

Agenda for the Stated Session Meeting

Bayside Presbyterian Church

20 November 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.

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, Clerk Amanda Long and Elders, Gary Crossman, Peggy Damuth, Cliff Furedy, Bonita Gilchrist, Libby Graves, Betsy Kennedy, Walter Martin, Gregor McLeod, Beth Montoya, Kay Niman Meyers, Chris Pascuzzi, Mike Raymer, Mark Schreiber, Thomas Weeks and Matthew Wicks.

Elders, Butch Brenton, Beth Parker, Sandy Ronan, Martha Rudell, and George Wong were not in attendance.

Staff Member Present: Associate Pastor Rev. Emma Ouellette, Associate Pastor; Chi-Yi Chen Wolbrink, Director of Music Ministries, Lacy Schimmel, Director of Youth and Family Outreach

Visitors to the meeting included incoming Elders Roseann Wehr, Herb Gordon, Michele Parker, Richard Guy, Ed Spillman,

Meeting called to order at 7pm by Rev. Dr. David Rollins. Sharing of joys and concerns followed by prayer and Elder Matt Wicks shared the devotion.

REQUESTS FOR SESSION APPROVAL

1. New Member Requests: None
2. Baptism Requests: None
3. Church Wedding Requests: None

SACRAMENT OF COMMUNION

All were invited.

EXAMINATION OF ELDERS

Rev. Dr. David Rollins

The incoming elders shared their faith journeys and were examined by the session.

Motion: Elder Walter Martin moved that the incoming elders be approved as elders.
The motion passed.

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.
The motion passed.

STATISTICS

Attendance: Noted the increase in attendance over 2017.

Current Plus Previous Three - October

Year	8:00 Total/Avg	9:00 Total/Avg	11:00 Total/Avg	Combined Services	Special Services*	Total of All Sundays	Weekly Average
2015	93/31	200/67	281/94	198		772	193
2016 ^{^**}	47/24	128/64	197/98	324 ^{***}	30	726	182
2017 [^]	71/24	165/55	255/85	296/148 ^{***}	?	787	157
2018	65/22	201/67	306/102	147	25	719	180

*Blessing of the Animals

**Closed for weather Oct 9, 2016 (Hurricane Matthew)

*** 2 Combined Services (Consecration Sunday)

[^] 5 Sundays

1. Reception of New Members: None
2. Baptisms: None
3. Church Weddings: None
4. Member Transfers: 10/4 - Donna Wilkins (removed from rolls in 2015) to Emmanuel Lutheran Church
5. Member Deaths: 08/19 - Ellen Voshell

INVITATION CELEBRATION:

Sharing of invitations to Bayside services, events and programs. 86% of people who join a church do so based on personal invitations. We were all encouraged to be intentional in invitations.

Upcoming opportunities? December has many opportunities for invitations.

FINANCIAL REPORT AND ISSUES:

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

Elder Tom Weeks reviewed the numbers and balances.

Motion: Elder Mark Schreiber moved that the financial reports be received with thanks and joy. **The motion passed.**

The budget will be sent out via email and will be voted on at the next meeting.

COMMUNICATIONS: (Members, PCUSA, PEVA, Other): Reviewed the following:

1. PEVA Stewardship Letter and Pledge Form (enclosure 3 and 4)
2. NSU Thank You (enclosure 5)

PEVA / CHURCH INFORMATION

None

CONTINUING ISSUES

1. Church policy and procedures review updates - Enclosure (6)
No updates reported.

Clerk

NEW BUSINESS

1. Election of 2020 Nominating Committee

Two 2019 elders to serve on the 2020 Nominating Committee – Elder Peggy Damuth volunteered to serve. One additional person must be identified in December.

Motion: Elder Gary Crossman moved that Elder Damuth be elected to serve. **The motion passed.**

2. Elder Retreat (enclosure 7) Reviewed. Make checks to BPC.
3. Worship Motion

The Worship Committee would like to request funding from the Endowment Fund for the following activities:

1. \$410 to purchase Handbell Choir Equipment - Handbell Tree
2. \$550 for Drummer/Choir Section Leaders for Advent/Christmas

Motion: Worship Ministry moves that the funds be taken from the Endowment Fund. **The motion passed.**

4. The Next Presbytery Meeting is SAT. JAN. 26, 2019 at 10:00 AM at Hilton Presbyterian Church (34 Main Street, Newport News, VA). Motion needed to elect delegates.

Motion: Elder Bonita Gilchrist moved that Elder Tom Weeks be elected to serve as delegates at the January Presbyterian Meeting. **The motion passed.**

5. Organ Replacement Discussion

Rev. Rollins advised that no decision would be made tonight. We are just looking for direction for the committee to move forward for a proposal. Three current options: Replace Electronic Organ, Pipe Organ, or Capital Campaign and what we raise is what we spend.

Elder Martin reminded us that we need to keep the sanctuary renovation in the discussion as well.

Elder Furedy shared information from property about the blower and redo of Chancel. The design of the Chancel will be very important part of the decision. Also shared some information about moving pews due to floor issues – Eugene thinks that it would be fine to move them without undue harm and potential flooding.

