

Minutes of the Stated Session Meeting
Faith Presbyterian Church
Tallahassee, Florida
September 29, 2019

1. Call to Order/Opening Prayer/Devotion

After determining that everyone expected was present, the Stated Session Meeting of Faith Presbyterian Church was called to order and opened with a prayer in the room 110 of Faith Presbyterian Church by the Moderator, Senior Pastor Brad Clayton, at 11:50 a.m. Linda Shelley provided the devotion.

The Ruling Elders (14) present were Linda Antwi, Kevin Askew, Randy Beach, Amanda Bevis, Ginny Dailey, Neal Evans, Andee Harrison, Cory Hill, Lee Marsh, Mike Metz, Charles Ranson, Linda Shelley, Jason Taylor and Frank Walper. **A quorum of at least one-third of the members of the Session was present.**

The Ruling Elders absent with prior notice were Bob Apgar, Lee Andre and Becky Miller. Additional elders absent were Syauchen Baker, Bill Holliman, Molly Novin and Malika Woody. Associate Pastor Trinity Whitley (Teaching Elder) was absent conducting a new member's class.

Barney Ray (Clerk of Session), Randy Zepp (Church Administrator) and Shellie Camp (Diaconate Representative) were also present.

2. Sharing of Joys and Concerns –

Joys were shared for:

- The Faith Preschool/Jubilee weekend.
- All are the volunteers from the preschool and diaconate that helped with the weekend.

Concerns were shared for:

- Randy Zepp's wife Carol who fell last week and will be recovering over the next three months.
- Karen McGhee
- Chastity who played on the coed softball team last spring.

3. Clerk's Report

- a. Approval of the Minutes - The Moderator asked if there were any discussion or recommended revisions to the minutes from the August 25, 2019 Stated Session Meeting or September 1, 2019 Called Session Meeting. Linda Shelley made a motion **to approve both sets of minutes as submitted. Mike Metz seconded the motion. The Moderator called for a vote of the motion. The motion was approved.**
- b. Next Presbytery Meeting on Tuesday, October 29th at Fellowship Presbyterian in Tallahassee – **Neal Evans volunteered to serve with Linda Shelley as the two commissioners** for the meeting.

4. Pastor's Report –

- a. Focus 2019 Update – The Moderator said that the month of October has several events on the church campus with people from the community and he encouraged everyone to participate as much as they possibly can. He has heard

a lot of great things about the Godspell production this weekend and encouraged people to buy tickets for next weekend as they are going fast. He said that this is another example of people from the community on our church campus. Mike Metz said that the Confirmand class went to Temple Israel on Friday and served at Manna on Meridian this weekend. Associate Pastor Trinity Whitley is exploring a new Curriculum titled Neighboring. Neal Evans said he has tried to attend as many other committee meetings as possible this month. He said he was at the Evangelism Committee when this was presented and he said he thinks this is very promising. Linda Shelley said the church has started a new women's circle. Salt Shakers dinner groups have been organized.

- b. Long Term Strategic Plan (LTSP) Update – The Moderator said that today is the last day to take the church wide survey. The LTSP team will review the results. Charles Ranson asked if we know how many had taken the survey so far. The Moderator did not know how many have taken it. Charles said that a 20-25% response is a normal response rate. Thirty percent would be really good. The survey will help identify areas of energy and of low energy in the church.
- c. Stewardship Thank You Notes – Randy Zepp has provide a building your budget worksheet in the moderator boxes. The Moderator is requesting a 5% increase to the budget as a challenge budget. Thank you notes to people who pledged in 2019.
- d. Fire Drills: Sunday, Oct. 13, Wednesday, Nov. 13
The Moderator said that we haven't had one in years. Oct 13th will be during the Sunday school hour. The two areas to gather are in the pumpkin patch for the front of the church and by the basketball court for the back of the church. Staff has posted evacuation routes in each room.

5. Finance Report – Randy Beach said we're a little behind last year but last year we had Hurricane Michael in October which slowed it down collections afterward. Randy Zepp said that September has five Sundays this year which will help catch up some. He said that we are moving \$35,000 from reserves into the operating cash account to sustain sufficient cash flow. The Moderator mentioned that November & December are the best months for collections. The level of pledged giving is good but non-pledged giving is behind the estimates used in the budget which was reduced from last year. Randy Zepp mentioned that insurance premiums are paid at the beginning of each quarter which is a major expense. Ginny Dailey said that the Session had recently discussed the idea of facilitating giving by phone and asked if any committees have worked on this idea as it would appeal to a younger generation of givers who are already used to using this to pay for other things. No one indicated that their committee was discussing this idea. The Moderator said that there is some concern about the fees that would be charged reducing the receipts that are paid by check normally. A couple of elders mentioned that phone apps allow for the donor to elect paying the transaction fees when giving/paying. **Frank Walper made a motion that church professional staff learn about the options available and bring them back to the Finance & Management Committees and then include Communication Committee once this is developed to move forward with operationalizing it. Ginny Dailey seconded the motion.** A question was asked about how much come in by ACH. Randy Zepp said about \$7,000 per month comes in by ACH. Cory Hill mentioned that youth should be

consulted as well as they have experience with using various phone apps. **The motion was approved.**

