Minutes of the Stated Session Meeting

Faith Presbyterian Church

Tallahassee, Florida

April 26, 2020

1. Call to Order/Opening Prayer/Devotion

As was approved at the Called Session Meeting of March 25, 2020, the meeting was conducted via teleconferencing using an application known as Zoom.

After determining that everyone expected was present, the Stated Session Meeting of Faith Presbyterian Church was called to order and opened with a prayer by the Moderator, Senior Pastor Brad Clayton, at 11:35 p.m. Ginny Dailey provided the devotion.

The Ruling Elders (18) present were Bob Apgar, Lee Andre, Aggie Bell, Amanda Bevis, Leon Corbett, Ginny Dailey, Neal Evans, Andee Harrison, Cory Hill, Mary Keyt, Laura Ketcham, Tracy Morales, Lee Marsh, Linda Shelley, Robert Volpe, Frank Walker III, Malikah Woody and Roy Youngblood. **A quorum of at least one-third of the members of the Session was present.**

The Ruling Elders (4) absent were Alice Bonn, Bill Holliman, Duff Maki and Jason Taylor.

Barney Ray (Clerk of Session) and Randy Zepp (Church Administrator) and Nancy Miller (Diaconate representative) were also present.

2. Sharing of Joys and Concerns – The Moderator asked if anyone had any joys or concerns to share. He asked everyone to keep Duff Maki in their prayers as he continues with cancer treatments. Ginny Dailey asked for prayers for the new preschool director Allison Lee during this time of transition from Beverly Sims and for all of the preschool teachers, parents and children during the pandemic.

3. Clerk’s Report

1. Approval of the Minutes - The Moderator asked if there were any discussion or recommended revisions to the minutes from the **February 23, 2020 Stated Session Meeting, the February 18, 2020 Called Session Meeting or the March 25, 2020 Called Meeting.** Hearing no corrections, **all minutes were approved as submitted by common consent.**
2. Resolution to elect Officers of the Board - The Session is required to elect the Clerk of Session and Officers of the Board of Trustees (Session) annually.

The Moderator said that he had discussed with the current Clerk of Session about continuing to serve for another year and that he was willing to do. The Moderator asked if anyone wanted to nominate any other names for consideration as Clerk of Session. **Hearing no other nominations, the Moderator called for a vote to approve Barney Ray as Clerk of Session for another one-year term. The motion was approved.**

In accordance with the church’s policy manual and articles of incorporation, the following resolution was presented for the Session’s approval.

President: Barney Ray (Clerk of Session)

Vice President: Linda Shelley (Moderator of Buildings and Grounds Committee)

Secretary: Neal Evans (Moderator of the Management Committee)

Treasurer: Cory Hill (Moderator of the Finance Committee)

were nominated to serve as officers of Faith Presbyterian Church:

Additionally, Pastor Brad Clayton will serve as a registered agent of the board, and continue to serve as a representative of the corporation. Brad is authorized to represent Faith Presbyterian Church in matters relating to the PPP Small Business Association Loan through Prime Meridian Bank.

**Ginny Dailey made a motion to approve those and Lee Marsh seconded the motion. The motion was approved.**

4. Pastor’s Report –

1. Session Retreat in the Fall – The Moderator said that he would like to plan a Session retreat for the fall and has scheduled a Friday-Saturday of September 25-26th for this purpose. He said that that weekend is the date for the normal monthly Stated Meeting which would be conducted on the 26th. It is also the weekend of Jubilee so deacons would be busy preparing for that event including the luncheon and not able to attend the retreat. He asked for everyone to add these dates to their calendars to attend.
2. Schedule Adjustments – The Moderator said that his plan is to continue with planning two weeks out when making decisions about continuing worship and programs by telecommunications rather than in-person. He said that the Presbytery has already advised churches to not plan for in-person worship or meeting for the entire month of May. He mentioned that the Children’s Passport event has already been cancelled but that Vacation Bible School and Preschool Summer Camps have not been cancelled yet. He said that General Assembly has already made the decision to conduct a virtual meeting this summer.
3. Returning to Worship – The Moderator said that the staff have begun planning for resumption of worship in the Sanctuary within certain parameters once government restrictions are adjusted for in-person events. For example, in the event a limit of less than 200 persons were announced, then the church would have two worship services on Sunday mornings at two different times. Hymnals would be removed and hymns shown on the overhead for the congregation to sing. He said he would send these ideas out to the Session and asked for their feedback and input on any other ideas they may have.

5. Financial Report – Cory Hill reported the church’s finances are still in good shape. He reported that the church had received $250,000 from the PPP Small Business Association Loan to use to pay the preschool payroll and that the loan would qualify for loan forgiveness so that the church would not have to repay it. The Moderator wanted to express appreciate to church member Blaine Click who helps with the Preschool Board and was instrumental in ensuring we applied for the loan in time to receive the funds.

6. Diaconate Report – Nancy Miller reported that the Diaconate did not meet in April and is discussing the possibility of a virtual meeting in May. The monthly Manna on Meridian program did distribute 150 bags of food via drive through in March. No numbers for the distribution for April were available. No planning for church breakfasts or lunches during the pandemic. The Moderator added that support for local missions whose funding runs through the Diaconate are still being paid each month to help them. Neal Evans reported that since schools are teaching remotely now, the previously planned Teacher Appreciation Lunch for Sealey Elementary has been cancelled and the money for the luncheon will be used to buy food gift cards to mail to teachers thanking them. Trinity Whitley said that the Diaconate is still looking for someone to replace Chad Van Iddekinge as the church coordination for Manna on Meridian. He is will to train before he and his family move out of state in June.

