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Executive Director of Presbytery Mission: Rev. Dr. SanDawna Ashley  
Stated Clerk: The Rev. Pamela Prouty  
Associate for Administration: Karen Lange

January 22, 2018

### **OFFICIAL CALL**

This is your official call to presbytery's next stated meeting on **Saturday, February 3, 2018**, at the Hope Presbyterian Church, 7730 North Shore Drive, Spicer. **Registration starts at 9:00 a.m.** The Stated Clerk and Moderator of Presbytery will be in conversation by noon on Friday, February 2, to decide whether to postpone due to bad weather. Call the presbytery number 320-235-7910 to check.

These presbytery packet notifications are sent to active and retired teaching elders of the presbytery, commissioned ruling elders, and clerks of sessions for each congregation by email. If you are not the commissioner from your congregation for this presbytery meeting, please pass the information to access the presbytery packet to the person who will be serving in this capacity. The password for the minutes is Pminutes, they are located under the "Minutes" tab on the home page; and the password for the directories is Pvalleys.

Please call or email Karen at the presbytery office ([karen@minnesotavalleys.org](mailto:karen@minnesotavalleys.org)) **by Monday, January 29** to indicate:

- If you will be in attendance and would like a meal reserved (**Note dietary restrictions**)
- If you request to be excused
- If childcare will be needed

The presbytery [minutes](#) are available on the presbytery website.

### **FIRST-TIME COMMISSIONERS**

The first-time commissioner briefing is at 9:15 at the Hope Presbyterian Church. It is recommended that the person have the presbytery meeting packet in hand so they can follow along with the agenda. While this briefing is designed for first-time commissioners, anyone is welcome to sit in.

### **MEALS**

Visitors are charged \$8 for the noon meal, payable at the registration table.

**PRESBYTERY OF MINNESOTA VALLEYS STATED MEETING**  
**Proposed Agenda ° February 3, 2018**  
**Hope Presbyterian Church – Spicer**

*\*Those who are able are invited to stand in body or spirit  
New business must be presented to the Moderator and Stated Clerk by noon*

**9:00 a.m.** Registration/Refreshments/Preparation/Resourcing

**9:15 a.m.** First-Time Commissioner Training

*Elder Nancy Chamberlain*

**10:00 a.m.** Prelude

**Call to Worship**

**Opening Prayers**

**\*HYMN #461 “God Is Here”**

**The Presbyterian Hymnal**

**Call to Confession**

*Rev. Tom Voigt*

**Unison Confession**

**Silent Confession**

**Assurance of Pardon**

**\*Sung Response #2152 “Change My Heart O God”**

**Sing the Faith Hymnal**

**Passing of the Peace**

**Choir Anthem**

**“Come Follow Me”**

**Scripture**

**Sermon**

*Rev. Dr. SanDawna Ashley*

**Affirmation of Faith**

**\*HYMN #399 “We Walk by Faith and Not by Sight”**

**The Presbyterian Hymnal**

**Receiving One Great Hour of Sharing Offering**

*Commissioned Ruling Elder Deb Klaassen*

**Presentation of Necrology Report**

*As the offering is received, we take a few minutes to recognize the saints who have been called to their eternal home. We give thanks to God for these men and women, who served as teaching elders or ruling elders among us. We present our 2017 necrology report.*

