

**Minutes**  
**Bayside Presbyterian Church Stated Session Meeting**  
**16 May 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 Sperry Davis, Nancy Guy, Clancy Holland, John Jeffcoat, Betsy Kennedy, Gregor McLeod, Walter Martin, Doug Mitchell, Beth Montoya, Beth Parker, Sandy Ronan, Martha Rudell, Emily Rudiger, Debbie Sparks, Pam Spillman, Hugh Vaughan, Thomas Weeks, and George Wong.

Elders Russ Brown, Gary Crossman, and Bonita Gilchrist were not in attendance.

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

Rev. Emma Ouellette, Associate Pastor was on vacation.

Visitors to the meeting included Treasurer Luanne Wong and Amanda Long.

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 Tom Weeks

The Sacrament of Communion was offered to all in attendance.

#### **SESSIONAL RECORDS APPROVAL**

The minutes from last month's stated Session meeting, the minutes from the 7 May called 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: Amy Nix on 4 May to
6. Deaths: Fred White on April 20<sup>th</sup>; Clem Llewellyn on April 22<sup>nd</sup>
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. She noted that our budget has been spent to 93% of projected spending to date, and that offerings and pledges have been received at 99% of projected to date.

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

#### **COMMUNICATIONS: (Members, PCUSA, PEVA, Other):**

1. PEVA receipt/acceptance of Annual Statistical Report. It was noted by the clerk that the annual report had been received, reviewed and filed for 2016.
2. PEVA sent a letter of thanks for Bayside volunteering to host the April 2018 PEVA Meeting

3. A Letter from Massanetta Springs re: request for funds for property improvements was provided for appropriate Ministry consideration.
4. A letter of thanks from Keith Phillips was presented, outlining his thanks for Bayside's support of his time in the Seminary as well as the years of support the church has provided and is still providing. David noted Keith's history with the church and the potential for his future as a result of his support from our church.

#### PEVA / CHURCH ISSUES:

1. PEVA Meeting Report. John Jeffcoat and Doug Mitchell provided Session with a report of significant issues discussed and voted on as well as special activities at the recent PEVA meeting at First Presbyterian of Hampton.

PASTOR TRAINING for Session was conducted by David.

#### CONTINUING ISSUES

1. Communications & information flow to the Congregation. There was open discussion regarding the options and continued efforts that should be put forth to keep the congregation aware of events in the life of the church.
2. Extending communion to the home bound. It was reported that 5-6 people had been visited in the past month. Emma participated in the visits as well. Pam Spillman noted that she had to work her visits into an already full schedule, but afterwards she noted that she felt very fulfilled by her involvement and recommended visitation to everyone.
3. Church policy and procedures review updates. It was noted that all of the outstanding documents are somewhere in the review and revision process. The 2020 Vision plan outline is provided in tonight's agenda.
4. Church renovations update. Property ministry reported that all scheduled renovations are complete.
5. Sanctuary Updates – David refereed to an enclosure to the agenda that addresses future updates to the sanctuary and recommended the development of a Task Force to address issues that are often talked about but that don't get to a venue for discussion. Ministry teams were encouraged to start discussing, providing representation, and make progress on discussions.

#### NEW ISSUES

1. Letter from Donna Wilkins re: Louise Robinson. David provided an overview to the session regarding a series of meetings and emails between him and Donna Wilkins regarding her mother's will and estate. He noted that this was a church or corporation issue and that he had no part in the decision, but that he had conferred with the president of the corporation, Rev. Keever, and one of our church members who is an attorney in order to completely understand the details of the issue as well as the legal issues. The letter from Donna Wilkins was sent to the Pastor, the Clerk and the President of the Corporation. All 3 were asked to send a response letter.
2. Apportionment of June 18 offering to Synod Men Missions. Walter Martin noted that a letter is pending from the Synod Men requesting all PEVA and Synod churches to apportion an amount from their offerings on Father's Day to support Synod missions and scholarships. No specific percentage or amount was requested. This has never been done in the past. It was recommended by John Jeffcoat and agreed to by session that the letter, once received, would be forwarded to the Endowment Committee for their review and fulfillment.
3. Associate Clerk. Rev. Rollins introduced "resting" Elder and PEVA commissioner Amanda Long as a volunteer to serve as Associate Clerk to assist in the support of Session planning and reporting. Doug's job and associated travel were noted as making the time volunteered a bit complicated. Amanda is glad to support.

Motion: It was moved by Hugh Vaughan and seconded by Doug Mitchell that Amanda Long be appointed as Associate Clerk coincident with the current term of Doug Mitchell. The motion passed.

4. 2020 Priority Plan Outline. Hugh Vaughan provided Session with an overview of the 2020 Priority Plan as an attachment to the agenda. He asked Ministries to review the overview, discuss at the next Ministry meetings and provide applicable inputs.
5. Presbyterian Men – Man of the Year Award. An attachment to the agenda recommended that Thom Sare be approved as Bayside's Man of the Year for submission to the PC(USA) Man of the Year selection committee.

Motion: It was moved by Clancy Holland that Thom Sare be approved as Bayside's Man of the Year. The motion passed.

