

Agenda for the Stated Session Meeting

Bayside Presbyterian Church
21 August 2018 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 George Wong

REQUESTS FOR SESSION APPROVAL / Motions and Votes Required

1. New Member Requests: None
2. Baptism Requests: None
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.

STATISTICS

Attendance:

Current Plus Previous Three - June

Year	8:00 Total/Avg	9:00 Total/Avg	11:00 Total/Avg	Combined Service	Special Services	Total of All Sundays	Weekly Average
2015	142/47	248/83	257/86	220	NA	867	217
2016	111/37	198/66	280/93	215	NA	803	201
2017	NA	NA	NA	662/166	NA	662	166
2018	NA	NA	NA	729/182	NA	729	182

Current Plus Previous Three - July

Year	8:00 Total/Avg	9:00 Total/Avg	11:00 Total/Avg	Combined Service Total/Avg	Special Services	Total of All Sundays	Weekly Average
2015	102/34	220/73	246/82	165	NA	733	183
2016	126/32	283/71	391/98	162	NA	962	192
2017	NA	NA	NA	720/144	NA	720	144
2018	NA	NA	NA	803/161	NA	803	161

1. Reception of New Members: Jacob & Elizabeth Velasquez Ruiz
Moved Elizabeth (Ficarra) Allen to own record
2. Baptisms: Elizabeth Velasquez Ruiz (Adult), Roman Gage Ruiz (age 4), Ariabella Angela Ruiz (age 2)
Michael David Allen III (infant)
3. Church Weddings: None
4. Member Transfers: None
5. Member Deaths: None

INVITATION CELEBRATION:

Sharing of invitations to Bayside services, events and programs.
Upcoming opportunities?

FINANCIAL REPORT AND ISSUES:

1. Balance Sheet (enclosure 1) & Treasurer's Report (enclosure 2)

Luanne Wong

Motion needed.

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

1. Letter from Judeo-Christian Outreach Center (enclosure 3)
2. Preschool Exemption (enclosure 4)
3. PEVA Racial Dialogue Team (enclosure 5)
4. Letter from Paula Jesberg (enclosure 6)

PEVA / CHURCH INFORMATION

Called Presbytery Meeting – August 22, 2018 Noon – PEVA Office

CONTINUING ISSUES

1. Church policy and procedures review updates - Enclosure (7)
2. Church Wi-Fi/System Upgrade Discussion - Update

Clerk

NEW BUSINESS

1. Motion from Stewardship regarding scholarship for Kim Coyle
Letter of request (Enclosure 8)

STAFF REPORTS

Director of Music Ministries
Director of Youth and Family Outreach
Associate Pastor
Pastor / Head of Staff

Chi-Yi Chen Wolbrink
Lacy Schimmel
Rev. Emma Ouellette
Rev. Dr. David Rollins

SUPPLEMENTAL MINISTRY REPORTS

(Items/issues not included in Ministry Minutes)

CLOSING WITH PRAYER

Next Meeting – Tuesday September 18, 2018 7pm Elder Walt Martin – Devotion

Bayside Presbyterian Church - Virginia Beach VA
Balance Sheet as of July 31, 2018

