

Agenda for the Stated Session Meeting
Bayside Presbyterian Church
19 September 2017 7:00 PM Room 508

Mission: Bayside is a covenant community of Christ's people seeking to know and do the will of God.
Vision: Changing lives by growing Christian disciples, and living God's Word.

SHARING OF JOYS AND CONCERNS – OPENING PRAYER

DEVOTION

Elder Emily Rudiger

REQUESTS FOR SESSION APPROVAL / Motions and Votes Required

1. New Member Requests: None.
2. Baptism Requests: Benjamin James Crawford (b. 2/19/17) – parents Abbey and Earl Crawford

Motion: It is moved by _____ that Benjamin James Crawford be approved for baptism on 01 October 2017

3. Church Wedding Requests: None

SACRAMENT OF COMMUNION

All are invited!

SESSIONAL RECORDS

Clerk of Session

1. Minutes from the last Stated Session Meeting
2. Tonight's Agenda

Motion: It is moved by the Clerk that the Session approve the minutes from last month's Session meeting and the agenda for today's Stated Meeting, as amended.

STATISTICS FOR AUGUST

1. Attendance:
Previous Three Augusts

Year	8:00 Total/Avg	9:00 Total/Avg	11:00 Total/Avg	Combined Service	Total of All Sundays	Weekly Average
2014	184/46	282/71	390/98	173	1029	214
2015	133/33	315/79	368/92	189	1005	204
2016	97/32	191/64	393/131	163	844	227
2017	9:00 am Combined Services for August				642	161

2. Reception of New Members: None
3. Baptisms: None.
4. Church Weddings: Shelley Wong and Adam Park (9 Sept)
4. Member Transfers: None.
5. Member Deaths: None

FINANCIAL REPORT AND ISSUES:

1. Balance Sheet & Treasurer's Report

Luanne Wong

Motion: It is moved by _____ that the treasurer's report and balance sheet be accepted with thanks.

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

1. Bayside Preschool Exemption Enclosure (1)

PEVA / CHURCH ISSUES

1. Retreat at First Pres Norfolk / 30 Sept / "Why Won't They Come?" Enclosure (3)

PASTOR TRAINING

Rev. Dr. David Rollins

CONTINUING ISSUES

- | | | |
|---|---------------------|---------------|
| 1. Church policy and procedures review updates | Clerk | Enclosure (2) |
| 2. Sanctuary Updates – Task Force | Rev. Dr. Rollins | |
| 3. Director of Christian Education Replacement | Admin Support | |
| 4. Discovery Fair Review - Comments | Ministries | |
| 5. Church Picnic | Congregational Care | |
| 6. Staff and Church Member Payments per Church Policies | Admin Support | |
| 7. Wedding Policy | Worship | |
| 8. Clean Water Project – Trip Report | Global Missions | |

NEW ISSUES

1. Christmas Eve Morning Combined Worship Service Start Time Nancy Guy

Motion: The Worship committee moves that the start time for the approved combined worship service on Christmas Eve morning be scheduled for 10:00 am

- | | |
|---|----------------|
| 2. Consecration Sunday Guest Preacher | Stewardship |
| 3. Congregant Issues – “The Future of the Church” | Clancy Holland |
| 4. Congregant Issues – Bayside Staff
Recommendation for Session to go to Executive Session | |

Motion: It is moved by _____ and seconded by _____ that an Executive Session be convened to discuss the subject of _____ for the purpose of _____, as the nature of issues to be discussed should be kept secret and are not appropriate for open discussion.

Executive Session

Reconvene Stated Meeting of Session

5. Motion(s) resulting from Executive Session (as required):
- | | |
|---------------------|--------------------------|
| 6. Educational Fund | Hugh Vaughan/Stewardship |
|---------------------|--------------------------|

STAFF REPORTS

Director of Music Ministries	Chi-Yi Chen Wolbrink
Associate Pastor	Rev. Emma Ouellette
Pastor / Head of Staff	Rev. Dr. David Rollins

SUPPLEMENTAL MINISTRY REPORTS

Items/issues not included in Ministry Minutes

CLOSING WITH PRAYER

EASTERN REGIONAL OFFICE
PEMBROKE OFFICE CENTER
PEMBROKE FOUR, SUITE 300
VIRGINIA BEACH, VIRGINIA 23462-5479
TELEPHONE (757) 491-3990
FAX (757) 552-1832



COMMONWEALTH of VIRGINIA

DEPARTMENT OF SOCIAL SERVICES

July 6, 2017

Ms. Karthleen Armstrong
Bayside Presbyterian Church
Bayside Presbyterian Preschool and Kindergarten
1400 Ewell Road
Va. Beach, VA 23455

Dear Ms. Armstrong:

Bayside Presbyterian Preschool and Kindergarten operated by Bayside Presbyterian Church and located at 1400 Ewell Road, Va. Beach, VA has filed the required documentation for exemption as a child day center that is operated or conducted under the auspices of a religious institution pursuant to Section 63.2-1716 of the Code of Virginia.

This exemption is effective **July 30, 2017** through **July 29, 2018**.

This exemption permits you to provide services to 185 children in the age range from 18 months through six years. No more than five (5) children below the age of two and one-half years may be in care at any one time.

According to the information you have filed with us, your program is in compliance with the staff-child ratios required in the law. The exemption law requires that you maintain these staff-child ratios throughout the year.

The exemption law requires that you file the required documentation annually. We will notify you prior to the time your renewal documentation must be submitted. If you have any questions, please contact Regina Morgan at (757) 491-3950.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink that reads "Patricia M. Meyer".

