child in the Philippines with a monthly donation of \$24.00 and to meet periodically for breakfast. Our child support in the past has been funded by selling products from Innisbrook and Herberger's Community Day booklets. In 2012 we decided not to sell Innisbrook for the year and Herberger's has now discontinued the Community Day sale. With \$693.10 in savings, we have enough money to continue support through 2014. I still believe that EPW has a place in building a deeper connection among the women of the church and would like to see it become a more active group. I, however, have resigned as default chair. I hope that another woman will be interested in chairing what can be a rewarding and fun committee

Meredith Holt

## **MUSIC DIRECTOR**

In June 2012, Lynn Shackelford handed in her resignation. She wanted to spend time traveling and being with her family. Her last Sunday at EPC was August 26<sup>th</sup>. EPC weekly experienced great music (organ, piano, choir pieces and solos) under Lynn's leadership and direction. Thank you Lynn for creating such a solid program for the people of EPC. And EPC, thank you for the celebration and supporting good music!

In July, I was asked by session if I'd want to fill the spot of music director. I said YES! I was sad to say goodbye to working with Lynn but also very excited to give "music director" a try. Since I was singing at such a young age, I have always been involved in choosing songs that went with the message and themes of the Sundays. I've also worked with children's choirs and always had the pleasure of coordinating the songs with the sermons. For the past 8 years I really feel like I was being called to work with music and the church, but where and how do you do that and be a mom with young children? Until now...EPC...a place where music and the person behind making the music is important.

The EPC choir has as many as 10 singers on a Sunday. We rehearse on Thursday nights from 7-8:30 p.m. and Sunday mornings at 9 a.m. Weekly these volunteers give of their time and talents. They lead us into worship with their warm spirits, beautiful voices and lovely ensemble. The choir was also a very important part of making our Christmas Candlelight service—their processing, anthems, and leading all of us into song and story—a beautiful Christmas memory.

This fall at EPC we have had many of our own congregation involved with making music on Sundays and blessing us! Elaine Allen, Todd Barnes, Loren Brun, Audrey and Chet Carlson, Jenn Diethart, Faith, Gabby and Lucie Dietz, Vanya Hogen and Cora Fett, Phil, Julie, Isaac, Micah and Lydia GebbenGreen, Cindy and Mary Hanson, Meredith Holt, Craig Jahren, Marilyn Johnson, Russel Kierig, Marge Litman, Joyce Nelson and Carol Schweickhardt. Thank you ALL for sharing your time and talents with us!

EPC has also created beautiful relationships with musicians in our community that we've had with us this fall. As special thank

you to our guest musicians and to YOU EPC for this warm and welcoming community for them to come and share their gifts with us. John Whitehead, Judy Bergauer, Wendy, Paul, Jason and Jacob Moyer, Winston Kaehler, Matt Patrick, Ken Duvio, Gordy and Nancy Lundin. Many Thanks!

EPC is a place of great music. We are a singing and musical church. Our congregation members both support the music here at EPC and are also an important part of the music here at EPC. Looking forward to more music here at EPC in 2013!

Deb Carlson

## **LECTIONARY BIBLE STUDY**

This year ArtPlayce at the Edge hosted several amazing professional artists.

Annie Young shared her bright and bold paintings with us. Chillon Leach shared her mandalas that burst outside the expected shape and inspired our Lenten thoughts and worship. She also taught a class on mandala making.

Kirsten Malcom Berry shared her very detailed mosaic like paintings which included hand lettered bible texts and lovely earthy tones. Carol Schweickhardt hung some of her textile artwork during the summer. For Advent children and adults in the church created or contributed figures for our crèche. Each week during advent Elaine Kingsriter-Allen added figures, displayed them on ledges around the sanctuary, moving ever closer to the front where we waited their arrival in the new stable built by Brian Manwarren.

We look forward to February when students from Highland High school will again display some of their artwork. There will be a reception on January 31st, 2013 at 2:30 p.m. Try to attend this event to show our support for the students and their parents.