Elder Crossman shared that he does not agree with 3rd option (raise and then spend) session needs to make the decision and then share with congregation what the plan is. Also advised that our mission giving is down and we need to be aware of our priorities. He feels that we need to use the money wisely.

Elder Wicks shared some information from the presentation discussion that was not in the presentation.

6. CD Sale for the concert

Motion: Elder Gary Crossman moved that we allow Thomas Keesecker to sell CDs during the concert on Tuesday December 11, 2018. **The motion passed.**

STAFF REPORTS

Director of Music Ministries

Chi-Yi Chen Wolbrink

The Bayside Joyful Singers helped lead the “Turkey Basket Blessing” on November 18.

Children: By God’s grace, I am grateful that we have about 20-22 children (Kindergarten through K6) either Sunday morning from 9:30-9:50 or Wednesday afternoon from 5:45-6:10 for rehearsals. Upcoming dates for singing include Sunday, December 9th and Monday, December 24th at 4pm for the Christmas Eve family service.

Singing Mission: The Sanctuary Choir & two Praise Team members (18 total) led the hymns and songs for the Fall Festival at Westminster-Canterbury on October 18 from 7:30-8:30 pm. The theme was *Singing our Story*. ***There were about 90-95 in attendance.*** The next two events for the Sanctuary Choir are going to be singing with our winter shelter friends on November 28th and Caroling at Bayside Health and Rehab center on Saturday, December 1..

Pipe Organ: Research on the Pipe Organ is continuing. Several web sites with good information are listed below:

<https://www.organclearinghouse.com/organs-for-sale/#/2652/schantz/arlington-va/>
<https://www.organclearinghouse.com/organs-for-sale/#/2959-fritsche-bethlehem-pa/>
<https://www.organclearinghouse.com/organs-for-sale/#/2869-casavant-cleveland-oh/>
<https://www.organclearinghouse.com/organs-for-sale/#/2930-austin-alexandria-va/>
<https://www.organclearinghouse.com/2600-skinner-player-organ-long-island-ny>
<https://www.organclearinghouse.com/2893-patrick-j-murphy-reading-pa>

Supporting music in the community:

Worship & Music ministry supported the NSU Vocal Jazz Ensemble with Grammy Award-Winning Gospel Music Artist Richard Smallwood. Bonita and I attended the concert on behalf of Bayside PC on October 21, 2018. The current Department Chair at NSU, Professor Gregory Gardner, is a well-known baritone around Hampton Roads. He is also very supportive of church music ministries and it is important for us to have a connection with him and NSU.

We provided Music Education observation credits for an O.D.U. Music Education student in October in the Bayside PC preschool music classroom.

The suggestion box of Hymns & Songs (Yours, Mine and Ours) at the Welcome Center will continue after Christmas in January 2019.

Music plan for the 11 am services during Advent:

- December 2- Praise team/ Hand bell Choir
- December 9- Christmas Cantata: *Tomorrow Shall Be My Dancing Day*; Joyful Singers & Sanctuary Choir /Guest Harpist: Alexandra Mullin, Piano: Martha Berryman.
- December 16 Advent and Christmas music with guest musician from the School of Music at Little Creek: Travis Stanley
- December 23- Advent and Christmas medley with Brass Quartet.
- December 24, Christmas Eve services:
 - 4pm-Family service; Praise team and Joyful Singers
 - 7pm-Lessons and Carols; Sanctuary Choir and guest musician: Erika F. Frydenlund
 - 11pm-Lessons and Carols; choir ensemble and guest musician: Erika F. Frydenlund

Bayside Handbell Choir played before the November 18 service and plan to give a mini-Christmas concert during the Live Nativity in Fellowship Hall on Saturday, December 15th from 6-6:30pm.

There will be two special services:

- December 12 (Wednesday)-Celtic service at 7pm
- December 21 (Friday)- Longest Night service at 7pm

Outreach invitation:

The Center for Sacred Music at Virginia Wesleyan is hosting a Fall Hymn Festival, honoring Veterans' contributions to our search for peace in a troubled world. This hymn festival was held at Wycliffe PC at 4 pm on November 11. I was one of readers.

Community Patronage:

Bayside PC , Wycliffe PC and St. Michael's Lutheran church are hosting a special Advent piano service played by church musician Tom Keesecker entitled "Quiet Center." This presentation will include scripture, readings and Advent music on piano (about an hour in length). Tom has served as a parish musician in both Lutheran and Roman Catholic settings in Virginia, Montana, and Maryland. Tom's piano music arrangements have been published by Morning Star.

There are three different times for this presentation:

December 11 (Tuesday) Noon: Wycliffe PC

December 11 (Tuesday) 7pm: **Bayside PC (Flyer as attached)** (enclosure 8)

December 12 (Wednesday) 7pm: St. Michael's Lutheran Church (General Booth Blvd)

Serving the wider church:

I will have the opportunity to participate in the Hymn Society Executive Committee meeting from Oct.23-27, 2018, In Chicago.

I cancelled my vacation from October 28-November 2nd.

