

CARMICHAEL PRESBYTERIAN CHURCH
Annual Meeting
February 2, 2025

The annual congregational meeting of Carmichael Presbyterian Church was held in-person and via livestream on February 2, 2025. Moderator Pastor Keith L. DeVries opened the meeting at 11:20AM with prayer and welcomed everyone. The assistant clerk of session, Sharon MacLean, confirmed that there was a quorum as there were 85 members present in person and an additional 47members present via livestream.

2024 Journey to the Church Triumphant

With sadness of heart, we have said “good-bye” to some of our members who were taken in death. We affirmed our faith, celebrated the hope of the Resurrection, and committed each to the care and keeping of our Lord until such day as we shall be reunited in the presence of Christ. We give thanks to God for having shared in the lives of the following people:

Ele Crispell, January 2
Bob Beckert, January 4
Carol Conoley, February 10
Susan “Sues” Williamson, February 13
Helene Crowley, May 30
Barbara Krefting, June 5
Philip Mishler, June 8
Jane Swenson, June 8
Howard Ross Jr., August 7
Betty Moore, November 11
Birgitta Ellis, December 16
Joan Bristow, December 19
V. Elaine Vargo, Unknown

MINUTES

Moderator Keith DeVries referred the members of the congregation to the packet which included the Minutes of the Annual Congregational Meeting held on January 28, 2024, and two additional congregational meetings held on April 21, 2024 and August 18, 2024.

The Session reviews and approves the Minutes and they are attested by the Moderator and the Clerk of Session and entered in the Minutes Book of the Session. Motion was made and seconded that the congregation approve these Minutes.

FINANCIAL REPORTS

Ruling Elders Allison Cagley of the Administration Division gave a review of the 2024 Budget and Finances and presented the 2025 Budget.

TERMS OF CALL

Moderator DeVries called on Ruling Elder David Studer, Chair of the Personnel Committee, to lead the next order of business and excused himself and Associate Pastor Ivan N. Herman. Ruling Elder Studer presented the following Terms of Call.

2025 TERMS OF CALL FOR PASTOR KEITH L. DEVRIES

The session recommends to the congregation the following terms of call for the Reverend Keith L. DeVries.

SALARY	70,139
HOUSING	38,000
<u>EFFECTIVE SALARY</u>	<u>108,139</u>
PENSION/MEDICAL/DEATH & DISABILITY (based on Effective Salary)	38,816
DENTAL	1,025
PROFESSIONAL REIMBURSEMENT (Auto expenses, books, periodicals, etc.)	2,700
STUDY LEAVE	2,000
<u>**TOTAL COST TO THE CHURCH</u>	<u>\$152,680</u>

These terms of call include four weeks of vacation; two weeks study leave, two weekends off each year, paid family medical leave (See Book of Order G-2.0804), and sabbatical leave after serving six years.

2025 TERMS OF CALL FOR PASTOR IVAN N. HERMAN

The session recommends to the congregation the following terms of call for the Reverend Ivan N. Herman.

SALARY	33,920
HOUSING	40,282
<u>EFFECTIVE SALARY</u>	<u>74,202</u>
SECA ALLOWANCE (7.65%)	5,676
PENSION/MEDICAL/DEATH & DISABILITY (based on Effective Salary)	19,293
403b MATCHING	3,000
DENTAL	1,753
PROFESSIONAL REIMBURSEMENT (Auto expenses, books, periodicals, etc.)	2,700
STUDY LEAVE	2,000
<u>**TOTAL COST TO THE CHURCH</u>	<u>\$108,624</u>

These terms of call include four weeks of vacation; two weeks study leave, two weekends off each year, paid family medical leave (See Book of Order G-2.0804), and sabbatical leave after serving six years.

Motion was made, seconded, and carried. The pastors were welcomed back with a grateful round of applause.