Saturday, August 18, 2018

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Account #	Account Name	YTD Balance
1100.0500.0000	BB&T Money Market	153,540.19
1100.1000.0000	General Fund - Petty Cash	100.09
1100.1500.0000	Preschool Petty Cash	200.00
1100.2000.0000	Towne Bank Checking	64,781.03
1100.2100.0000	Towne Bank Money Market	191,160.23
	Cash Assets	\$409,781.54
1100.2453.0000	Session Loan (4)	5,832.21
1100.2525.0000	Xenith Bank 5110762150(11/21/2018)1.19%	53,481.06
1100.2527.0000	Xenith Bank 1024 (4/12/2019)1.24%	60,225.57
1100.2528.0000	Xenith Bank 5110754383(5/15/2019)1.24%	31,029.34
1100.2529.0000	Xenith Bank 5110771861(4/30/2019)1.24%	49,339.02
1100.2621.0000	Xenith Bank 4437(4/26/2019)1.54%	30,312.65
1100.2766.0000	Towne632084227(1/15/2020)1.49%	63,815.56
1100.2767.0000	Towne632077972(1/20/2020)1.49%	56,484.08
	Investment Assets	\$350,519.49
1100.4100.0000	Endowment MM TowneBank	16,273.96
1100.4500.0000	TD Ameritrade	475,292.93
	Endowment Assets	\$491,566.89
		\$1,251,867.92
Fund Balance		
3100.0000.0000	General Fund	247,396.39
3100.7000.0000	Assoc Pastor Cont Educ Fund	761.85
3200.0000.0000	Non-Budget Fund	2,056.53
3200.0200.0000	Minister's Special Benevolence	4,702.25
3200.0400.0000	Louise Robinson Benevolence Fund Balance	6,500.00
3200.4430.0000	Wedding Fund	85.65
3200.5000.0000	Food Pantry Fund	13,975.95
3300.0000.0000	Preschool Fund	81,008.57
3400.0000.0000	Educational Fund	5,245.76
3400.1000.1000	Library Fund	407.15
3400.1100.0000	Youth Ministries Fund	2,049.04
3400.1110.0000	Youth Mission Trips	12,939.48
3400.1120.0000	Adult Mission Trip Fund	3,445.25
3500.0000.0000	Property Fund	143,518.47
3500.0210.0000	Transportation Fund Balance	27,167.73
3500.0300.0000	Operations Reserve Fund Balance	45,778.77
3500.0700.0000	Columbarium Fund	46,831.16
3600.0000.0000	Music Fund	17,306.86
3600.0100.0000	Organ Fund	35,317.62
3600.1000.1000	Handbell	1,686.87
3700.0500.0000	Session Operating Fund	1,606.74
3800.0000.0000	Scholarship Fund	1,889.70
3800.1000.1000	Coleman Fund	247.17
3800.1005.0000	William & Rhonda Bertholf Education Fund Balance	15,659.00
3800.2000.0000	Minister Loan Fund	30,027.39
3800.4000.0000	Missions Fund	9,113.62

Bayside Presbyterian Church - Virginia Beach VA

Balance Sheet as of July 31, 2018

Saturday, August 18, 2018

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Account #	Account Name	YTD Balance
3800.5000.0000	Earnings Fund	3,576.06
	General & Special Funds	\$760,301.03
3900.0000.0000	Endowment Fund	384,731.26
3900.3100.0000	Edna E Etheridge Fund Fund	104,942.42
3900.9000.0000	Qtrly Endow Earnings Fund	1,893.21
	Endowment Funds	\$491,566.89
	Total Fund Balance	\$1,251,867.92
	Total Liabilities and Fund Balance	<u>\$1,251,867.92</u>

Bayside Presbyterian Church - Virginia Beach VA
Treasurer's Report as of July 2018 for General Fund

