

NORTHMINSTER PRESBYTERIAN CHURCH
STATED SESSION MEETING
August 16, 2017

I. The Session of the Northminster Presbyterian Church of Sarasota, Florida, held a stated meeting on August 16, 2017. The meeting was called to order in the Library at 6:50 P.M. by the Moderator Pastor Wally Johnson who opened the meeting with a devotion based on verses from I Corinthians 13 and with prayer.

II. A quorum was established:

THE FOLLOWING WERE PRESENT: Moderator – Pastor Wally Johnson
Ruling Elders –Larry Brown, Sally Kirby, Tom Latimer, Dick McGuire, Sanford Mullet, Ron Myers, Bob Price, Bob Silver and Harry Wilde and Business and Ministries Administrator Jack Tibbets.

EXCUSED: Mark Goslin, Nancy Haas and Betty Miller

III. The Agenda was approved as amended.

Bob Silver made a motion which was properly seconded to approve the agenda. The motion passed.

IV. PASTOR'S REPORT: (July 2017)

1. Met with the committee charged with finding a new organist/accompanist
2. Met with Graham Hart to discuss role in Peace River Presbytery
3. Met with Daniel Rosales (2 meetings)
4. Funeral Service and Internment for Pat Gorham
5. Conducted Inquirer's class.
6. I am leading an effort to establish a Lectionary Bible Study among the area ministers. It looks like this will kick off in the fall.
7. Participated in a Clergy Cohort Group in Sarasota
8. Planning for our Strategic Planning Day – August 19
9. Installation on July 23 – hosted ministers and other participants at our house.
10. Received new members on July 30

Bob Price made a motion which was properly seconded to approve the Pastor's report. The motion passed.

V. OMNIBUS MOTION: *A motion was made by Bob Silver and properly seconded, to approve Item V. A. – B. as set forth in the Omnibus Motion. The motion passed.*

A. APPROVAL OF MINUTES: 7/19/2017 Stated Session Meeting and
7/30/2017 Called Session Meeting

B. APPROVAL OF REPORTS FROM STANDING COMMITTEES

1. Membership – Valerie Wilde

- a. On July 9, 16 and the 23rd Pastor Wally held an Inquirers Class for potential new members and anyone interested in learning more about our Presbyterian Faith.
- b. On July 30th we welcomed five new members to our church family, 4 by Transfer of Membership and 1 by Reaffirmation of Faith. To date we have received 20 new members in 2017.
- c. Plans are underway to hold a dinner on September 27th for anyone interested in becoming part of a Square group. We hope to form 2 or 3 new Squares.
- d. Our Shepherd's Program in matching new members with current members of similar interests is still working well.
- e. We are excited and looking forward to the future in welcoming new members under Pastor Wally's leadership.

2. Worship – Sanford Mullet

- a. Wheelchairs and walkers shall be stored to ensure the church aisles are not obstructed during the service. Ushers shall store these items after seating the individual, and return appropriate item to its owner at end of the service.
- b. Marlys Miinch assisted Diane Price prepare communion elements for August communion August 13. These was sufficient communion bread for this service.
- c. Marlys Miinch will prepare the bread for September communion. We shall advertise for church volunteers to serve by making this bread. Diane Price has the recipe for this task.
- d. Bob Olson has resumed candle maintenance and lighting duties.
- e. Ray Davies preached the first Sunday in August.
- f. Discussed church decoration activities to be scheduled November 28, 2017. Recommendation that this be a fun affair with activities or contests. This item bears further discussion as other competing advent preparations may be occurring at the same time.

VI. REPORTS SET ASIDE FOR DISCUSSION:

A. Treasurer’s Report – Bob Silver and Harry Wilde

1. Operating Fund Results

	<u>July, 2017</u>	<u>Year to Date 2017</u>
Income	\$29,959.99	\$ 208,022.51
Expense	<u>35,688.03</u>	<u>208,863.45</u>
Net Income	\$ -5,728.04	\$ -840.94

2. Operating Fund Balance

Iberia Bank \$53,046.55 + PILP Money Market \$22,659.10 = \$75,705.65

3. Capital Campaign Fund Balance

Scott Trade \$ 100.03 + PILP Money Market \$33,719.10 = \$33,819.13

4. Mortgage Balance as of April 30, 2017: \$352,078.51

Required Monthly Payment: \$2,867.88

Breakdown: Principal - \$1,622.69

Interest - 1,245.19

Revised Payment Est.: \$ 2,867.88

Interest Rate: 4.0980

Larry Brown made a motion, which was properly seconded, to approve the Treasurer’s Report. The motion passed and the full report filed for audit.

B. Finance Committee Report – Jack Tibbets and Tom Latimer

1. Mortgage In keeping with our new procedure, we are sweeping the funds in our PILP Building Fund money market account which are over our reserve of one year’s monthly minimum payment (currently \$31,800) and applying the money to the mortgage principal. During July we paid off an additional \$7,400. During August with the receipt of several large annual donations we plan to further reduce the principal by \$20,000 to a total of approximately \$340,000.
2. Future Physical Plant Maintenance Requirements A listing of significant upcoming expenses has been prepared and methods of funding are being discussed. The Finance committee will provide details on suggested plans this fall.

3. Cornerstone Fund A plan to reintroduce the Cornerstone Fund is being implemented. A message will be in the September *Good Tidings*, an announcement will be made during Worship on September 24 and a package will be mailed to each member and friend in October.

Sanford Mullet made a motion which was properly seconded to approve the Finance Committee report. The motion passed.

