

Westminster Presbyterian Church
Akron, Ohio
Saturday, September 28, 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 2:25 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. Guests Grace Berry, WYDACA Director, and Ginny Melver, Properties Moderator, were received and recognized when they arrived at 3 p.m.

Clerk's note: During the August 27, 2019 meeting, Session rescheduled the September meeting to accommodate Pastor Hauerwas' study leave. The Saturday meeting would include a Visioning Session along with the regular Session meeting. Since the scheduled guest from WYDACA could not be present until around 3 p.m., the Visioning discussion was held first, starting at 1 p.m. The Session meeting followed after a short break.

Opening, Declaration of Quorum and Extension of Floor

Pastor Jon opened the Session meeting with prayer at 2:25 pm. The presence of a quorum was confirmed and declared.

Adoption of Agenda and Consent Agenda

A **motion prevailed** to adopt and approve the Agenda and Consent Agenda as amended (updated motion from Properties; motion from Discipleship was withdrawn; see committee report).

Clerk's Report

Alec Works

The Consent Agenda as approved included the following motions:

2019-170 MOTION prevailed to approve the minutes of the regular Session meeting of August 27, 2019.

2019-171 MOTION prevailed to receive the following report of all weddings, funerals, baptisms, and Communion that have taken place since Session's August 27, 2019 meeting:

1. Weddings: none
2. Funerals: none
3. Baptisms: none
4. Communion: August 25, 2019, attendance 23 (8:30 a.m. service); September 8, 2019, attendance 132 (10:30 a.m. service).

2019-172 MOTION prevailed to receive the report of the average worship attendance for August: 119 (only 1 service August 4; average was 26 for three 8:30 a.m. services and for 99 all four 10:30 a.m. services).

2019-173 MOTION prevailed to approve the membership statistical report for the month of August 2019:

Total Membership as of 8/1/19	400
Additions: Karen Elvin, Todd and Sara Newman, Brian Rodabaugh	4
Deletions: none	0
Deaths: none	0
Total Membership as of 8/31/19	404

2019-174 MOTION prevailed to remove the following persons from our membership roll: Berta Barker (#4966, moved to California several years ago, deceased); Martha Carey (#4769, no activity in ACS, deceased); Bruce DeYoung (#4344, moved to Florida several years ago, request for removal confirmed with Janet Mungo); Autumn Delight Nold (#7412, moved to Wisconsin, requested removal); Stephen and Emily Burt (#s 7346 and 7347; note in All Church Software requested removal in 2015); Kimberley Cheng (#7468, requested removal / transfer in 2017, Clerk followed up with the other church).

2019-175 MOTION prevailed to remove the following persons from our membership roll: Charles and Eleanor Hill (#s 2586, 2587); Gwynne Gehring Holland (#4045); James and Jessica Hornsten (#s 7311, 7312); John Parry (#5910); Courtney Ruport Sigmond (#6927); Jack R. Wenger (#5970); Gary and Karen Firestone Weinsheimer (#s 5492 and 3335); Isabel Ross Wilson (#2812). There is no activity in ACS (All Church Software) for these individuals (no attendance nor contributions since 2012, no current address). [Clerk's note: The Inactive category was removed per a 5/8/17 recommendation from the Membership Committee.]

2019-176 MOTION prevailed to withdraw Motion 2019-133. The motion, to place a box for collecting materials for recycling, was tabled on 7/23/19. At their 8/6/19 meeting, Outreach decided to withdraw the request.

From Properties:

2019-177 MOTION prevailed to approve spending up to \$27,000 for extensive exterior stone and brick work to the building, funded by the Capital Improvement Fund. This includes front and side steps into the narthex, back steps near mail box and ramp at CE doors. Repair includes washing, sealing, tuck pointing and caulking. In addition, the eight steel lintels at the back of the church will be cut out, replaced and caulked. Existing brick and stone above lintels will be removed and later replaced. Three bids were reviewed.

2019-178 MOTION prevailed to approve spending up to \$5,000 from the Corbin Fund to rebuild the stairs to the boiler room and install handrails. Note: One bid has been obtained, for \$4,800. Additional bids will be sought.

Alec reported that works continues on reviewing the active membership roster.