Saturday, August 18, 2018 10:45 PM

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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
Income					
4100.0000.0000	Pledge Offering	40,364.00	281,551.32	89	540,058.00
4100.0100.0000	Non-pledged Offering	8,471.02	53,753.46	92	100,000.00
4100.0200.0000	Visitor Offering	618.00	1,576.00*	180	1,500.00
4100.0300.0000	Loose Cash Offering	769.88	5,601.44*	120	8,000.00
4100.0400.0000	Church School Offering	0.00	10.00	18	100.00
4100.0500.0000	Envelope Offering	0.00	342.00*	195	300.00
	Regular Offerings	\$50,222.90	\$342,834.22	90	\$649,958.00
4100.1000.0000	Interest/Investment Inc.	0.00	0.00	0	7,760.00
	Net Investment Income	\$0.00	\$0.00	0	\$7,760.00
4100.1100.0000	Overhead Donation	795.00	5,565.00	100	9,540.00
4100.2100.0000	Soft Drinks/Coffee Inc.	223.45	256.91	0	0.00
4100.2200.0000	Tenant Donations	415.00	5,450.00*	104	9,000.00
	Other Income	\$1,433.45	\$11,271.91*	104	\$18,540.00
4100.1101.0000	Preschool DoMM Donation	0.00	1,296.00	93	2,400.00
4100.8888.8888	Restricted Fund Budget Supplement	0.00	0.00	0	5,137.00
4100.9999.9999	G/F ROLLOVER	0.00	0.00	0	60,000.00
	Total Income	\$51,656.35	\$355,402.13	82	\$743,795.00
Expense					
5100.1000.0000	Salary - Minister	8,360.51	58,523.57	100	100,326.00
5100.1005.0000	Salary - Associate Pastor	4,715.43	33,008.01	100	56,818.00
5100.1010.0000	Salary - Director of Music	4,234.16	29,639.12*	100	50,810.00
5100.1011.0000	Salary - Praise Team Music	793.83	8,037.50	77	17,861.00
5100.1015.0000	Salary - Dir Educ Min	0.00	735.30	3	45,000.00
5100.1020.0000	Salary - Church Secretary	2,473.60	18,552.00	99	32,143.00
5100.1022.0000	Salary - PT Bookkeeper	0.00	500.00	74	1,150.00
5100.1030.0000	Salary - Nursery	704.00	5,157.65	92	9,580.00
5100.1031.0000	Salary - Bldg/Grnds Super	2,989.36	20,925.52*	100	35,872.00
5100.1032.0000	Custodian A	508.54	5,883.38	79	12,789.00
5100.1035.0000	Employer Social Security	810.33	5,817.98	72	13,811.00
	Salary Expense	\$25,589.76	\$186,780.03	85	\$376,160.00
5100.0100.0000	Office Supplies	113.17	1,596.05	68	4,000.00
5100.0105.0000	Postage Exp. 2	200.00	1,099.00	94	2,000.00

Bayside Presbyterian Church - Virginia Beach VA
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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.0110.0000	Postage Meter Lease	108.00	324.00*	110	500.00
5100.0115.0000	Copier Lease/Maintenance	435.73	5,761.12	86	11,500.00
5100.0120.0000	Internet Expense	223.00	1,965.08*	135	2,500.00
5100.0126.0000	Office Equipment Repair	292.43	292.43	50	1,000.00
5100.0130.0000	Telephone Service	235.58	1,791.51*	106	2,900.00
5100.0155.0000	Phone Message System	85.00	595.00	100	1,020.00
5100.0157.0000	Staff Appreciation	0.00	0.00	0	300.00
5100.0160.0000	Worker's Comp Insurance	0.00	2,816.70*	241	2,000.00
5100.0165.0000	Property & Liability Ins	0.00	0.00	0	9,750.00
5100.0175.0000	Computer Equip/Software	0.00	1,488.36	51	5,000.00
Office Administration		\$1,692.91	\$17,729.25	72	\$42,470.00
5100.1040.0000	Benefits - Minister	2,886.20	20,203.40*	100	34,634.00
5100.1045.0000	Benefits - Assoc Pastor	1,620.72	12,307.96*	108	19,529.00
5100.1050.0000	Benefits - Director of Music	388.24	2,787.68*	103	4,659.00
5100.1051.0000	Medical Insurance Opt-Out- DoMM	333.34	2,333.38*	100	4,000.00
5100.1055.0000	Benefits - Dir of Educ Min	0.00	337.02	5	11,182.00
5100.1061.1000	Benefits - Church Secretary	840.84	5,955.88*	101	10,090.00
5100.1064.0000	Benefits - Bldg/Grnds Supe	1,289.41	9,265.87*	103	15,471.00
Benefits Expense		\$7,358.75	\$53,191.19	92	\$99,565.00
5100.1065.0000	Prof. Exp. - Minister	69.19	1,542.18	66	4,000.00
5100.1066.0000	Cont Ed - Minister	0.00	919.01	63	2,500.00
5100.1070.0000	Prof. Exp. -Assoc Pastor	54.27	582.33	33	3,000.00
5100.1071.0000	Cont Ed - Assoc Pastor	0.00	0.00	0	1,500.00
5100.1075.0000	Prof. Exp. - Dir. Music	265.29	910.61	66	2,350.00
5100.1080.0000	Prof Exp - Dir of Educ Min	0.00	0.00	0	2,350.00
5100.1085.0000	Prof.Exp - Administrator	39.24	77.39	29	450.00
Professional Expense		\$427.99	\$4,031.52	43	\$16,150.00
Total Administrative Expense		\$35,069.41	\$261,731.99	84	\$534,345.00
5100.2001.0000	Beach Health Clinic	0.00	200.00	87	400.00
5100.2005.0000	Dwelling Place	0.00	0.00		
5100.2009.0000	Samaritan House	0.00	1,200.00	86	2,400.00
5100.2010.0000	Good News Jail & Prison Minist	0.00	250.00	85	500.00
5100.2013.0000	St. Columba Ministries	0.00	5,200.00	86	10,400.00