If you have suggestions for artists to contact or themes to explore, please contact Elaine at [kingsriterallen@juno.com](mailto:kingsriterallen@juno.com) or 651 249-3309 or Carol at 651-468-9888 [cschweickhardt@gmail.com](mailto:cschweickhardt@gmail.com)

Carol Schweickhardt  
Elaine Allen

## **Outreach Team**

Outreach Team for 2012: Todd Barnes, Julie GebbenGreen, Cindy Hanson.

The Outreach Team of EPC abides with the call to exercise compassion in the world, as God sends the church in the power for the Holy Spirit, corporately and individually.\* (Book of Order 2011-2013, W-7.3000, page 146-7.) Ongoing projects include collecting new and gently used clothing for Joseph's Coat, a free store on West 7th Street open 2 days per week providing personal and household items for the homeless of St. Paul. Also by special request, we delivered a carload of new and gently used clothing as a one-time blitz collection for the Dayton Ave Presbyterian's Clothing Center.

The food shelf at EPC this year was transformed from a collection center for several food drives per year to a destination food shelf front and center at the main entrance clearly marked "Give as you are able, take as you need." We have found that this type of food shelf is being well-used, especially the meal-in-a-can items.

Our Annual Mission Giving of \$1000 once again went to projects of the PC(USA)/Synod/Presbytery of the Twin Cities Area. One example of a local project which received a grant through these projects in 2012 included Trauma and Support for Children of Kwanzaa Presbyterian/Minneapolis which provided food, funds, help with damaged vehicles, payment of deductibles, transitional housing, trauma care (through doctors in their congregation who after the storm traveled via bicycle to check on the congregation's members and local community.)

This year's One Hour of Sharing fish banks brought in a collection of \$471.61. This donation went to provide Presbyterian global disaster response, including assistance for victims of Superstorm Sandy, refugee assistance and community development projects.

Our annual mission giving to St.Paul Area Council of Churches once again was \$250 supporting area projects. SPACC connects

congregations and organizations to support projects that help folks find their ways out of poverty into self sustenance.

The Labyrinth in the church's back yard gained a new bench built by the Sunday School, inviting visitors to spend some portion of their time in relaxation and reflection. They also have begun plans for a swing with the same purpose in mind.

Several families and individuals again participated in Feed My Starving Children at the Eagan location. This program has volunteers, children and adults from the community, fill bags with nutritious food to be sent to various organizations around the world for distribution.

Summer brought our Bike-Walk to Worship and summer outdoor worship. These events were open to the public and offer unique venues for preparation of our hearts and minds, as well as gathering for worship.

Our annual collection of School Tools was a big success again this year, with backpacks, paper, pencils and other school supplies collected and delivered to the St. Paul Area Council of Churches for distribution for schoolchildren in need in St. Paul.

This year's Peacemaking offering brought \$411.00 of which 25% is retained by the local congregation for peacemaking activities, while 25% goes to the Presbytery/Synod and 50% to the General Assembly.

With Meredith Holt leading us, we served meals on Thanksgiving Day again this year at the Montreal High Rise. Each year volunteers from other churches and the community at large join together to cook and serve these very grateful recipients.

Our Christmas Tree was trimmed with pajamas and socks and other miscellaneous goodies for the children who are aided by Project Home. This programs provides emergency shelter for homeless families with children in Ramsey County, administered by the St. Paul Area Council of Churches. Two extra-large bags bags filled to the brim were delivered to them.

This year's Christmas Eve donation went to the Christmas Joy offering of the PC(USA), which provides financial support to clergy and their families in need of support. \$218.39 was donated.

*Cindy Hanson*

## **SUPPORT TEAM**

Team Members: Mary Brun, Brian Dietz, Brian Manwarren, and Pastor Phil.

The Support Team covers the practical operations of Edgcombe Church, including Building & Grounds, Personnel, and Finance. Here is a summary of our work.

### **BUILDING & GROUNDS**

The great news is that there is not much news from our building this year. It was relatively quiet year with no major crises. Thank you to everyone who works to keep our building clean, attractive, usable, and hospitable. Here is a list of some of the projects the Support Team implemented and oversaw:

- Our one big project was the conversion of all our older T12 fluorescent lights into newer and more efficient T8 fixtures. All four-foot fixtures in the building are now updated with the help of an efficiency grant from Xcel Energy.
- We switched our snow service from a \$450 per month fee to a per-service fee where we pay \$90 each time our lot is plowed.
- In March we installed a new gas stove in the kitchen, allowing us to turn off inefficient pilot lights on the old stove.
- We replaced one outdoor faucet and need to replace the other one.
- Brian M. and his nephew Nick re-painted the shed.

