Minutes of the Stated Session Meeting

Faith Presbyterian Church

Tallahassee, Florida

March 26, 2022

1. Call to Order/Opening Prayer/Devotion and 2. Joys & Concerns

The Stated Session Meeting of Faith Presbyterian Church was called to order in the Fellowship Hall by the Moderator Dr. Brad Clayton and opened with a devotion by Aggie Bell at 12:10 p.m. Joys and concerns were shared and the Moderator offered an opening prayer.

Elders (24) present were Ruth Bedell, Aggie Bell, Leon Corbett, Alison Denny, Charles Hood, Stephanie Humphrey, Curtis Jenkins, Chip Jennings, Laura Ketcham, Karen Linville, Brittany Long, Angela Madden, Wayne McDaniel, Anita Parish, Lewis Shelley, Matt Sirmans, Ashley Spicola, Robert Volpe, Frank Walker III , Vicki Weber, Jason Welty, Carter Wilson, Roy Youngblood and Teaching Elder Trinity Whitley (Associate Pastor) was also present. **A quorum of at least one-third of the members of the Session was present.**

Elders (2) absent with prior notice were Courtney Atkins and Blaine Click.

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

The **Order of the Day** was examination of Candy Woodward for the office of Deacon as she was unable to attend the Officer Exam in February. Candy read her faith statement and answered questions from the moderator and elders. Upon completion of the exam, the Moderator asked if there was a motion to sustain the examination. Curtis Jenkins so moved and Charles Hood seconded the motion. **The motion to successfully sustain the examination of Candy Woodward was unanimously approved.**

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 27 2022 Stated Session Meeting.** **Jason Welty moved approval minutes as submitted and Frank Walker III seconded the motion. All minutes were unanimously approved.**
2. Election of the Clerk – The Moderator explained that election of the Clerk by the Session was required each year and stated that Barney Ray had agreed to serve for another year. . **Jason Welty moved approval of Barney Ray as Clerk of Session. Charles Hood seconded the motion. The motion was unanimously approved.**
3. Election of Corporate Officers – The Moderator explained that election of corporate officers was required annually. The Clerk of Session serves as President, the Senior Pastor serves as Executive Vice President, the moderator of Buildings & Grounds Committee serves as Vice President, the moderator of Finance Committee serves as Treasury and the moderator of the Management Committee serves as Secretary. As corporate officers these individuals have signature authority to sign legal documents on behalf of the church. The Moderator said that persons serving in these positions have agreed to serve as corporate offices.

Therefore the slate of corporate officers presented for approval of the Session for the submission of the annual report to the State of Florida Division of Corporations included:

Barney Ray as President

Dr. Bradley Clayton as Executive Vice President

Wayne McDaniel as Vice President

Robert Volpe as Treasurer

Leon Corbett as Secretary

Jason Welty moved approval of the corporate officers and annual report. Chip Jennings seconded the motion. **The motion was unanimously approved.**

4. Pastor’s Report

1. Faith Worship by the Numbers – Numbers of in-person and virtually viewing of services were included in the Session packet. Jason Welty asked for all elders to share church posts via social media on their personal social media pages to help share the events of the church to reach more people outside of the church membership.
2. Session Orientation – The Moderator discussed information included in the Session packet about the process and procedures for conducting Session meetings and Committee meetings by Elders. He also shared the Stated Session Meeting dates and Communion dates for the next year.

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| **Worship Communion Dates** | **Stated Session Meetings** |
| April 14, 2022 (Maundy Thursday) | April 24, 2022 |
| April 17, 2022 (Easter) | May 22, 2022 |
| May 8, 2022 | July 24, 2022 |
| June 12, 2022 | August 28, 2022 |
| July 10, 2022 | September 25, 2022 |
| August 14, 2022 | October 23, 2022 |
| September 11, 2022 | December 11, 2022 |
| October 2, 2022 | January 22, 2023 |
| November 13, 2022 | February 26, 2023 |
| December 11, 2022 | March 24-25, 2023 (Officer Retreat) |
| January 8, 2023 |  |
| February 12, 2023 |  |
| March 12, 2023 |  |

5. Financial Report – Robert Volpe reported the church received enough pledges as of this month to completely fund the approved budget for 2022.

6. Diaconate Report – Susie Clemons reported that the Diaconate was supporting funeral receptions again due to the lifting of COVID-19 restrictions at the church. She also said that they were restarting church wide Sunday meals with one planned for Easter Sunday, Jubilee Sunday and two other months. She said that the Diaconate continues to plan and to support the refugee family program with the one Afghan family adopted by the church.

7. Consent Agenda – The Moderator asked if anyone wanted to pull anything from the consent agenda for discussion. Anita Parish said she had a question about the item about the endowment fund. The Moderator moved this item to the action agenda and then asked if there was a motion to approve the remaining items on the consent agenda. **Vicki Weber moved approval of the consent agenda and Jason Welty seconded the motion**. **The remaining items on the consent agenda were unanimously approved.**

1. **Membership Report** presented for the Session approval included one deceased member (Bob Coggins on 2/24/2022) which reduces total membership to 790 members.