Bayside Presbyterian Church - Virginia Beach VA
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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.2021.0000	Judeo-Christian Outreach Cente	0.00	1,400.00	86	2,800.00
5100.2027.0000	Seton Youth Shelter	0.00	250.00	85	500.00
5100.2029.0000	Volunters of America	0.00	0.00		
5100.2030.0000	Human Kind	0.00	800.00	86	1,600.00
5100.2033.0000	Winter Shelter Program	0.00	0.00	0	400.00
5100.2038.0000	Faith Works Coalition	0.00	1,200.00	86	2,400.00
5100.2039.0000	Virginia Supportive Housing/Crescent Square	0.00	1,400.00	86	2,800.00
5100.2041.0000	Project Activity	0.00	160.01	34	800.00
	Community Service Expense	\$0.00	\$12,060.01	83	\$25,000.00
5100.2055.0000	Fellowship	0.00	6.36	1	1,700.00
5100.2060.0000	Card Ministry	0.00	0.00	0	100.00
5100.2063.0000	Bereavement Team	0.00	11.33	3	750.00
5100.2070.0000	Stephen Ministry	0.00	0.00	0	450.00
	Congregational Care Expense	\$0.00	\$17.69	1	\$3,000.00
5100.3000.0000	Equipment/	0.00	0.00	0	750.00
5100.3001.0000	Supplies	34.62	120.11	10	2,000.00
5100.3003.0000	DCE Conferences	0.00	0.00	0	1,250.00
5100.3005.0000	Curriculum	(38.77)	1,400.53	75	3,200.00
5100.3006.0000	Background_ Checks	30.00	82.85*	148	100.00
5100.3010.0000	Library	0.00	0.00	0	200.00
5100.3013.0000	First Fridays	(508.00)	558.00	64	1,500.00
5100.3014.0000	MOPS	0.00	967.78	92	1,800.00
5100.3015.0000	Vacation Bible School Exp.	3,847.78	5,504.21*	248	3,800.00
5100.3022.0000	Nursery	0.00	0.00	0	300.00
5100.3040.0000	MS Ministry	0.00	202.35	50	700.00
5100.3041.0000	HS Ministry	0.00	202.34	69	500.00
5100.3042.0000	Confirmation	0.00	0.00	0	300.00
5100.3043.0000	Children's Ministry	317.48	3,906.91*	558	1,200.00
5100.3045.0000	Publicity/Promotion	0.00	167.14	16	1,800.00
	Education Expense	\$3,683.11	\$13,112.22*	116	\$19,400.00
5100.3505.0000	New Visitor Materials	0.00	0.00	0	500.00
5100.3525.0000	Evangelism Materials	0.00	467.75*	159	500.00
5100.3531.0000	Evangelistic Events	0.00	0.00	0	500.00
5100.3540.0000	Living Nativity	0.00	0.00	0	3,000.00