We hung a colorful flag on our front sign that subsequently blew down in a high wind. Look for it again next spring.

A good crew kept our lawn mowed and trimmed (thanks to Brian M. and Duane Held). Several folk keep our gardens and grounds attractive—thank you especially to Loren and Mary Brun for beautifying the front of the church and applying appropriate chemicals to the lawn. Handyman Phil continues to play with the chainsaw, cutting out buckthorn and dead branches.

LOOKING AHEAD: Our kitchen is generally in good shape and

usable, but we could use a 'kitchen maven' who would be willing to clean and tidy the space, organize our equipment and utensils, and order new supplies when needed. We are also hoping in 2013 to utilize the services of Ken Duvio (who sang with us in December) to help us maximize our boiler and energy efficiency.

## **PERSONNEL**

After five years of relative stability on our staff, 2012 proved to be a year of transitions and changes. Last summer, Lynn Shackelford resigned as our Director of Music and organist after seven years, with a celebration Sunday for her on August 26. Lynn was a wonderful musician and choir leader whose contributions to our worship ministry are deeply appreciated. Deb Carlson, our soprano soloist for several years, was hired as our Director of Music for September 1 to December 31, bringing her unique talents for worship design, song leadership, composition, and musical collaboration to our worship experience each week. In November, the Session offered the ongoing Director of Music position to Deb with thanks for her work and ministry. Since Deb has changed positions on our staff, we now have no ongoing paid singers in our choir, making our choir completely volunteer for the first time in over eight years (thank you, Choir!) and freeing up some money for other ministries, musical and otherwise.

The next transition was the resignation of Eleta Pierce this fall as our Office Manager and Financial Secretary to take a position in South Saint Paul. Eleta continues as a member of our congregation, but we also miss and celebrate her knowledge and efficiency and hospitality in our church office. Thank you for your years of service and ministry, Eleta! In October, the Session hired Hans Lillejord as our Office Administrator, changing the position from 20 hours per week to 15 hours per week. Hans brings his sharp mind and friendly spirit to the surprisingly complex work of administration in a small church.

Our two pastors did not go anywhere, but they did experience several big changes. In March, Pastor Julie officially switched her denominational affiliation from the Evangelical Lutheran Church in America to the Presbyterian Church (USA). Although we miss the loss of our denominational diversity, we are glad that this change allows Julie to begin earning retirement and disability

credit with the PC(USA) Board of Pensions. This summer the Session voted to move Pastors Julie and Phil from 75% to 85%-time, and the congregation voted in July to call them as our Installed Pastors (ending their five-year stint as Temporary Supply Pastors). We celebrated both the Installation Service and five-year anniversary of the ministry of Phil and Julie at EPC with a worship service and lunch on September 16.

Special thanks to our ongoing staff: Marisol Guevara as Custodian and Margot Dailey as Nursery Caretaker and Pastor Phil as Handyman. We appreciate your steady competence in midst of many staff changes!

LOOKING AHEAD: We have two emerging needs in the Personnel area: One, if our population of young people in the congregation continues to grow, we may be looking at additional staff in the children and youth ministry area in the coming year. Two, we do not currently have a functioning Personnel team to coordinate reviews, update our policies, or handle crisis. If this is a possible interest of yours, please talk to Pastor Phil or Julie.

Pastor Phil GebbenGreen

## **FINANCE**

For the second year in a row the budget at Edgumbe church ended with a surplus, with revenues exceeding expectations and expenses lower than expectations. We ended the year with a surplus of \$6,925.

Some financial highlights:

1. Overall congregational contributions in 2012 increased just over 1% compared to 2011. While this is good news, the better news is that pledges for 2013 so far are up 16.4% over pledges for 2012. People are clearly investing in what is happening at Edgumbe.
2. Expenses for 2012 were about 5% below what was budgeted. This was due to a combination of factors including a period without an office manager, a reduction in the use of musicians hired from outside of the church, and lowered utility costs.