Whenever we put out cans for 2 cents of hunger or put out baskets for donations at major church events, 2 committee members responsible for the event need to count the collection together and sign the envelopes for it. These 2 should not be related. The envelopes are with the cans on the kitchen counter near the pantry. After the envelope is sealed, it should be slipped under the door of the Finance Office. If the envelope is too thick, the custodian could open the office so the committee members could put the envelope on the desk.

Disciplefest 2019 will be held on October 12 at the Poland Presbyterian Church. Details are available at www.eastminsterpresbytery.org.

Report from September Presbytery meeting

Don Rearick

Don reported that Rev. Cindy Kohlmann, Co-Moderator of the PCUSA General Assembly, spoke at the September 3 meeting. He highly recommended that each elder try to attend at least one Presbytery meeting.

Committee Reports and Actions

Personnel Committee (See motions below)

Shelly Koutnik for John Childs

Shelley reported that several areas of the church website have not been completed and a plan for regular updates is needed. There is also a need to keep up-to-date with social media, such as Facebook, Twitter and Instagram. A temporary position to oversee and complete these tasks is desired. The position would be 2 to 4 hours per week for the period of October 1 through December 31. The continuing need for this position would then be evaluated. Savings in other Personnel Expenses will provide the funding for this position during the remainder of 2019.

2019-179 MOTION prevailed to approve the Communications Coordinator Job Description dated 9/29/19.

2019-180 MOTION prevailed to approve the hiring of Mallory Gray as Communications Coordinator for \$18.00 per hour with a start date of Tuesday, October 1, 2019.

It was also decided that benefits for non-pastoral full-time staff would be determined at such time as the need arises. The proposed budget as reviewed by Finance in September will be adjusted to reflect this (\$7,000 had been included in case benefits would be needed for a custodian).

Discipleship Committee (September minutes were attached; no motions)

Ed Labbe

Ed reported that the November 3 Program about Teen Suicide would be announced from the pulpit the 2 prior Sundays.

Finance Committee (August reports and September minutes were attached; no motions)

Todd Willis

\$5,950 in anticipated revenues from Ohio Living will not be received in 2019. Through August 31, revenue exceeds expenses by \$24,433.83, down from \$45,683 at the end of July. Details on specific areas of revenue and expenses are included in the Finance Committee minutes. No Rowley funds have been used for operating expenses year-to-date.

Todd reported that there will be a Stewardship event after the worship service on October 13. A point was raised that the church can also be the designated recipient of Directed IRA Distributions. Work is proceeding on the 2020 budget.

Report from WYDACA

Grace Berry, WYDACA Director

Ginny Melver introduced Grace and Session welcomed and extended the floor to her. Grace reported that WYDACA wishes to explore modifying the former Ohio Living area to become a nursery for children ages 6 weeks to 18 months. The initial expectation is that this space will NOT be shared space with church activities. WYDACA would like preliminary approval before proceeding with more detailed exploration (e.g., paying for studies or evaluations). As part of meeting state regulations, an emergency exit door would need to be added within the room, so cribs could be wheeled out without going through any hallway. Session members and guests proceeded to walk through the former Ohio Living area. Grace said their goal, if given a go ahead, would to complete construction and staffing in time to be operational in the fall of 2020.

After thanking the guests, Session discussed the proposal. Without any other firm offers for use of the space, this would provide rent revenue to the church. WYDACA would fund the construction, likely through grants. Typically, with a leasehold, the church would retain ownership of any modifications to the area. Before granting final approval, Session would need to address potential concerns including long-term ramifications of construction work, potential for increased custodial work, granting final approval of new door design and other renovations, insurance / liability, parking considerations for staff, operating procedures including drop-off and pick-up of children (including keeping the fire lane open), potential camera installation, and options for the church to access and/or use the area. The following motion was made, seconded and approved:

2019-181 MOTION prevailed to authorize Properties to pursue WYDACA's proposal for use of the former Ohio Living space for a nursery for children ages six weeks to eighteen months. [Note: This approval is for investigating the feasibility of the project. Approval for any construction and lease will be considered once more details are known.]

Worship Committee (No minutes nor motions)

Phil Fry

Phil reminded everyone about the Jazz Vesper Service scheduled for Sunday, September 29 at 4 p.m.

Outreach Committee (September minutes were attached; no motions)

Rebecca Pool

Becky shared thank you notes from One Great Hour of Sharing and More Light Presbyterians.