(Personal note: Jeff and I are dealing with trees that fell on our house during hurricane Michael. We are still waiting on the insurance estimates.)

The church is allowing me to serve as Program Co-Director for the Hymn Society Conference, July 12-17 Dallas TX 2019.

I will also serve as a Program Planning Team member for the Music & Arts Annual Conference of PCUSA, June 14-27 2020 in Montreat.

Director of Youth and Family Outreach

Ms. Lacy Schimmel

Lacy shared that youth will be doing a 30 Hour Famine in February and fundraising. Each year the program has a country that they raise up and this coming year it is the Congo.

11 youth this based Sunday and 8 participated in large PEVA Youth retreat.

Associate Pastor

Rev. Emma Ouellette

Provided verbal report – will update with written report when received.

Pastor / Head of Staff

Rev. Dr. David Rollins

Provided verbal report – will update with written report when received.

SUPPLEMENTAL MINISTRY REPORTS

(Items/issues not included in Ministry Minutes)

Communion servers needed for Christmas Eve.

Living Nativity – needs lots of help

Advent Readers/Candle lighters

Question around whether we should have the 11pm service. Something to think about for future years.

Triangle discussion around spending more money on it -how is it used...elders agreed it is valuable and should persued.

Living Waters will be going to Peru 2019.

The meeting was closed with prayer at 8:45pm.

Next Meeting – Tuesday, December 18, 2018 7pm Elder Bonita Gilchrist – Devotion

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

Sunday, November 11, 2018

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Account #	Account Name	YTD Balance
1100.0500.0000	BB&T Money Market	141,703.33
1100.1000.0000	General Fund - Petty Cash	100.09
1100.1500.0000	Preschool Petty Cash	200.00
1100.2000.0000	Towne Bank Checking	39,507.37
1100.2100.0000	Towne Bank Money Market	241,368.93
	Cash Assets	\$422,879.72
1100.2453.0000	Session Loan (4)	5,562.07
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	\$350,249.35
1100.4100.0000	Endowment MM TowneBank	6,684.96
1100.4500.0000	TD Ameritrade	478,681.53
	Endowment Assets	\$485,366.49
		\$1,258,495.56
Fund Balance		
3100.0000.0000	General Fund	252,487.19
3100.7000.0000	Assoc Pastor Cont Educ Fund	731.30
3200.0000.0000	Non-Budget Fund	2,338.82
3200.0200.0000	Minister's Special Benevolence	3,534.03
3200.0400.0000	Louise Robinson Benevolence Fund Balance	6,500.00
3200.4430.0000	Wedding Fund	85.65
3200.5000.0000	Food Pantry Fund	11,402.34
3300.0000.0000	Preschool Fund	112,228.99
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	15,776.47
3400.1120.0000	Adult Mission Trip Fund	3,445.25
3500.0000.0000	Property Fund	123,147.11
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	17,056.86
3600.0100.0000	Organ Fund	35,317.62
3600.1000.1000	Handbell	1,686.87
3700.0500.0000	Session Operating Fund	1,516.74
3800.0000.0000	Scholarship Fund	1,889.70
3800.1005.0000	William & Rhonda Bertholf Education Fund Balance	12,906.17
3800.2000.0000	Minister Loan Fund	30,027.39
3800.4000.0000	Missions Fund	9,735.62
3800.5000.0000	Earnings Fund	3,835.34
	General & Special Funds	\$773,129.07
3900.0000.0000	Endowment Fund	375,142.26
3900.3100.0000	Edna E Etheridge Fund Fund	104,942.42

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

Sunday, November 11, 2018

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Account #	Account Name	YTD Balance
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3900.9000.0000	Qtrly Endow Earnings Fund	5,281.81
	Endowment Funds	\$485,366.49
	Total Fund Balance	\$1,258,495.56
	Total Liabilities and Fund Balance	<u>\$1,258,495.56</u>