**\*Sung Response #526 vs. 1 “For All the Saints”**

**The Presbyterian Hymnal**

**Prayer of Dedication**

*Commissioned Ruling Elder Deb Klaassen*

**Holy Communion**

*Rev. Dr. SanDawna Ashley and Ruling Elder Stan Menning*

**Great Prayer of Thanksgiving**

**Distribution of the Elements**

**Prayer Following Communion**

**\*Hymn “The Lord’s Prayer”**

**11:00 a.m. Call to Order/Introduction to the Day/Prayer**

*Moderator Stan Menning*

**Presentation of Agenda**

*Rev. Pamela Prouty*

**Words of Welcome: Hope Presbyterian Church**

*Elder Greg Mulder*

**Establishing the Roll**

*Declaration of Quorum*

*Seating of Corresponding Members/Granting Voice*

*Recognition of First-time Commissioners and Guests*

**Consent Agenda** (page 4)

*Rev. Pamela Prouty*

**11:15 a.m. Small groups (Prayer prior to lunch in small groups)**

**12:00 Order of the Day Lunch**

**1:00 Reconvene with Prayer**

**HYMN #420 vs. 1 & 5 “God of Grace and God of Glory”**

**The Presbyterian Hymnal**

**Church Spotlight: Harrison Presbyterian Church**

*Elder Bessie Klose*

**Stated Clerk’s Report** (page 4)

*Rev. Pamela Prouty*

**Executive Director of Presbytery Mission Report** (page 5)

*Rev. Dr. SanDawna Ashley*

**Commission on Leadership** (page 7)

*Elder Lynn Olson/Rev. Paul Snyder*

**Commission on Presbytery Life** (page 6)

*Rev. Andy Davis/Rev. Steve Tyykila*

**Report from the Lakeshore Center at Okoboji**

**Commission on Operations**

*Rev. Scott Prouty/Elder Le Roy Ennenga*

**Committee on Representation** (page 10)

*Action on member for the Committee on Congregational Nurture*

**Commission on Congregational Transformation & Development** (p. 11) *Rev. Darin Seaman*

**Committee on Congregational Nurture** (page 12)

*Rev. Bob Bartlett*

**New Business**

*Resolution of Thanks*

**“What Does Jesus Mean to Me?”**

*Commissioned Ruling Elder Gordy Pennertz*

**Sung Response #2068 “I Love You, Lord”**

**Sing the Faith Hymnal**

**Speak Out and Announcements**

*Sharing of congregational stories and announcements*

**The Prayers of the People**

*Rev. Dr. Beverly Crute*

**HYMN #432 “Song of Hope”**

**The Presbyterian Hymnal**

**3:00 p.m. Benediction and Adjournment**

*\*Those who are able are invited to stand in body or spirit*

**The Consent Agenda contains routine items. Any Ruling Elder or Teaching Elder commissioner can remove any item on the Consent Agenda by standing and making that request. The item would then be placed in the agenda and discussed. Questions for clarity about a particular item are welcome. To remove an item, no second is needed and no discussion.**

**CONSENT AGENDA  
FOR THE  
PRESBYTERY OF MINNESOTA VALLEYS  
February 3, 2018**

1. Approve the minutes from the November 4, 2017 Stated Meeting as posted on the website
2. Receive the Stated Clerk's Report (page 4)
3. Receive Administrative Commission reports from Pipestone and Brooten (page 4)
4. Receive the Commission on Presbytery Life report (page 6)
5. Receive the Commission on Presbytery Leadership report (page 7)
6. Receive the Commission on Congregational Transformation and Development report (page 11)
7. Receive the Commission on Presbytery Operations report
8. Receive the Committee for Congregational Nurture report (page 12)

**The Stated Clerk's Report  
to the Presbytery of Minnesota Valleys  
February 3, 2018**

1. The Permanent Judicial Commission roster per D-5.0206b: Ruling Elder Steve Asher and Teaching Elder Bev Crute (class of 2013).
2. The due date for the General Assembly Statistical Report was yesterday; if you have questions about this please let me know.
3. On Saturday, February 24 from 10:00-3:00 p.m. training will be held for Ruling Elders and Deacons at the First Presbyterian Church, Redwood Falls. Everyone is invited; please RSVP to Karen at the Presbytery office so lunch can be planned for accordingly. Deb DeMeester, Synod Director for Leadership will lead a plenary on Leadership 2018, Lynn Olson will lead a session for clerks of sessions, Galen Smith will lead a session for deacons and Pamela Prouty will lead a session for Ruling Elders.

**Brooten AC Report to Presbytery**

We continue to work on the issues relating to the church owned cemetery and hope to resolve them soon.

Stan Menning, chair

**Executive Director of Presbytery Mission  
Report to the Presbytery of Minnesota Valleys  
February 3, 2018**

My ministry with the presbytery has reached the six-month mark. This six-month period has included an orientation to the presbytery, meetings with pastors, visiting congregations, attending synod meetings, connecting with ecumenical partners, advising committees and leading training. To date, a total of seven congregations were visited and I have met with three sessions. In my observation, the presbytery is diligently working to live into the new ministry plan. The implementation of commissions' goals is ongoing and will continue to be a work in progress. The synergy amount from leaders is well noted. Presbytery staff is working well towards building a team that collaborates and builds upon each other's strengths. The tasks of building connections between the presbytery and its members are my highest priority. This year I will continue the effort of learning about the presbytery and understanding more fully its needs.