1. **Diaconate** requested creation of the Refugee Resettlement Designated Fund for use to disperse without Diaconate approval up to $200 per expenditure. Any expenditure greater than $200 per transaction, or otherwise exceeding $1,000 in total per calendar month would need the approval of a team of three deacons.

8. Action Agenda

From the Consent Agenda,the **Endowment Board** requested the Session approve investing endowment funds with the Texas Presbyterian Foundation (TPF). The Clerk of Session (Barney Ray), Church Administrator (Randy Zepp) and Finance Manager (Valerie Marlow) would have signature authority for checks to transfer funds for investment with two signatures required for all checks.

Under discussion, Anita Parish asked why the committee selected this foundation and not the Presbyterian Foundation. The Moderator said that the fees were less and TPF presented options for environmental and other types of investments. **Jason Welty moved approval of the request. Vicki Weber seconded his motion. The motion was unanimously approved.**

a. **Worship & Music Committee** requested approval to begin on Easter Sunday serving Communion by intinction with an officer wearing gloves and tearing the bread each time for intinction. Additionally, the individual packets of self-contained Communion elements for any members who wish to receive communion in this manner. Chip Jennings presented the motion. **The motion was unanimously approved.**

Roy Youngblood requested serving of Communion during the final Disciple class on Sunday morning, March 27th. The Senior Pastor would be present to perform Communion. **The motion was unanimously approved.**

b. **Adults & Families Committee** requested the Session approve an Earth Day study and hands on workshop on April 20th and a Tallahassee African American Experience panel of three local African Americans who can share their experiences of growing up in Tallahassee as an African American. **The motion was unanimously approved.**

c. **Buildings & Grounds Committee** requested the Session approve using $20,000 from the current reserves for the following:

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| --- | --- |
| Major repair of the air handler in the south side of the sanctuary | $5,861.85 |
| Replacement of paver in back hallway entrance | $3,417.93 |
| Replacement of HVAC condenser | $730.40 |
| Rewire controller in Sanctuary lighting | $2,185.00 |
| Replace blue box and controller in Sanctuary | $8,000.00 |
| Total | $20,195.18 |

Wayne McDaniel explained that his committee has already exhausted their budget for unscheduled maintenance and needed additional funds to address the items listed.

**The motion was unanimously approved.**

d. **Communications Committee** requested the Session approve the logo rebranding proposal as presented at the Officer’s Retreat on Friday, March 25, 2022.

Ruth Bedell presented the motion and provided further information in support of the request. She stated that approval of the motion would provide time to plan and prepare for moving to the new logo in August 2022 in time for the new program year at the church. The request included a budget total of about $7,600 but also did not have estimates for some line items listed as those had not been fully developed yet.

After discussion, **a friendly amendment was offered and seconded to amend the motion to approve the logo rebranding but not the request for budget**. This amendment was offered with guidance that the Communications Committee should consult with other committees such as Finance, Buildings & Ground, Management, Worship & Music, Evangelism in order to come back to the Session with more information and a definitive budget request. **The friendly amendment was accepted by the presenter**. **The amended motion was approved by majority vote.**

e. **Witness Committee** requested the Session approve requiring each committee report its anti-racism accomplishments for the past year and its plans for further practices and activities for the coming year.

**After discussion of the motion, the motion did not pass by majority vote against the motion.**

9. Items Not In Agenda – The Moderator asked if there were any items anyone wanted have considered adding by a two-third’s (2/3’s) vote. No items were requested.

10. Information items – No items mentioned.

The Moderator served communion and closed with prayer to conclude the meeting at 1:56 p.m.

**Summary of Motions Approved by the Session**

* **Conducted and sustained the examination of Candy Woodward for the office of deacon.**
* **Approved of the minutes from the Stated Meeting of February 27, 2022.**
* **Elected the Clerk of Session for a one year term.**
* **Elected corporate officers for the annual report to the Division of Corporations.**
* **Approved the membership report and changes to the church rolls.**
* **Approved creation of the Refugee Resettlement Designated Fund.**
* **Approved investing Tree of Life Endowment Funds with the Texas Presbyterian Foundation.**
* **Approved serving Communion by Intinction under revised procedures**
* **Approved serving Communion at the last Disciples Class on April 3rd.**
* **Approved two Wednesday night programs for Adults on April 20th and 27th.**
* **Approved use of current reserves of $20,000 to address unscheduled maintenance by the Buildings & Grounds Committee.**
* **Approved new logo for Faith Presbyterian Church but no budget to implement.**
* **Directed the Communications Committee to consult with Buildings & Grounds, Finance, Management, Worship & Music and Evangelism committees and come back to the Session with a more definitive budget request.**

**Actions of Session Approved by Email between February 27 2022 & March 26, 2022:** No actions were requested by email.

Respectfully submitted by

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Barney Ray, Clerk of Session

Approved by Moderator

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Dr. Brad Clayton, Senior Pastor