

Minutes of the Stated Session Meeting
Faith Presbyterian Church
Tallahassee, Florida
December 3, 2017

1. Call to Order/Opening Prayer

The Stated Session Meeting of Faith Presbyterian Church was called to order and opened with a prayer in the Music Center of Faith Presbyterian Church by the Moderator, Senior Pastor Brad Clayton, at 12:26 p.m.

The Ruling Elders (17) present were Linda Antwi, Randy Beach, Jill David, Alison Denny, Charles Dodson, Janet Evans, Dennis Ferguson, Skip Forsyth, Michaela Fredrickson, Chip Jennings, Pam Leslie, Becky Miller, Caitlin Ray, Lewis Shelley, Frank Walper, Vicki Weber, and Elaine Youngblood. **A quorum of at least one-third of the members of the Session was present.**

The Ruling Elders (4) absent with prior notice were: Leigh Ansley, Sue Colombo, Charles Ranson and Shaun York.

Also present (4) were: Trinity Whitley (Teaching Elder/Associate Pastor), Barney Ray (Clerk of Session), Randy Zepp (Church Administrator) and Amber Dodson (Deacon).

2. Devotion Vicki Weber provided the devotion.

3. Sharing of Joys and Concerns

Concerns were expressed for Betsy and Marshall Fisher, Trinity's grandmother, Mike Stewart's father, Pam's former co-worker Stacy who died recently and struggled with addiction.

4. Clerk's Report

a. Approval of the Minutes –The Moderator asked if there were any discussion or recommended revisions to the minutes from the **October 22, 2017 Stated Session Meeting and the November 19, 2017 Called Meeting. A correction to a name was noted in the Minutes of the Stated Meeting. With this revision, both minutes were approved.**

b. Proposed 2018 Stated Session Meeting Schedule - The Moderator stated that while Stated Session meetings are set by the Moderator, he requested input from the Session on proposed Stated Session Meeting Schedule for 2018. The schedule presented was for meetings on January 28th, February 25th, March 25th, April 22nd, May 20th, July 22nd, August 26th, September 23rd, October 28th and December 2nd. He said that the Feb 25th date was the same day as the Presbyter exchange where he and Trinity would be preaching at other churches in the area and could return to Faith but the meeting would need to be delayed until they could arrive. A suggestion was made to move that meeting to March 4th. The Moderator mentioned that March 4th is the installation of new officers as well so they would attend that meeting if moved to March 4th. He also asked if there were any issues with May 20th or whether to move it to the following week. No issues were identified with May 20th.

October 28th is Jubilee Sunday and he mentioned that people would probably like to attend this after the worship service. A suggestion was made to schedule this meeting for November 4th since the following meeting is not until December 2nd. The Moderator thanked the Session for the input.

- c. Report from October Presbytery Meeting – New presbytery officers and committee members were elected for the year. The closing of Pleasant Grove church was celebrated with the one remaining member from that church. Brad will serve as the Presbytery representative to Synod for the next two years. The Moderator mentioned that interviews will begin in the next two weeks for General Presbyter opening.
- d. Commissioners for 1/27 Presbytery Meeting in Quincy - Skip Forsyth and Pam Leslie volunteered to serve as commissioners with Elaine Youngblood as an alternate.

5. Pastor's Report –

- a. 2018 Budget - The Moderator said that the pledge results are about \$100,000 ahead of last year's pace at this time. He said that this is really great news and is due to the hard work of the Stewardship Committee and church staff.
- b. Sealey Elementary Partnership Update - The Moderator met with the Diaconate on taking on this initiative as a local mission since they handle local missions. He met with the School's Principal and Parent Teacher Organization (PTO) president. The PTO only has about five mothers active in the organization. A meeting will be held at the church as a brown bag lunch on Thursday at noon this week with Faith volunteers to discuss helping with a teacher appreciation luncheon at the school. They have a need for volunteers to help in the office and to serve as mentors for children. Beverly Sims (Faith Preschool Director) is trying to find ways for the preschool to help as well.

6. Youth Elder Report – Michaela Fredrickson reported that two weeks ago, we had our 850 Tally Ho Night of Service. Youth decorated turkey boxes, made toiletry kits for the Kearney Center, baked muffins for UKirk, made reusable t-shirt bags, and created snack packs for Grace Mission's children. The confirmation class served at Christmas Connection yesterday and two weeks ago they served breakfast at the Kearney Center. Last week during youth group, Matt Sirmans talked to the students about homeless teens in our community. Tonight, we will do a follow up lesson. In the New Year, we will be preparing for the Souper Bowl of Caring.