3. Rental income from Montessori school and AA continue to be stable and at about 43% of total income for the church.
4. Total church cash and investment assets are at about \$33,000. An investment account was set up with the Vanguard group and funds transferred from New Covenant funds to reduce management fees and service fees for things like gifts of stock funds to the church.
5. Added financial commitments for the coming year have been made in the increase of the Pastoral position from .75 to .85 FTE. Further personnel needs that are not planned at the present time but may become items for discussion this year include budgeting for youth programming and/or a pastoral sabbatical in 2014.
6. Ron Eggert is assuming the role of lead treasurer for 2013.
7. Hans Lilliejord has assumed the position of office manager and financial secretary from Eleta Pierce, and will handle day to day financial matters.

We can continue to celebrate good financial news overall, recognizing that God has blessed us, and it is our responsibility to be good stewards of that blessing.

Bryan Kingsriter

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Attached Minutes, Financial Reports, and Polices

**EDGCUMBE PRESBYTERIAN CHURCH  
2011 ANNUAL CONGREGATIONAL MEETING  
January 22, 2012                      11:30 a.m.**

**Call to Order**

The 2011 annual meeting of Edgcumbe Presbyterian Church was called to order by Pastor Phil GebbenGreen at 11:45 on January 22, 2012 in the fellowship hall of the church following a pot luck lunch. A quorum was declared.

**Approval of Minutes and Adoption of Agenda**

MSC to approve the minutes of the 2010 annual meeting held on January 23, 2011, and the special congregational meeting of May 15, 2011 where we acted on the recommendation of the nominating team to elect a Deacon, and reelect two Elders.

MSC to approve the agenda with one addition, an election request from the nominating team.

### **Annual Statistical Report**

<b>Active members as of December 31, 2010</b>	<b>57</b>
Received on Profession of Faith	0
Received on Reaffirmation of Faith	6
Received on Letter of Transfer	3
Restored to the Roll	<u>0</u>
<b>Total number added to Active Roll</b>	<b>9</b>
Active members transferred	1
Death of active members	0
Members removed from the roll	3
Roll correction	<u>0</u>
<b>Total number removed from Active Roll</b>	<b>4</b>
<b><u>Active members as of December 31, 2011</u></b>	<b>62</b>
Baptized members	14
(Vincent I. Hogen, Zarrick L. Humphrey in 2011)	
<b><u>Total congregation</u></b>	<b>76</b>

Note: Due to changes in the PC(USA) Constitution, we no longer have an inactive member list.

### **Report of the Pastors**

Pastor Phil noted that it is a gift to be working with the members of EPC. He expressed sincere gratitude for the opportunity. He feels there is a new spirit moving within Edgumbe.

He also talked about the \$10,000 grant he and 5 other local pastors received through Austin Theological Seminary for a two year study entitled “Belonging to the Body.” Once a month, the group will spend an afternoon and morning at a nearby retreat for Sabbath rest, deep reflection, and community building.

### **Report of the Board of Deacons**

Pastor Julie spoke of the Caring Connection and the possibility of such a ministry here at EPC to support and deepen the work of the Deacons.

### **Reports of Session, including Teams and Organizations**

Each team had a comprehensive report printed in the 2011 annual report. However, highlights of the teams’ accomplishments for the past year were pre-

mented by representatives from the various teams.

The Outreach Team noted that Elaine Allen and Carol Schweikhardt have volunteered to be coordinators for ArtPlayce.

A Sexual Misconduct Policy was approved by Session on October 14, 2011.

**MSC** to accept all reports.

### **Annual Financial Report and Presentation of the 2012 Budget**

Bryan Kingsriter, co-treasurer, reviewed the 2011 revenues and expenditures as detailed in the written 2011 Annual Report. Members were given an opportunity to ask questions to which he offered answers. Over all, the church is in good financial shape.

He presented the 2012 budget prepared by the Session, also printed in the Annual Report, and noted there was much similarity to the previous year, especially with number of pledge units and dollar amounts, and per capita. The rental income will increase slightly.

One exception was the amount received for funds above the projected pledged amount in 2011 which was almost \$4,000 greater by year's end than budgeted. However, the lower amount was also budgeted for 2012 with hope it could also be larger than budgeted. An expected increase was noted for 2012 in personnel costs including a \$1000 increase for handyman work and pastors' pension and medical, but the budgeted amount for building and grounds was lessened.

