

Westminster Presbyterian Church

Akron, Ohio

Tuesday, July 23, 2019

Minutes of the Session Meeting – FINAL

Be adaptive, engaging, generous, inclusive and relevant. Be faithful. Be Westminster!

The regular meeting of the Session of Westminster Presbyterian Church was called to order by Moderator and Pastor Jon Hauerwas at 7:00 p.m.

Elders (+ present, * excused, - absent)

Class of 2019	Class of 2020	Class of 2021
+ Marcia Holcomb	+ Michael Dunbar	+ Phil Fry
+ James Gray	+ Brad Hall	+ Nancy Keogh
* Ed Labbe	+ Shelley Koutnik, Treasurer	+ Rebecca Pool
* Alec Works, Clerk of Session	+ Todd Willis	+ Don Rearick

Also present: Pastor Jon Hauerwas, Moderator; Greg Grafinger, Assistant Clerk of Session; Ralph Davis, guest; Bill Bramley, guest.

Opening, Declaration of Quorum and Extension of Floor

Pastor Jon opened the meeting with prayer at 7:00 pm. The presence of a quorum was confirmed and declared. A motion was made, seconded and approved to extend the privilege of the floor to the guests.

Adoption of Agenda and Consent Agenda

A **motion prevailed** to adopt and approve the Agenda and Consent Agenda.

Presentation on 2020 Stewardship Campaign

Ralph Davis

Ralph presented an overview of the upcoming stewardship campaign for FY2020. The theme is 'God is Great' with a 3-5 year strategy of 'Reach Out, Step Up'. The campaign will be conducted during the worship services over three consecutive Sundays: 10/13/19, 10/20/19 and 10/27/19. A stewardship breakfast will follow worship on 10/13/19. The breakfast will require volunteers and funding. Goals of the campaign are: 1) increase pledging participation of WPC family units to 50%, and 2) motivate 10% of family units to increase pledges to the next higher bracket.

Improvement of Westminster PC Sound System

Bill Bramley

Bill acknowledged that Westminster PC has a very good music program, and believes the music could be further improved with updates to the current sound system. The current system was designed for voice and as a result is deficient in bass. More vibrant bass is needed for many of our instrumental presentations. Bill volunteered to head up a committee or task force to explore options and pricing. He seeks approval by Session to proceed.

It was noted that this was also discussed in the Visioning meeting and received a low ranking.

Clerk's Report

Greg Grafinger

The Consent Agenda as approved included the following motions:

2019-121 MOTION prevailed to approve the minutes of the regular Session meeting of June 25, 2019.

2019-122 MOTION prevailed to approve the minutes of the Session E-meeting of July 16, 2019.

2019-123 MOTION prevailed to receive the following report of all weddings, funerals, baptisms, and Communion that have taken place since Session's June 25, 2019 meeting:

1. Weddings: none
2. Funerals: none
3. Baptisms: none
4. Communion: June 23, 2019, attendance 98 (28 at 8:30 a.m. service, 70 at 10:30 a.m. service).
July 14, 2019, attendance 73 (no report for 8:30 a.m. service, 73 at 10:30 a.m. service).
Deacons have been notified about 8:30 a.m. attendance.

2019-124 MOTION prevailed to receive the report of the average worship attendance for June: 115 (29 at 8:30 a.m. service, 86 at 10:30 a.m. service).

2019-125 MOTION prevailed to approve the membership statistical report for the month of June 2019:

Total Membership as of 6/1/19	400
Additions: none	0
Deletions: none	0
Deaths: none	0
Total Membership as of 6/30/19	400

No motion is needed to remove anyone from our membership roll.

The Clerk had no correspondence to report.

The next regular Session meeting is scheduled for Tuesday, August 27, 2019 at WPC.

Committee Reports and Actions

Personnel Committee

Shelly Koutnik

Shelley presented the following motions from the July 21, 2019 Personnel Committee meeting.

2019-126 Motion prevailed to approve Jim Mismas to serve as organist at the 10:30 a.m. worship service on August 11, 18 and 25 at a rate of \$200 per Sunday.

2019-127 Motion prevailed to approve Laurel Labbe to serve as pianist at the 8:30 a.m. worship service on August 11, 18 and 25 at a rate of \$75 per Sunday.

2019-128 Motion prevailed to authorize the MDOSC (Music Director /Organist Search Committee) to engage choral scholars as section leaders from the approved list. The MDOSC committee recommends paying based on education level, as it was done in the past. That would be \$40 for a non-degree singer and \$60 for those who have obtained a degree.

2019-129 Motion prevailed to approve the following Terms of Employment for the permanent Music Director/Organist for purposes of the job posting:

Part-time	25 hours per week	
Salary	\$39,000	
Continuing education reimbursement		\$1,000
Vacation	2 weeks including 2 Sundays	
Study Leave	1 week including 1 Sunday	

2019-130 Motion prevailed to approve the Qualifications and summarization of Job Responsibilities listed in the Job Posting for the purpose of advertising the Music Director/Organist position as follows:

Qualifications

- Excellent musician with quality skills both as an organist and conductor. A leader with breadth of musical taste, familiarity with a diversity of repertoire and willing to incorporate inclusive language.
- A visionary candidate with ideas for building the future of music at Westminster Presbyterian Church.
- Knowledge of the liturgical calendar and the ability to choose suitable hymns and anthems to correspond to scripture, as well as strong interpersonal, organizational and leadership skills.
- Master of Music/terminal music degree or equivalent experience preferred.

