Minutes of the Stated Session Meeting

Faith Presbyterian Church

Tallahassee, Florida

May 23, 2021

1. Call to Order/Opening Prayer/Devotion

The Stated Session Meeting of Faith Presbyterian Church was called to order in the church Fellowship Hall and opened with a prayer by the Moderator, Senior Pastor Brad Clayton, at 12:00 p.m.

The Ruling Elders (15) present: Bob Apgar, Courtney Atkins, Aggie Bell, Ruth Bedell, Skip Cook, Leon Corbett, Pat Farrell, Mary Keyt, Lee Marsh, Wayne McDaniel, Linda Shelley, Robert Volpe, Frank Walker III, Jason Welty and Roy Youngblood. **A quorum was present.**

The Ruling Elders (7) absent were Andee Harrison, Amanda Bevis, Sophie Beckham, Karen Linville, Laura Ketcham, Neal Evans, and Matt Sirmans.

Mary Chiles (Deacon) and Randy Zepp (Church Administrator) were also present.

The devotion was provided by Courtney Atkins.

2. Sharing of Joys and Concerns – The Moderator and Session members shared joys and concerns.

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 **April 25, 2021 Stated Session Meeting and May 16, 2021 Called Session Meeting.** Hearing none, **the minutes were approved by acclamation.**
2. Presbytery Meeting Report – The Moderator, Wayne McDaniel and Jason Welty reported on the Presbytery meeting including that the Moderator has again been nominated to serve as a delegate to the General Assembly, Dogwood Acres will be open this summer and a church property in Pensacola was recently sold. The Presbytery suggested that the deed to church property should be checked against current ownership. The Moderator noted that if anyone is interested in serving on a Presbytery committee to contact him as there are several openings.

4. Pastor’s Report

1. Faith Worship by the Numbers – Information was available in the Session packet.
2. COVID Reopening Review – The Moderator shared **Proposed Revisions to Worship** set out on page 9 of the Session packet. After much discussion and a number of motions and substitute motions the following motion made by Linda Shelley and seconded by Wayne McDaniel was unanimously approved: Starting with May 30, 2021 Worship 1) Reservations will not be required; 2) Alternate rows will be roped off, offering more space; 3) We will continue to follow the current abbreviated “passing of the peace; 4) Hymnbooks and Bibles will be returned to the pews; 5) Ushers will not pass the offering plates for the May 30 service, but will start doing so beginning June 6; 6) We will continue Communion as we have been doing with single serve; 7) We will continue with Children’s PYD as we have been doing it; 8) The sign in books will be placed back in the pews; 9) We will continue to encourage people to wear masks and practice social distancing; 10) We will encourage people to use hand sanitizer when they enter; 11) We will encourage people to stay home if they feel unwell in any way.

The Moderator also shared **Guidance for 2021 Children and Youth Trips**. Roy Youngblood moved and Lee Marsh seconded the guidelines set out on page 10 of the Session packet. After much discussion and an amendment by Robert Volpe, the following **Guidelines** were approved. 1) **Vaccines**: All adult volunteers will be required to be vaccinated. If Montreat, Passport, or Dogwood Acres require children or youth participants to be vaccinated, then we will require it as well. 2) **Testing:** All participants are required to have a negative Covid test within three days of departure. 3) all remaining portions of the **Guidelines** dealing with **Masks**, **Covid tests at the** **Camp,** and **Covid positive within Faith Group** are approved as set forth on page 10 of the Session packet.

1. Reminder: Elders should sign up to serve as Ushers/Greeters – bit.ly/usher2021

5. Financial Report – Robert Volpe reported that receipts and expenses are balanced with receipts at $481,899 and expenses at $470,000. We are $75,000 behind in budgeted numbers mostly because non-pledge contributions are down with limited attendance resulting from the pandemic. Overall, the accounts are in good shape.

6. Diaconate Report – Mary Chiles reported that Jubilee will be moved from 9/19 to 10/17. She commented that the renovations to the Manna building look great, and the space is much more functional. The Deacons will use $1,000 of Manna money to finish out the backpack program for three families. They may try to accommodate 6 families next year. Sealey teacher appreciation week is June 1-4. Contributions are welcomed. The Kearney Center is now open to volunteers with a limit of 5 at one time.