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

Sunday, November 11, 2018 3:08 PM

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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
Income					
4100.0000.0000	Pledge Offering	40,893.00	422,553.32	94	540,058.00
4100.0100.0000	Non-pledged Offering	5,532.03	81,397.95	98	100,000.00
4100.0200.0000	Visitor Offering	517.00	2,943.00*	235	1,500.00
4100.0300.0000	Loose Cash Offering	523.75	7,451.97*	112	8,000.00
4100.0400.0000	Church School Offering	0.00	10.00	13	100.00
4100.0500.0000	Envelope Offering	0.00	362.00*	145	300.00
	Regular Offerings	\$47,465.78	\$514,718.24	95	\$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	7,950.00	100	9,540.00
4100.2100.0000	Soft Drinks/Coffee Inc.	0.00	277.45	0	0.00
4100.2200.0000	Tenant Donations	710.00	7,420.00	99	9,000.00
	Other Income	\$1,505.00	\$15,647.45	101	\$18,540.00
4100.1101.0000	Preschool DoMM Donation	352.00	1,592.00	80	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	\$49,322.78	\$531,957.69	86	\$743,795.00
Expense					
5100.1000.0000	Salary - Minister	8,360.51	83,605.10	100	100,326.00
5100.1005.0000	Salary - Associate Pastor	4,715.43	47,154.30	100	56,818.00
5100.1010.0000	Salary - Director of Music	4,234.16	42,245.60	100	50,810.00
5100.1011.0000	Salary - Praise Team Music	793.83	10,418.99	70	17,861.00
5100.1015.0000	Salary - Dir Educ Min	3,333.33	10,328.86	28	45,000.00
5100.1020.0000	Salary - Church Secretary	2,473.60	26,591.20	99	32,143.00
5100.1022.0000	Salary - PT Bookkeeper	50.00	812.50	85	1,150.00
5100.1030.0000	Salary - Nursery	655.00	7,503.65	94	9,580.00
5100.1031.0000	Salary - Bldg/Grnds Super	2,989.36	29,893.60*	100	35,872.00
5100.1032.0000	Custodian A	1,033.31	8,545.10	80	12,789.00
5100.1035.0000	Employer Social Security	1,087.69	8,990.85	78	13,811.00
	Salary Expense	\$29,726.22	\$276,089.75	88	\$376,160.00
5100.0100.0000	Office Supplies	48.33	2,365.05	71	4,000.00
5100.0105.0000	Postage Exp. 2	200.00	1,709.00*	102	2,000.00
5100.0110.0000	Postage Meter Lease	108.00	447.28*	106	500.00
5100.0115.0000	Copier Lease/Maintenance	1,486.58	7,616.30	80	11,500.00

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

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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.0120.0000	Internet Expense	311.13	3,230.51*	155	2,500.00
5100.0126.0000	Office Equipment Repair	0.00	292.43	35	1,000.00
5100.0130.0000	Telephone Service	160.51	2,444.73*	101	2,900.00
5100.0155.0000	Phone Message System	85.00	850.00	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*	169	2,000.00
5100.0165.0000	Property & Liability Ins	0.00	500.00	6	9,750.00
5100.0175.0000	Computer Equip/Software	18.94	4,398.86*	105	5,000.00
	Office Administration	\$2,418.49	\$26,670.86	75	\$42,470.00
5100.1040.0000	Benefits - Minister	2,886.20	28,862.00*	100	34,634.00
5100.1045.0000	Benefits - Assoc Pastor	1,620.72	17,170.12*	106	19,529.00
5100.1050.0000	Benefits - Director of Music	388.24	3,952.40*	102	4,659.00
5100.1051.0000	Medical Insurance Opt-Out- DoMM	333.34	3,333.40*	100	4,000.00
5100.1055.0000	Benefits - Dir of Educ Min	696.45	2,101.35	23	11,182.00
5100.1061.1000	Benefits - Church Secretary	840.84	8,478.40*	101	10,090.00
5100.1064.0000	Benefits - Bldg/Grnds Supe	1,887.31	13,732.00*	107	15,471.00
	Benefits Expense	\$8,653.10	\$77,629.67	94	\$99,565.00
5100.1065.0000	Prof. Exp. - Minister	184.32	2,951.40	89	4,000.00
5100.1066.0000	Cont Ed - Minister	534.65	1,900.56	91	2,500.00
5100.1070.0000	Prof. Exp. -Assoc Pastor	79.66	752.46	30	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	54.56	1,054.84	54	2,350.00
5100.1080.0000	Prof Exp - Dir of Educ Min	85.00	85.00	4	2,350.00
5100.1085.0000	Prof.Exp - Administrator	52.63	130.02	34	450.00
	Professional Expense	\$990.82	\$6,874.28	51	\$16,150.00
	Total Administrative Expense	\$41,788.63	\$387,264.56	87	\$534,345.00
5100.2001.0000	Beach Health Clinic	0.00	300.00	91	400.00
5100.2005.0000	Dwelling Place	0.00	0.00		
5100.2009.0000	Samaritan House	0.00	1,800.00	90	2,400.00
5100.2010.0000	Good News Jail & Prison Minist	0.00	375.00	89	500.00
5100.2013.0000	St. Columba Ministries	0.00	7,800.00	90	10,400.00
5100.2021.0000	Judeo-Christian Outreach Cente	0.00	2,100.00	90	2,800.00
5100.2027.0000	Seton Youth Shelter	0.00	375.00	89	500.00
5100.2029.0000	Volunters of America	0.00	0.00		
5100.2030.0000	Human Kind	0.00	1,200.00	90	1,600.00

