

Minutes  
Bayside Presbyterian Church Stated Session Meeting  
21 March 2017 7:00 PM Room 508

The Session of Bayside Presbyterian Church met in a Stated Meeting at 7:00 pm in Room 508. Members present, constituting a quorum, were Moderator Rev. Dr. David Rollins and Elders Russ Brown, Gary Crossman, Sperry Davis, Bonita Gilchrist, Nancy Guy, John Jeffcoat, Betsy Kennedy, Gregor McLeod, Walter Martin, Doug Mitchell, Beth Montoya, Beth Parker, Sandy Ronan, Martha Rudell, Emily Rudiger, Debbie Sparks, Pam Spillman, Thomas Weeks, and George Wong.

Elders Clancy Holland and Hugh Vaughan were not in attendance.

Staff Member Present: Rev. Emma Oullette, Associate Pastor; Chi-Yi Chen, Director of Music Ministries; Kim Coyle, Director of Christian Education

Visitors to the meeting included Treasurer Luanne Wong

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 John Jeffcoat

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 February were provided for review and amendment
2. Reception of New Members: None.
3. Baptisms: None.
4. Church Weddings: None.
5. Member Transfers: Nancy Walker to 1<sup>st</sup> Pres. VB; William Stokes to Buchanan 1st Pres, Grundy, VA
6. Deaths: Bud Futch (2/24); Kenneth Brugger (2/22) (Non-member)
7. Membership Requests: None.
8. Baptism Requests: None.
9. Church Wedding Requests: None.

#### **FINANCIAL REPORT**

1. 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 Gary Crossman that the Balance Sheet and Treasurer's Report be accepted with thanks. The motion passed.

Luanne noted that in March the balance of money in the Pastor Nominating Committee search fund was moved to the Operations Reserve Fund, which was the origination of the funds for the PNC.

Budget Process 101 – Luanne provided a copy of a “training document” regarding the Treasurer's processes, addressing the Treasurer's Report and the Balance Sheet. Highlighting of specific columns and information within those documents was intended for new Session members, Rev. Oullette and Chi-yi.

COMMUNICATIONS: (Members, PCUSA, PEVA, Other): None.

PEVA / CHURCH ISSUES: None.

#### PASTOR TRAINING

David distributed an article addressing the Drop-out rate of Millennials from the church at the last Session meeting that was provided again as an enclosure to the agenda as a read ahead for this month. He had provided some highlights of the article and commended it to Session for individual reading. Conversation amongst Session included the perceptions of our church and offerings as well as interpretations. The discussion was informative for everyone and all were encouraged to take away pieces of the discussion and apply it to opportunities to attract younger individuals and families to the church.

Recommendations were to include more Facebook pictures, however Emma (as a self-proclaimed Millennial) noted that her age group is retreating from Facebook as it has become a popular place for Millennial's parents. Current social media includes Instagram, Snapchat, and Twitter. Those should be the media releases we should be working on.

#### CONTINUING ISSUES

1. Communications & information flow to the Congregation . No update.
2. Extending communion to the home bound – Tom Weeks noted that he will be sending out invites to Session members looking for volunteers to help out during the Lent/Easter time.
3. Church policy and procedures review updates – the current status of policies was attached to the agenda - it was noted that most all church documents are current and that Stewardship is working on providing the 2020 Priority Plan.
4. Church renovations update – Sperry Davis noted that the carpeting in the pre-school wing is being replaced during the Spring break period at no cost. There was an installation issue. Also, the wooden tables in Room 508 were replaced by lighter and more sturdy plastic tables
5. Church security inspection report – Sperry Davis noted that Officer Perry from the VBPD provided an “interesting” presentation and tour regarding his report. There had been several visits to inspect the property and there were a lot of obvious issues that need to be addressed. The VBPD offered additional training for church members who they recommend should be tuned to security issues: greeters, ushers, and others that might benefit from “threat recognition” training. Property is looking at some improvements per the VBPD recommendations.
6. Interim Head of Staff Discussion – An enclosure to the agenda was provided with Admin support notes and a motion for consideration. It had been changed from the February recommendation of a full time position to a part time (25 hours/week) interim pastor recommendation. Discussion included pros and cons of full time interim, part time interim, and no interim at all. Pros were continuity of leadership with an interim vice occasional pastors with honorariums paid; the ability of a consistent and experienced Head of Staff to intervene with issues that might pressure the staff, and to meet the pastoral needs of the congregation. Cons were mostly regarding the additional cost of a part time head of staff.

