

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

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

Elders Russ Brown, Thom Sare, and Hugh Vaughan, were not in attendance.

Staff Member Present: Chi-Yi Chen, Director of Music Ministries; Kim Coyle, Director of Christian Education

Visitors to the meeting included Treasurer Luanne Wong and prospective Elders: Gary Crossman, Bonita Gilchirst, Clancy Holland, John Jeffcoat, Debbie Sparks. Prospective Elders not in attendance were Walter Martin, Sandy Ronan, and Emily Rudiger.

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 Betsy Kennedy

The Sacrament of Communion was offered to all in attendance.

SESSIONAL RECORDS APPROVAL

The minutes from last month's stated Session meeting 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, as amended, for tonight's Session meeting be approved. The motion passed.

STATISTICS REVIEW

1. Attendance statistics for the Month of October was provided for review.
2. Reception of New Members: None.
3. Baptisms: None.
4. Church Weddings: None.
5. Member Transfers: None.
6. Deaths: Kelsie Reece (October 30) (It was noted that Kelsie's funeral will be held On December 3rd at Westminster Canterbury.)
7. Membership Requests: None.
8. Baptism Requests: For Brent Rechkemmer, son of Morgan and Matt Rechkemmer...

Motion: It was moved by Terri Dannemann that the baptism of Brent Rechkemmer be approved for 5 February 2017. The motion passed.

9. Church Wedding Requests: None.

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. Luanne noted that we transferred \$50,000 from the checking account to the money market account. Giving percentage as of 31 October was at 93% compared to 85% at this time last year. We are \$33,000 short of our pledges. A quarterly review of our account will be conducted on 16 November. For 2017, we have received 111 pledges for a total amount of \$530,000.

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

COMMUNICATIONS:

1. A sign-up sheet for the February 2017 Session Retreat was circulated for signups.
2. A sign-up sheet for serving communion to homebound was circulated.
3. A sign-up sheet for next year's session meeting devotionals was circulated.

PEVA / BAYSIDE PRESBYTERIAN CHURCH ISSUES.

1. Report on October PEVA Meeting: Nancy Guy provided a report and her observations. It was noted that there were 2 major issues being dealt with by the Presbytery: 1) to vote on a petition for 1st Presbyterian of Gloucester to leave the denomination, and 2) a report that closing Makemie Woods camp and conference center is most likely imminent.

PASTOR TRAINING

David read and provided insights from the section from the Book of Order regarding the responsibilities of Ruling Elders.

YOUTH ELDER REPORT – Anthony Peters was not present

CONTINUING ISSUES

1. Communications & Information Flow to the Congregation. It was noted that the phone tree, Facebook page and multiple inserts to the bulletin are providing timely and valuable information to members. It was also suggested that a small welcome center be considered for placement at the side door by the kitchen for those members who routinely enter and depart through that door for Sail-On services.
2. Extending communion to the home bound. Thomas Weeks noted that only 5 people had requested communion for the month of November and that there were plenty of volunteers to serve. The effort will be increased to expand the offering.
3. Church Policy and Procedures Reviews. The current status of policy reviews was provided as an attachment to the agenda. It was noted that almost all of the policies in existence are up to date with only a few outstanding for update. There are new requirements for a Sexual Harassment Policy and a Child Protection Policy that Admin Support has begun working on. A pending modification to the Active Membership Policy was presented by Bobbie Brenton which included two attachments to the policy.
4. Status of Church Renovations (Capital Campaign Funds): Sperry Davis reported that renovations on the handicap restrooms will begin after the holidays. That will be the end of the capital campaign funding.
5. Associate Pastor Nominating Committee. George Wong noted that there will be 2 phone interviews on November 16th, two on the weekend after Thanksgiving, and that there will be one personal face-to-face interview in the first week of December. It is a continuing process and we hope to have a new associate by the spring.

NEW ISSUES

1. Budget Workshop Rescheduled. David noted that there was a conflict with the Community Service caroling outing and that we did not have the numbers needed to support discussion from the current pledges. The meeting has been rescheduled for 30 minutes ahead of the December Ministry meetings. At 6:30 on December 6th.
2. Incoming Elder Examination. Rev. Rollins introduced the incoming Elders who were present for the meeting. Incoming Elders shared their faith journeys, backgrounds, and some provided a statement of faith. Current Elders were given the opportunity to examine the incoming Elders.

Motion: It was moved by Jean Reid that Gary Crossman, Bonita Gilchirst, Clancy Holland, John Jeffcoat, and Debbie Sparks be presented to the congregation at a church service for ordination and installation. The motion passed.