To this end, the Presbytery Life Commission will evaluate the Presbytery's Ministry Plan and its effectiveness. The assessment will include soliciting feedback via surveys and small group conversations. Accordingly, as we learn what is working well, we will continue to design mission programs. I am especially interested in knowing how the Spirit is inspiring your ministries. Two questions will continue to guide our conversations: How is it with your soul? How may I assist you in meeting your ministry goals?

Most of our congregations are spiritually healthy and financially solvent. Having a clear sense of calling, they are focused on making disciples, mission, and ministry. Others are struggling with declining resources. Additionally, most congregations are rethinking ministry in the current climate of post-Christendom. The question of what does it mean to be a church today requires a multifaceted answer. The Church Universal continues to grapple with this question. Impacted by this changing landscape, all congregations are in transition. Spiritual practices of prayer, study, meditation, accountability groups, and self-care will provide the resiliency needed for ministry in this age. I plan to continue leading the presbytery in a conversation about these issues.

**2018 Goals:**

- To resource, the presbytery around issues of leadership development, change management, stewardship, and transformation. Quarterly webinars are planned for all leaders. In-person training will include an April 5-7, 2018 Transformation Event. The January 13th Leadership Retreat was the first step of this goal.
- To build the capacity of pastors and congregations to manage conflicts in healthier manners.
- To create processes and procedures that aid the growth and vitality of congregations.
- With the presbytery leadership, seek ways to increase the witness of the presbytery within communities.
- With COL, work to support congregations in transition, engaging them in a call process that matches well congregational needs with the gifts and graces of leaders.
- Work to increase the diversity of congregations with the goal of reaching ethnic neighbors.
- Assist in emergencies, providing appropriate intervention, communication, and support.
- Resourcing pastors through counsel and advocacy

- To develop internal resources on managing polarities in process, values, theology, and practice.
- Enhance the vitality of rural and small church ministry
- Build relationships with ecumenical partners.

**Service to the Larger Church:**

- I will continue to serve the Transitional Ministry Education Planning Team. The consortium develops curriculum and set norms for pastors serving congregations in transition. I am currently assisting in the development of Transformational Leadership models for long-term transitional pastors.
- This year I am the keynote speaker for the Northeast Wee Kirk Conference, October 2018.
- I am on the Planning Team for the All Western Staff Conference.

**Meetings Attended:**

All Western Staff Meeting	December 4-8, 2017
Minnesota Council of Churches Board Meeting	December 14, 2017
Professional Religious Leadership and Ministry Development Centers Council Meeting	January 15-18, 2018

**Community and Ecumenical Relations:**

Day of Christian Unity Calvary Lutheran Church	January 21, 2018
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**The Commission on Presbytery Life (CPL)  
Report to Presbytery of Minnesota Valleys  
February 3, 2018**

Goals-

- Find a way to reinforce mission initiative/Mission fair
- Develop some way to encourage, incorporate youth in our presbytery and prepare for 2019 Presbyterian Youth Triennium
- Continue to encourage congregations sharing their mission activities/programs for the Presbytery website and in the Valley Bridge. This may include compiling annual reports from congregations.
- Continue to listen to commissions, congregations and individuals about the "Mission Design plan"

**Commission on Leadership (COL) report to the  
Presbytery of Minnesota Valleys  
February 3, 2018**

Actions taken at the December 12, 2017 meeting

1. COL VOTED to approve the agenda. COL VOTED to approve November 14 Zoom meeting minutes.
2. COL VOTED to approve the co-chair actions:
  - a. Randall – Ruling Elder Richard Lawrence (who has the proper training) authorized to serve communion during 2018.
  - b. Fulda – Ruling Elder Kathy Knips (who has the proper training) authorized to serve communion during 2018.
3. COL VOTED to approve to extend the Covenant Agreement through August 31, 2018 with a 60-day notice by either party, and ask to have the interim pastor; Nancy DeVries to submit her quarterly report, the Session to submit a report about where they are in the interim process and to have the terms of call submitted.
4. COL VOTED to approve the Covenant of Closure between the First Presbyterian Lake Crystal and the Rev. Randy Lubbers effective December 31, 2017.
5. COL VOTED to approve Ruling Elder Jean Bauer (who has the proper training) to serve communion on Christmas Eve, 2017.
6. COL VOTED to approve the contract for Temporary Pastoral Services between Teaching Elder Ed Morgan and the Maine Presbyterian Church, Underwood, MN from May 1-31, 2018 with a stipend for \$1600 with travel allowance according to the IRS rate. The Rev. Tom Junkert will be taking that extended time off.
7. COL VOTED to approve a one-month extension of the interim pastor covenant between the St. James Presbyterian Church and Teaching Elder Leah Elrod through January 31, 2018. The terms will remain the same.
8. COL VOTED to approve the proposed changes to the COL Manual as attached:

Here are the goals which we talked about Jan 13:

1. Respond in a timely manner to Sessions and pastoral leaders
2. Be proactive instead of reactive
3. Continue to build relationships with the Committee on Congregational Nurture, Sessions and pastoral leaders
4. Training the commission liaisons
5. Support pastoral leaders

## PROPOSED CHANGED TO POLICIES IN COL MANUAL:

### Remove references to Commissioned Pastors from this Separation Policy:

#### SEPARATION ETHICS FOR PASTORAL LEADERS

[Ministers of the Word and Sacrament ~~and Commissioned Pastors (also known as Commissioned Ruling Elders)~~]

“When Pastoral Leadership and Congregations say Goodbye”

Presbytery of Minnesota Valleys

*Approved by the Commission on Leadership, November 17, 2016*

Few circumstances in their professional lives challenge those in pastoral leadership to exercise more wisdom and judgment than the ones raised when leaving a congregation. In addition to making a professional move, they and possibly their family may be leaving supportive friends and community. When the transition involves the medical disability or retirement of a Minister of the Word and Sacrament or Commissioned Pastor (also known as Commissioned Ruling Elder) who elects to remain in the community, and perhaps even in the community of the church, the issues become even more complex and challenging.

The Book of Order offers brief, but important guidance in the matter of transitions: **(G-2.0905)** “*After the dissolution of the pastoral relationship, former pastors and associate pastors shall not provide their pastoral services to members of their former congregations without the invitation of the moderator of session.*” These guidelines refer to any former ministerial relationship with a congregation as defined in *The Book of Order G-2.0504* ~~as well as those in a Commissioned position.~~

While such transitions involve several entities (i.e. sessions, congregations, church members, etc.), the Commission on Leadership (COL) believes that the burden of responsibility for creating a healthy transition lies primarily with the professional behavior of the pastoral leadership who is leaving. They must view the process of separation and transition as a final and critical part of their ministry to the congregation they have served. To not do so undermines the future health of the church and is a violation of professional ethics. The use of the term, “ethics” implies certain values which are important to consider during this often highly charged experience of the dissolution of the pastoral relationship. Such values include: \*effective leadership; \*congregational health and stability; \*the growth of pastor and members in dealing with pain, the problems, and the possibilities of separation; and \*the ability of the session and congregation to move positively and effectively toward the next phase of their lives. (Previous two sentences courtesy of Winnebago Presbytery)

Practically, the departing pastoral leader must work to educate the session and congregation on the Presbyterian understanding of the transition. She/he ought to take great care in expressing his/her support of the process and the role that presbytery plays in it.

Emotionally and spiritually, the departing pastoral leader can play a positive role in the welcome that future temporary, transitional, or installed leadership will receive. Explaining the transition process and the reasons for it will also assist in clarifying for all, the importance of following and maintaining proper boundaries.



Specific guidelines, based on the *Book of Order*, and developed through the experience of COL are found in the attached PASTORAL DISSOLUTION AGREEMENT and COVENANT OF CLOSURE. Representatives of COL will carefully review that document with each Minister of the Word and Sacrament ~~or Commissioned Pastor (also known as Commissioned Ruling Elder)~~ who is leaving/retiring from a congregation in the Presbytery of Minnesota Valleys. The information will also be reviewed with the Session of the congregation affected by the move (prior to the election of a PNC) as a part of the transition meeting conducted by representatives of COL.

The PASTORAL DISSOLUTION AGREEMENT and COVENANT OF CLOSURE shall be signed by:

- Outgoing pastoral leader
- Spouse (if applicable)
- Clerk of Session of the congregation
- Representative/s of COL.