### **Other Business**

Acting on behalf of the nominating committee, Brian Manwarren recommended Craig Jahren to serve on the Board of Deacons, and Bryan Kingsriter to serve on the Session. Since there were no additional nominations from the floor, a voice vote was taken. The nominees were elected unanimously.

Craig Jahren as Deacon  
Bryan Kingsriter as Elder

Class of 2013  
Class of 2013

### **Adjournment**

With all the business completed, it was **MSC** to adjourn the meeting with a prayer of thanks for all the good things happening at EPC at 1:00.

Judy Dailey

**EDGCUMBE PRESBYTERIAN CHURCH**  
**Special Congregation Meeting**  
**11:15 Sunday, May 13, 2012**

**Purpose of the Meeting**

The Session of Edgumbe Presbyterian Church called a special meeting of the congregation to hear and act on the report of the nominating committee regarding the election of Deacons and Elders.

**Call to Order**

A quorum being present, the meeting was called to order by the moderator, Pastor Phil GebbenGreen, at 11:15. The meeting was opened with prayer.

**Election of Church Officers**

Brian Manwarren, representing the nominating committee, recommended that Lorenz Fett and Marge Litman be reelected to serve on the Board of Deacons for another two year term ending in 2014. Both Deacons had previously acknowledged their willingness to continue as Deacons.

Lorenz Fett	Class of 2014
Marge Litman	Class of 2014

Currently serving on the Board of Deacons:

Margot Dailey	Class of 2013
Craig Jahren	Class of 2013

Next, Brian Manwarren, representing the nomination committee, placed the name of Cindy Hanson to be reelected to the Session for a three year term. He also placed the name of Mary Brun to be elected as an Elder for a three year term. Both candidates had previously acknowledged their willingness to serve on Session.

Cindy Hanson	Class of 2015
Mary Brun	Class of 2015

Currently serving on Session:

Brian Manwarren	Class of 2014
Marilyn Monson	Class of 2013
Bryan Kingsriter	Class of 2013

Nominations from the floor were requested. Since there was none, it was MSC to close the ballot and continue with the election.

## **Congregational Vote**

The election of these nominees was held by a voice vote. All were elected unanimously.

## **Adjournment and Closing Prayer**

MSC to adjourn the meeting with prayer led by Pastor Phil. The meeting was adjourned at 11:20.

Judith L. Dailey

## **EDGCUMBE PRESBYTERIAN CHURCH Special Congregation Meeting 11:15 Sunday, July 29, 2012**

### **Purpose of the Meeting**

The Session of Edgcumbe Presbyterian Church called a special meeting of the congregation to hear and act on the Session's recommendation to call Pastors' Phil and Julie GebbenGreen to be installed co-pastors at 85% time. These new terms of call include salary, benefits and pastoral expense accounts. Currently, our pastors are temporary supply pastors.

### **Call to Order**

A quorum being present, the meeting was called to order by the moderator, Chaz Ruark, Executive Presbyter of the Presbytery of the Twin Cities, at 11:20. The meeting was opened with prayer. Also present was Janice Dickin-son representing the Committee on Ministry, and a member of House of Hope.

Chaz spoke about the difference in terms of call and stressed that an installed pastor means a permanent pastor as opposed to a temporary supply pastor.

Pastor Phil also spoke on the change in their terms of call and referred to Carl Sims, a member who recently moved to Santa Rosa, California. It was Carl's wish that the GebbenGreens become full time installed pastors. The Session recently voted to approve an increase in the pastors work week from 75% to 85%. It was also noted that when pastors are installed, it is the congregation who votes on their terms of call and not the Session. This is usually done at the annual meeting. For a temporary supply pastor, the Session approves all terms of call details.

### **Motion Made**

Elder Bryan Kingsriter, on behalf of the Session, moved that the terms of call for Phil and Julie GebbenGreen as installed co-pastors at 85% time be approved. Before discussion began, the moderator asked our pastors to leave the room.

## **Discussion of Motion**

There was much discussion on the portion of the terms of call which dealt with “sabbatical leave of three months after six years of service.” Two main questions arose: how do you determine years of service when our pastors have been 75% temporary co-pastors, and when does the six year period begin.