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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.2033.0000	Winter Shelter Program	0.00	0.00	0	400.00
5100.2038.0000	Faith Works Coalition	0.00	1,800.00	90	2,400.00
5100.2039.0000	Virginia Supportive Housing/Crescent Square	0.00	2,100.00	90	2,800.00
5100.2041.0000	Project Activity	0.00	285.82	43	800.00
	Community Service Expense	\$0.00	\$18,135.82	87	\$25,000.00
5100.2055.0000	Fellowship	21.98	1,227.34	86	1,700.00
5100.2060.0000	Card Ministry	0.00	10.00	13	100.00
5100.2063.0000	Bereavement Team	0.00	11.33	2	750.00
5100.2070.0000	Stephen Ministry	0.00	258.43	68	450.00
	Congregational Care Expense	\$21.98	\$1,507.10	60	\$3,000.00
5100.3000.0000	Equipment/	0.00	0.00	0	750.00
5100.3001.0000	Supplies	0.00	248.10	15	2,000.00
5100.3003.0000	DCE Conferences	0.00	0.00	0	1,250.00
5100.3005.0000	Curriculum	(283.00)	1,449.91	54	3,200.00
5100.3006.0000	Background_ Checks	10.00	102.85*	129	100.00
5100.3010.0000	Library	0.00	0.00	0	200.00
5100.3013.0000	First Fridays	(187.00)	736.00	59	1,500.00
5100.3014.0000	MOPS	107.61	1,265.39	84	1,800.00
5100.3015.0000	Vacation Bible School Exp.	0.00	8,511.97*	269	3,800.00
5100.3022.0000	Nursery	0.00	0.00	0	300.00
5100.3040.0000	MS Ministry	0.00	219.30	38	700.00
5100.3041.0000	HS Ministry	0.00	219.29	52	500.00
5100.3042.0000	Confirmation	0.00	0.00	0	300.00
5100.3043.0000	Children's Ministry	41.00	4,310.39*	431	1,200.00
5100.3045.0000	Publicity/Promotion	0.00	167.14	11	1,800.00
	Education Expense	(\$311.39)	\$17,230.34	106	\$19,400.00
5100.3505.0000	New Visitor Materials	0.00	451.00*	107	500.00
5100.3525.0000	Evangelism Materials	0.00	467.75*	111	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
	Evangelism Expense	\$0.00	\$918.75	24	\$4,500.00
5100.4000.0000	Building Maintenance	504.55	7,481.87*	112	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*	113	2,000.00

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

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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.4015.0000	Fire & Safety System Maint.	380.97	1,251.60	75	2,000.00
5100.4020.0000	Grounds Maintenance	3,600.00	12,309.95*	148	10,000.00
5100.4025.0000	Supplies & Cleaning Materials	218.80	2,372.20	71	4,000.00
5100.4030.0000	Kitchen Maintenance	82.74	1,284.50	77	2,000.00
5100.4035.0000	Vending Machines	0.00	0.00		
5100.4050.0000	Electricity	2,427.06	20,510.68	98	25,000.00
5100.4055.0000	Gas	83.12	6,992.48	84	10,000.00
5100.4060.0000	Water & Sewer	714.39	7,361.52	88	10,000.00
5100.4065.0000	Refuse Collection	216.24	2,394.09*	143	2,000.00
	Property Expense	\$8,227.87	\$63,851.89	93	\$82,000.00
5100.4080.0000	Payroll Preparation	67.13	742.53	84	1,050.00
5100.4082.0000	Bank Fees	78.50	560.03*	122	550.00
5100.4086.0000	Audit Fees	0.00	0.00	0	1,400.00
	Stewardship Expense	\$145.63	\$1,302.56	52	\$3,000.00
5100.4101.0000	Church Develop - Limete	375.00	375.00	89	500.00
5100.4110.0000	Mission Giving	8,750.00	26,250.00	90	35,000.00
5100.4120.0000	Theological Education Fund	250.00	750.00	90	1,000.00
5100.4121.0000	Field Missionary Support	0.00	0.00		
5100.4122.0000	Congo Maternity Hospital	375.00	375.00	89	500.00
5100.4123.0000	Congo-Mark Shreiber School	125.00	375.00	89	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*	119	500.00
5100.4132.0000	Miscellaneous expenses	0.00	108.11	26	500.00
5100.4134.0000	Clean Water Project	0.00	5,859.90*	101	7,000.00
5100.4135.0000	Mogodeshu Hospital	375.00	375.00	89	500.00
	Witness/Global Mission	\$10,250.00	\$34,968.01	89	\$47,000.00
5100.4200.0000	Special Music Programs	119.25	1,765.19	85	2,500.00
5100.4205.0000	Music Literature(all sevices	38.68	946.67*	114	1,000.00
5100.4215.0000	Robe Maintenance/Cleaning	378.60	378.60	50	900.00
5100.4220.0000	Workshops/Memberships/licensing	0.00	2,744.93*	235	1,400.00
5100.4225.0000	Substitute Organist	0.00	950.00	71	1,600.00
5100.4230.0000	Music/Pulpit Honoraria	0.00	98.38	12	1,000.00
5100.4232.0000	Section Leaders	1,290.00	9,155.00*	104	10,600.00

