

Westminster Presbyterian Church  
Akron, Ohio

Tuesday, October 26, 2021

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 2021	Class of 2022	Class of 2023
+ Nancy Keogh	+ Rob Gilbert	+ Ellen Daugherty
+ Phil Fry	+ James Gray	+ Shelley Koutnik, Treasurer
* Rebecca Pool	+ Sandy Gruneich	* Brian Rodabaugh
+ Don Rearick	+ Ginny Mever	+ Alec Works, Clerk of Session

Also present: Pastor Jon Hauerwas, Moderator.

### **Opening and Declaration of Quorum**

Pastor Jon called the meeting to order and opened the Session meeting with prayer at 7:00 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 the Consent Agenda as presented.

### **Clerk's Report**

Alec Works, Clerk

A letter was sent to Abigail Haake, the recently hired Music Director / Organist who is to start later in 2022, welcoming her on behalf of Session. A letter was received from Beaver Creek Church Camp announcing their partnership with the YMCA.

A letter was received from First Presbyterian Church – Marietta acknowledging the transfer of Dottie Erb to our church. A letter was received from Westminster Presbyterian church – Pittsburgh reporting that Anna Marie Wilton was received into membership there on October 18, 2021. A letter of transfer will be sent. [A motion to remove her from our active membership roll will be included next month.]

The Consent Agenda as approved included the following motions:

**2021-152 MOTION prevailed** to approve the minutes of the regular Session meeting of September 28, 2021.

**2021-153 MOTION prevailed** to receive the following report of all weddings, funerals, baptisms, and Communion that have taken place since Session's September 28, 2021 meeting

1. Weddings: none
2. Funerals: none
3. Baptisms: none
4. Communion: 10/03/21 = 118 (World Communion Day). There were also 52 viewings of the 10/03 service on YouTube.

Report of average worship attendance for September (4 in person worship services) = 98. Average viewings on YouTube = 60. [Note: In person worship resumed on June 6, 2021. Live broadcast and recorded services are being made available through YouTube.]

**2021-154 MOTION prevailed** to approve the membership statistical report for the month of September 2021:

Total Membership as of 9/1/21	280
Additions: Michael and Penny Baker, Bob Carlyon, Dottie Erb, Marta Morrison	5
Deletions: none	0
Deaths: none	0
Total Membership as of 9/30/21	285

No motion is needed to delete members.

From Discipleship:

**2021-155 MOTION prevailed** to elect Cathy Melder as moderator of Discipleship for the remainder of 2021 and for 2022.

**2021-156 MOTION prevailed** to approve the cleaning of the carpets in the youth and tween rooms and the upholstery in the youth room by Akrosteam upon receipt of the requested documents and confirmation of a convenient day for the work to be performed.

From Worship:

**2021-157 MOTION prevailed** to approve the request for the wedding of Madison Beskitt and Richard Gallo to be held at Westminster Presbyterian Church on October 15, 2022 at 1:30 pm. This is with the understanding that if an interim pastor is hired, they would perform the pre-marital counselling and the wedding. If not, we will provide another pastor to serve. [Note: Richard Gallo is the grandson of member Bill Bramley. ]

**2021-158 MOTION prevailed** to authorize hiring up to six additional choral scholars just for the December 19 and Christmas Eve services on an as needed basis. [Note: Endowment funds are available.]

From Properties:

**2021-159 MOTION prevailed** to repair and rebuild the small roof near Johnstone Patio, at a cost not to exceed \$8,000. Roofing to be done by Kozlowski with plumbing done by Frecka. Money to come from Capital Improvement Fund.

A congregational meeting, moderated by Rev. Carolyn Griffeth, is scheduled for November 7, 2021, following the morning worship service. The purpose of the meeting is to dissolve the pastoral relationship with Rev. Hauerwas.

The next meeting of Eastminster Presbytery is scheduled for Tuesday, December 7, 2021 at 10:00 a.m. via Zoom. One or two commissioners are needed.

Available Session members met informally with Pastor Hauerwas on October 23 to discuss transition plans. Alec provided a brief summary. Key points are addressed in the minutes below.

## **Committee Reports and Actions**

[Alec was excused for the Personnel and Discipleship Committee portions of the meeting following the motion below.]

### **Personnel Committee** (See motion below)

Shelley Koutnik for John Childs

**2021-160 MOTION prevailed** to approve the following: November 7, 2021 is recognized as the last day of employment at Westminster Presbyterian Church for Pastor Jonathan Hauerwas. Final compensation to be paid on or before November 15 will include payment for 5 workdays from November 1 through November 7 plus 120.33 hours of accrued vacation time, for a total of \$6,663.30. Westminster will pay the Board of Pensions for pastor related benefits (estimated at \$2,648.26) for the month of November to ensure that the pastor and his family have medical coverage through November 28.

[Notes: The Board of Pensions payment also includes retirement benefits. Pastor Hauerwas is on the payroll at Skidaway Church as of November 29, 2021.]

### **Discipleship Committee** (October minutes were attached)

Sandy Gruneich for Kara Hauerwas

Five persons have offered to assist with the Time with Young Disciples during worship services.

### **Finance Committee** (September reports were attached; no motions)

Shelley Koutnik for Todd Willis

Actual revenues through 9/30 were \$443,362; budget was \$398,854. Actual expenses were \$340,890; budget was \$426,079. Net above budget is \$102,472. [See Analysis of Budget and Expenses report for details.] Personnel expenses remain below budget; other expenses have been gaining with the return of more activities.