C. Clerk of Session Report – Sally Kirby

Bob Silver made a motion, which was properly seconded, to remove from our Active Rolls Lois Anderson, Trudy Grempe, Nancy Mullet and Velma Otten who have gone to the church triumphant. The motion passed.

D. Property Report – Larry Brown

1. The following maintenance items were identified (July 24, 2017) for future projects. Each project was ranked according to priority and given an estimated cost.

<u>Priority</u>	<u>Project</u>	<u>Estimated Cost</u>
8	Pressure clean Sanctuary exterior, including gutters	\$ 500.00
8	Paint fascia and rake boards on Fellowship Hall	\$ 350.00
3	Seal all leaking gutter seams on Sanctuary	\$ 500.00
3	Re-surface buckling kitchen floor with vinyl flooring	\$1,700.00
4	Refurbish main Fellowship Floor; strip and re-seal	\$ 700.00
6	Replace fluorescents in both offices with LEDS	\$1,200.00
4	Install second safety handrail on Sanctuary platform	\$ 150.00
3	Replace dead hedge plants (after summer wet season)	Volunteer
5	Poison fire ant mounds	Volunteer
8	Secure new A/C maintenance contract (Done the week of July 24 th)	Inc. in budget

2. Future Budget Recommendations

Sprinkler repairs	\$ 1,200.00 annually
Tree Trimming/landscaping	\$ 1,000.00 annually
Lift Pump repairs	\$ 1,000.00 annually

Provision should be made to fund the existing maintenance reserve fund.

3. Recent Unanticipated Maintenance Expenses

2 Sanctuary A/C compressor replacements	\$ 7,000.00
Sprinkler repairs	\$ 1,300.00
Tree trimming	\$ 1,200.00
Lift pump	\$ 650.00
Replace golf cart batteries	\$ 620.00

Tom Latimer made a motion which was properly seconded to approve the Property Report. The motion passed.

E. Outreach and Marketing – Ron Myers

1. NPC attendance is increasing at approximately a rate of 10 percent from 2016.
2. The Bible study mailer has been prepared which includes a brief description as well as dates and times. Dick Murphy and Pastor Wally will determine the front cover.
3. The information mailers for Bible study will be mailed at the end of August, and the mailers to the 600 new residents will be mailed at a later date. The cost for both mailers is estimated between \$300-\$400.
4. The mobile home newsletter advertisement will be placed in four (4) mobile home parks for six (6) months and in the Meadows newspaper for four (4) months.
5. After discussion, the Angel Tree and the Day 4 Hope projects will be referred to the Missions Committee. Also, the Gospel Trio was referred to Ed Stiles.
6. Information regarding an electronic sign was presented by Jack. The sign would meet all zoning ordinances and cost \$17,500 -\$18,000. The Committee voted unanimously to recommend to the Session to move forward with pursuing the purchase and financing options for the electronic sign. This would normally be a function of the Finance Committee.

Bob Price made a motion that was properly seconded that we move forward with pursuing the purchase and financing options for the electronic sign with the understanding that the sign would not be purchased until the necessary funds were accomplished. The motion passed.

7. Life Touch has offered to provide a choice of either brochures, note cards, or postcards for an error they made. The Committee chose the free note cards.
8. Pastor Wally has prepared information cards to replace the current information brochure. A free standing rack will be built with extra space for special event cards.

Bob Silver made a motion which was properly seconded to approve the Outreach & Marketing Committee Report. The motion passed.

VII. OLD BUSINESS:

- A. Pastor Wally's Trip to Cuba – October 5-10, 2017 – The trip is a go, flying into and out of Havana. Flights are made and permissions secured. Will need pulpit supply for October 8, 2017. One of the hopeful outcomes is that partnerships develop with sister churches in Cuba.
- B. Update on Search Team – Pastor Wally: The task force is Ed Stiles, Dick McGuire, Jim Stoltie, Sylvia Eckes, Sally Kirby and Pastor Wally. – Interviews start August 17. We have 6 interviews set up at this time and another possible interview. First round interviews will be verbal interviews and then a second round that will involve and audition. The committee is looking for the “fit”. The committee is committed to not making a quick hire, but a correct hire. An interim musician may fill in for September and October. A gift for Jay was discussed, perhaps a month of vacation pay that he never took in addition to a tangible gift.

Bob Silver made a motion that was properly seconded to give Jay a month vacation pay and also give him a gift of monetary value of \$500. Dick McGuire will purchase the additional gift. The motion passed.

- C. 2017 Presbytery Gathering – September 13, 2017, 9:00 A.M. to Noon, First Presbyterian Church, Port Charlotte, Florida. Session members were encouraged to attend.

VIII. NEW BUSINESS:

- A. ***Bob Price made a motion, which was properly seconded, to elect Sally Kirby and Sanford Mullet as Elder Commissioners to represent Northminster at Peace River Presbytery Meetings and Jack Tibbets as Alternate for the rest of 2017. The motion passed.***

- B. The Conversion of A.C.S. to A.C.S. Realm – Pastor Wally – This is our church software program. The advantages are that the cost is a little less, it’s a cloud-based system and the system allows us to increase our functionality. The conversion of the data has been accomplished. Membership and Deacons will be helped the most.

IX. ANNOUNCEMENTS:

- A. Jack Tibbets announced that he, Pastor Wally, Isabel Oake and Sally Kirby will review and update Northminster’s By-Laws and Administrative Manual during the month of September.

X. ADJOURNMENT & CLOSING PRAYER

There being no further business to come before the Session, the meeting was adjourned with prayer by Pastor Wally at 7:50 P.M.

Pastor Wally Johnson, Moderator

Sally A. Kirby, Clerk of Session