## STAFF REPORTS

Director of Educational Ministries – Kim provided the following report:  
Since we last met:

We have name tags! Following a recommendation of the security evaluation of the church, the staff now has name tags so people in the building know who actually belongs here and can be helpful.

The Drive-in Movie is this Saturday! Walt Disney's *Moana* will be shown in Fellowship Hall while the kids sit in cars they made out of big cardboard boxes. Snacks will be served! Debbie Sparks is chairing the event and we are looking forward to a fun night!

I am enjoying being part of the Peacemaking Committee of PEVA. Our focus this year will be on educating ourselves and our congregations about racism. WE are recommending a book, *Waking Up White* and its discussion guide. At the January meeting of the presbytery the movie *Racial Taboo* will be shown.

First Friday, MOPS, MOMSnext, JAM, and yoga are programs that belong to Bayside, but really reach members of our community---preschool families, Navy moms, church members, and friends of friends both young and young at heart.. We extend our hospitality to neighbors and welcome them with the love of Jesus. Thank you for supporting these programs not just financially, but with your hands and your hearts. Thank you!

Bob Brenton is facilitating a book study on Sunday mornings—which is almost completed—using the book *A Search for the Truth about Islam* by Ben Daniels, a Presbyterian pastor. A spokeswoman from the Crescent City Islamic Center is coming to speak to the class and answer questions on either Sunday, May 28 or June 4. Everyone in church is invited and encouraged to attend!

Children and Youth Sunday was a true gift to all who attended as the young people led us in worship. Aaron Long, Joelle Cook and Dawson Cook introduced the Scripture through a skit and Rev Emma Ouellette gave a meditation. The Evangelism and Congregational Care Ministries provided gift bags for the children who attended. Thank you all!

As a kick off to a great year, the Youth Group is going to a Tides game on Sunday afternoon! Parents are invited, too!

Bayside Fun and Fellowship will attend 3 Admiral Tides baseball games; the first is June 17—I think!. Please sign up at the Welcome Center! On Monday, May 22, BFF is going to the Chrysler! Again, sign up at the Welcome Center.

Graduation breakfast honoring our high school grads will take place on June 4. They will be recognized in worship.

With Pentecost marking the end of a liturgical cycle and the beginning of Ordinary Time, the children will meet in a "One Room Schoolhouse" setting for Sunday school through September. Youth and Adults will meet as usual. Please note some adult classes disband in the summer.

JAM and Wednesdays @ the Well conclude May 24 with Eugene's famous barbeque, baked beans and cole slaw.

The Mission @ Massenetta is moving forward. The Montreat Youth Conference is moving to July 30 – August 5; the high schoolers were unavailable for the 3<sup>rd</sup> week of the Youth Conference.

Scenery planning and prep is underway for VBS.

On a personal note, I don't know how to say it so I just will, I will be attending Union Presbyterian Seminary in the Fall. Following God's call on my life is not the easy path. The easy path would be to stay here at Bayside with a congregation that I love and has become family, colleagues who are supportive and have become family, doing work that is meaningful and that I enjoy. But when God calls, we answer and we follow. As a Session and congregation you should be proud of yourselves. You have nurtured Keith Phillips as he discerned his call to ministry. You fulfilled your baptismal vows to Patrick Long and Cherokee Adams. They were led to New Orleans as missionaries—Young Adult volunteers. And you have nurtured me. Thank you.

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

Director of Music Ministries – Chi-yi provided a verbal report thanking everyone for their support for Youth Sunday. She noted that Pentecost preparations were underway and that she will be providing a “donation box” in the Atrium/Welcome Center for hymn requests from the congregation, so that everyone’s favorites can be considered and added to our worship services. She noted that the youth were in the early stages of developing a percussion ensemble.

Associate Pastor Report – Emma was on vacation.

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

Since our last meeting I have officiated at two weddings and two funerals, and made a number of pastoral visits. I have been working alongside admin./support to make sure things are in place for a smooth summer while I am on sabbatical. In terms of communication for the next two/three Sundays there will be an insert in the bulletin that explains what a sabbatical is and why it is offered, and on the flipside of the insert will be some biographical information about Vernon Murry who was hired to help while I am away. Books have been ordered for the incoming elders and I will be sending them a letter about elder training dates once the books arrive. I have also completed almost all the staff annual reviews and am working to insure the remaining two are completed before my departure. I encourage you to make every effort to be here on Pentecost Sunday for worship and the staff appreciation potluck luncheon afterwards. At the luncheon I will share a brief overview of my sabbatical and formally introduce Vernon Murry.

#### SUPPLEMENTAL MINISTRY REPORTS

Walter Martin noted that the Clean Water Project distillation exhibit in the hallway was hanging from the ceiling joists and not attached to the wall (for those with concerns regarding its mounting....)

Emily Rudiger requested that a complete list of Ministry Members be developed and made available to Session members as well as the membership. The clerk asked that all lists be sent to him by the Moderators and he will post on the website.

George Wong noted that the High School senior/college scholarship selection process is in progress. On June 4<sup>th</sup> there will be a scholars breakfast prior to the Combined service where the recipient(s) will be recognized.

#### CLOSING WITH PRAYER

With no further business, the meeting was closed with prayer at 8:07 pm.

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These minutes approved by the Session on June 20th, 2017  
WDM / Doug Mitchell  
Clerk of Session