When completed, the original copy shall be filed in the leader's file in the Presbytery Office and a copy placed in the Church's file in the Presbytery Office as well as copies sent to the departing leader and the clerk of session of the congregation.

**The following is for more clarity, this is not new.**

**PROCEDURES FOR BECOMING A COMMISSIONED PASTOR  
(also known as a COMMISSIONED RULING ELDER)  
The Presbytery of Minnesota Valleys**

**First Steps:**

1. Those seeking to become Commissioned Pastors in the Presbytery of Minnesota Valleys:
  - a. Must be an ordained Ruling Elder in the Presbyterian Church (USA);
  - b. Must have demonstrated an active commitment toward fulfilling the ordination vows including engagement in the councils of the church beyond the session;
  - ~~c. Must have successfully completed an approved course of study, or be in the process of completing such a course;~~ *Complete the Commissioned Pastor (also known as commissioned ruling elder) coursework at an accredited PCUSA seminary or other approved commissioned pastor program through an approved Presbyterian organization. Coursework shall include: Old/New Testament, preaching worship and sacraments, reformed theology and history, polity, spiritual development, pastoral care, Christian education mission evangelism church leadership and administration.*
  - d. Must have completed an assessment with Leader Wise (formerly the North Central Ministry Development Center); *this assessment is paid 1/3 by the individual, 1/3 by the church and 1/3 by the presbytery.*
  - e. Must have completed the presbytery-mandated Background Checks, including Minnesota Statute 604.20; and,
  - f. Must have completed the presbytery's Boundary Training, or an approved equivalent.

**Add clarity about Separation Ethics for Commissioned Pastor:**

**SPECIAL NOTES:**

1. Ordinarily, the Ruling Elder chosen will not be a current member of the particular congregation or covenanting body that is seeking leadership.

Extenuating circumstances may be, but not limited to:

- Previous successful experience by the Ruling Elder in a commissioned position;
- A reasonable request put forward by the covenanting body or congregation, along with a clearly established set of guidelines and boundaries from the very beginning; and/or,
- Consideration that the position is considered an interim position with the expectation that the Ruling Elder's primary roles is to prepare the congregation for future pastoral leadership. The position will not last beyond one year and is not renewable.

2. *Separation Ethics for Commissioned Pastor*

*COL will meet with the Session and the Commissioned Pastor to make decisions about separation ethics using the Presbytery's "Separation Ethics for Pastoral Leadership" policy for guidelines.*

### **Attach to policy for validated ministries on page 308**

Presbytery validated ministry (G-2-1001) Commissioned Pastor (also known as a commissioned ruling elder)

*These Commissioned Pastor (otherwise known as commissioned ruling elders) are invited by the Commission on Leadership and the Session for a limited term (ordinarily less than three months) to provide pulpit supply, to administer the sacraments and to provide pastoral care. These Commissioned Pastors would not moderate the Session or do the work of the Commission on Leadership. A Teaching Elder supervisor/mentor will be assigned (G-2.1004). This is no more than a 20 hour/week position; the Session will negotiate the compensation which COL must approve.*

### **Change for clarity sake and to follow the Book of Order**

#### **✦ MUTUAL DECISION FOR DISSOLUTION**

If, in the case of conflict within a church, the session and pastor leader mutually agree it is prudent for the congregation to request the dissolution of the relationship with the pastoral leader or leaders, they shall consult with the COL first before calling a congregational meeting. Following such consultation, the session may be authorized by the COL to call a congregational meeting to request presbytery to dissolve the pastoral leader's relationship at a mutually agreed upon termination date. The call to the meeting shall also include the date and compensation terms of the dissolution. The portion of the session meeting concerning the dissolution shall be conducted by a moderator *invited by the moderator who is leaving and* appointed by the COL.

### **Committee on Representation Report to the Presbytery February 3, 2018**

1. Ruling Elder Jean Bauer to serve on the Committee on Congregational Nurture, Class of 2020 (1)  
*This item will come to the floor of the presbytery meeting.*

Goals:

- To fill any vacancies on the committees of presbytery (two at present). We will choose persons exhibiting Christian values and devotion to service of the church.
- We will set meeting dates as needed. First meeting to fill positions for 2019 will be mid-October 2018, to be decided by the committee.

