



A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

The Ministerial Vocation Committee and the Office of the Stated Clerk of the Evangelical Presbyterian Church are responsible for denominational vocational services. As part of the process of “matching” ministers and congregations, the Office of the Stated Clerk provides resources and advice to both pastors and congregational search committees. To that end, we ask congregations and ministers to complete information forms as an introduction to each other, and a first step in the process of calling a minister for a congregation. For both the individual pastor and the congregation, this is an opportunity for self-study and for evaluation of current ministry and goals. This calls for honesty, effort, and commitment to open communication.

The Church Information Form presents the local congregation’s history, challenges, and goals. It is our hope that this will be of help in facilitating the search process, assisting the church in focusing on future directions and pastors in gaining some sense of the nature and uniqueness of this congregation.

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Please return completed form to:

Evangelical Presbyterian Church
ATTN: OFFICE OF THE STATED CLERK
5850 T.G. Lee Blvd., Suite 510
Orlando, FL 32822

Phone: 407-930-4239
Fax: 407-930-4247
E-mail: info@epc.org





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Part 1: Church Information

1. Church Name First Presbyterian Church

Address 551 South Wood St

Mora, MN 55051

Telephone (320) 679-1969 Fax (N/A)

E-mail cindy@moraepc.org Website moraepc.org

2. Presbytery: Rivers and Lakes Presbytery

Presbytery Ministerial Committee Liaison Pastor Zach Hopkins

3. Search Committee Chairman Brad Rooney

Address 2529 Olympic St

Brook Park, MN 55007

E-mail bkrooney@exede.net

Telephone (320) 364-9574 cell

4. List all paid staff positions (use additional sheet if necessary)

Pastor/Teaching Elder Full time Part time

Secretary Full time Part time

Custodian Full time Part time

Pianist Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time



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5. List all vacant positions

Position Available Pastor/Teaching Elder Date of Vacancy 4/15/2020

Position Available Pianist Date of Vacancy 3/20/2020

Position Available _____ Date of Vacancy _____

6. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	<u>80</u>	<u>59 active</u>
B. Number of family units	<u>53</u>	<u>21</u>
C. Worship attendance	<u>56</u>	<u>45</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

1 % 0-11 1 % 12-18 1 % 19-24 0 % 25-34
1 % 35-49 3 % 50-64 93 % 65+

B. Occupation:

5 % Business 14 % Professional 7 % Trades
1 % Agriculture 3 % Stay-at-Home Parent 69 % Retired
1 % Other (Please Specify) students

C. Educational level of adults

1 % some high school 65 % high school 32 % college 2 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 0 %
5 years or less 2 %
6-10 years 2 %
10 years or more 96 %



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9. Racial/Ethnic composition of:

A. **Congregation**

2 % African-American 0 % Asian 98 % Caucasian 0 % Hispanic
0 % Other (Specify) _____

B. **Community** (within 5-mile radius of church)

1 % African-American 1 % Asian 96 % Caucasian 1 % Hispanic
1 % Other (Specify) Native American

10. Community Setting (check as many as apply):

Location

Rural Small Town Metropolitan Suburban Inner City

Function

Industrial Agricultural Recreational Military College/University

Approximate population of community 3,580 Mora, 16,000 county

11. Church Programming—Worship

A. **Worship Time**

10am

Average Worship Attendance

45

B. Frequency of communion celebration: 13 times per year

C. How are members involved in planning and participation in the liturgy/worship?

There is a Worship Committee of 6 people, that orchestrates liturgy and worship.



D. Style of liturgy used in your worship (e.g., traditional, contemporary, variety)

A mix of contemporary and traditional.

E. Type of music used in worship (e.g., traditional, contemporary, variety)

Mix of worship/praise songs and hymns.

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 3

B. Average attendance in Adult Education (Sunday) 5-12

13. Church Programming—Organizations/Committees

List major boards, committees, and organizations that are part of your church and frequency of meetings (monthly, weekly, etc.)

Name	Purpose of Group	Number of members	Frequency of meetings	Leadership Role*
Session	church leadership	5	monthly	2
Deacons	congregational care	5	monthly	3
Worship Comm.	flow of Sunday services	6	monthly	2
Missions	local and foreign missions	5	quarterly	3
Naomi Club	widow support	5-6	monthly	3
Bldg and Grounds	bldg maintenance	1	as needed	3
Pulpit Supply	fill-in pastors	1	as needed	3
Christian Ed	S.S. & Bible Studies	1	as needed	2-3

*Indicate leadership role expected by using the number below:

1. Pastor takes primary initiative and responsibility.
2. Pastor and laity share responsibility.
3. Laity takes primary initiative and responsibility.



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Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 104,380 proposed Last year's annual budget: \$ 106,906
(Attach a copy of current budget)

2. Percentage of income received toward budget: 100 %

3. Amount contributed for year 2019 (most recent complete reporting year)

A. EPC Per Member Asking \$ 2079.00

B. EPC World Outreach Global Workers \$ 745.00

C. EPC Special Projects \$ 0

D. Presbytery Per Member Asking \$ 1001.00

E. Other Missions/Missionaries \$ 1,335.23

4. Property owned by church

A. Describe buildings and property (other than manse).

Brick and masonry church built in 1968 with an addition built in 2003. Aprx. 5,500sf on main and lower levels, each. It sits on its own city lot, with a large parking lot and an additional open space. Types of rooms are listed on the last page.

