



PRESBYTERIAN WOMEN

2023

Hope Presbyterian Church

7730 North Shore Drive

Spicer, MN 56288

Phone: (320)796-2650

e-mail: hopepres@gmail.com

website: <http://hopechurchspicer.org>

Section 6. **Search Committee:** It shall be the duty of this committee to secure a slate of candidates to fill offices of the association for the ensuing year. The slate of candidates shall be presented at the September meeting. Candidates may also be nominated from the floor. This committee is to be elected.

Section 7. **Communication Committee:** The communication committee shall consist of three members, one elected each year for a term of three years. The chairperson shall be the member who is serving her third term. The duties of this committee are to advertise certain events of the HPW. This includes making posters, ads in the local newspapers and on the local radio stations.

ARTICLE VI

CIRCLES:

Section 1. In order to provide a closer fellowship within the overall structure, it is recommended that smaller groups of 12-15 be developed and called circles.

Section 2. One of the main purposes of a circle is Bible Study; no set pattern nor particular study is suggested. However, circles are encouraged to meet the needs of the association.

Section 3. The chairperson of each circle shall be a liaison to the coordinating team and a member of that committee. Circle chairpersons shall collect the offering from their circles and submit it to the association treasurer.

ARTICLE VII

AMENDMENTS:

These bylaws may be amended at any regular meeting by a simple majority vote of the members present providing notice of the proposed amendments has been given at a previous meeting.

2023 HOPE PRESBYTERIAN WOMEN'S PROGRAM BOOKLET



PRESBYTERIAN
WOMEN

PURPOSE

Forgiven and freed by God in Jesus Christ and empowered by the Holy Spirit, we commit ourselves:

to nurture our faith through prayer and Bible Study,

to support the mission of the church worldwide,

to work for justice and peace, and

to build an inclusive, caring community of women

that strengthens the Presbyterian Church (USA) and witnesses to the promise of God's kingdom.

ARTICLE V

DUTIES OF OFFICERS AND STANDING COMMITTEES:

Section 1. **Moderator**: Presides at all meetings of the coordinating team and association. Plans the agenda of the meetings where she presides. Keeps informed of the total program of the HPW and reports back to her association those items of information necessary for them to function as an ongoing, vital part of the national organization. Is the association contact person for the pastor, session and congregation. Delegates necessary committees for work assignments for special projects and local church services. Introduces and interprets the goal sheets forwarded from PWP of MN Valleys. Is an ex officio member of all committees and circles.

Section 2. **Co-Moderator**: In the absence of the moderator, presides at meetings of the association and the coordinating team, and picks up on other duties and responsibilities pending at the time. May be asked by the moderator to sit with subcommittees of the coordinating team, to assist with planning and organization of projects.

Section 3. **Secretary**: Takes the minutes at each meeting of the association and the coordinating team and makes them available in some form to the membership. Keeps the attendance record of the association up-to-date. Keeps any special records as may be requested by the moderator. Receives and answers all correspondence addressed to the association. Submits an annual report in time to be printed for the annual congregational meeting.

Section 4. **Treasurer**: Keeps all financial records of the association. Gives a detailed report of the receipts and expenditures at each meeting of the association and prepares an annual financial report. Receives all contributions, offerings, and monetary gifts from the membership and also sees that the monies due are sent quarterly to the treasurer of the PWP of MN Valleys according to the PWP treasurer's instructions. Sees that the books are ready and audited by the church auditing committee at the close of the year.

Section 5. **Mission & Program Committee**: Seek ways to relate the general mission in the community and abroad. Find ways to interpret and discover opportunities to keep the women informed in the "mission" of the church. Plans programs of involvement and action for association meetings and special projects.

**BYLAWS OF HOPE PRESBYTERIAN WOMEN
March 14, 1989**

ARTICLE I

NAME: This group shall be called Hope Presbyterian Women of Hope Presbyterian Church in the Presbytery of Minnesota Valleys.

ARTICLE II

PURPOSE: Forgiven and freed by God in Jesus Christ, we commit ourselves: to nurture our faith through prayer and Bible Study, to support the mission of the church worldwide, to work for justice and peace, and to build an inclusive, caring community of women that strengthens the Presbyterian Church (USA) and witnesses to the promise of God's kingdom.

ARTICLE III

MEMBERSHIP: All women who are members of the Church are also members of the Hope Presbyterian Women. We welcome all non-member women who indicate their willingness to participate in the HPW program.