Bayside Presbyterian Church - Virginia Beach VA
Treasurer's Report as of July 2018 for General Fund

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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
Evangelism Expense		\$0.00	\$467.75	18	\$4,500.00
5100.4000.0000	Building Maintenance	449.05	6,416.45*	137	8,000.00
5100.4001.0000	HVAC Maintenance	0.00	0.00	0	7,000.00
5100.4005.0000	Van Ops/Maint	0.00	0.00		
5100.4010.0000	Exterminating Service	0.00	1,893.00*	162	2,000.00
5100.4015.0000	Fire & Safety System Maint.	140.97	497.91	43	2,000.00
5100.4020.0000	Grounds Maintenance	1,090.00	7,019.00*	120	10,000.00
5100.4025.0000	Supplies & Cleaning Materials	0.00	1,667.73	72	4,000.00
5100.4030.0000	Kitchen Maintenance	0.00	776.62	66	2,000.00
5100.4035.0000	Vending Machines	0.00	0.00		
5100.4050.0000	Electricity	2,020.53	13,449.77	92	25,000.00
5100.4055.0000	Gas	74.49	6,756.73*	116	10,000.00
5100.4060.0000	Water & Sewer	826.27	5,157.10	88	10,000.00
5100.4065.0000	Refuse Collection	189.30	1,745.37*	149	2,000.00
Property Expense		\$4,790.61	\$45,379.68	95	\$82,000.00
5100.4080.0000	Payroll Preparation	98.86	515.23	84	1,050.00
5100.4082.0000	Bank Fees	56.00	361.06*	112	550.00
5100.4086.0000	Audit Fees	0.00	0.00	0	1,400.00
Stewardship Expense		\$154.86	\$876.29	50	\$3,000.00
5100.4101.0000	Church Develop - Limete	0.00	0.00	0	500.00
5100.4110.0000	Mission Giving	8,750.00	17,500.00	86	35,000.00
5100.4120.0000	Theological Education Fund	250.00	500.00	86	1,000.00
5100.4121.0000	Field Missionary Support	0.00	0.00		
5100.4122.0000	Congo Maternity Hospital	0.00	0.00	0	500.00
5100.4123.0000	Congo-Mark Shreiber School	0.00	250.00	85	500.00
5100.4125.1000	Ticul Scholarship & Staff	0.00	0.00		
5100.4125.2000	Ticul - Material	0.00	0.00	0	500.00
5100.4125.5000	Youth - Mission Trips- 1/3	0.00	0.00		
5100.4128.0000	Disaster Response	0.00	0.00	0	500.00
5100.4130.0000	Massanetta support	0.00	500.00*	170	500.00
5100.4132.0000	Miscellaneous expenses	108.11	408.11*	139	500.00
5100.4134.0000	Clean Water Project	0.00	7,052.31*	173	7,000.00
5100.4135.0000	Mogodeshu Hospital	0.00	0.00	0	500.00
Witness/Global Mission		\$9,108.11	\$26,210.42	96	\$47,000.00

Bayside Presbyterian Church - Virginia Beach VA
Treasurer's Report as of July 2018 for General Fund