## **Amendment to the Motion and Vote**

Chuck Neve proposed an amendment to the motion on the floor: strike the portion dealing with the sabbatical from the terms of call. A paper ballot was requested. A majority vote of those attending the meeting was needed to approve the amendment. Chaz announced the results: 12 negative and 8 positive. Thus the amendment failed.

## **Congregational Vote on the Original Motion**

A paper ballot was also requested for the vote on the original motion. Chaz reported the results: 17 positive and 3 negative. The Session’s motion to approve Pastors Phil and Julie GebbenGreen as installed co-pastors at 85% time with the terms of call as printed was approved.

It was recommended that members interested in defining the sabbatical requirements meet to discuss and propose guidelines to the Session. Once the Session approves new specific guidelines for sabbatical, it will present them to the congregation at our 2012 annual meeting for approval along with the pastors’ updated terms of call.

## **Adjournment and Closing Prayer**

MSC to adjourn the meeting and close with prayer of thanks led by Pastor Phil. The meeting was adjourned at noon.

Judy Dailey

# ANNUAL FINANCIAL REPORT

*Includes the 2012 Year End Report and the Presentation of the 2013 Budget.*

	<b>REVENUES</b>		
	2012	2012	2013
	Budget	Actual YTD	Budget
Pledge Units	31	<b>31</b>	25
Pledge Payment	61,942	<b>60,632</b>	72,111
Above Pledge	2,000	<b>5,389</b>	2,000
Unpledged Contrib	10,000	<b>12,145</b>	10,000
Per Capita Income	1,803	<b>1,437</b>	1,800
Montessori Rent	41,808	<b>41,808</b>	42,648
Montessori Janitor	2,580	<b>2,580</b>	2,580
AA Rent	16,120	<b>16,520</b>	16,560
*Dedicated Income	0	<b>2,150</b>	0
Misc - Revenue	0		0
Interest Income	0	<b>3</b>	0
Carry Fwd Bank Balance	5,583	0	3,682
<b>TOTAL REVENUES</b>	<b>141,836</b>	<b>142,664</b>	<b>151,381</b>

	<b>EXPENSES</b>		
TOTAL BUILD & GROUND	34,850	<b>29,379</b>	32,115
TOTAL PERSONNEL	108,473	<b>100,982</b>	111,429
TOTAL OUTREACH	2,450	<b>1,537</b>	2,450
TOTAL DISCIPLESHIP	2,800	<b>1,789</b>	2,800
TOTAL DEACONS	350	<b>123</b>	350
TOTAL SESSION	2,033	<b>1,928</b>	2,237
<b>EXPENSES</b>	<b>150,956</b>	<b>135,738</b>	<b>151,381</b>

<b>NET INCOME</b>	<b>(9,120)</b>	<b>6,925</b>	<b>0</b>
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**SUPPORT TEAM (BUILDING & GROUNDS) EXPENSES BREAK-DOWN**

		2012	2012	2013
		Budget	Actual YTD	Budget
<b>Buildings</b>	Heat & Light	8,000	<b>6,083</b>	7,000
<b>&amp;Grounds</b>	Insurance	5,000	<b>4,730</b>	4,500
"	Repairs/Maint	3,000	<b>2,572</b>	3,000
"	Utilities/Services	9,000	<b>6,470</b>	7,000
"	Assess/Prop Tax	2,500	<b>2,326</b>	2,500
"	B&G Supplies	2,300	<b>2,542</b>	2,700
"	Appliance/ Furniture	500	<b>282</b>	500
"	Garden & Grounds	200	<b>200</b>	200
<b>Office</b>	Computer/ Website	500	<b>589</b>	600
"	Telephone/ Internet	1,400	<b>1,382</b>	1,400
"	Copier	850	<b>882</b>	900
"	Postage	450	<b>498</b>	500
"	Tax Bookkeeper	0	<b>0</b>	200
"	Office Supplies	1,000	<b>708</b>	1,000
"	Bank Fees	150	<b>115</b>	115
<b>TOTAL BUILD &amp; GROUND</b>		<b>34,850</b>	<b>29,379</b>	<b>32,115</b>