7. Consent Agenda – The Moderator asked if anyone wanted to pull anything from the consent agenda for discussion. Hearing no such request, the Moderator asked if there was a motion to approve the consent agenda. Bob Apgar moved approval and Wayne McDaniel seconded the motion. **The consent agenda was unanimously approved.**

1. **Adults & Families Committee** requested that the Session approve a Beth Moore Bible Study on Daniel in the fall facilitated by Becky Roche on Wednesdays in the Fall.
2. **Stewardship Committee** requested that the Session approve the membership report which included the following changes to the church rolls:

New members received (7) - Michael & Kristen Dobson, Michele Keltner, Hannah Keltner, Ruth Storm and Charles & Maria Poole.

Members to Be Dropped from Active Roll (5) – at the request of Caroline Scheer: Daniel, Caroline, Adrianna, James and Nora Jane Scheer.

Deceased members (2) – Jeanette Moore and Ruth Briggs

Baptisms (4) – Charlotte James Van Hise, Michael Dobson, Madeline Feiock and Blake Tinsley Scott.

Total membership of 818

8. Action Agenda

a. **Building & Grounds Committee** requested approval of the following:

1. Funds to replace toilets in the preschool ($1,695) and 140’ of 4” sewer under the  
   front parking lot ($5,163) be transferred to B&G current year budget
2. Funds to fireproof the new washer/dryer room ($2,600) be transferred to B&G  
   current year budget, and
3. Funds for replacement of carpet and seat cushions in the sanctuary ($40,000) be  
   placed in B&G designated funds this year, anticipating a similar request next year in order to accomplish this large project.

After discussion, the Moderator called for a vote of the motion. **The motion was approved.**

b. **Finance Committee** requested approval of the following:

The Finance Committee recommends that Session allocate remaining funds in the  
Session Undesignated Account from 2020 as indicated below:

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| --- | --- |
| **2020 Initial Carryover** Fellowship Hall Patio Awning  Balance of New Fire Alarm System  Accrued Leave Liability | $ 72,912.51 <27,672.00> <16,654.21> <6,000.00> |
| Compressor Replacement  Balance of 2020 Initial Carryover | <6,875.00> **$15,910.79** (acct # 3708) |

**Additional 2020 Carryover** (PPP Forgiveness) $136,590.55

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| --- | --- |
| Put into FPC Reserves  Request from Preschool  Balance of 2020 Additional Carryover | <34,000.00> <48,000.00> **$54,590.55** (acct # 4720) |

**Total of Carryover available: $70,501.34**

This recommendation is based on previous discussions with the Session, a previously approved request from the Preschool, an interest by the Finance Committee to increase reserves, and an endorsement by the Session for Buildings and Grounds to create a “reserves for replacement” budget. If the preschool does not need the allocated funds, that money will be returned to reserves for future allocations.

After discussion, the Moderator called for a vote of the motion. **The motion was approved.**

c. **Personnel Committee** requested approval of budget increase of $22,674.55 to fulfill staff vacancies.

After discussion, the Moderator called for a vote of the motion. **The motion was approved.**

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

10. Informational Items/Committee Reports –

The Moderator asked if there was anything to share from the committees as informational items. No items were mentioned.

11. Closing prayer – The meeting was closed with prayer by the Moderator at 1:55 p.m.

**Summary of Motions Approved by the Session**

* **Approved the minutes from Stated Meeting on April 25, 2021 and the Called Meeting to receive new members on May 16, 2021.**
* **Approved COVID Reopening Revisions to Worship.**
* **Approved Guidelines for 2021 Children & Youth Trips.**
* **Approved Adults & Families Committee request for Beth Moore Study on Daniel for 12 weeks in the Fall.**
* **Approved Stewardship Committee membership report.**
* **Approved Building & Grounds Committee request for additional funds for specified repairs and maintenance.**
* **Approved Finance Committee request for use of undesignated funds.**
* **Approved Personnel Committee request for budget increase to fulfill staff vacancies.**

Respectfully submitted by

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Pat Farrell, Acting Clerk of Session

Approved by Moderator

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Brad Clayton, Senior Pastor