3. Elder Election for Membership on the Congregational Nominating Committee. Rev Rollins noted that two members of the Elder Class of 2017 were required to serve on the 2017 Congregational Nominating Committee. Pam Spillman and Nancy Guy volunteered to serve.

Motion: It was moved by Bob Baker that Pam Spillman and Nancy Guy be approved for membership on the 2017 Congregational Nominating Committee. The motion passed.

4. **Membership Issues and Discussion.** Bobbie Brenton provided an overview of her and the Congregational Care subcommittee's action regarding the study of current membership. It is difficult to determine who is active and who desires to remain active, regardless of their level of participation in the church. She noted that a software program was needed that could better manage and respond to queries regarding membership, demographics, and other descriptors that could produce a desired output. We also need to provide some sort of training to our church secretary so that she can operate the software. We need a committee to review and search for such a program. Admin Support will look into it. It was noted that "ACS" Church Software is a popular and often used program.

5. **Annual Report Inputs.** Moderators were reminded to begin their work in writing their annual Ministry reports. They are due in December. Last year's report is available on the website to serve as an example.

STAFF REPORTS

Director of Educational Ministries. Kim provided the following report:

- We are coming up on my favorite time of year. The expectant time of Advent—God will come on God's own time—helps me to be all the more appreciative of Christmas when it comes!
- I've been working on the Advent Program Guide. It will be ready by the first Sunday in Advent. Advent Vespers worship stations, Advent Wednesday evening and Sunday morning adult education class, Celtic Christmas, Longest Night, Christmas Eve, and the Christmas Day service are all in the works.
- Theology pub met again in November. There were 11 in attendance with one attendee who has no connection to the church! We will not meet in December, but we will meet on January 2.
- LOL will have a lock-in this Saturday! Woo Hoo! We are all looking forward to it!
- Frist Friday, JAM, Sunday school, Wednesdays @ the Well, BFF Book Club, yoga, PW Moderator, Circles, MOPS, MOMSnext, VBS, are running smoothly.
- I work with Mary Hubbard and Linda keeping the website up to date—we are now running 22 slides on the Revo! With 500 hits a week, it's important that we are always current!

Director of Music Ministries. Chi-Yi provided the following report:

- Introducing new hymns from Glory to God. So far we have sung more new songs during worship. The goal is for singing to enliven worship.
- Children sang for the first time on Sunday, Nov. 6th. The children had fun and they were well received in church. They will sing again during Advent either Dec. 11 or Dec. 18. Some of older kids might be interested in younger usher training.
- We are working on blending the contemporary service music on the first Sunday service.
- Preparing all the Advent music with Choir/ hand bells/ Children choir.
- Working with Nancy Guy and worship committee on the 2020 Vision.
- Reorganizing the music rooms. This is still under process but much improved, thank you Pam Spillman and Eugene help!

Paula Garrison is organizing the choral library and is helping to file music. Pam Spillman is continuing to help reorganize the three music rooms.

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

Since last session meeting I assisted with the Etheridge Speaker Series as we welcome Jill Duffield. I attended the P.E.V.A. meeting where I gave a brief report on behalf of the Task Force charged with looking into the future viability of Makemie Woods. I have drafted and sent letters to a number of other high profile leaders that I am hoping to interview during my sabbatical. I have pulled together a task force which is looking at the U.S. Congregational Life Survey and our 20/20 vision in an effort to discern positive overlap and insights. I have met with our APNC as well as the APNC for First Presbyterian Church Virginia Beach. Most afternoons I have been making visits to our hospitalized and homebound. I have continued to enjoy planning and leading worship and preaching. Finally I thank you for the gift of vacation, the first part of the month I was able to take some vacation time to visit my dad and few friends in Alabama.

SUPPLEMENTAL MINISTRY REPORTS

The following issues were not included in Ministry Minutes or are Near Term Ministry Activities:

Community Service: Pam Spillman reminded that winter shelter for the homeless starts this week. Thanksgiving baskets/turkeys are also being distributed on Nov 20th. Sign up boards for both winter shelter and Thanksgiving are in the room for your signup. Angel Tags will be in the Atrium from Nov 13 – Dec 4.

Evangelism: Terri Dannemann reminded everyone about Living Nativity sign-up. She will be doing 4 Minutes-for-Mission.

Worship: Nancy Guy noted that the Giving Tree will remain up through Thanksgiving weekend. The Christmas tree and decorations will be put up on Nov 30th.

Congregational Care: Bobbie Brenton provided an overview of upcoming BFF programs.

CLOSING WITH PRAYER. With no further business, the meeting was closed with prayer at 8:37 pm.

These minutes approved by the Session on December 20, 2016
WDM / Doug Mitchell
Clerk of Session