ARTICLE IV

OFFICERS AND ELECTIONS:

Section 1. The Coordinating Team consists of the moderator, co-moderator, secretary, treasurer, standing committee chairperson, and circle chairperson or representatives.

Section 2. Election of officers will be held in September and they will take office the following January. Each officer shall serve one year with the privilege of a one year re-election. (not to exceed three years)

Section 3. Vacancies occurring during the year shall be filled by the search committee.

Section 4. Each committee member serves on a committee of three. Members serve a three-year term, without re-election with one member going off each year as another is elected to replace her. A member entering upon her third year becomes chairperson.

2023 HPW CALENDAR

Tuesday, Jan. 3, 6:30 pm	Craft Night
Tuesday, Feb. 7, 6:30 pm	HPW Meeting Devotions – Sue Block
Wed., March 1, 5:45 pm	Soup-n-Bread - Group 1 Serving
Sunday, March 5, 10 am	Celebrate the Gifts of Women – Receive Birthday Offering
Tues., March 7, 6:30 pm	HPW Program – “Presbytery Climate Change” (Men & Women) By: Earl Knutson Devotions – Jonelle Foreman
Wed., March 8, 5:45 pm	Soup-n-Bread – Group 2 Serving
Wed., March 15, 5:45 pm	Soup-n-Bread – Group 3 Serving
Wed., March 22, 5:45 pm	Soup-n-Bread – Group 4 Serving
Wed., March 29, 5:45 pm	Soup-n-Bread – All Groups Serving
Tues., April 11, 6:30 pm	HPW Meeting Devotions – Darlene Bratberg
Sat., April 15 9:30-11:30 am	Table Setting Program - Sandy Wersal All service groups Group 1 Kitchen
Tuesday, Sept. 5, 6:30 pm	HPW Meeting - Election of Officers Approval of Missions/2024 Calendar Devotions – Jo Holm
Tuesday, Oct. 3, 6:30 pm	HPW Program – YFC Parent Life By: Kay Levesque, Director Devotions – Karen Bents

Saturday, October 14 8 am-1 pm	Fall Harvest Festival Group 2 Kitchen
Sunday, Nov. 5, 10 am	Installation of HPW Officers Thank Offering Received Lunch following service for Officers & their Spouses
Tuesday, Nov. 14, 6:30 pm	HPW Meeting Devotions – Jody Leason
December	Advent Fun Hour

2. If the family requests hot dishes or salads they must make arrangements for these. Suggestions for ordering hot dishes and salads would be Teal's Deli in [Spicer](#) (796-2163) or McKales Catering in New London (354-2007).

D. Miscellaneous

1. If you have questions about the kitchen call Jonelle Foreman at 796-2810. She is responsible for obtaining general kitchen supplies. Leave a list, on the refrigerator, of needed supplies.

II. Specific Project Information

A. Responsibilities of the service groups:

Group 1 (January, May, September)

Group 2 (February, June, October)

Group 3 (March, July & November)

Group 4 (April, August & December)

The known events for each month are listed under that group. The groups will serve coffee on Sundays and any other events such as funerals, that occur in the months assigned to them.

B. Sunday Coffee Fellowship

1. Each Service Group Member is responsible to start the coffee half an hour before you serve.

2. Winter serving time: 9:15 am to 10:00 a.m.

Pre-packaged cookies, etc.; 3-4 pitchers of lemonade; and a plate of no-fat/low sodium crackers.

Summer serving time: 9:00 to 10:00 a.m.

Pre-packaged cookies, etc.; 2-3 pitchers of lemonade; and a plate of no-fat/low sodium crackers.

3. The instructions for the coffee system are on the coffee machine. Use regular coffee during daytime and decaf in the evening.

4. **NO RED OR GRAPE KOOLAID!**

5. **There are people who are allergic to Nutra Sweet (aspartame). Do not use any of the drink mixes that use Nutra Sweet as the sweetening agent.**

C. Funerals

1. HPW furnishes buns with ham, margarine, pickles, cupcakes, potato chips, coffee and lemonade. Make sure there is at least one unfrosted angel food cake for those on special diets.

Buns are ordered from the bakery department in Teal's and the ham is ordered from the meat department at Teal's. Any leftover food should be sent home with the family.