B. Are your buildings adequate for your present program? Yes No
If no, please explain:

C. Is a building program projected? Yes No
If yes, describe what, when, and projected cost

D. Does the church own a manse? Yes No

Condition: Good Fair Poor # of Bedrooms 3-4

Pastor's Office/Study: In Church In Manse Not Provided

Other _____



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6. Compensation:

A. The salary range we are prepared to offer:

Position: Transitional Pastor \$ 69,396.51 total package

Position: _____ \$ _____

Position: _____ \$ _____

B. The average annual increase over the past three years is:

Position: Full-time Pastor \$ -2844.00 or -8 %

Position: Secretary \$ _____ or -8 %

Position: Custodian \$ _____ or -10 %

Position: _____ \$ _____ or _____ %

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses

4,383.62 Pension (minimum 10% gross effective salary)

16,426.65 Medical insurance

included above
_____ Life insurance

0 Social Security

1,000.00 Travel/mileage

150.00 Book allowance

2 weeks Study leave allowance (minimum 2 weeks)

4 weeks Annual vacation days (minimum 4 weeks)

0 Number of worship services per year for which pastor is provided relief
(in addition to vacation and study leave)

_____ Other (Specify: _____)



Part 3: Church Characteristics

Check the box that most closely describes the current congregation characteristics and future goals

Our congregation...	Currently				Goal			
	Agree		Disagree		Agree		Disagree	
1. Supports the pastor.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2. Readily shares their gifts with the rest of the congregation.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
3. Places a high priority on sound biblical preaching.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
4. Gladly welcomes visitors and new members.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
5. Is involved in local evangelistic ministries.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
6. Is often found living their faith in their communities.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
7. Has a spirit of unity.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
8. Cares about each other.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
9. Looks to its Session for leadership.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input checked="" type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
10. Ministers well to members who are hurting.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
11. Uses members' gifts in its worship.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
12. Contains people willing and able to lead the congregation.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
13. Is capable of change when and where appropriate.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
14. Is spiritually alive.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4



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15. In what ways does your church participate in ecumenical activities?

Our Pastors have been/are part of the Kanabec Co. Ministerial Assoc. We have members that participate and volunteer at the Mora Crisis Pregnancy Center, Grindstone Lake Bible Camp, area jail ministries, and the local food shelf.

16. Describe the strengths of your congregation.

Stands strong on God's Word
Love and help each other, caring
Financially generous to those in need
Regular church attendance

17. List specific problems with which your congregation struggles.

Change
Accepting young adults and their technology and viewpoints
Reaching out to the surrounding community
Struggle with leadership
Declining membership
Could use more people willing to serve
Attracting and keeping young families

18. List major goals that the congregation has set for itself.

Find a new pastor to lead us forward
Reach out to the community with the Gospel
Welcome more people into the church family
Develop sound leadership within the congregation
Work towards unification



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19. Has there ever been disciplinary action taken against a pastor of your congregation?

Yes No

20. Has there ever been any disciplinary action against an elder or deacon of your congregation?

Yes No

If you answered "Yes" to either 19 or 20, please explain.

Our previous Pastor was placed on suspension, with consideration for release.

21. Have you completed a mission statement, vision statement, and/or a strategic plan for your congregation?

Yes No

If yes, Date completed 2018, statement is on last page.

If yes, attach copies of each statement or strategic plan the church has completed.



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Part 4: Leadership Expectations

1. What five key characteristics, gifts, and/or skills should a person bring to the position?
 1. Is an effective preacher, teacher, and speaker in the true Word of God
 2. Shepherds the congregation with compassion and caring
 3. Is a person who cultivates a close, devotional relationship with God and motivates others to grow in their spiritual walk
 4. Demonstrates a passion for people, life, and the love of Christ.
 5. An effective administrator and team player



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Part 5: Church History

1. What do you consider to be the three most important events in the history of your church?

1. 1898 - Establishment of the church
2. 1960s - Growth was strong. Current building was built in 1968 when Ron Rand was the pastor
3. 2013 - Moving from the PCUSA to the EPC

2. What do you consider to be the most interesting and challenging event in the life of your church in the last three years?

Dissolving the church relationship with our previous Pastor, and the healing of the congregation

Keeping unity and love amongst each other during the issue with our previous Pastor



Part 6: Other Information

1. List the last three individuals who held the position of Pastor/Teaching Elder

Name	Dates of Service	
<u>Rev. Rick Marcy</u>	<u>March 2014</u>	<u>to April 2020</u>
<u>Rev. Duane Fowler</u>	<u>Oct 1, 2002</u>	<u>to Sept 30, 2013</u>
<u>Rev. Ed Borycz</u>	<u>1990</u>	<u>to 2001</u>

2. Describe any significant factors about the church not covered in previous questions.

- We have a primarily elderly congregation.
- We do not have families with young children.
- We have six young people from diverse family dynamics, a few with disabilities. Primarily it is grandparents or an aunt that bring the youth to church.
- The Worship Committee orchestrates the involvement of the congregation in the worship service: Scripture readers, ushers, Elders and Deacons serve Communion, one person gives a children's sermon weekly, and there has been a Praise Team and a Choir.

Mission Statement: We are a prayerful family that desires to please God by being the hands and feet of Jesus through serving others and teaching the Word.

Church facility: Upper level; Sanctuary, choir area at the head of the Sanctuary, Narthex, Fireside Room (meetings and Bible studies), three offices, library, overflow loft, bathroom, nursery adjacent to the Sanctuary, and an elevator to service the lower level. Lower level; six classrooms, kitchen, fellowship hall, bathrooms, boiler room, and storage rooms.

Bible Studies are conducted three times a week as follows:

- Wed. 6:30pm Mixed
- Thurs. 9:00am Women's
- Sat. 8:00am Men's

Clerk of Session Ann Schindeldecker Date 8-10-2020

Search Committee Chair Brad Rooney Date 8-10-2020

We encourage churches to list their vacancies on the Ministry Staff Opportunities webpage at www.epc.org/mso. For more information or to send your posting, email info@epc.org