

Westminster Presbyterian Church
Akron, Ohio

Tuesday, October 22, 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 7:05 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
Grace Berry, WYDACA Director, guest
Beth Kelley, WYDACA, guest
Ginny Melver, Properties Moderator
Greg Grafinger, Assistant Clerk of Session

Opening, Declaration of Quorum and Extension of Floor

Pastor Jon opened the Session meeting with prayer at 7:05 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 the dollar amount of a gift to Peacemaking in Outreach motion).

WYDACA Presentation – Grace Berry and Beth Kelley

Grace and Beth presented an architectural drawing and picture of proposed changes to the building for conversion to use for day care. A new exterior door and sidewalk, new flooring, and some modified partitions are included. The new exterior door would replace an existing window and be used only for emergency evacuation of infants. The door will be installed with no exterior handle, so when closed it cannot be used to enter the building. Grade of the property is such that no exterior steps are required for the new door. Some discussion ensued concerning traffic and parking during drop-off and pick-up of children. The expectation of a multi-year lease was discussed, with both parties agreeing in principle.

The Properties Committee has not yet come up with a dollar amount for leasing the space. Our current position is to cover all expenses involved, but not generate a profit. The consensus of Session is to continue the planning process with WYDACA with the expectation that mutually agreeable lease terms and traffic management can be finalized.

Clerk's Report – Greg Grafinger

The Consent Agenda as approved included the following motions:

2019-187 MOTION prevailed to approve the minutes of the regular Session meeting of September 28, 2019.

2019-188 MOTION prevailed to approve the minutes of the Session E-meeting of October 17, 2019.

2019-189 MOTION prevailed to receive the following report of all weddings, funerals, baptisms, and Communion that have taken place since Session's September 28, 2019 meeting:

1. Weddings: none
2. Funerals: none
3. Baptisms: none
4. Communion: October 6, 2019, attendance 127 (10:30 service).

2019-190 MOTION prevailed to receive the report of the average worship attendance for September: 127 (10:30 services; also 91 for October 15 Jazz Vesper service).

2019-191 MOTION prevailed to approve the membership statistical report for the month of September 2019:

Total Membership as of 9/1/19	404
Additions: none	0
Deletions: Bruce DeYoung, Autumn Delight Nold, Stephen and Emily Burt, Kimberly Cheng, Charles and Eleanor Hill, Gwynne Gehring Holland, James and Jessica Hornsten, John Parry, Courtney Ruport Sigmond, Jack R. Wenger, Gary and Karen Firestone Weinsheimer, Isabel Ross Wilson	16
Deaths: Berta Barker, Martha Carey (deaths recently recognized)	2
Total Membership as of 9/30/19	386

From Presbyterian Women:

2019-192 MOTION prevailed to request donations of items to help the children of WYDACA at their November 2 luncheon.

From Outreach:

2019-193 MOTION prevailed to approve a gift in the amount of \$113.36 to Reverend Lydia Neshangwe's organization from the Peacemaking collection.

2019-194 MOTION prevailed to approve the following dates for Third Sunday Dinners in 2020: January 19, February 16, March 22 (4th Sunday due to conflict), April 19, May 17, June 21, July 19, August 16, September 20, October 18, November 15, and December 20.

2019-195 MOTION prevailed to approve that all future money collected for Two Cents for Hunger be added to the monthly collection for First Sunday Food Collection and sent to Good Neighbors.

2019-196 MOTION prevailed to approve that Access, a shelter for homeless women and children, be the ongoing recipient of annual donations of hats, scarves, gloves, and any monetary gifts to the Giving Tree. A Moment for Ministry is scheduled for December 1, 2019.

From Discipleship:

2019-197 MOTION prevailed to approve placing a sign-up sheet for donations of crockpots of soup or chili for the November 3 Teen Suicide program at the Connection Point.

From Properties:

2019-198 MOTION prevailed to have the annual Celtic Garden Plant Sale and Kiwanis Pancake Breakfast on April 25, 2020.

Other actions and items of note:

- Letters are being sent to members who have neither attended nor contributed for at least 2 years. They may be removed from the membership roll if they so request or we receive no response. Letters to out-of-the-area members will ask if they would like affiliate status (requires current membership in another church).
- Names of members who died in the past year have been submitted to the church office for All Saints' Day remembrance. Spouses of members and retired pastors are also included.
- A commissioner is needed for the December 3 Presbytery meeting at First Presbyterian Church, Columbiana OH.

Committee Reports and Actions

Personnel Committee - Shelly Koutnik

2019-199 MOTION prevailed to extend the contract term for Valerie Thorson from January 15, 2020 to July 31, 2020 with a 5 hour per week increase and an additional salary of \$650.00 per month effective November 1, 2019. For purposes of holidays, vacation and other benefits provided by the Personnel Policy, Valerie's position classification will be changed from "Temporary or Interim" to "Regular Employee" while retaining the title of "Interim Music Director". Two weeks of vacation were granted in the original contract. One additional week for vacation or study leave to be accrued by July 31, 2020. Two weeks of unpaid leave will be available.

