

Minutes
 Bayside Presbyterian Church Stated Session Meeting
 15 March 2016 7:00 PM Room 508

The Session of Bayside Presbyterian Church met in a Stated Meeting on 15 March 2016 at 7:00 pm in Room 508. Members present, constituting a quorum, were Moderator Rev. Dr. David Rollins and Elders Bob Baker, Bobbie Brenton, Russ Brown, Terri Dannemann, Sperry Davis, Nancy Guy, Betsy Kennedy, Gregor McLeod, Doug Mitchell, Bob Orcutt, Beth Parker, Jean Reid, Martha Rudell, Thom Sare, Pam Spillman, Hugh Vaughan, Thomas Weeks, Terri Wilkins, and George Wong,

Elders Joseph Marcotte, Beth Montoya, and Youth Elder Anthony Peters were not in attendance.

Staff Member Present: Rev. Kate Rascoe, Associate Pastor; Kim Coyle, Director of Christian Education; and Katie Grant, Director of Music Ministries.

Visitors to the meeting included Treasurer Luanne Wong and prospective new members Tiffany Borsheim and Chip & Leah Dollahon, with children Trevor and Walter.

The meeting was called to order by the Moderator who asked Session Members to share their joys and concerns, and opened the meeting with prayer.

The devotion was provided by Elder Thom Sare.

INTRODUCTION OF NEW MEMBERS.

Terry Danneman introduced Wyatt and Tiffany Borsheim. Tiffany's husband Wyatt is a pilot with the Marine Corps and was away this evening on training. They are requesting to join the church by letter of transfer on 20 March.

John Danneman introduced Christopher "Chip" and Leah Dollahon. They also brought their young children Trevor and Walter. The Dollahon's are requesting to join by reaffirmation of faith on 3 April. They are also requesting that infant son Walker be baptized on 3 April.

The Sacrament of Communion was offered to all in attendance.

SESSIONAL RECORDS APPROVAL

The minutes from last month's stated Session and the agenda for tonight's Session meeting were provided in the read ahead package for all Session members.

Motion: It was moved by Clerk Doug Mitchell that the minutes from the last stated Session meeting and the agenda for tonight's Session meeting be approved. The motion passed.

STATISTICS REVIEW

Church statistics for the Month of February were provided in the agenda and were noted as follows.

1. Attendance for previous 4 Februarys:

Year	8:00 Service	9:00 Service	11:00 Service	Combined Service	Total of All Sundays	Monthly Average
2013	226 Avg. 75	240 Avg. 80	297 Avg. 99	247	1002	250
2014		238 Avg. 79	468 Avg. 156	245	951	238
2015	68 Avg. 23	150 Avg. 50	398 Avg. 133	228	844	211
2016	95 Avg. 32	198 Avg. 66	335 Avg. 112	191	819	205

** Ash Wednesday Service not included above – 55

Attendance Trends for previous 12 Months

Month	8:00	9:00	11:00	Combined Service	Monthly Total	Average Sunday	Notes
March 2015	148	283	443	192	1066	213	
April	89	230	285	395	999	250	Easter

May	144	309	478	190	1121	224	
June	142	248	257	220	867	217	
July	102	220	246	165	733	183	
August	133	315	368	189	1005	201	
September	103	218	295	146	762	191	
October	93	200	281	198	772	193	
November	158	300	403	226	1087	217	
December	95	168	373	203	839	210	
January 2016	118	264	435	231	1048	210	
February	95	198	335	191	819	205	
12 Months Total	1420	2953	4199	2546	11118		
Average Monthly	118	246	350	212	927		
Average Sunday	35	72	102	212		210	
	8:00	9:00	11:00	Combined Service	Monthly Total	Average Sunday	Notes

*** Christmas Eve Services not included above: 4:00 – 312 / 7:00 – 286 / 11:00-50

2. Reception of New Members: None.
3. Baptisms: None
4. Church Weddings:: None.
5. Member Transfers (out): Niki DeBoer to First Presbyterian Church Annapolis, MD (31 January)
6. Member Deaths: Margaret Cornell (27 February).
7. Membership Requests: None
8. Baptism Requests: None
9. Church Wedding Requests: None

CHURCH STATISTICS FOR 2015 – The Annual Statistical Report that was submitted to PCUSA was provided as an enclosure to the agenda and made available for discussion.