2023 Coordinating Team

Co-Moderators	Jonelle Foreman	796-2810 hforeman@charter.net
	Sandy Wersal	354-4517 jeffwersal@tds.net
Secretary	Pam Sigafos	212-0517 plsigge@hotmail.com
Treasurer	Karen Hagemeyer	980-5709 khage.4234@yahoo.com

Standing Committees

Mission/Programming:	Dee Norling	905-0014
	Sue Block	796-2295
	Jody Leason	905-4170
Search:	Lisa Thorson	444-3595
	Jo Holm	295-1354
	Sandy Wersal	354-4517
Communications:	Robin Mulder	212-0349
	Karen Bents	354-2530
	Kathy Taatjes	212-9212

Information about duties of officers and the function of committees can be found in the bylaws which are included in the back of this booklet.

Circle Two - 2023

Chairperson – Jonelle Foreman

Circle Two meets the first Thursday of each month (April-December) at 7:00 p.m., at church, unless otherwise noted. Come and join us!

Leader

April 6	Eileen Helmstetter
May 4	Jonelle Foreman
June 1	Conny Williamson
July 6	Dee Norling
August 3	Nancy Birkeland
September 7	Bev Jones
October 5	Sharon Jones
November 2	Deb Ficek
December ?	Advent Family Fun

4. Anyone charging groceries and supplies at Teal's Market in Spicer must sign the receipt with your name and the work project. Our account # is 2650. Give the receipt to the HPW Treasurer.
5. NO kitchen equipment is to be taken out of the church without permission.
6. Service project – Blue Book in Kitchen
Please complete a project report and place in the notebook that is next to the first aid kit. (These are very helpful for future projects.)

All members (families) of the church are included in the service groups and the women are invited to participate in all activities of the HPW. We welcome all non-members who wish to be included in the HPW program.

I. General Project Responsibilities

A. **Communication:** Co-Chairpersons will contact the needed number of persons from their group to handle the project. Information will be provided by the Minister or funeral coordinator.

B. General rules for all projects

1. Setup for project:
Lace tablecloths are used for weddings, funerals, anniversaries, birthday parties or other very special occasions. Use plastic tablecloths for everything else. There are plastic containers for 8 ft. cloths (25) and 6 ft. cloths (7) and the 9 round tablecloths. The 6 ft. cloths have a pale blue thread sewn in the one corner.
2. **Clean up** after project, including kitchen and tables.
No left over food in refrigerator.
DO NOT immerse the **coffee servers** -Rinse them under the faucet and polish with a dish towel.
The **dish towels** need to be laundered.
If the **lace tablecloths** are soiled please follow these instructions:
Pre-treat all stains with Shout or other pre-wash and cold water.
Wash with detergent with no bleach,
warm or cold water on gentle cycle. Dry on gentle cycle (Do not use softener). Remove from dryer immediately to prevent wrinkles.
3. The instructions for the dishwasher are hanging above the steel table. The detergent is automatically dispensed from the container on the wall. It takes 20 minutes for the dishwasher to heat properly, so start it upon arrival in the kitchen.

SERVICE GROUPS

In service groups a * denotes Co-Chairpersons and # denotes members who can bake a cake, donate money or help in any other way except long hours on their feet in the kitchen.

GROUP 3 – March, July, November

All phone numbers are 320 area code unless specified

*Clara O'Connor		354-4254
*Karen & Jerry Bents		354-2530
Wendy & Bob Barr		796-2843
Stephanie Bents		220-1504
Charlotte DeLong	cell # 905-8859	354-2828
Jill Gau		979-5861
Jo Holm		295-1354
Kathy & Dale Jones		444-0603
Melissa & Lyle Mangen	cell # 894-2167	409-1202
Sandy Meyer		894-0324
Vicky & Lindsay Nelson		894-1552
Shelly & Frank Peralta		220-3335
Carol & Bob Sampson		905-5070
Sarah & Barry Sampson	cell # 905-1842	354-3570
Joyce & Darwin Schroeder		905-3554
Jackie Wahl & Gaylord Lind	cell # 701-200-4022	796-2411
# Darlene & Wayne Thompson		235-6727
# Kathryn Frazee		796-2502
# Kathy & Ralph Jansen		220-0405

March, July & November Coffee Fellowship

March 7 – HPW Program

March 15 – Soup-n-Bread

March 29 – Soup-n-Bread (all groups)

November 14 – HPW Meeting

HONORARY MEMBERS

Hilda Grosklags

Ruth Grom

Joanne Ryks

Mary Lou Swart

Ardis Just

Phyllis Allen

Janice Jones

Shar Williams

Jeanette Gault

Ruth Birkeland

Barb Morris

NOTES

In service groups a * denotes Co-Chairpersons and # denotes members who can bake a cake, donate money or help in any other way except long hours on their feet in the kitchen.