Job Responsibilities

- Recruit and hire choir members, including paid section leaders/choral scholars
- Serve as choral director and conduct choir rehearsals
- Oversee and coordinate church music programs and music staff
- Direct, produce and raise funds for the “Five at Five” concert series as well as coordinate periodic Jazz Vesper services; public concerts to engage the greater Akron community through music
- Manage the music budget and maintaining the choral and instrumental library

2019-131 Motion prevailed to have the MDOSC develop a formal Job Description listing the specific duties of the Music Director and Organist position for approval by the Personnel Committee and Session.

2019-132 Motion prevailed to approve hiring Valerie Thorson as the Interim Director/Organist as follows:

Salary	\$2,600 per month (\$30 per hour) for a 4-month period commencing September 1 and terminating January 15, 2020. Employment may be extended in one-month increments. The position is estimated to be 20 hours per week.
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Benefits	No Benefits are provided through the Personnel Policy. Medical benefits are not provided. Benefits provided specifically for this position include 2 weeks paid vacation to be taken in January 2020. The Music Director is responsible for scheduling substitutes for all Sundays away. Required services are the 4 Sundays of Advent plus Christmas Eve and all Sundays in Lent, including Easter Sunday, in the event that the interim period is extended.
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In addition to salary and the benefits listed above, usage of the facility and organ or piano to provide private lessons to students is granted. Usage of the facility must be coordinated with the main office and full-time custodian.

Discipleship Committee (July minutes were forwarded; no motions)
Nothing to report.

Finance Committee (July minutes and monthly reports were attached; no motions) Todd Willis
Financial reports covering the period January 1 through June 30, 2019 were presented.

Actual income from pledges exceeded budget by about \$15,000 (10.4%), due largely to prepaid pledges. Actual unpledged income exceeded budget by about \$6,900 (19.1%). Unpledged income includes a single large gift of \$10,000. Actual income exceeded budget by about \$9,500 (3.0%). Actual expenses were below budget by about \$39,000 (12.6%). Through June 30, 2019, revenue exceeds expenses by \$48,568. No Rowley funds have been used for operating expenses year-to-date.

Ohio Living has vacated the premises, resulting in a reduction of \$5,950 in revenue for the year.

Worship Committee (No minutes nor motions) Nancy Keogh
Alcee Chriss will follow-up with contacting some performer(s) for the proposed Jazz Vespers services.

Jazz musician Dr. Dave Thomas and his quintet have been scheduled to perform at the October 13, 2019 Five at Five concert.

Outreach Committee (July minutes were attached; see motions below) Rebecca Pool
Becky presented the following motions from Outreach.

2019-133 Motion tabled to place a box in Wright-Herberich Hall for the collection of various recyclable materials. Session asked for more details on the types of materials to be recycled and the duration of the recycling drive.

2019-134 Motion prevailed to allow printing Westminster's web site on T-shirts worn in the Pride Parade and Festival. T-shirts for participants will be purchased by those individuals for \$20 each, and will also be made available to the congregation for purchase at the same price.

The following motion was made and seconded from the floor.

2019-135 Motion prevailed that any notice concerning the T-shirt sale or Earth Tips from the Earth Care Initiative subcommittee be placed in the Script and not in bulletins. [Note: The intent was that church events/fellowship opportunities are included in the bulletin. Other items such as t-shirt sales, Earth Care Tips, other support groups be announced in the Script only.]

Properties Committee (No minutes nor motions) Brad Hall
Nothing to report.

Membership Committee (No minutes nor motions) James Gray
The committee continues to investigate the origin of some old pages which have been rediscovered. Steve Harp has volunteered to assist in attempts to date the material.

Discussion continues on completing the wall of pastor's pictures.

There have been requests on availability of recorded audio of sermons, music, etc. Apparently there is an issue of converting audio files from MP4 format to MP3. Software is available for around \$40 to do the conversion. A dedicated location on the church server would have to be chosen for storage of audio files should Session decide to pursue this ministry.

Work is in progress to update pictures on the WPC web site.

Nominating Committee (No minutes nor motions)
Nothing to report. The next committee meeting is scheduled for August 25.

Phil Fry

Safety and Security Task Force (No minutes nor motions)
Nothing to report. The next committee meeting is scheduled for August 12.

Don Rearick

Deacons (No minutes nor motions)
Nothing to report.

Pastor Hauerwas

Pastor's Report and Remarks

Pastor Hauerwas

August 4 is our last Sunday with Alcee Chriss. Jim Mismas and Laurel Labbe have agreed to play on 8/11, 8/18, and 8/25 at the 10:30 and 8:30 services respectively. Valerie Thorson, the new Interim Director/Organist, begins on 9/1 and is under contract until 1/15/20. Her employment may be extended in one month increments beyond 1/15/20.

At their last meeting on 6/25, the Visioning group put forth a number of ideas and ranked them into categories based on input from those in attendance. Many of the ideas seem to focus on space utilization (e.g. ADA compliance, mobility, parking). It may be desirable to form a task force to explore ways of attracting younger people to WPC. A kitchen remodel task force was discussed, as was hiring a professional architect to explore ADA issues and sound system improvements in both the sanctuary and WHH. No motions were put forth and any actions will be discussed at the next Session meeting on 8/27.

New / Other Business

The following motion was made, seconded and approved.

2019-136 Motion prevailed to approve the mailing of a folder with the schedule of dates and performers for the 2019 – 2020 Five at Five concert season. This will be Westminster's 22nd season of free Five at Five concerts.

There was no other new business. A motion to adjourn was made, seconded and approved. The meeting was then closed with prayer at 8:55 p.m.

Greg Grafinger, Assistant Clerk of Session

Pastor Jon Hauerwas, Moderator