Motion: It was moved by Admin Support that an Interim Head of Staff be approved during Rev. Dr. Rollins' sabbatical leave, and that the position be a part time position of 25 hours per week, to preach 2 Sundays each month, moderate Session meetings, facilitate staff meetings, provide pastoral care and to be compensated at \$10,000 during his/her period of service between late May and early September. The motion passed.

#### NEW ISSUES

1. Young Adult Volunteers. Cherokee Adams and Patrick Long will both be requesting to serve an additional year in the YAV program. An endorsement by Session is required to be included in their application.

Motion: It was moved by the Clerk that the Session provide endorsement for Cherokee Adams and Patrick Long to be recommended as suitable persons for appointment to PC (USA) mission service with YAV. The motion passed.

2. Rev. Rascoe Loan Repayment. Rev. Kate had taken the opportunity to use a church provided housing loan during her time serving at Bayside. Her loan was taken with a 10 year term at 2% interest. Her early departure

with the family move to Harrisonburg left her with about 75% of the loan unpaid. A motion had been made and approved by Session at the February meeting that required the balance of the loan to be repaid by the end of March 2017. Kate has not yet found a job in the Harrisonburg area so immediate repayment would present a significant burden to Kate and Clayton and the family. It was discussed that extension of the repayment period is appropriate, although there should be a target date for repayment approved, and if that deadline should be appropriate to be extended, it can be discussed at that time.

Motion: It was moved by John Jeffcoat that the February motion and approval by Session be rescinded. The motion passed.

Motion: It was moved by John Jeffcoat that the due date for the repayment of Rev. Rascoe's residential loan be extended through 28 February 2018. The motion passed.

## STAFF REPORTS

Director of Educational Ministries – Kim provided the following report:

We are about halfway through Lent. However, it is not too late to be part of the Adult Lenten study on Sunday morning or Wednesday night. We are working on Palm Sunday and Maundy Thursday worship. Participating in Holy Week makes Easter more meaningful. Please plan on attending those services.

The usuals are running well: Sunday school, MOPS, MOMSnext, JAM, yoga, BFF. Thank you for extending hospitality to members of our community who participate in our programs.

BFF has events scheduled at the Botanical Garden, Chrysler Museum, and at Harbor Park. Check the Welcome Center and sign up!

C.E.'s new Adult Sunday school class will begin after Easter and last for 6 weeks, The Search for the Truth about Islam, a Christian Pastor separates Fact from Fiction. Books are available in the office for \$10. Bob Brenton is leading this class in Room 512.

Prep for VBS is underway.

The middle school mission trip, Mission @ Massanetta, is moving forward as is the Montreat Youth Conference.

I am a new member of PEVA's Peacemaking Committee. Thank you for giving me the opportunity to serve the larger church. We are:

- looking at inviting a peacemaker from another country to spend several days within the presbytery.
- Previewing the movie Racial Taboo in hopes of showing it to members of our presbytery hoping to spur conversations about race and racism
- Partnering with the Inter-spiritual Empowerment Project to work toward issues of justice
- Observing Compassion Peace and Justice Day is April 21. Members of the Peacemaking Committee will attend workshops in DC at New York Avenue Presbyterian Church.

As always, it is my honor to serve with you here at Bayside.

Director of Music Ministries – Chi-yi provided a verbal report.

Associate Pastor Report – Emma provided a verbal report.

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

This has been an exciting and busy month. Emma joined the staff, we entered into the season of Lent, and I walked in the sacred space with a few of our families as they lost their loved ones. I have been working with administration support to schedule and conduct annual reviews with the staff. In an effort to help Emma get acclimated to Bayside she and I have spent a fair amount of time discussing pastoral care issues.

I have been scheduling my interviews with leaders that will take place during my sabbatical and am well please with how it is coming together. I continue to thank God for the ways I witness people serving Christ in and through Bayside and I enjoy working alongside the incredible ministry that has been put together.

## SUPPLEMENTAL MINISTRY REPORTS

Community Service – Pam Spillman noted that the Easter basket donations will continue through 9 April and that the quarterly Red Cross blood drive will be held on 11 April.

Property – Sperry Davis noted that the spring clean-up of the church will be done this year without the help of the Boy Scout troop. Their schedule is full for April. So it will be church members only! Please turn out on 1 April!

Congregational Care – Sandy Ronan noted that Easter Sunday brunch will be served using all 3 rooms in the education wing with the room dividers pulled. Please join with everyone!

**CLOSING WITH PRAYER**

With no further business, Rev. Emma closed the meeting with prayer at 8:15 pm.

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These minutes approved by the Session on April 18th, 2017  
WDM / Doug Mitchell  
Clerk of Session