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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.4200.0000	Special Music Programs	0.00	1,645.94*	113	2,500.00
5100.4205.0000	Music Literature(all sevice	274.04	535.70	92	1,000.00
5100.4215.0000	Robe Maintenance/Cleaning	0.00	0.00	0	900.00
5100.4220.0000	Workshops/Memberships/licensing	0.00	2,074.93*	253	1,400.00
5100.4225.0000	Substitute Organist	150.00	800.00	86	1,600.00
5100.4230.0000	Music/Pulpit Honoraria	0.00	98.38	17	1,000.00
5100.4232.0000	Section Leaders	990.00	6,035.00	98	10,600.00
5100.4236.0000	Seasonal Decor	0.00	0.00	0	400.00
5100.4240.0000	Usher Supplies/Cleaning	0.00	379.75*	164	400.00
5100.4245.0000	Communion Supplies	0.00	64.52	37	300.00
5100.4250.0000	Supplies/Equipment	4.50	236.06	47	850.00
5100.4251.0000	Children's Choir Supplies	0.00	194.13	55	600.00
5100.4255.0000	Keyboard Instr. Maintenance	0.00	111.80	21	900.00
5100.4260.0000	Audio/Visual	0.00	195.00	66	500.00
5100.4265.0000	Handbell Maintenance	0.00	0.00		
5100.4270.0000	Praise Team Drummer	150.00	2,265.00*	149	2,600.00
	Worship Expense	\$1,568.54	\$14,636.21	98	\$25,550.00
	Total Expenses	\$54,374.64	\$374,492.26	86	\$743,795.00
	Difference	<u>(\$2,718.29)</u>	<u>(\$19,090.13)</u>		<u>\$0.00</u>

* = Income/Expense exceeds amount budgeted to date



Judeo-Christian Outreach Center

Board of Directors

George E. Moore, III
Co-Chairman

Sharon Smith
Co-Chairwoman

Drew Lankford
Vice-Chairman

Doug Archer
Secretary

Victor Philleo
Treasurer

Robert Bibbs

Dan Holley

Jim McCaa

Allison McDuffie

Michele Partridge-Lane

John Perrigo

David J. Sorrells

Liz Stevenson

Robert Timms

Directors

Todd Walker
Executive Director

Kristin Ward
Development Director

Nicole Rountree
*Director of Emergency
Housing Services*

June 13, 2018

Rev. David Rollins
Bayside Presbyterian Church
1400 Ewell Rd
Virginia Beach, VA 23455-4908

Dear Rev. Rollins,

Our Board of Directors, the staff, and our residents would like to express our utmost gratitude for your generous donation of \$700.00 on 06/04/2018. We are truly appreciative of your support.

Because of your generosity a second chance and a beacon of hope are given to those who need help. Clothing, food, shelter and training are offered through your partnership.

I would welcome the chance to discuss our programs as well as the encouraging results of our work.

With gratitude,

Todd Walker
Executive Director

Kristin Ward
Development Director

The JCOC mission is to empower homeless families, individuals, and veterans to recover from crisis situations and return to being self-supporting, productive, and independent members of our community.

JCOC is a 501(c)(3) organization and all donations are tax-deductible. JCOC acknowledges that no goods or services were provided for said contributions. Federal Tax ID # 54-1417126

1053 Virginia Beach Boulevard, Virginia Beach, VA 23451
Office: (757) 491-2846 Fax: (757) 425-2607 Email: jcoc@jcoc.org Web: www.jcoc.org



COMMONWEALTH of VIRGINIA

DEPARTMENT OF SOCIAL SERVICES

July 18, 2018

Ms. Kathleen 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, 2018** through **July 29, 2019**.

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) 985-4959.

Thank you for your cooperation.

Sincerely,

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

Patricia M. Meyer
Licensing Administrator



Racial Dialogue Team
Peacemaking Ministry Team
of the Presbytery of Eastern Virginia
801 Loudoun Ave.
Portsmouth, VA 23707

25 July 2018

peva

Presbytery of
Eastern Virginia
PRESBYTERIAN CHURCH (U.S.A.)



801 Loudoun Avenue
Portsmouth Virginia
23707-3216

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757.397.7063
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Dear Elders of PEVA,

Greetings in the name of Christ! We are writing to inform you about the Racial Dialogue Team, which operates under and is supported by the Peacemaking Ministry of PEVA. We formed the team last year to facilitate the viewing of "Racial Taboo" at the January 2018 meeting of the presbytery. Today we aspire to carry out our mission to "educate, inspire, equip, and mobilize congregations and members to work for racial justice and healing."