GROUP 4 – April, August, December

All phone numbers are 320 area code unless specified

*Sue & Tim Block	cell # 444-4687	796-2295
*Deb & Myron Ficek		354-3196
Gwen & Gary Anfinson		796-2452
Brenda & Peter Bratberg	cell # 212-8706	796-0090
Darlene Bratberg	cell # 894-3641	262-5135
Celia Evenson		354-4227
Kelli & Matt Haglund	cell # 212-2533	354-5935
Allison & Joe Johnson		894-7335
Sharon & Elroy Jones		354-2767
Virginia McKean		243-3527
Joy (Wohlin) & Kris Oman		894-6561
Leslie & Mark Radabaugh		979-4179
Alisa & Duane Taatjes	cell # 979-3631	796-4268
Kathy & Daryl Taatjes	cell # 212-9212	796-5648
Sandy & Jeff Wersal		354-4517
Liz & Jason Windingstad		651-485-3795
#Velda Jones		796-0239

April, August & December Coffee Fellowship

March 22 – Soup-n-Bread

March 29 – Soup-n-Bread (all groups)

April 11 – HPW Meeting

April 15 – Table Settings

In service groups a * denotes Co-Chairpersons and # denotes members who can bake a cake, donate money or help in any other way except long hours on their feet in the kitchen.

GROUP 1 – January, May, September

All phone numbers are 320 area code unless specified

*Robin & Greg Mulder		212-0349
*Pam Sigafos		212-0517
Nancy Birkeland	cell # 894-1972	354-2760
Lisa Bowland & Mike Carlson	(Lisa's)	266-6160
Bob & Julie Ehrlich		974-3332
Jonelle & Harold Foreman		796-2810
Kristene Foreman		212-5412
Laurie & Steve Gehrke	cell # 894-1892	796-5775
Nancy & Rodney Gjerde	cell # 295-0668	354-2543
Eileen & Dave Helmstetter	cell # 295-1991	354-5199
Ida & Don Knopps		444-1986
Mary & Tom O'Malley	cell # 905-0132	
Kim & Ben O'Malley	cell # 295-9817	796-4165
Pete Schandorff & Samantha Bartlett		905-1049
Dee & Bill Schurman	cell # 979-3722	354-7367
Betty & Roger Steele		354-5155
Deb Steele		250-3354
Deb & <u>Greg</u> Swenson	cell # 212-8735 (w)	354-3605
Conny & John Williamson		974-8281

January, May & September Coffee Fellowship
 January 3 – Craft Night
 March 1 – Soup-n-Bread
 March 29 – Soup-n-Bread (All Groups)
 September 5 – HPW Meeting

In service groups a * denotes Co-Chairpersons and # denotes members who can bake a cake, donate money or help in any other way except long hours on their feet in the kitchen.

GROUP 2 – February, June, October

All phone numbers are 320 area code unless specified

*Bev & Howard Jones		354-5169
*Pat & Bob Hinderks		952-250-4385
Jean & Tom Bauer		333-3764
Sherry & Larry Bratsch	cell # 894-2327	796-6533
Audrey Dean		796-5390
Karen & Lloyd Hagemeyer		980-5709
Betty & Jerry Harder		354-4008
Erica & John Hippen		763-238-4394
Tyann & Pastor Brian Jones		605-204-0222
Joni & Jeff Lamphere		651-336-6689
Jody & Jerry Leason		905-4170
Selina Masters		220-4450
Jill & Riley Nelson		220-1239
Dee & Palmer Norling	cell # 905-0014	235-1991
Dawn Oie	cell # 212-4429	796-6928
Jan Saulsbury	cell # 1-320-249-1131	
Jolly Shearer	cell # 905-2004	974-8148
Kathy & Dave Terpstra	cell #815-8158	346-4158
Lisa Thorson		444-3595
Amanda & Wally Titus		444-0407
#Marlys & Daryl Masters		354-2129

February, June & October Coffee Fellowship
 February 7 – HPW Meeting
 March 8 – Soup-n-Bread
 March 29 – Soup-n-Bread (All Groups)
 October 3 – HPW Program
 October 14 – Fall Harvest Festival