Patricia M. Meyer
Licensing Administrator

Enclosure (2): Church Policy and Procedure Reviews

The below table contains the policies and procedures currently in effect in Bayside Presbyterian Church. Note that there is a distinct difference between a policy and a set of procedures. Policies reflect Session or Corporation directed processes. Procedures are written where guidelines only are required to maintain awareness of a routine process that may from time to time be changed, for example Food Pantry or Lay Reader Procedures. Policies and procedures both serve as the approved processes for conduct events within the church and provide guidance for the church officers, Ministries, congregation members as well as non-members in the conduct of routine business or events in our church. These documents are currently available on the church website or in hard copy in the office for reference.

All policies and procedures are approved by the Session. Regardless of the current content, the existing policies are the approved versions and must be kept current if they are to be of value. If they are thought to be out of date, the policy and any decision recommended that is not in accordance with the policy must be approved by the Session as “an exception to policy”. When updating a policy, the final draft should be reviewed by the Ministry and other involved congregation members by way of email correspondence or at a Ministry meeting. The final policy will be presented to the Session for approval.

While a policy may not be able to address every possible situation, it should be encompassing for normal operations in the church. Exceptions to policy, anticipated that they will be kept to a minimum, must be addressed and approved by the Session. A statement regarding the process for requesting an exception to policy should be included at the end of every policy document.

Each of the below policy or procedure reviews should be included as a standing agenda item for each Ministry meeting until they are current. The status of the reviews should be included in the monthly Ministry minutes.

Responsible Ministry	Policy or Procedure Name	Current Version	Comments / Updates since last month in Red
Admin Support	Personnel Policies & Procedures	2017	
Admin Support	Manual of Administrative Operations	2016	
Admin Support	Sexual Misconduct Policy	2016	
Admin Support	Child and Youth Protection Policy	2017	
Christian Education	Library Procedures	2015	
Christian Education	Transportation Policy	2015	
Community Service	Food Pantry Procedures	2015	
Congregational Care	Bereavement Reception Procedures	2016	
Congregational Care	Visitation/Shepherding Program Procedures	New	
Congregational Care	Active Membership Policy	2016	
Property	Building Use Policy	2010	Requires alignment with the new Stewardship/Fundraising policy.
Property	Memorial Garden and Columbarium Rules & Procedures	2015	
Stewardship	Mission Trip Funding Policy	2015	
Stewardship	Stewardship and Fundraising Policy	2016	
Stewardship	Operating Rules and Investment Policy for the Endowment Fund Committee	2015	
Stewardship	Terms of the Endowment Fund and Endowment Committee	2015	
Stewardship	Corporate By-Laws	2013	
Stewardship	Credit Card Points Usage Policy	2016	
Stewardship	Priorities Plan – 2020 Vision	2017	
Worship	Funeral Policy	2016	
Worship	Wedding Policy	2015	Update in progress based on August wedding experience
Worship	Lay Reader Guidelines	2015	

Enclosure (3):

From: Linda Smith

Sent: Thursday, September 14, 2017 4:05 PM

Subject: PEVA: Why Don't They Come?

Have you ever heard the question, “why won’t they come?” Please come and bring others from your congregation to **“Nones, Dones, and Networked Individuals,” a retreat with John Vest on Saturday, September 30th at First Presbyterian Church in Norfolk.**

John Vest is an engaging speaker and leader. He is currently the Visiting Assistant Professor of Evangelism at Union Presbyterian Seminary in Richmond. He served in congregational ministry for fifteen years, is co-founder of the Progressive Youth Ministry conference, author, and BBQ pit master.

What’s it about?

- “We focus almost exclusively on attractional and program-based approaches to ministry that have limited results in today’s rapidly changing world.”
- “As ‘nones’ and people who identify as ‘spiritual but not religious’ continue to increase... the church must invest in the religious and spiritual lives people are actively cultivating outside of our congregations”
- This is an invitation to do something new.

Why add this to your calendar and recruit others?

“I went to John Vest’s ‘Start with Good News’ conference and a year later I am in a group that is still talking about it.” -The Rev. Clark Desarro- Raynal, Pastor of Hilton Presbyterian Church

“I am so excited that John Vest is coming to PEVA. His forward, out-of-the box thinking will empower and inspire those who attend to go out into the world and make disciples of Christ, in ways they only dreamed of.” -Amanda Pine, Director of Christian Formation, King’s Grant Presbyterian Church

Put it on your calendar: Saturday, September 30 2017 from 9:30 am t 2:30 pm at First Presbyterian, Norfolk

TO REGISTER and get more details see the attached electronic flyer and/or go to the PEVA website:

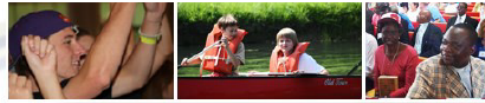
www.pcusa-peva.org

We hope to see your there,

Liza Hendricks, General Presbyter, and the PEVA Evangelism Task Force



Presbytery of
Eastern Virginia



"Nones, Dones, and Networked Individuals"

*If people are no longer interested in going to church,
the church must find ways of going to the people.*

A retreat with [John W. Vest](#)

Visiting Assistant Professor of Evangelism
at Union Presbyterian Seminary

SAT., SEPT. 30

First Presbyterian Church (First Hall)

820 Colonial Ave., Norfolk 23507

9:30 a.m. - 3 p.m.

Registration begins at 9 a.m.

\$10 (includes refreshments and lunch)

Fee payable at the door - make checks out to PEVA.

Child care available for children infant through elementary school.

Please **RSVP by SEPT. 22**

so adequate food and child care arrangements can be prepared.

For quick, easy registration, go to the PEVA home page: www.pcusa-peva.org

or call 757-397-7063.

*"I attended John Vest's 'Start with Good News' conference and
a year later I'm in a group that is still talking about it."*

-Clark DeSarro-Raynal Pastor of Hilton PC.