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

Sunday, November 11, 2018 3:08 PM

Page 5 of 5

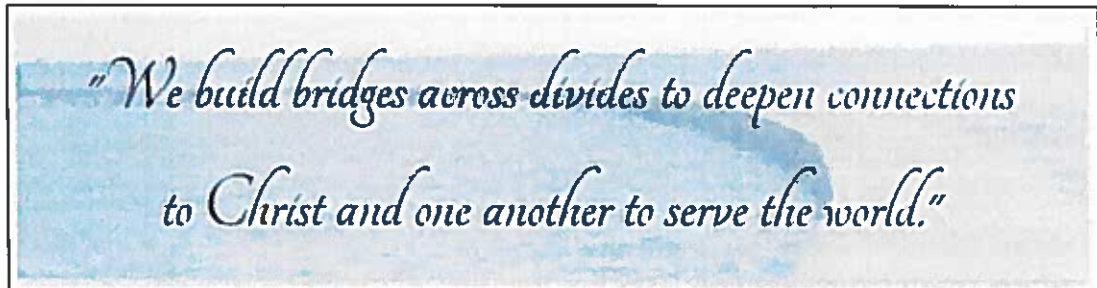
Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.4236.0000	Seasonal Decor	0.00	0.00	0	400.00
5100.4240.0000	Usher Supplies/Cleaning	0.00	379.75*	115	400.00
5100.4245.0000	Communion Supplies	0.00	64.52	26	300.00
5100.4250.0000	Supplies/Equipment	66.36	320.42	45	850.00
5100.4251.0000	Children's Choir Supplies	0.00	194.13	39	600.00
5100.4255.0000	Keyboard Instr. Maintenance	0.00	111.80	15	900.00
5100.4260.0000	Audio/Visual	0.00	201.99	48	500.00
5100.4265.0000	Handbell Maintenance	0.00	0.00		
5100.4270.0000	Praise Team Drummer	300.00	2,955.00*	136	2,600.00
Worship Expense		\$2,192.89	\$20,266.38	95	\$25,550.00
Total Expenses		\$62,315.61	\$545,445.41	88	\$743,795.00
Difference		<u>(\$12,992.83)</u>	<u>(\$13,487.72)</u>		<u>\$0.00</u>

* = Income/Expense exceeds amount budgeted to date



November 1, 2018

Dear Friends,



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



801 Loudoun Avenue
Portsmouth Virginia
23707-3216

telephone
757.397.7063
toll-free
1.800.989.2193
facsimile
757.397.7246
web
www.pcusa-peva.org

This purpose statement, adopted by the Presbytery of Eastern Virginia Council, is a wonderful image of what it means to be a Presbytery. It reminds us of where we live: on peninsulas, shore lines and river sides. It reminds us that our ability to serve, worship and fellowship is dependent on bridges to cross the waters.

Paul reminds us that Christ has removed all things that divide us. (Ephesians 2:14) The bridges we build between our diverse congregations continues to deepen our connections to Christ and to one another. We are a connectional church and our Presbytery is the primary bridge which connects us. We were reminded of the many ways our Presbytery connects our churches and facilitates our ministries in the *2019 Budget Narratives* presented at our October Presbytery meeting. Those narratives can be read on the PEVA website in the Presbytery meeting documents (<http://www.pcusa-peva.org/md>).

We build these bridges and make these connections to Christ and one another to serve the world. Our desire is to spread the gospel in Eastern Virginia, the United States and around the world.

I encourage each congregation to continue to build bridges by generously supporting our Presbytery, Synods and General Assembly. **Please prayerfully discern what your church can contribute to our mission and return your church's pledge by the January 26, 2019 Presbytery meeting so that we can connect with one another to serve the world.**

Peace,

Rev. Dr. John E. Morgan
Chair Stewardship Ministry Team



2019 PLEDGE FORM PRESBYTERY OF EASTERN VIRGINIA



I. Unified Mission Giving Undesignated Church Giving (Fund 1000)

These funds are used to underwrite the mission, program and meeting expenses of the Presbytery of Eastern Virginia Inc. the Synod of the Mid-Atlantic, and the General Assembly (PCUSA). The Presbytery passes on the Per Capita apportionment for both General Assembly and the Synod. **For 2019, the Per Capita apportionment for the Synod of the Mid-Atlantic is \$.85 per member and for General Assembly \$8.95 per member.**

Do NOT include amounts designated for missionaries, gifts to support designated causes/agencies, or approved offerings by the Office of the General Assembly in the Unified Mission Giving Total. Please include those in Designated Giving Total.

2019 Unified Mission Giving Undesignated Church Pledge:

(Includes contribution for our congregation's share of
GA/Synod Per Capita)

\$ _____

Projected Method of Payment:

12 Monthly Payments of \$ _____

4 Quarterly Payments of \$ _____

Other \$ _____

II. Designated Giving "Over and Above" (See Page 2, to list Designated Giving)

Please use this form to provide a consolidated Unified Mission Giving Undesignated Church Giving Pledge and Designated Giving Commitment. (See Page 3, Designated Mission Codes Sheet for a List of Codes)

GRAND TOTAL:

2019 TOTAL UNIFIED MISSION GIVING UNDESIGNATED CHURCH GIVING \$ _____

PLUS Over and Above Designated Mission Projects (From Reverse Side) : \$ _____

TOTAL \$ _____

Approved by the Session of _____ Presbyterian Church of

_____ City

_____ PIN #

Signature of Moderator or Clerk of Session: _____

Date: _____

PLEASE SUBMIT PLEDGE FORM NO LATER THAN

JANUARY 26, 2019

PLEASE RETURN TO: JESSICA FITZGERALD by mail: PEVA, 801 Loudoun Ave., Portsmouth, VA 23707,
fax 757-397-7246, and/or email: jessica@pcusa-peva.org