7. Finance Report – Lewis (Lew) Shelley reported that he received a thank you letter from Sheldon Steen from UKirk. Sheldon has requested that churches to consider a 5% increase in giving to UKirk for next year. Lew said that our church contribution is the equivalent of about \$10,000 to UKirk each year. The final results of the 2017 Budget is dependent about the increased receipts in December. Last year's receipt of pledges were much closer to the total pledged amount than historically received. He mentioned that there are five (5) Sundays in December this year. The Buildings and Grounds Committee has requested a reserve account (\$10,000) and a part-time outside person

(\$6,000) to help with the grounds. The Management Committee is asking for money to deal with information and technology issues. The Management Committee is about \$3,400-\$3,600 short on the Wednesday night dinner budget. They may need more budget for 2018. Charles Dodson asked what the normal receipts were for December. A four year average for December receipts is \$128,000. Last year it was \$126,000. Pam Leslie asked if having one less Christmas Eve service due to it being on Sunday might impact loose giving. The Moderator mentioned that there is still going to be two services on Christmas Eve, one in the morning and one in the evening however that we should look at that this. It was mentioned that a designated offering is normally collected (Joy Gift) on Christmas Eve. The Stated Meeting on January 28th will include approval of the 2018 budget.

8. Diaconate Report – Amber Dodson reported that had received positive feedback from Jubilee and CROP Walk. She stated that the church will no longer have monthly luncheons. Instead there will be five each year: January, February, September, October and Easter Breakfast. The Angel Tree needs are very great and Deacons are working very hard to meet the needs. Pam Leslie asked if there are any financial impacts on the reduced number of luncheons. Randy Zepp said that the Diaconate does have a budget for luncheons but donations usually offset those costs.

9. Consent Agenda –

- a. The Worship and Music Committee requested approval for the baptism of new member Melanie Black and her nine (9) month old daughter, Elizabeth for January 19, 2018.
- b. The Worship and Music Committee requested approval of communion dates for 2018 as the second Sunday of the month except for October and December which will be on the first Sunday of the month.

The Moderator asked if anyone wanted to discuss any of the items on the consent agenda. Hearing no further requests, **the consent agenda items were approved.**

10. Motions in Action Agenda

- a. Old Business – No old business on the agenda.
- b. New Business – Stewardship Committee Rolls Review

A list of names requesting a letter of transfer, to be removed from the rolls and of those who have not responded to repeated attempts to contact were included in the Session. Specifically:

Emmett and Kristen Corbin **requested a letter of transfer from the active roll to Christ Presbyterian.**

Charles M. Hopkins, Jr, Suzanne L. Hopkins, Rebekah C. Hopkins, Phillip R. Hough, Shannon L. Hough, Samuel P. McManama, Wade Lawrence Pitt II, Jessie C. Pitt and Samuel W. Ranson **requested to be dropped from the active roll.**

Mark T. Aliff, Paige P. Brey, Christy C. Cameron, Leslie S. Carlson, Matthew R. Chapman, April B. Dean, Carlton B. Dean, Jr., Richard A. Glover, Daniel Martinez, Karen S. Martinez, Lynne M. Moeller, Michael H. Moody, Alexander N. Olmstead,

Austin N. Olmstead, Courtney M. Olmstead, Andrew B. Oseroff and Carol E. Oseroff are listed to be **removed from the active roll due to no responses from various attempts to contact them regarding their status as members of the church.**

Members listed as deceased included William E. Peterson, Richard A. Hudson and Eleanor M. Cole

The Session approved all of the changes to the church rolls as submitted.

11. Items Not In Agenda – The Moderator asked if anyone had anything they wished to add to the agenda.

Charles Dodson mentioned that the Buildings & Grounds (B&G) Committee discussed an Active Shooter scenario in light of recent events and would like the Session to consider whether a church policy is needed. A motion to add this item to the agenda was made, seconded and approved. It was mentioned that this issue affects more than one committee. One idea was to form an ad hoc committee with representatives of various committees to study and discuss this issue. Randy Zepp said that there are not any current policies and procedures that provide any specific guidance.

A motion was made to form an Ad Hoc committee to create procedures to cover all emergencies to include a member from the following committees: B&G, Management, Personnel, Evangelism, Worship & Music and Preschool and staffed by Randy Zepp (Church Administrator) and Brad Clayton (Senior Pastor). The motion received a second and was approved.

12. Informational Items – Frank Walper mentioned the possibility of creating a new church logo. The Moderator mentioned that there will be an Open House on December 17th to see the new updated church offices.

13. Communion - Holy Communion was observed to conclude the meeting at 1:37 p.m.

Actions of Session Approved by Email between October 22th and December 3rd

No actions were conducted by email.

The next Stated Session Meeting is January 28, 2018.

Respectfully submitted by

Barney Ray, Clerk of Session

Approved by Moderator

Brad Clayton, Senior Pastor