The Stewardship Campaign is underway; consecration of pledges is set for November 7.

Committees are urged to review and finalize their budgets by the end of the year.

### **Endowment Committee** (September reports were attached; no motions)

Alec Works

Endowment is asked to report to Session at least once a year. A copy of the year-to-date financial report as of 9/30/21 was provided. Following the Investment Policy as approved by Session in June, the directors are seeking to maintain the quality of investments while providing income to the church. Funds have been performing well this year.

### **Worship Committee** (October minutes were attached; see consent agenda and below for motions)

Nancy Keogh for Stacy Franzmann

**2021-161 MOTION prevailed** to approve that Westminster's congregation and the New Covenant Church [NCC] join together this Advent for services as they are without a Music Director/Organist and we will be without a minister. This would be two congregations coming together, neighbors, to celebrate the coming of Christ each offering to share what they have that the other congregation is lacking. This will include services from November 21 through December 24, inclusive.

Notes: New Covenant's governing board approved these during their meeting on October 21.

Services would be held at Westminster. Westminster will cover costs related to crossing guard, bulletins, etc. Rev. Tom Ulrich will preach; he would not request any pulpit supply fees. Tom has indicated that he would be available for the 10:30 a.m. Sunday morning services in addition to the 4:00 p.m. Jazz Vespers on December 19 and the Christmas Eve service at 5:00 p.m. Tom has agreed that he could submit liturgies approximately 10 days prior to printing so that our office has time to clarify details and follow up.

NCC members will take part in the lighting of the Advent candles on select Sundays. Their elders have a tradition of lighting congregational candles from the Christ candle on Christmas Eve. They will share this with Westminster elders.

The following motion was made, seconded and approved:

**2021-162 MOTION prevailed** to provide an honorarium of \$200 to Rev. Tom Ulrich for his services during the December 19 Jazz Vesper Service.

Ushers should remind those attending about seating (every other pew). Posting a sign on the doors is a possibility.

Following discussions, the following motion was made, seconded and approved:

**2021-163 MOTION prevailed** to approve the resumption of refreshments in Wright-Herberich Hall following worship services, beginning on November 28. Coffee, tea and hot chocolate or lemonade would be made and poured into paper cups. Cookies may also be provided, either individually wrapped or set out on paper plates or napkins.

Notes: Pastor Jon will speak to Dave Bodnar about making coffee, etc. Deacons will be asked to pour refreshments. Leftover cookies should be taken to Haven of Rest.

Nancy reported that she, Brian Rodabaugh and Stacey Franzmann met on Friday to discuss Worship Committee responsibilities during the transition. Technically, without an interim pastor many responsibilities should fall to Session. However, they acknowledged that their coordinating worship responsibilities would result in better continuity. Session should be available to assist as requested or needed. Pastor Jon provided a list of potential pulpit supply pastors to Nancy.

Regarding the reception for Pastor Hauerwas and his family on November 7, a decision was made to have tables set up in Wright-Herberich Hall. These could be left up for upcoming Sundays.

Discussions included other matters related to the transitional period. The following motion was made, seconded and approved:

**2021-164 MOTION prevailed** to pursue hiring an interim pastor. [Note: The process will include working with Presbytery's Committee on Ministry.]

Don Rearick, Phil Fry and Alec Works agreed to draft a job description for an interim pastor. Ginny and Shelley will provide related information.

**Properties Committee** (October minutes were attached; see consent agenda for motion)

Ginny Melver

Fifteen windows are being replaced, work started several weeks ago and will finish up next week. The stained-glass windows from the chapel have already been removed and are being stored in the basement.

**Outreach Committee** (October minutes were attached; no motions)

Ellen Daugherty

Upcoming activities are covered in their minutes.

**Deacons** (No minutes nor motions)

Pastor Hauerwas for Walter Hayes

Pastor Jon reported on plans for a light reception following the worship service and congregational meeting on November 7.

**Safety / Security Task Force**

Don Rearick

Don reported that there are not enough ushers available to serve on Sunday mornings. A permanent corps of 10 – 12 persons is desirable. Pastor Jon will discuss having deacons help serve in this capacity with Walter Hayes.

**Membership Committee** (No minutes nor motions)

James Gray

James reported that they plan to discuss sound board issues when they meet.

**Nominating Committee** (No minutes nor motions)

Pastor Hauerwas for Becky Pool

Pastor Jon reported that the committee is making progress on finding new officers.

**Sound System Task Force**

Pastor Hauerwas

With responsibilities now under Membership, the following motion was made, seconded and approved:

**2021-165 MOTION prevailed** to disband the Sound System Task Force.

**Transition Planning. Pastor's Report and Remarks. New / Other Business**

Rev. Cathy Ulrich, Stated Clerk and General Presbyter, will lead the worship service on November 14, 2021. The Committee on Ministry appointed a liaison / moderator at its October 21 meeting. Presbytery leaders suggested meeting with Session on November 9 or 14. Properties meets November 9; Outreach meets after worship on the 14<sup>th</sup>. Session agreed that 3:00 p.m. is a preferred time to meet on the 14<sup>th</sup>. Alec will contact Presbytery liaisons to see if they agree.

The next regular Session meeting is scheduled for Tuesday, November 23 at 7 p.m. That is the Tuesday before Thanksgiving; Session agreed to keep the planned date.

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 8:18 p.m.

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Alec Works, Clerk of Session

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Pastor Jon Hauerwas, Moderator