REQUESTS FOR SESSION APPROVAL: Having been introduced earlier in the meeting, the following action was taken with regard to new members and baptism.

Motion: It was moved by Bob Orcutt that Wyatt & Tiffany Borsheim be presented to the congregation for membership by letter of transfer on 20 March. The motion passed.

Motion: It was moved by Bob Orcutt that Chip & Leah Dollahon be presented to the congregation for membership by reaffirmation of faith on 3 April. The motion passed

Motion: It was moved by Terri Dannemann that Walter Rayburn Dollahon be presented to the congregation for baptism on 3 April. The motion passed

FINANCIAL REPORT

The Balance Sheet & Treasurer's Report were made available to the Session on the website for review prior to tonight's meeting. Treasurer Luanne Wong reviewed the documents and facilitated discussion with the Session.

Motion: It was moved by Jean Reid that the Balance Sheet and Treasurer's Report be accepted with thanks. The motion passed.

It was noted that Luanne and Bob Baker are working on a policy regarding the use of Restricted Funds that will outline Ministry authorizations and limitations.

COMMUNICATIONS:

1. A letter from congregation member Bob Coffee was provided as an enclosure to the agenda. David prefaced the discussion advising Session that he had various conversations with Bob on the issues contained in Bob's letter, discussing the process for marriage approval within the Church as well as the membership determination process, including the roll history at Bayside and the tedious process for reducing the rolls, letters sent to prospective losses, etc. It was noted during Session discussion that both issues in Bob's letter had been discussed at length, both in multiple meetings, and approved by Session. David will draft a response to Bob on behalf of the Session.

PEVA / BAYSIDE PRESBYTERIAN CHURCH ISSUES.

1. A draft letter of invitation to the congregation for an open discussion regarding the issue of same-sex marriage was included as an enclosure to the agenda. Session review and approval of the letter to be distributed as a Session communication was required. Kate reviewed the discussions and action to date. She noted that both she and David have had multiple meetings and discussions with congregation members regarding the issue. Some members had indicated that they felt that the issue was “swept under the rug”. It was decided that a form of the letter enclosed in the agenda will be printed in the next newsletter as well as in other publications. Open meetings for the congregation will begin on 13 April as part of the Wednesday evening discussion series and will continue weekly for a duration to be determined. Earlier start is not preferred since either David or Kate will not be available until the 13th.

PASTOR TRAINING

David distributed a handout announcing a 2-day seminar being conducted at PEVA on 22-23 April titled “Managing Conflict in the Church”. Members were encouraged to attend if possible to gain a perspective on dealing with multiple issues of change within society as well as the church.

YOUTH ELDER REPORT – Anthony Peters was not present.

CONTINUING ISSUES

1. Ministry Goals Discussion. Previous discussion items

2. Communications & Information Flow to the Congregation. Discussion included a recommendation from the Christian Education Ministry that all ministries engage with Facebook by posting photos of their Ministry’s activities. Facebook has the potential to be a good outreach tool to young families looking for a church home. The activity of our church can be made public through Facebook. Regarding David’s sabbatical, David has written an overview of the process that will be included in next month’s newsletter. He was originally planning to publish information in August, but interest in the congregation is prompting an earlier information release.

3. Extending communion to the home bound. Kate thanked all of those Elders who are assisting in providing the sacraments to the homebound. We are always in need of more servers.

