

Westminster Presbyterian Church
Akron, Ohio

Tuesday, March 24, 2020

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 7:01 p.m.

Elders (+ present, * excused, - absent)

Class of 2020	Class of 2021	Class of 2022
+ Michael Dunbar	+ Nancy Keogh	* Rob Gilbert
+ Brad Hall	+ Phil Fry	+ James Gray
+ Shelley Koutnik, Treasurer	- Rebecca Pool	+ Sandy Gruneich
+ Todd Willis	+ Don Rearick	+ Ginny Melver

Also present: Pastor Jon Hauerwas, Moderator; guest Alec Works, Acting Clerk

Note: Due to restrictions on gatherings ordered by the Governor of Ohio to slow the spread of the coronavirus, a virtual meeting was held. The Zoom Videoconferencing software authorized March 17 and purchased March 23 was successfully tested the evening of March 23.

Opening, Declaration of Quorum and Extension of Floor

Pastor Jon called the meeting to order and opened the Session meeting with prayer at 7:01 pm. The presence of a quorum was confirmed and declared. A **motion** was made and seconded to welcome and extend the floor to our guest. A **motion** was made and seconded to elect Alec Works as Acting Clerk of Session.

Adoption of Agenda and Consent Agenda

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

Clerk's Report

Alec Works, Acting Clerk

The Consent Agenda as approved included the following motions:

2020-074 MOTION prevailed to approve the minutes of the regular Session meeting of February 25, 2020.

2020-075 MOTION prevailed to approve the minutes of the Session E-meeting of March 12, 2020.

2020-076 MOTION prevailed to approve the minutes of the Special Session meeting of March 14, 2020.

2020-077 MOTION prevailed to approve the minutes of the Annual Congregational Meeting of March 15, 2020.

2020-078 MOTION prevailed to approve the minutes of the Session E-meeting of March 17, 2020.

2020-079 MOTION prevailed to receive the following report of all weddings, funerals, baptisms, and Communion that have taken place since Session's February 25, 2020 meeting

1. Weddings: none
2. Funerals: none
3. Baptisms: none
4. Communion: March 8, 2020, attendance 126 (10:30 am service)

2020-080 MOTION prevailed to receive the report of the average worship attendance for February: 122 (10:30 a.m. service). Attendance at the 7:00 p.m. Ash Wednesday service on February 26 was 34.

2020-081 MOTION prevailed to approve the membership statistical report for the month of February 2020:

Total Membership as of 2/1/20	373
Additions: none	0
Deletions: none	0
Deaths: none	0
Total Membership as of 2/28/20	373

No motion is needed to remove anyone from the active membership roll.

From Personnel:

2020-082 MOTION prevailed to approve the rehiring of Maggie Weiss-Vopat as a Child Care Worker for \$10.00 per hour. [Note: This is to provide child care services to the worship team on Sunday mornings for the duration of the video worship services, if needed.]

2020-083 MOTION prevailed to approve a \$0.50 per hour increase for Sheila Svoboda, Director of Children and Family Ministries, effective with the pay period beginning March 26, 2020.

2020-084 MOTION prevailed to approve a \$0.50 per hour increase for Mallory Gray, Youth Coordinator, effective with the pay period beginning March 26, 2020.

2020-085 MOTION prevailed to continue the position of Social Media Coordinator working 2 – 4 hours per week for the remainder of 2020 and to continue employment of Mallory Gray in that capacity at \$18.00 per hour.

2020-086 MOTION prevailed to approve up to 10 hours per week (6 to 8 additional hours per week) for the Social Media Coordinator until governmental mandates for business closures and gatherings are lifted. [Note: This will enable her to continue to provide updates to the congregation and community.]

From Worship:

2020-087 MOTION prevailed to approve the Schantz Organ Company for organ tuning and maintenance for the three-year period beginning April 1, 2020 and expiring March 30, 2023. The cost will be \$1,260 per visit for 2 visits per year. [In response to Motion 2018 -141 requiring 3 quotes and Session approval.]

2020-088 MOTION prevailed to approve Robinson’s Piano Service for piano tuning and maintenance for the three-year period beginning April 1, 2020 and expiring March 30, 2023 per year, for annual costs not to exceed \$300. The base fee is \$120-130 per tuning; extremely out of tune instruments may cost more. [In response to Motion 2018 -141.]

Alec reported that the Pastor's 2020 Terms of Call, as approved by the congregation on March 15, 2020, were submitted to Eastminster Presbytery on March 17, 2020.

Elders were encouraged to notify Pastor Hauerwas if they are willing to serve as liturgists for Sunday morning services. Staffing is scheduled periodically, typically 2-3 months in advance.

A commissioner is needed for the June 2 Presbytery meeting at the First Presbyterian Church, Warren OH.

The letter from the Director, WYDACA, announcing their temporary closure due to the coronavirus, effective at the end of March 20, 2020, was previously forwarded to Session members.

Committee Reports and Actions

Personnel Committee (meeting notes were provided; see consent agenda for motions)

Shelley Koutnik for John Childs

Session members were informed of various actions taken, primarily to address the current health situation. These actions include revised staff office hours.