2019 DESIGNATED MISSION GIVING

II. Funds that represent giving "Over and Above" the Unified Mission Giving Undesignated Church Giving Pledges. These "Over and Above" commitment amounts are for those Designated Mission Projects to which your church intends to give "Over and Above" the church pledge of Unified Mission Giving Undesignated

Benevolent Causes - Codes Provided on Designated Mission Codes Sheet

(a) DESIGNATED FOR MISSIONARY SUPPORT (See *Designated Mission Codes Sheet for 2000 Series Codes*)[illegible]

(b) GA PROJECTS (See *Designated Mission Codes Sheet* for 3000 Series Codes)

[illegible]

(c) GA APPROVED OFFERING (See Designated Mission Codes Sheet for 5000 Series Codes)

[illegible]

(d) SYNOD VALIDATED CAUSES (See *Designated Mission Codes Sheet* for 6000 Series Codes)

[illegible]

(e) PRESBYTERY VALIDATED CAUSES (See Designated Mission Codes Sheet for 4000 and 10000 Series Codes)

[illegible]

DESIGNATED MISSION GIVING CODES (Please keep this page for future use) Presbytery of Eastern Virginia

PCUSA OGA MINISTRIES /GIVINGS			FUND #	SYNOD VALIDATED CAUSES (sv)			
If you do not find the missionary which you choose to support, please visit https://www.presbyterianmission.org/ministries/mission-connections/ to find a complete listing of PC (USA) sponsored mission. If you find a missionary that you prefer to support, you may donate to that missionaries' ministry by citing "Designated Giving Code 2999" and putting the missionaries name and PC(USA) project number on your remittance form. You can also request that PEVA establish a "designated giving" code for that missionary to make your remittances easier.			6001	SV- Barium Springs Children's Home			
			6003	SV- Edmarc			
			6004	SV- Presbyterian Children's Home of the Highlands			
			6005	SV- Massenetta Springs			
			6012	SV- Montreat Conference Center			
			6006	SV- HumanKind (<i>Presbyterian Homes & Family Services</i>)			
			6007	SV- Sunnyside Retirement Home			
			6008	SV- Union Seminary			
			6009	SV- Volunteer Emer Fam for Children			
			6000	SV- Not Yet Assigned a Fund Code			
FUND # MISSION CO-WORKERS SENT BY PCUSA (DM) PROJECT #			FUND #	PRESBYTERY VALIDATED CAUSES (PV)			
2019	Ayoub, Nadia (Greece) D506029	E200473		PEVA MINISTRIES			
	Boyd, Jeff & Christi (DRC) D506075	E200314					
2040	Brown, Ruth (Ghana) D507542	E200528					
	Corell, Cindy (Haiti) D507566	E200482		CAMPUS MINISTRY - ODU UPM			
2201	Esslinger, Kurt (South Korea) D507560	E200496					
2142	King-Ortega, Tracey (Central America) D507539	E200518	4015	ODU UPM - Campus Ministry Operations			
2199	McGill, James & Jodi (Niger&South Sudan) D506718	E200385	4051	ODU UPM - Programming			
	Parker, Elmarie & Scott (Iraq,Lebanon & Syria) D507569	E200504	4052	ODU UPM - Local (USA) Mission Trip			
2196	Morgan, Leslie & Cynthia (Asia) D506770	E200389	4053	ODU UPM - International Mission Trip			
2160	Sthresley, Larry & Inge (DRC) D505045	E200412	ODU-10062	ODU UPM - Covenant Partnerships Church Commitment			
2200	Wagstaff, Leisa (South Sudan) D504924	E200501	100036	Reduce UPM Mortgage - ODU			
2180	Weller, Micheal & Rachael (Ethiopia) D507277	E200421					
				HUNGER			
2999	Not Yet Assigned a Fund Code						
PCUSA OGA PROJECTS			4014	Hunger - NAM Funds for Hunger Grants			
If you do not find the GA project you wish to support, please visit https://www.presbyterianmission.org/donate/102/ If you find a project that you prefer to support, you may donate to that project or ministry by citing "Project name and PC (USA) project number" on your remittance form. You can also request that PEVA establish a "Designated Giving" code for that project to make your future remittances easier.			4017	Hunger - Migrant Farm & Seasonal Agriculture Workers			
			4019	Hunger - Heifer Project - Ark Funds			
			FUND # NAME PROJECT #			INTERNATIONAL PARTNERSHIP MINISTRIES (CPM)	
			3001	Disaster Relief-CWS Blanket Fund	DR000072	4005	CPK - Congo Partnership Ministries
			3003	OGA Hunger Program Fund	H999999	4003	CPK - For Use by Sister Church
				Joining Hands Against Hunger	E051608	4006	CPK - PW Feeding Program
			3014	Living Waters For the World	E050212	4302	CPK - Education
3004	Medical Benevolence Foundation	E862700	4062	CPK - Medical Mission			
3010	PDA - Disaster Assistance	OGA100000		PEVA OTHERS			
3011	PDA - Disaster Relief Pastoral Support & Care	DR000177					
3005	Theological Education General Fund of PCUSA	TE999999	4004	PEVA - Church Professional Assistance			
			4012	PEVA - Catawba Camping Scholarship Fund			
3000	Not Yet Assigned a Fund Code	DR2000072	4055	PEVA - PDA Local Disaster-Contingency Fund			
			8566	PEVA - Candidates Scholarships			
FUND # OGA APPROVED OFFERING (AO) PROJECT #	10025	PEVA - Pilgrimage					
			208900	PEVA - Outdoor Ministry Fund			
5007	Centsability - GA	H000107					
5006	Christmas Joy	CJ999999		PASS THROUGH FUNDS			
5002	One Great Hour of Sharing	OG999999					
5005	Peace & Global Witness	PG999999	4024	Accomac Interfaith Coalition			
5008	Souper Bowl of Sharing	H000213	4018	Eastern Shore Presbyterian Ministry (ESPM)			
5004	Thanksgiving (Barium Springs)		4026	Foodbank of Southeastern Va			
5001	Pentecost	PC999999	4028	Int'l Cooperating Ministries			
			4032	Onesimus Prison Ministry			
5000	Not Yet Assigned a Fund Code		4056	Rev. Rayfield Scholarship			
			4034	Samaritan House			
			4035	Seaman's Friends			
			4010	St Columba Ministries			
			4038	Tidewater Pastoral Counseling			
			4039	Union Mission			
			4041	Urban Discovery			
			4043	Young Life of Norfolk			
			4044	YWCA Women's Shelter			
			4000	Not Yet Assigned a Fund Code			