7. Consent Agenda – The Moderator asked if anyone had wanted to discuss any of the items on the consent agenda. Neal Evans asked to discuss the motion from Worship& Music Committee about selling Taize CDs. This motion was moved to the Action Agenda for discussion.

 a. The **Finance Committee** recommended the Session’s approval to move $15,000.00 from fund 4720 Undesignated Special Gifts to Designated fund 4058 Building and Grounds Renewal and Renovations.

b. The **Stewardship Committee recommended approval of the** Membership

Report to reflect:

Request for Transfer by Letter from the Active Roll for Mary A. Chapman to Covenant Presbyterian in Charlotte, NC and Stephen McDaniel to Wildwood Presbyterian in Tallahassee, FL.

Members to be dropped from Active Roll for Stacy R. Biggart.

Deceased members were James E. Pumphrey (2/22/2020), Jacquelyn K. Durkee (3/4/2020) and Fred W. Lindsey (4/11/2020) as deceased.

With these changes, the total membership of the church is 824 members.

1. The **Worship & Music Committee recommended the Session’s approval for the following:**
2. Baptism request from Marc and LauraLee Mitchell for their son Lawson.
3. Serving communion by trays instead of intinction.

 d, **The Youth & Families Committee** requested approval of *Big God, Big Questions: Confirmation for a Growing Faith,*a PC(USA) Confirmation Curriculum.

Linda Shelley moved to approve the consent agenda and a second to the motion was made. The Moderator called for a vote of the consent agenda. **The Consent Agenda was approved.**

8. Action Agenda -

The **Worship & Music Committee recommended the Session’s approval t**o sell Taize CDs after the Taize service in May.

Discussion: Neal Evans reported that he had received a request from Anita Parrish to withdraw or table the motion since in-person worship and other church events were postponed until further notice during the pandemic. Bob Apgar wondered if general approval could be given whenever these services were restarted in the future. Question was asked whether tabling the motion now would require a future motion for approval whenever services resumed. The Moderator said that this approval to sell Taize CDs had been approved in the past by previous Sessions. He said if the motion was withdrawn, it would need to be resubmit at a future meeting for approval such as the May meeting.

**Neal Evans moved to table the motion from Worship & Music Committee. Cory Hill seconded the motion. The vote on the motion to table did not receive a majority vote. The motion to table failed.**

**Neal Evans moved to approve the motion submitted by Worship & Music Committee and Bob Apgar seconded the motion. The motion was approved.**

9. Items Not In Agenda – The Moderator asked if there were any items anyone wanted have considered to add by a 2/3’s vote. None were offered.

10. Informational Items – The Moderator thanked Amanda Bevis for allowing use of her professional Zoom account for the Session meeting. He also had high praise for Peter Pursino and his work to put together the worship service via streaming on-line. He stated that we are very fortunate to have someone of his talent and desire.

A question was asked if the church was actively looking to hire for the two new positions in the budget. The Moderator stated that we were taking a cautious approach during this uncertain time to make sure that it makes sense fiscally but are not actively trying to fill them at this time. He also reminded everyone that that both Pam Mills and Beverly Sims are retiring in May and as soon as we know when we can resume in-person worship, we will plan to recognize them.

Trinity Whitley said that she had about 30 current and formerly installed elders and deacons volunteer to make calls to the church membership to reach out to them and make sure they were doing okay. She said that the feedback from this process was very positive and that they have received a few requests for congregational care.

Amanda Bevis provided a report on the increase in visits to our webpage, in viewing worship services and other video productions during the pandemic.

# 11. Closing prayer - to conclude the meeting at 12:35 p.m.

**Actions of Session Approved by Email between February 23rd & April 26th**

An email was sent to members of Session on April 3, 2020 from the Moderator.

“A Request for Consideration:

Our preschool is committed to covering payroll for our teachers through the end of the school year.  While the church finances are doing well, we want to make sure that we are prepared for any financial issues as well.  In order to be prepared we have explored the option of applying for a Payroll Protection Plan Loan for non-profits.  You may have heard about these Small Business Loans through the news.  We believe that our church and our preschool may be eligible for this loan because there are non-profit options.  Valerie Marlow has been exploring this loan, as well as Blaine Click who serves on our Preschool Board.

I have attached a little more information about the loan, at least what we know right now.  Please review this information.  I have been told that it would be wise to apply early for these loans.  We would apply through our bank, Prime Meridian.  After speaking with the chairman of finance today (Cory Hill) I would **formally like to ask session for permission to apply for this loan.**

Your options:  Please reply to this email with "**YES**" or "**MEETING**"

**YES**-- means you give permission to apply for the loan ASAP.

**MEETING**-- means you would like to have a called on-line session meeting to discuss this option.”

**The request was approved unanimously by email vote of members of the Session.**

The next Stated Session Meeting is on Sunday, May 31, 2020.

Respectfully submitted by

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Barney Ray, Clerk of Session

Approved by Moderator

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Brad Clayton, Senior Pastor