6. Committee Reports – The Moderator gave an update for Children & Families mentioning that story time and other jobs in the Pumpkin Patch needs volunteers during the day. There will be movies in the patch and the trunk or treat event needing participation. The annual family retreat is planned for Feb 7th. He also updated on Youth & Families which needs volunteers to help staff the patch especially during the day. Neal Evans mentioned that despite Hurricane Michael last year, we have a record sales year. He said the hours with the most need for volunteers are during school hours from 9am to 3pm. He also reported that Management Committee is focusing on technology such as audio or video conferencing to provide options to participate in church meetings and worship remotely. We already pay for the package through Google. We just need the equipment. He mentioned a need to improve the video in Fellowship Hall but that this should involve other committees using this facility for their events. He said it may not be a current year project but for next year. He said audio and wiring updates are needed as well. He said they would welcome input from anyone on these issues. For Stewardship Committee, Linda Antwi said that they are updating the 2020 fall campaign plan. She apologized that the date of the envelope stuffing changed and she did not get that communicated to the elders who may have showed up on September 8th (Linda and Lew Shelley). Frank Walper said that Evangelism Committee is reviewing church policies and procedures to make future recommendations. For the Personnel Committee, Jason Taylor said they were reviewing Beverly Sims retirement planning and the question of collecting a Love Offering for her and other future departing staff. He said that they would like to include the cost of summer breakfasts before church in the budget for next year. He will share the position description for a potential new position with elders to receive input. He said that they are discussing continuing Pastor Lynn. For Adult & Families Committee, Mike Metz mentioned that their minutes were included in the meeting packet but that they had approved a \$600 request for a TV. They are preparing for Advent. This Wednesday Night topic is on mental health. For Worship & Music Committee, Andee Harrison said that BJ Grant is working on a plan for readers in worship. She mentioned the upcoming Music with a Mission on Oct 10th. For Witness Committee, Ginny Dailey said that Lee Marsh will be taking over as moderator for her. Their summer 2020 mission trip will be in the Panama City area to continue help with Hurricane Michael recovery. This will be an Intergenerational trip from middle school and up. There are plans to lead some three day weekend trips in addition. For Buildings & Grounds, Linda Shelley said they were able to finish the new flooring for the Fellowship Hall with some funds left over however they have had to replace a lot of equipment across the campus recently so there is no more budget remaining for this type of replacement this year.

7. Communications Reports – Amanda Bevis highlighted a communications plan from the packet. She specifically identified a link to a new program event form for committees to use. She would like to challenge everyone to share more information and not worry about overwhelming members. They can always back off if it becomes too overwhelming. They are looking at ways to make emails more effective like adding buttons to donate in emails. She said that Frank Walper and the Evangelism Committee generously provided budget to communications this year. She said she would be looking for budget in next year's budget for Communications. She said that developing a new logo has been mentioned and that she thinks it should be in conjunction with LTSP process and phasing it in over time. The Faith Preschool and the Godspell productions

were featured in the local newspaper this week. Randy Zepp asked if we need to get a line item budget for communications. Consensus was yes. Amanda will provide this information but will also provide information on the benefits derived for these expenditures. She believes they will more than pay for themselves.

8. Diaconate Report – Shellie Camp reported that last weekend’s Preschool / Jubilee weekend was a big success. The Preschool Board would like to do more things with the Diaconate in the future. She said that they are creating an on call schedule for the Martha Ministry for congregational care and support during illness and family death. Manna on Meridian has created a Sunday school component for children to bring in food items for this program.

9. Consent Agenda –

- a. The **Adult & Families Committee** seeking approval to use "Awaiting the Already" by Magray DeVega as the 2019 Advent study guide.

The Moderator asked if anyone wish to that this item off the consent agenda for discussion. Hearing no such request, a **motion to approve the consent agenda was made and received a second. The motion was approved.**

10. Motions in Action Agenda –

Preschool Board approved Preschool Vision Statement – Ginny Dailey discussed the development of an updated mission statement and creation of a vision statement. Under discussion, Frank Walper asked if funding some scholarships would be in the 2020 church budget. The Preschool Board will submit a request to fund scholarships for 2020. She would like to communicate this type of request in our stewardship campaign communications. **Linda Shelley moved to approve the Preschool Mission and Vision Statements and Frank Walper seconded the motion. The motion was approved.**

11. Items Not In Agenda – The Moderator asked if there were any items not on the agenda that anyone wished to add. Andee Harrison requested approval to add a **baptism request from Katie and Nick Brinson for their infant son on Nov 17th**. The Session approved adding the item by acclamation. One to approve received a second and the motion was approved.

12. Other – No other business discussed.

13. Communion - Holy Communion was observed to conclude the meeting at 1:17 p.m.

Actions of Session Approved by Email between August 25th & September 29th

The next Stated Session Meeting is on Sunday, October 27, 2019.

Respectfully submitted by

Barney Ray, Clerk of Session

Approved by Moderator

Brad Clayton, Senior Pastor