4. Church Policy and Procedures Reviews. The current status of policy reviews was provided as an attachment to the agenda. A new set of Procedures for Bereavement Receptions and the Funeral Policy were included in the agenda as issues for review, approval/update. Bobbie Brenton spoke to the need/consideration for making payment to funeral reception coordinators for both members and non-members. Unlike weddings where there are often months of time for planning, funeral preparations can often require 2-3 days of solid coordination. But the money might not come from the family, but possibly from the Congregational Care budget. Luanne will work with Community Service to pursue this approach. Also of issue is the amount of food prepared for funeral receptions. That needs to be reviewed/updated in the draft procedures.

5. Status of Church Renovations (Capital Campaign Funds): Sperry Davis reported that they have made a deposit on the carpet replacement for the offices, hallways and youth wing. Pre-school areas will be re-carpeted during the spring break period. A contract has been signed to re-roof the Sanctuary in late spring at a good price of \$30,000.

6. Mentors Program. At the February meeting a coordination form matching new members and Elder mentors was developed. A copy was provided to each current Elder for review. Terri and John Dannemann are using the form for our new members who were introduced tonight.

7. YAV Program Status: Global Missions / Rev Rollins reported that Patrick and Cherokee will be meeting with the Endowment Committee soon regarding their request for funding support. As a fund raising opportunity, Bruce Ross, one of our choir members, approached David and offered a fundraising package that they have provided for a local elementary school. As part owner of a spa and salon, Bruce is offering a year worth of monthly spa treatments (including manicures, pedicures, massages, hair cutting, etc) to be auctioned as a fund raising opportunity.

Motion: It was moved by Terri Wilkins that a silent auction be authorized for the purpose of raising funds for the Young Adult Volunteer program in support of Patrick Long and Cherokee Adams/ fundraising efforts. The motion passed.

8. Associate Pastor Nominating Committee. Rev. Rollins reported that there are two volunteers for the 5 needed for the APNC. There will be a meeting this Thursday.
9. New Hymnals. Nancy Guy reported that \$8,800 has been received in donations for the purchase of the new hymnals. They will be dedicated on Easter Sunday vice Palm Sunday. Bookplate production is in progress by Linda. Hymnals will be distributed into the pews on Saturday before Easter.
10. Filling the Role of Youth Elder. Rev. Rollins reported that discussions are ongoing on how the process can be improved.

NEW ISSUES

1. Assignment of Sponsoring Elders. Evangelism has completed the development of their Mentoring worksheet which are in use by Terri and John Dannemann for the new members. Issue resolved.
2. Consideration for Facility Security Plan. A letter from PEVA suggesting the consideration of a Security Plan for churches was included as an attachment to the agenda. Rev. Rollins will discuss with the Property Ministry who is already discussing material improvements. Property will review John Tamm's letter and review for possible implementation / development of a procedure or policy.
3. Clean Water Mission Plan. A draft copy of the Clean Water Mission Plan was provided by Global Missions as part of the Agenda package. Bob Orcutt provided an overview of the 5-year plan and solicited volunteers for attending the training sessions as well as the pending mission trips.
4. PEVA Meeting. The next meeting of PEVA will be at Kirkwood Presbyterian Church on Tuesday April 26th. Two commissioners are required. After discussion, the following motion was made:
Motion: It was moved by George Wong that Thom Sare and Pam Spillman be elected as commissioners for the 26 April meeting of PEVA at Kirkwood Presbyterian. The motion passed.

STAFF REPORTS

Director of Educational Ministries. Kim provided the following report:

Come and be part of Holy Week. There will be a Maundy Thursday Seder dinner at 6:60 pm, led by a Rabbi with communion, followed by dinner. On Good Friday the Stations of the Cross will be held at Town Center at noon, and a Tenebrae service will be at 6:30 p.m. in the Sanctuary.

Friendly reminders:

Wednesday @ the Well will not meet on Wednesday, March 30; it is Spring break for Virginia Beach City public schools. Wednesday @ the Well resumes April 6.

Sunday school classes will not meet on Easter Day. Come enjoy brunch with your church family from 10 to 11 am. There will be an Easter Egg hunt for the kids.

Life at Bayside is going well in the ministries of Christian Education.