The Racial Dialogue Team believes that racial justice and healing are spiritual matters, and that it is with God's help that we can talk, work, and reconcile with each other in our churches, in the presbytery, in the community, and in our nation. If your church is currently engaged in some study or practice that relates to race, please let us know about it! If you are interested in confronting racial issues in your church or community, how can we help you?

Currently, we meet in the morning on the third Tuesday of every other month (please check the PEVA calendar). We are considering alternating between morning and evening meetings in the future. All are welcome. You don't have to meet with us in person to share your ideas, questions, and concerns. Please feel free to contact us at the email addresses listed below.

You can find resources connected to issues of race on PEVA's Compassion Peace & Justice webpage (www.pcusa-peva.org/cpj). Scroll down to find the information under the heading **Racial Justice & Antiracism**.

Peace and blessing,

Claudette Gravely, Co-Chair
clahurdle@cox.net

Lisa Schlickemeyer, Co-Chair
lschlickemeyer@gmail.com

Letter To Session – August 15, 2018

I am sending a formal communication to you requesting Action and the courtesy of a reply to my questions:

- Why have the Session Meeting Minutes NOT been published online under “Historical Session Documents 2017” since September to date?

It is difficult for me to understand how we state that we are “growing Christian disciples, changing lives and living God’s word” when Session fails to inform the Congregation of its activity toward those goals. How can we possibly recruit members when we do not know what the business of the church is all about?

- The Ministry Moderators rely on volunteers from the Congregation to generate enthusiasm, create energy for and provide many minds, hands and feet to maintain our building and programs through time, talent and funds. How can we do that when we are uninformed?

Further I ask why copies of Stated Session Meeting Minutes and the Treasurer’s Line Item information are not posted in the glass enclosed case in the Atrium for all to peruse/review and thus be apprised ACTIVE or prospective members?

In my opinion the “synopsis” in the Binnacle is subjective/selective as a report and, thus, an unsatisfactory communication reflecting Session business.

We are approaching the one-year mark of this void regarding publication of monthly Stated Session Meeting Minutes. I believe this is not the first time Session has had this question posed in and out of meetings to appropriate sources: still no action – no remedy...

- My question is WHY?

As a member of one ministry and helper with other church ministries I would appreciate knowing where our diligent concerns go and how they are acted upon by Session – i.e., input from ministries through Session, output to Congregation if one cannot view the monthly Stated Session Meeting Minutes?

Respectfully,
Paula A. Jesberg
Pakeje36@aol.com

Enclosure (5): 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	

As many may remember, I am one of those “Cradle Christians.” I grew up in the church, and I loved church. I was an infant in the nursery. I attended Sunday school and Sunbeams; I sang in the choir. I can still remember the smell of grape Kool-Aid and animal crackers. I sat in the balcony with the other kids, and wrote notes in the hymnals. We moved every three years—my dad worked for the railroad—but wherever we lived, there was church and Mr. Rogers. From the time I was in preschool I would tell you that I was going to grow up and tell others about Jesus.

My parents and grandparents were the first to tell me how much God loved me. We sang the songs: Jesus Loves Me—all the verses, Deep and Wide, Zacchaeus, the books of the New Testament, This World is Not My Home, Heavenly Sunshine. I knew God loved me.

I don’t remember when I knew that I loved God. It seems to have always been true. In theology I learned Calvin believed God is engraved on our hearts. I can attest to that. I have a love for God that I can’t explain. The notion that God—all-knowing, all-powerful, the highest thing we can think of—would come down to earth leaving all majesty behind, stooping so low to live on earth with God’s creatures, healing the sick, giving hope to the hopeless, forgiving sin, calling out wrongs in the church, filled me with a love that I wanted others to know.