Session agreed that if the search for a new Music Director continues past July 31, 2020, Valerie will continue as Interim Music Director on a month-to-month basis. Further, should a replacement Music Director be selected who requires a starting date prior to August 1, 2020, details of the transition will be worked out to a mutual agreement between Valerie, Session and the new hire.

Other items of note:

- Pastor Jon has completed the Healthy Pastors, Healthy Congregations Program.
- Zack Troyer's Evaluation is complete. Pastor Jon and Committee Moderator John Childs will meet with Zack.
- Westminster's payroll service through Huntington Bank does not offer a deduction for FSA-Healthcare. As a result, this benefit was removed from the offerings for 2020 and a request for Huntington to include this option in 2021 was submitted.
- Evening Custodian Shelly Wright resigned her position. Thursday, October 17 was her last day. An advertisement has been posted and resumes are currently being reviewed.
- Sheila will meet with the committee in January to review the Nursery Staff Handbook.

Discipleship Committee - Ed Labbe

A motion was approved with the Consent Agenda (under Clerk's report above).

A banner has been put up outside the church to advertise the Weathervane Playhouse production on Teen Suicide scheduled for November 3.

Pastor Jon attended Disciplefest on October 12 at Poland Presbyterian Church. He was asked about WPC's recent Jazz Vespers which generated considerable interest.

An adult fellowship dinner has been planned for 6:00 p.m. Friday, November 8 at the Stonebridge Grill at Rockynol. A sign-up sheet has been placed at the Connection Point in Wright-Herberich Hall.

An adult education video series on Buddhism will begin in November in Room 106, hosted by Holly Christensen.

Finance Committee - Todd Willis

No Rowley funds have been spent during the first 9 months of 2019.

Actual income YTD exceeds actual expenses YTD by \$33,984.81.

Actual YTD expenses are under budget by \$54,043.41.

Pledges paid YTD are essentially equal to budget. There is no longer any surplus due to prepaid pledges.

Worship Committee - Phil Fry

November 3 will be Remembrance Sunday.

Jon will be on study leave for Sunday, November 24.

December 1 will be the Hanging of the Greens and the Giving Tree.

December 15 is the Christmas pageant.

2019-200 Motion prevailed to approve communion dates for 2020. Dates approved as follows for the 10:30 a.m. service:

Jan 12 intinction	July 12 intinction
Feb 9 intinction	Aug 9 intinction
Mar 8 intinction	Sep 13 intinction (Rally Day)
Apr 9 intinction (Maundy Thursday)	Oct 4 seated (World Communion Sunday)
Apr 12 intinction (Easter)	Nov 8 intinction
May 10 seated (Mother's Day)	Dec 13 intinction
June 14 intinction	

And for summer 8:30 a.m. service:

Jun 14	Jul 26
Jun 28	Aug 9
Jul 12	Aug 23

Outreach Committee - Rebecca Pool

Four motions were approved with the Consent Agenda (under Clerk's report above).

Properties Committee - Brad Hall

Repair of exterior stone and lintel has begun. The chimney liner has been replaced.

A steeplejack will attend the next Properties Committee meeting on November 12 to discuss repair options.

Brad Hall will represent Properties for kitchen renovation discussions.

Properties will come up with a rental amount for the WYDACA nursery project and advise Session.

Membership Committee - James Gray

The Membership Committee has not met since the last Session meeting.

Progress continues on the wall of pastor's portraits.

Nominating Committee - Phil Fry

2019-201 Motion prevailed to hold a Special Congregational Meeting for the purpose of electing new officers on Sunday, November 10.

Safety and Security Task Force - Don Rearick

The Task Force will meet on October 28.

Deacons (No minutes nor motions; no report)

Presbyterian Women

A motion was approved with the Consent Agenda (under Clerk's report above).

Pastor's Report and Remarks - Pastor Hauerwas

Pastor Hauerwas will be on study leave from November 18 - 24.

A plaque honoring past Music Director / Organist Richard Shirey has been ordered for the choir room door.

The Music Director / Organist Search Committee continues their work. The contract for Valerie Thorson has been extended (see Personnel motion above).

New / Other Business

A request was received from Claudine Schooley to restart and lead a 12-week Beyond Suffering Disability Class in room 106 at Westminster from 3 - 4 p.m., beginning November 18 and ending March 16, 2020. Pastor Jon informed Session that this matter would be reviewed in a forthcoming e-meeting so that everyone would have time to consider the dates and respond to this request.

The next Session meeting is scheduled for Tuesday, November 26, 2019 at 7:00 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 9:05 p.m.

Greg Grafinger, Assistant Clerk of Session

Pastor Jon Hauerwas, Moderator