Discipleship Committee (No minutes nor motions)

Sandy Gruneich for Kara Hauerwas

No report.

[Note: James Gray excused himself at the start of the Personnel report and rejoined after the Discipleship report.]

Finance Committee (March financial reports were attached; no minutes)

Todd Willis

The 2020 budget, as previously approved by Session, was received (accepted) at the March 15 Congregational Meeting. The committee cancelled its March meeting. As of the end of February, revenues were above budget and expenses were below. It is too early to anticipate what effect the current health crisis may have on both revenues and expenses.

Properties Committee (No minutes; see motion below)

Ginny Melver

The bid for the repair of the steeple, as approved in Motion 2020-027 during the January 22, 2020 meeting, was discussed. That motion was to accept the bid from Steeplejack of America for repair of the steeple, pending a satisfactory review of the vendor's warranty and references. Results of these reviews were discussed, as well as the fact that some circumstances have changed. It was noted that the original motion was for a proposal, which was signed. The proposal did not have a start date, we were verbally told no money was due until the project started, and to date no contractual actions have been taken by the vendor. The current health crisis has resulted in significant changes in church activities and potentially finances. The following motion was made, seconded and approved: **2020-089 MOTION prevailed** to delay the steeple renovation project until next year and revisit the entire process, including soliciting bids, at that time.

Brad Hall agreed to contact the vendor regarding this decision. [Clerk's note: Brad contacted the vendor the next morning and received a written acknowledgement in return.]

Membership Committee (No minutes nor motions)

Michael Dunbar

The meeting for this Thursday has been cancelled. The unveiling of past senior pastor portraits and associated Moment for Ministry (as approved in Motion 2020-051) will be rescheduled at some future date. Michael was thanked for his efforts in the videotaping of worship services. There were over 130 views Sunday morning and over 270 by that evening.

Worship Committee (March minutes were attached; see consent agenda for motions) Phil Fry
Phil reported that Val Thorson did considerable research for the tuning and maintenance contracts (see consent agenda). Pastor Jon will use palms for the Palm Sunday service. Plans are for people to be able to drive along the back of the church to pick up palms that afternoon. Easter lilies may be delivered to homes or left at the church for future services.

Outreach Committee (March minutes were attached; no motions) Shelley Koutnik for Becky Pool
The Outreach Committee selected Good Neighbors and the Akron-Canton Regional Foodbank as the recipients of any collected non-perishable goods. The One Great Hour of Sharing collection will occur March 29 through April 5 as originally approved. Another “Ask” to assist those in our community will be determined following the currently scheduled collection.

Food for Life could not purchase enough supplies to make sandwiches March 21. The team will try again in two weeks. Boxed meals were considered for Third Sunday dinners but there would still be an issue with people lining up or congregating.

Nominating Committee (No meetings) James Gray
There was one resignation from those elected to serve as Deacons last November. However, based on the changes in the Code of Regulations approved at the Annual Congregational Meeting (which reduced the number of deacons to be elected), no action is needed at this time.

Safety and Security Task Force Don Rearick
Plans still include scheduling an ALICE training session in the future.

Deacons (No minutes) Pastor Hauerwas
Pastor Jon reported that a “Caring for Our Congregation” site has been set up in Googledocs for sharing congregational care concerns.

Pastor’s Report and Remarks Pastor Hauerwas
Pastor Jon attended the Presbytery meeting in Youngstown on March 3. There was a celebration and remembrance of Ruling and Teaching Elders who joined the church triumphant in 2019. The General Assembly has taken original jurisdiction of the Synod of the Covenant (Ohio and Michigan) following a one-year Administrative Commission. Pastor Jon is serving on the Presbytery’s Committee on Ministry.

Regarding the Sound System Task Force, Shelley and James reported that the one proposal received is expensive, especially for Wright-Herberich Hall. Val Thorson hopes to get another quote for the sanctuary. Given the current health situation, this project is basically on hold.

Regarding the Kitchen Update Task Force, Todd and Brad reported that they would like to meet with 6-7 “high users” of the kitchen to get their input.

Regarding the current health situation and associated restrictions on gatherings, Pastor Jon said he is considering holding a weekly Bible study using the Zoom application. Those interested might also participate by phone; Zoom can be used as audio only. Eastminster Presbytery has offered a free conference call service. Claudine Schooley has also expressed interest in leading a prayer group.

Old Business
Motion 2020-062 approved a memorial service for Mary Ann Strassburg on Saturday, April 4 if the family cannot secure alternate arrangements; no bereavement reception would be provided. On March 17, the family reported that the service has been postponed. One option for memorial services is to invite up to 10 persons to be present and broadcast the service to others.

The New Members Class originally scheduled for March 14, 2020 will be rescheduled. New members were unable to attend.

New / Other Business

The next regular Session meeting is scheduled for Tuesday, April 28, 2020 at 7 p.m. Weekly 7 p.m. Tuesday virtual meetings or e-meetings will be continued as needed. Session members should watch for email notifications.

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 8:23 p.m.

Alec Works, Acting Clerk of Session

Pastor Jon Hauerwas, Moderator