Shelley Koutnik reported that only 225 Christmas baskets are being planned for this year. Reserve funds that helped cover costs have been depleted; only \$5,800 was raised last year. The menu is also being modified somewhat to reduce costs. Volunteers are also needed to distribute the baskets.

Properties Committee (September minutes were attached, see consent agenda for motions)

Brad Hall for Ginny Melver

Committee minutes described the status of various projects.

Membership Committee (No minutes nor motions)

James Gray

James reported that they still need annual reports for 1997, 1998, 2002 and 2010 for use in their historical project.

Nominating Committee (No minutes nor motions)

Phil Fry

Phil reported that they have nominees for elder and are working on deacons.

Safety and Security Task Force (No minutes nor motions)

Don Rearick

Don reported that there will be more responsibilities for deacons to monitor building access.

Deacons (No minutes nor motions; no report)

Presbyterian Women

Clerk Alec Works presented 2 requests from the church's Presbyterian Women's group (PW). They would like to have a Moment for Ministry on November 10 to inform the congregation about the annual PW Thank Offering. (Date has been cleared with the church office.) Envelopes will be in the pews for 3 Sundays. Money collected goes to PW National for distribution to various causes. Also, they would like to hold their fall event at the church from 12 - 2 p.m. on Saturday, November 2. This would include a lunch (most items brought in) and short program. This was originally planned for Sunday, November 3, but moved due to Discipleship event. After changing the number of weeks for envelopes to 2, the following motions were made, seconded and approved:

2019-182 MOTION prevailed to approve a Moment for Ministry on November 10 to inform the congregation about the annual Presbyterian Women's Thank Offering. Envelopes will be in the pews for 2 Sundays. Money collected goes to PW National for distribution to various causes.

2019-183 MOTION prevailed to approve having Presbyterian Women hold their fall event at the church from 12 – 2 p.m. on Saturday, November 2.

Pastor's Report and Remarks

Pastor Hauerwas

The following motion was made, seconded and approved:

2019-184 MOTION prevailed to approve Pastor Hauerwas' request for study leave from November 18 - 24. November 24 is a worship service dedicated to giving thanks, as it is the last Sunday prior to Thanksgiving. Valerie Thorson will be offering the Time with Young Disciples that day with a focus on giving thanks for the gift of music. In place of the sermon, Pastor Jon has commitments from Marcia Holcomb, Brooke Jordan, and Steve Harp to each offer a brief, 5 minute homily on the topic of what they are thankful for.

Pastor Jon then requested the purchase of a plaque for the Choir Room door reading as follows:

RICHARD SHIREY CHOIR ROOM

Music Director/Organist 1976-1993

The plaque was originally installed to honor Mr. Shirey, who served as organist for many years. The plaque was removed sometime in the mid 1990's and has not been replaced. The cost is expected to be under \$100, so funding could come from miscellaneous worship or office expense. The following motion was made, seconded and approved:

2019-185 MOTION prevailed to approve the purchase of a replacement plaque for the Choir Room door honoring Richard Shirey, Music Director / Organist from 1976-1993, with funds from miscellaneous worship expense, not to exceed \$100.

Pastor Jon then noted that the Music Director / Organist Search Committee continues to meet and that they are receiving applications. They may request that Valerie Thorson's contract as interim director be extended beyond December.

As a follow up to a motion approved in August, Pastor Jon confirmed with Christ Presbyterian Church, Canton, that Jillian Roth is a member of that church and that their sanctuary will be undergoing renovations next summer. The couple was informed of our policy on the use of cameras.

Status of the Sound System Task force was discussed during the Visioning discussion earlier that day. Woodsy's was at the church recently. The representative did recognize some echoing in the back of the sanctuary. One recommendation would be to lower the speakers. Only 3 wireless microphones currently work; they are too old to replace. The separate evaluation of Wright-Herberich Hall recommended acoustical treatments on the walls.

The Kitchen Renovation Task Force is planning their first meeting.

New / Other Business

Regarding questions on fees for nonmember weddings, Pastor Jon explained since we generally don't perform them, any such requests might best be handled on a case-by-case basis.

The next Session meeting is scheduled for Tuesday, October 22, 2019 at 7 p.m.

There was no other new business. A motion to adjourn was made, seconded and approved. The meeting was then closed with the Lord's Prayer at 4:08 p.m.

Alec Works, Clerk of Session

Pastor Jon Hauerwas, Moderator