NOMINATIONS	Moderator DeVries called for the report of the Nominating Committee. The Moderator of this committee, Ruling Elder ElizaBeth Phillips presented the Nominating Committee's selection of candidates.
Deacons	The nominations were closed, and motion was made and seconded to elect these candidates to the office of Deacon. Motion carried.
	Deacons, Class of 2026 Barbara Laughton Laura Garwood
	Deacons, Class of 2027 Debbie Berke ElizaBeth Phillips
	Deacons, Class of 2028 Brian Nordeen Debbie Nordeen Cathy Wride
Ruling Elders	The nominations were closed and motion was made and seconded to elect these candidates to the officer of Ruling Elder. Motion carried.
	Elders, Class of 2028 Kathy Lewin
ANNUAL REPORTS	The written reports from the chair of each division were provided to all attendees via email or in-person. Pastor Keith encouraged everyone to read them and if they have questions to contact the chair.
WITH THANKS	Moderator DeVries expressed gratitude for the congregation and their continued involvement at CPC and the community.
OTHER BUSINESS	None
ADJOURNMENT	The Congregational meeting was adjourned at 12:10PM as Pastor Ivan Herman led us in a song of blessing and peace followed by a benediction.

Keith L. DeVries, Moderator

Sharon MacLean, Assistant Clerk of Session

Date Approved: _____

**Special Meeting of Session of
Congregational Meeting
April 6, 2025**

A meeting of the congregation of Carmichael Presbyterian Church was duly called for Sunday, April 6, 2025, following the 10:00 a.m. service for the purpose of electing Elders and Deacons.

It was determined that a quorum was present at the meeting which was called to order at 11:08 a.m. by Moderator, Reverend Keith L. DeVries who opened with prayer.

Ruling Elder ElizaBeth Phillips presented the Nominating Committee's selection of candidates.

Action:

The nominations were closed and the **motion was made and carried** to Elect the following candidates to the office of Deacon, Class of 2028:

- Dani Romais
- Bonnie Logan
- Cathy Wride

The nominations were closed and the **motion was made and carried** to Elect the following candidates to the office of Elder,

Class of 2026

- Allison Cagley

Class of 2028

- Scott Young

There being no further business, the meeting was adjourned at 11:20 p.m. The meeting was closed with prayer by the moderator, Reverend Keith L. DeVries.

Date Approved

Mary MacDonald, Clerk of Session

**Special Meeting of Session of
Congregational Meeting
June 1, 2025**

A meeting of the congregation of Carmichael Presbyterian Church was duly called for Sunday, June 1, 2025, following the 10:00 a.m. service for the purpose of electing Elders, Deacons and acting upon a motion from Session.

It was determined that a quorum was present at the meeting which was called to order at 11:24 a.m. by Moderator, Reverend Keith L. DeVries who opened with prayer.

Ruling Elder ElizaBeth Phillips presented the Nominating Committee's selection of candidates.

Action:

The nominations were closed and the **motion was made and carried** to Elect the following candidates to the office of Deacon, Class of 2028:

- Sharleen Millering
- Hal Millering
- Alexis Davidson

The nominations were closed and the **motion was made and carried** to Elect the following candidate to the office of Elder, Class of 2028

- Deb Sweetman

The **motion was made and carried** to approve submitting a line of credit application for the Parking Lot Project in the amount of \$1.5 million through the Synod of the Pacific and to execute of a deed of trust on the church property at 5645 Marconi Avenue in Carmichael to secure this loan.

There being no further business, the meeting was adjourned at 11:37 p.m. The meeting was closed with prayer by the moderator, Reverend Keith L. DeVries.

Date Approved

Mary MacDonald, Clerk of Session

Congregational Meeting
November 2, 2025

A meeting of the congregation of Carmichael Presbyterian Church was duly called for Sunday, November 2, 2025, following the 10:00 a.m. service for the purpose of acting on motion from Session.

It was determined that a quorum was present at the meeting which was called to order at 11:18 a.m. by Moderator, Reverend Keith L. DeVries who opened with prayer.

Rev. DeVries requested that Rev. Ivan N. Herman moderate the remainder of the meeting and excused himself from the Sanctuary.

Elder Dave Studer, Chair of Personnel Committee, presented the PC(USA) Board of Pensions requirement that matching grants must be offered to all employees in the same employee classification including pastors.

The **motion was made and carried** to approve amending the 2025 Terms of Call for Pastor Keith L. DeVries to provide a matching grant of 3% of effective salary (with a maximum of \$3,000 per year) to a 403(b).

There being no further business, the meeting was adjourned at 11:24 a.m. The meeting was closed with prayer by Reverend Ivan N. Herman.

Date Approved

Mary MacDonald, Clerk of Session