**Commission on Congregational Transformation and Development**  
**Report to the Presbytery**  
**February 3, 2018**

**Technology Grants Approved**

Emmanuel Presbyterian Church in the amount of \$500.00

Hope Christian Ministry, a 1001 New Worshiping Community in our Presbytery, in the amount of \$206.50.

Goals for 2018 include but not limited to:

1. Promote and plan the “Equipping the Saints Seminar” in September (Presbyterian Disaster Assistance)
2. Promote Stewardship Kaleidoscope 2018 – Send two people.
3. Promote and plan worship for the August Presbytery meeting. Promote the evangelism seminar as part of this meeting.
4. Promote grants within the life of the presbytery.
5. Write at least six articles for Valley Bridge communicating our ministry.
6. Be open to the Spirit leading us as catalysts.

**THE COMMITTEE ON CONGREGATIONAL NURTURE  
REPORT TO PRESBYTERY  
FEBRUARY 4, 2017**

The Committee on Congregational Nurture met in Willmar on January 12<sup>th</sup> during the “Minnesota Valleys Presbytery Leadership Retreat”. The Committee welcomed Jean Bauer to the committee. Jean will be developing relationships, with the members of our Presbytery, who are in the far North-west neighborhood.

We identified several core values which will guide our work in 2018. They include: Maintaining Confidentiality insuring that information is appropriately shared only with the permission of those who are involved in the conversation; Maintaining regular contacts with our “Neighborhood” churches; Providing encouragement & support (as a network or bridge between Presbyters & the Presbytery); and Faithfully seeking to build meaningful relationships with those whom we serve.

We will strive to work together to effectively minister together as a team so that we will faithfully meet the following goals: We will focus upon the Formation & Recruitment of a Presbytery Response Team which will respond to significant events in the life of congregation(s) that will benefit from additional assistance for congregation(s) in their ministries to those who are affected. The CoCN members will seek to meet with their “Neighborhood” sessions at least once during 2018; and will seek to be a resource to the churches in forging meaningful relationships between the congregations of the presbytery, their pastoral leaders, those who are continuing members of this presbytery, with the various committees, commissions and representatives of the Presbytery. When possible, members of the CoCN will attend worship services and/or other special congregational functions.

The Committee on Congregational Nurture serves as the “deacons” of the Presbytery. We are concerned about the health and welfare of each of our congregations as well as our current and former spiritual leaders. We are eager to walk with you as you minister in the name of our Lord and Savior, Jesus the Christ. We are more than happy to assist you in seeking out those resources which you discover that you need in order to carry out your mission. We look forward to celebrating your ministries with you and we seek to keep you, your congregations, and your ministries in our prayers.

The Chaplain for this Presbytery Meeting is Bob Bartlett.

Each “neighborhood” is listed on the following page.

**Bob Bartlett**  
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Beaver Creek, First PC  
Edgerton, First PC  
Ellsworth, Zion PC  
Lismore, First PC  
Luverne, First PC  
Rushmore, Emmanuel PC

**Keith Lohse**  
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Brewster, First PC  
Fulda, First PC  
Jackson, First PC  
Round Lake, First PC  
Westbrook, First PC  
Worthington, Westminster PC

**Jean Bauer**  
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Browns Valley, UMC-PCUSA  
Doran, First PC  
Fergus Falls, Federated Church  
Fergus Falls, Western PC  
Maine, Maine PC

**Bill Yucell**  
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Brainerd, First PC  
Crosslake, Crosslake PC  
Foley, First PC  
Osakis, First PC  
Randall, First PC  
Saint Cloud, First PC

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Dawson, First PC  
Marshall, Christ United PC  
Milroy, Ashford PC  
Redwood Falls, First PC  
Renville, Ebenezer, PC

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Spicer, Harrison PC  
Spicer, Hope PC  
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Iona, First PC  
Pipestone, First PC  
Rushmore, First PC  
Russell, Grace-First Parish  
Slayton, First PC

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Blue Earth, First PC  
Kasota, First PC  
Mankato, First PC  
Saint Peter, Union PC  
Winnebago, First PC

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Cambria, First PC  
Lake Crystal, First PC  
Madelia, First PC  
Mountain Lake, First PC  
Saint James, First PC  
Windom, First PC