**SUPPORT TEAM (PERSONNEL) EXPENSES BREAK-DOWN**

		2012	2012	2013
		Budget	Actual YTD	Budget
<b>Pastor</b>	Pastor Housing	20,000	<b>20,000</b>	20,000
"	Pastor Salary	17,538	<b>17,537</b>	20,304
"	Pastor Pension/ Medical	11,844	<b>12,009</b>	14,692
"	Continuing Ed	950	<b>950</b>	1,020
"	Automobile	800	<b>800</b>	800
"	Pastor Misc Allowance	2,050	<b>1,790</b>	1,000
"	Med/Dent Supplement	3,000	<b>3,000</b>	3,000
<b>Staff</b>	Music Director Salary	12,731	<b>12,731</b>	12,731
"	Music Team Salary	6,240	<b>4,455</b>	4,200
"	Music Dir-Cont Educ.	200		200
"	Office Manager Salary	15,600	<b>12,745</b>	15,600
"	Office Cont Ed	200		200
"	Housekeeping Salary	8,320	<b>8,940</b>	9,282
"	Handyman	3,000	<b>1,445</b>	2,500
"	Sunday School	400	<b>30</b>	400
"	Nursery	1,000	<b>980</b>	1,000
"	Payroll Taxes	3,000	<b>2,937</b>	3,000
"	Staff Supply	1,500	<b>625</b>	1,500
"	Staff Advertising	100	<b>8</b>	0
<b>TOTAL PERSONNEL</b>		<b>108,473</b>	<b>100,982</b>	<b>111,429</b>

## OUTREACH EXPENSES

	2012	2012	2013
<b>OUTREACH:</b>	<b>Budget</b>	<b>Actual YTD</b>	<b>Budget</b>
Denom Mission	1,000	<b>1,000</b>	1,000
Local Mission/ SPACC	250	<b>250</b>	250
Adver/Special Mis- sion	500	<b>282</b>	500
Outreach Misc:	700	<b>5</b>	700
<b>TOTAL OUTREACH</b>	<b>2,450</b>	<b>1,537</b>	<b>2,450</b>

## DISCIPLESHIP EXPENSES

	2012	2012	2013
<b>DISCIPLESHIP:</b>	<b>Budget</b>	<b>Actual YTD</b>	<b>Budget</b>
Worship	500	339	500
Music	1,000	950	1,000
Education:	800	151	800
Fellowship:	300	189	300
ArtPlayce	200	160	200
<b>TOTAL DISCIPLE- SHIP</b>	<b>2,800</b>	<b>1,789</b>	<b>2,800</b>

## DEACONS EXPENSES

	2012	2012	2013
<b>DEACONS</b>	<b>Budget</b>	<b>Actual YTD</b>	<b>Budget</b>
<b>TOTAL</b>	350	123	350
<b>TOTAL DEACONS</b>	<b>350</b>	<b>123</b>	<b>350</b>

## SESSION EXPENSES

	2012	2012	2013
<b>SESSION</b>	<b>Budget</b>	<b>Actual YTD</b>	<b>Budget</b>
New Officer Books	30	<b>30</b>	<b>30</b>
Elder Retreat	100		<b>100</b>
Finan/Stewardsh	50		<b>50</b>
Per Capita Paid	1,803	<b>1,803</b>	<b>2,007</b>
Session Exp-Other	50	<b>95</b>	50
<b>TOTAL SESSION</b>	<b>2,033</b>	<b>1,928</b>	<b>2,237</b>

## Actual 2012 Cash Flow

As of 12/312012

<b>Accounts:</b>	<b>Checking</b>	<b>General Savings</b>	<b>Memorial Savings</b>
<b>Previous Year Balance</b>	\$14,597.37	\$8,949.86	\$3,108.06
<b>Transfer In/Out</b>		-\$3,185.11	-\$1,212.57
<b>EOY Balance</b>	<b>\$13,264.45</b>	<b>\$5,764.75</b>	<b>\$1,895.49</b>