When did God call me? God has always been calling me, luring me to this place and time. How do I know? Let me share a little of my first year:

Every morning when I reach for Feasting on the Word Daily Meditation, Year B, I’m hoping it’s a gospel reading. If it is, I’ll reach past my Bible and pick up my Greek New Testament. Yes, learning to translate Greek was sometimes frustrating, but as our Greek instructor taught us, translating from the Greek is a sacred task. To read the same words that the first followers of Jesus read feels...holy. My Greek New Testament feels more like the Holy Bible than my weathered, much loved NRSV. These are the words that the writers wanted us to hear and read as we learn about the life of our Savior, our Redeemer, God’s only son. These words! Nothing stands between us and the Word of God—no English translation, no paraphrase to make the text more “readable,” no 17th century translation fit for a king. Nothing stands between us and *these* words:

εἶπε δὲ αὐτοῖς ὁ Ἰησοῦς· ἐγώ εἰμι ὁ ἄρτος τῆς ζωῆς·

Jesus said to them, “I am the bread of life.”

Theology taught me how to think about what we believe and why we believe it; how to make a systematic theological argument. We started with Augustine, and then Anselm’s “faith seeking understanding” and his ontological argument for God; God is “that which nothing greater can be thought.” The great theologians: Schleiermacher’s low-Christology in contrast to his “absolute dependence” on God; Luther teaching us that forgiveness is through God’s grace alone: we can’t earn it, we can’t buy it, it is a free gift

from God; Barth instilling in us that Jesus is for everyone; Calvin showing us God as a provident parent offering us everything we need. And yet, what will live with me forever is from Calvin: that in communion God is feeding us with spiritual food. The meal, the bread and the juice, are the living bread on which our souls feed. Just as the food we eat becomes part of our bones, and muscle and brain, every time we take communion, we are taking in Christ and he is becoming part of us, so that we can be more like Jesus. Jesus said to them, “I am the bread of life.”

Christian Ethics with the very wise Dr. Katie Cannon—the first African-American woman ordained in the United Presbyterian Church (USA) taught me that there is no “value-free” space and that we must ethically consider everything we do. Evangelism with Dr. John Vest gave me a place to practice theology. As an intern I was part of a new worshipping community using the Dinner Church model; it is called the Joyful Feast; I was part of the leadership team. I wrote liturgies, posted to the blog, and led children’s activities. In the May term, Dr. Charlie Brown, Union’s Pastoral Theologian, taught me how to pastor a congregation.

This summer, as CPE, I will work at VCU Hospital—a Level 1 trauma hospital—as a chaplain intern. Serving as a chaplain is one of the ways I believe I am called by God. CPE is required by our Presbytery, but it is in response to God’s call and my discernment process that I do this. To be a source of comfort for those who are ill, grieving, or making critical decisions, is grace. To bear witness of Christ in the world to someone who needs to see God is a gift. To sit with a family whose loved one will soon be the source of life for others is humbling. When all is said and done, being there in both mind and body is what makes the difference. My hope is that those I encounter will know God’s presence and love. What can be more valuable than, “Hi. I’m Kim. Can I sit with you for a while?”

In my first year at Union, I’ve learned *παντα*, many things, and the William and Rhonda Bertholf grant has helped make all of this possible. It is with enormous gratitude that I say, “Thank you.” It is with enormous humility that I request a renewal of the grant.

Why you ask? I can tell you: God is calling me. God has always been calling me. It was not a “Go here. Do this. Do that” kind of call, but in my openness to God and to others, and acting with the best wisdom I could muster, I could sense God’s call. Staying open to God for the last 38 years brought me to seminary at the age of 56. Looking back over my life, I can see God luring me to this place, at this time. How comforting to know that God calls us—at any age. With my first year of seminary complete, I can affirm that God’s call is true. Exactly where and how I will live out this call is yet to be revealed, but I rest securely knowing that I am exactly where I am supposed to be.