D Direct Missionary Support

E Extra Commitment Opportunity

D Direct Missionary Support
E Extra Commitment Opportunity

Revised 10/16/2018

PAGE 3



**NORFOLK STATE
UNIVERSITY**

We see the future in you.

OFFICE OF THE PRESIDENT

700 Park Ave., HBW Suite 520, Norfolk, Virginia 23504
P: 757-823-8670 | F: 757-823-2342 | nsu.edu

November 1, 2018

The Rev. Dr. David Rollins, Pastor
Bayside Presbyterian Church
1400 Ewell Road
Virginia Beach, VA 23455-4908

Dear Reverend Rollins:

Thank you for your generous financial support of Norfolk State University and for believing in the unlimited potential of our students. The support we receive from alumni and friends cannot be overstated because it plays an integral role in NSU's ability to increase the positive impact of its work and serve its students and the greater Hampton Roads community.

At Norfolk State University, students will always be first and a high quality higher education will always be accessible to those who come through our doors committed to the pursuit of higher learning and self-empowerment. What sets NSU apart from the rest of higher education is not just our state-of-the-art buildings – although they are impressive. Not our highly relevant academic programs or expert faculty – although they are very well respected in the field. Not even our band and choir – although they are remarkable. What sets NSU apart is our strong sense of community. . . a community that fully embraces our students the very first time they step foot on campus and says to them that we respect you as an individual and believe in your hopes, your dreams, and your ability to succeed.

Again, thank you for your gift. I look forward to sharing with you what we are building together the next time you are on campus.

Sincerely,

Melvin T. Stith, Sr., Ph.D.
Interim President

About your gift to the NSU Foundation:

Gift amount:	\$250.00
Gift receipt:	\$250.00
Designation(s):	Music Department Fund
Gift date:	10/23/2018

*Your support is Special
Behaved!*

Please retain this letter as your official receipt. The IRS no longer accepts canceled checks as proof of donations. No goods or services were provided in exchange for your contribution. The federal tax identification number for the NSU Foundation is 23-7235954.

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	

Session Retreat

2019

Where 3100 Sandfiddler Rd. Virginia Beach, VA

When January 25-26, 2019

The retreat will begin with dinner on Friday at 6 pm. We will finish sometime after lunch on Saturday.

Why We will discuss some of the points in *Changing the Conversation chapters 1 & 2*, hear a brief report from Ed Spillman, watch “When God left the building”, discuss goals for 2019, and enjoy fellowship.

Cost \$125 each

Accommodations

We will host the retreat in the same location we used last year. The feedback from the elders was overwhelmingly positive. The house in Sandbridge can sleep 26 people. It has 11 bedrooms and 10 baths. So there is plenty of space, but it will mean sharing rooms for those spending the night. You have the option to go home and return for the remainder of the retreat. The cost is shared by all and it includes (lodging for those spending the night), meals (dinner, breakfast & lunch), and meeting space.

Payment Please make your check out to Bayside, note session retreat, and turn it in to me so I can keep track of who has paid.

Session retreat

2019 Tentative Schedule

Friday Night 6:30 dinner at Beach Embassy

7:30 Changing the Conversation & When God left the building

9:30 Fellowship---until

Saturday 8:30 Breakfast at Beach Embassy

9:15 Ed Spillman

10:00 Break

10:15 central focus for 2019

12:00 lunch at Beach Embassy

Closing Worship & Communion

Meals are being catered but I encourage you to bring a snack to share and perhaps a game to play during our fellowship time.