Checking includes \$700.00 MCW donation

Checking includes \$642.00 Continuing Education Carryover

<b>Vanguard</b>	
<b>Previous Year</b>	\$9,014.88
<b>Profit/Loss</b>	\$1,100.30

Transfers 7730.45

<b>EOY Balance</b>	<b>\$17,845.63</b>
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<b>General Savings Breakdown:</b>		<b>Memorial Savings Breakdown:</b>	
2011 Year End			
Bal Correction	\$259.39		
Heifer	\$521.65	Memorials	\$1,864.00
Peacemaking	\$222.33	Int & Loose	\$31.49
Interest	\$261.38		
Thanksgiving	\$0.00		
Flower Fund	\$0.00		
Montessori Tax			
Escrow	\$4,500.00		
<b>Total</b>	<b>\$5,764.75</b>		<b>Total \$1,895.49</b>

# PRESBYTERY OF THE TWIN CITIES AREA TERMS OF CALL or CONTRACT REPORT FORM 2013

Edgumbe Presbyterian Church, Saint Paul, MN 55116

Reverends Julie and Phil GebbenGreen

Presbytery of Membership: TWIN CITIES AREA

- Full time
- Part time: 85% of full-time**
- Pastor (Co-Pastors sharing one position)**
- Designated Pastor Length of term: 2 years 3 years 4 years
- Associate Pastor
- Designated Associate Pastor Length of term: 2 years 3 years 4 years
- Interim Pastor
- Interim Associate Pastor
- Stated Supply
- Temporary Supply

Effective Date: January 1, 2013

Date of Congregational Meeting (if called position) January 27, 2013

Terms (all should be annual):

Salary & Housing \$40,303.60 (Includes housing/utility allowance: \$20,000)  
2012 metro minimum is \$47,416  
2012 non-metro min. is \$42,447

Free Use of the Manse \_\_\_\_ Yes \_X\_ No

Vacation one month

Continuing Education allowance \$ 1020 (minimum \$1,200) per year, cumulative over 3 years to \$3060 (minimum \$3,600).

Continuing Education leave: 2 weeks, cumulative over 3 years to 6 weeks

Pension Full 2012: 32.25% of 'Effective Salary' (GebbenGreen actual = \$14,692)

Automobile allowance IRS rate  
Vouchered up to \$800

Professional Expenses Vouchered up to \$1000

Social Security Offset \_\_\_Yes \_No  
(7.65% of salary & housing)

Medical/Dental Supplemental \_Yes \_\_\_No Vouchered up to \$3000

Optional Retirement Contribution \_\_\_Yes \_No Amount \$ \_\_\_\_\_

Sabbatical \_Yes \_\_\_No

Length of leave: 3 months; years of service required: six years;  
(Synod standard is 3 months after 5 years of service)  
Session approval of dates and plan required.

Moving Expense \_\_\_Yes \_No Vouchered up to \$ \_\_\_\_\_

Pastor \_\_\_\_\_ Date \_\_\_\_\_

Pastor \_\_\_\_\_ Date \_\_\_\_\_

Clerk of Session \_\_\_\_\_ Date \_\_\_\_\_

*(For called positions, this form may be used to report terms for COM action, but for signing purposes after the congregational meeting and vote, use the "Pastoral Call Form" which includes the signature line for the "Moderator of the Congregational Meeting.")*

# Pastor Sabbatical Policy

After six years of continuous service, a pastor may seek Session approval for a sabbatical leave with pay for up to 12 weeks. The Session will discuss and approve sabbaticals no less than six months in advance of the sabbatical leave. A sabbatical leave is time away for renewal and spiritual enrichment. Continuing education will not be given on a sabbatical year.

The request will include a detailed written plan with clearly identified goals for both the pastor and congregation. The plan should include:

- a. Provisions for leadership in the pastor's absence
- b. Establishing the philosophy behind the sabbatical and how it relates to renewal and spiritual enrichment
- c. Together with Session, identifying the funding needs and funding sources for the sabbatical

The pastor will agree to return to his/her present position for a period of at least one year following the completion of the sabbatical leave. If the pastor chooses to leave his/her position voluntarily within the period of one year following the sabbatical leave, the salary paid for the leave time will be refunded by the pastor.

After completion of one sabbatical leave, the pastor will not be eligible for another sabbatical leave until a period of at least six years has elapsed.

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Edgumbe Presbyterian Church  
2149 Edgumbe Road  
St. Paul, MN 55116

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