

College Hill Presbyterian Church
Session Minutes – Stated Meeting
Tuesday, August 11, 2015

The stated meeting of the Session of College Hill Presbyterian Church was held at 6:00 p.m. in the Fellowship Hall on August 11, 2015. **Rev. Todd Freeman** moderated and **Christy Lyke** opened the meeting with devotion and prayer.

The agenda was approved as presented. A quorum was present.

Elders present:

Class of 2015: Bill Major, Jeff Ream and Pat Valencia

Class of 2016: Christy Lyke and Bert Woodall

Class of 2017: Clay Finck-Ward, Johnna Thurston and David Zerger

Elders excused: Gini Fox, Tally Ferguson, Danielle Hovenga and Nancy Gammie

Guests: Donovan Hamilton, John Eric Hamshar and Conner Fields

Clerk's Report:

- ❖ Received notice from EOP for the reading of the Minutes Book and The Church Register.
- ❖ Received letter from Meals on Wheels for our support over the last year.
- ❖ Received a letter from KWI thanking us for our quarterly pledge payment of \$2,625.00 for operating expenses, \$520.00 for the Emergency Food Pantry from members' donations and \$50 for the GROW Garden from members' donations.
- ❖ Received a second letter from KWI thanking us for the \$290 worth of food donated in the past three months.
- ❖ Approved the Session Minutes of the Stated Meeting on June 9, 2015 as amended.

Pastor's Report:

- ❖ **Rev. Freeman** has enjoyed preparing and preaching the sermon series on *Connecting With God*. It was especially meaningful working on the Celtic Service on Aug. 9.
- ❖ **Rev. Freeman** reported on several pastoral visits.
- ❖ **Rev. Freeman and Elder Bert Woodall provided home communion to Peg Gotthold and Chuck Kriner on August 2.**

New Business:

- **Following brief statements of their faith journeys and answering in the affirmative the Book of Order questions required for membership, the Session unanimously approved a motion to accept the following into the Active Membership of College Hill Presbyterian Church:**
 - # 3083 Conner Fields by Reaffirmation of Faith;**
 - # 3084 John Eric Hamshar by Reaffirmation of Faith;**
 - # 3085 Donovan Hamilton by Certificate of Transfer from First Presbyterian Church, Tulsa, OK.**
- ❖ **Elect Commissioner:** Johnna Thurston was elected Commissioner to the Presbytery Mtg. at Dwight Mission, Sept. 18-19.
- ❖ **Building use request:** Approved building use for the wedding of Bill Major and Robert Babcock, Friday, Sept. 4 and Saturday, Sept. 5.
- ❖ Session discussed living arrangements of David Moser in the Sunflower room. **The following motion was made, 2nd and approved:** David Moser is not authorized to access the church except for his participation in church functions. Building and grounds will arrange for locks to be changed as well as the code. Todd will inform D. Moser when this is done and give him 3 weeks to get all his belongings out of the Sunflower room.

Old Business:

- ❖ **None**

Ministry Team Reports

- ❖ **Building & Grounds: Report Received.** Had a great work day with the Synod Youth. A lot of cleaning, priming and painting occurred on the 3rd floor. Dead trees were cut down, others trimmed and weeds pulled. New carpet has been picked out for the Sanctuary floor and the pastor's study. Total cost for both and installation is \$8,000.
 - **Motion from committee: Approve \$3,000 from the capital designated fund to help cover the cost. If funds are left at the end of the year, the leftover will be put back into this designated fund. Motion approved.**
- ❖ **Christian Education: Report Received.** Rally Day scheduled September 13. Men of the church are going to help make pancakes at the 9:00 hour. Then all will report to their Church classes. The Gammies will host a pool party after worship.
 - **Motion from committee: Approve Lupe Ortiz Tovir to teach the older children. Motion approved.**
- ❖ **Congregational Care: No Report.**
- ❖ **Evangelism & Communication: No Report.**
- ❖ **Fellowship: Report Received.** Discussed interest in a Mardi Gras event next February. Kitchen needs a 2nd garbage disposal and an ice maker. Possible money can come from Penny fund. There were 22 people at the MISFITS Movie night event on July 20th. Steak n Cake planned for Sept. 27, Trunk or Treat Oct. 31, Holiday Prime Rib Dinner Nov. 15, Advent Activities Nov. 29 and Dec. 20 Caroling for the shut-ins.
- ❖ **Finance & Stewardship: Report Received. Annual Financial Review was performed on June 27, 2015. Insurance Policy numbers, coverage limits, anniversary dates and premium were the same as the previous year and no changes recommended. Two recommendations were approved:**
 1. **Coffee/Chocolate sales develop a weekly report of income from sales with funds deposited on a regular basis along with the offering.**
 2. **Formal salary change paperwork be completed any time there is a salary change with a copy to be put in the Personnel file.**

<u>Financial Report:</u>	<u>Income:</u>	<u>Total Operating Expense:</u>	<u>Excess (Deficiency):</u>
2015 Total Budget:	<u>\$294,200.00</u>	<u>\$294,200.00</u>	<u>\$ 0</u>
2015 YTD Budget:	\$171,617.00	\$171,617.00	\$ (0)
2015 YTD Actual	\$145,066.00	\$155,128.00	\$ (10,062.00)
Budget Remaining:	\$149,134.00	\$139,072.00	\$ 10,062.00

<u>Summary of Selected Designated Funds:</u>				
	<u>Balance 1/1/2015</u>	<u>Receipts</u>	<u>Expenses</u>	<u>Balance 1/31/2015</u>
<u>Hispanic Ministry</u>	\$32,152.00	\$ 2,923.00	\$ (2,821.00)	\$32,254.00

- **Motion to receive the July 2015 Financial Report by acclamation.**
- ❖ **Hispanic Fellowship Steering Committee: Report Received.** Pat Valencia hosted a pool party for the group. Number for the Immigration services at the YWCA was given to Frances Garcia so she could work on her papers to be legal and to go to CNA School. Monica will be doing the online school for the Certificate of Ministry from Austin Seminary starting in January.
- ❖ **Nominating: No Report.**
- ❖ **Outreach & Mission: Report Received.** Alternative Christmas will be launched on Nov. 29th at Advent Family night and run through Advent. There will be three causes to select from. Mission Fair is scheduled in September. 5th Sunday offering in August will be for KWE School supplies.
- ❖ **Personnel: Report Received.** Thanks to Fred Schone, a performance review process sheet which flowcharts reviews for employees. Salary history forms will be developed for placement in employees' files. It was decided that at the least, a member of the Personnel team would check in with the pastor on a quarterly basis. Presbytery furnished Pastor Review Forms for our use.

- ❖ **Worship & Music: Report Received.** We have experienced a high summer attendance averaging 98. Celtic Worship service planned for Aug. 9. Rev. Freeman suggested hiring a bagpipe player to play for the service. He has found one who is available for \$195. Idea was well received.

A motion to adjourn was approved, and the meeting closed at 8:10 p.m. with a prayer by **Pastor Freeman** during a standing "Group Hug".

Respectfully submitted,

Jennifer Campbell, Clerk of Session

Rev. Todd Freeman, Moderator