Bibles will be distributed to our Kindergarteners and third graders on Sunday April 3. This is an effort to fulfill our baptismal vows to teach and share the love of Jesus Christ to our children, and support the families in our midst.

I am pleased to announce that our confirmands Tessa Demarest, Stephen Opitz, and Connor Rayhill, will be here at our next session meeting to be examined by the Session for membership into the church. It has been a year of questioning and learning. Kate has taught the class with me this year, and we are proud of all of them. Youth Sunday is the first Sunday in May; Alli McLeod and Eden Fox will speak during the sermon talking about what Bayside has meant to them. Also, the confirmands will be received during that service.

We have 7 youth and adults attending the mission trip to Jamaica, June 19 – 25. We'll be working with the Jamaican Christian School for the Deaf in Eden, just a short drive from Montego Bay. We'll be doing construction on the grounds of the school. Six youth will be attending the Montreat Youth Conference this year. We have 9 middle schoolers interested in attending Mission @ Massanetta, and we are so excited about our growing middle school program! Thank you so much for your support of our teens!

We are taking registrations for VBS, July 27 – 31. If you know children who may want to attend, please take a registration form from the Welcome Center. If you know teens who may want to help, let me know.

Lastly: only 5 more days until spring!

Director of Music Ministries. Katie noted that she will be retiring at the end of August. This has been a long and prayerful process, and she is working to organize everything in preparation for a replacement Director. She will be returning to her mother's home in Harrisonburg where she has extended family support and friends.

Associate Pastor. Kate noted that visitors have been coming to the church in waves – some weeks few, and other weeks a larger number. She also noted that many families who are part of our regular worshipping congregation have come upon hard financial times, and that the preacher's benevolent fund is being depleted. There are a few in our congregation who have been very generous in supporting that fund, but additional funds are requested if anyone is able to provide.

Pastor / Head of Staff. David provided the following report:

“Since last session meeting I have had the opportunity to visit with 42 people either in the office, homes, or hospitals. I have met with the nominating committee twice as they begin the process of calling the next class of elders and identifying the APNC. I discussed my sabbatical proposal with The Presbytery of Eastern Virginia's Commission on Ministry and it was approved unanimously. I have been working with the staff to finalize plans for our Holy Week services. Administration Support and I have had some initial conversations about how best to cover gaps during the upcoming staff transitions and reviewing the job descriptions impacted by those changes.

After some conversation with the Music & Worship Ministry team I have looked into surveys that could strengthen and enhance Bayside's witness as we move forward. To that end, The Congregational Life Survey appears to be one that is well suited for our purposes and we will be looking at the calendar to determine the best date to take the survey.

Every month we are given the statistics for worship attendance and from time to time I have shared articles that directly relate to attendance patterns for Christian churches in the United States. It is an effort to keep the session educated on the great variety of ways attendance is impacted. One of the biggest parts of the attendance equation relates to death. Bayside has had 92 members pass away since 2010. The vast majority of those people were active in the life of the church. We have been fortunate to have a number of people join, but we cannot rely on our great location as our number one source of evangelism. We must be regularly inviting people into the life of Bayside, to do anything less than that is to ignore the great commission. I encourage you to see the upcoming season of transition as one where great growth may take place. And in the words of a spiritual giant, “accept what is, let go of what was, and have faith in what will be.”

David also reported that he and Admin Support Ministry are working on developing Celebration Events for the departures of Kate and Katie.

SUPPLEMENTAL MINISTRY REPORTS

Community Service – Pam Spillman reminded all that Easter Basket collections are completing this week and that JAM will begin assembling Wednesday night. Pam will have an email distributed tomorrow on items that are still needed.

Congregational Care – Bobbie Brenton reported that they will be reviewing the rolls of the church again as part of the annual requirement to do so. Volunteers are appreciated.

Property – Sperry Davis thanked everyone for their participation in the church clean-up this past Saturday.

CLOSING WITH PRAYER. With no further business, the meeting be closed with prayer at 9:11 pm.

These minutes approved by the Session on April 19, 2016
WDM / Doug Mitchell
Clerk of Session