

Agenda for the Stated Session Meeting

Bayside Presbyterian Church
19 March 2019 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 Gary Crossman

REQUESTS FOR SESSION APPROVAL / Motions and Votes Required

1. New Member Requests: None
2. Baptism Requests: None
3. Church Wedding Requests: Lorraine Mahone and Gary Gasparovic
May 7th at 1:00pm

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 Years – February

Year	8:00 Total/Avg	9:00 Total/Avg	11:00 Total/Avg	Combined Services	Total All Sundays	Weekly Average	Ash Wednesday
2016	95/32	198/66	335/112	191	819	205	55
2017	75/25	209/70	346/115	192	822	206	NA
2018	80/27	194/65	283/94	172	729	182	65
2019	51/17	199/66	393/131	191	834	209	NA

1. Reception of New Members: None
2. Baptisms: None
3. Church Weddings: None
4. Member Transfers: Wayne and MaryAnn Clements
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)

Motion needed.

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

None

PEVA / CHURCH INFORMATION

None

CONTINUING ISSUES

1. Church policy and procedures review updates – (enclosure 3)
No updates received
2. Next Edge Request Update (enclosure 4)
3. Webpage updates
4. Community Engagement Unit – Training Update on participants (March 30th)

NEW BUSINESS

1. Fundraising Request – Laura Naud (enclosure 5)

Motion: Admin Support moves that Laura Naud be approved to host a Teacher Fun Day – raising funds for the BPC Scholarship Fund and supplies for the nursery.

2. Vocation Description and Expectations for Elders (enclosure 6)

STAFF REPORTS

Director of Music Ministries

Chi-Yi Chen Wolbrink

Director of Youth and Family Outreach

Lacy Schimmel

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

Next Meeting – Tuesday, April 16, 2019 7pm Elder Chris Pascuzzi – Devotion

Bayside Presbyterian Church - Virginia Beach VA
Balance Sheet as of February 28, 2019

Saturday, March 16, 2019

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Account #	Account Name	YTD Balance
1100.1000.0000	General Fund - Petty Cash	100.09
1100.1500.0000	Preschool Petty Cash	200.00
1100.2000.0000	Towne Bank Checking	80,915.35
1100.2100.0000	Towne Bank Money Market	141,768.12
1100.2300.0000	Langley Federal Credit Union Savings	25.00
1100.2400.0000	Langley Federal Credit Union Money Market	252,094.19
	Cash Assets	\$475,102.75
1100.2453.0000	Session Loan (4)	3,493.19
1100.2525.0000	Union Bank 5110762150(6/21/2020)2.37%	53,905.74
1100.2527.0000	Union Bank 5110681024 (4/12/2019) 1.24%	60,662.72
1100.2528.0000	Union Bank 5110754383 (5/15/2019)1.24%	31,254.56
1100.2529.0000	Union Bank 5110771861 (4/30/2019)1.24%	49,747.80
1100.2621.0000	Union Bank 5110664437 (4/26/2019)1.54%	30,586.11
1100.2766.0000	Towne632084227(01/15/2020)1.49%	64,293.18
1100.2767.0000	Towne632077972(1/20/2020)1.49%	56,906.82
	Investment Assets	\$350,850.12
1100.4100.0000	Endowment MM TowneBank	4,391.84
1100.4500.0000	TD Ameritrade	496,277.65
	Endowment Assets	\$500,669.49
		\$1,326,622.36
Fund Balance		
3100.0000.0000	General Fund	250,520.99
3100.5000.0000	Pastor's Cont Educ Fund	586.72
3100.7000.0000	Assoc Pastor Cont Educ Fund	2,198.85
3200.0000.0000	Non-Budget Fund	(1,464.58)
3200.0200.0000	Minister's Special Benevolence	2,973.73
3200.4430.0000	Wedding Fund	(14.35)
3200.5000.0000	Food Pantry Fund	16,478.05
3300.0000.0000	Preschool Fund	133,504.58
3400.0000.0000	Educational Fund	6,819.76
3400.1000.1000	Library Fund	407.15
3400.1100.0000	Youth Ministries Fund	2,389.04
3400.1110.0000	Youth Mission Trips	15,697.38
3400.1120.0000	Adult Mission Trip Fund	2,639.00
3500.0000.0000	Property Fund	125,204.11
3500.0210.0000	Transportation Fund Balance	26,956.46
3500.0300.0000	Operations Reserve Fund Balance	45,778.77
3500.0700.0000	Columbarium Fund	46,642.51
3600.0000.0000	Music Fund	36,956.86
3600.0100.0000	Organ Fund	35,317.62
3600.1000.1000	Handbell	1,686.87
3700.0500.0000	Session Operating Fund	3,801.74
3800.0000.0000	Scholarship Fund	1,889.70
3800.2000.0000	Minister Loan Fund	30,027.39
3800.4000.0000	Missions Fund	9,865.62
3800.5000.0000	Earnings Fund	9,682.73
	General & Special Funds	\$806,546.70
3900.0000.0000	Endowment Fund	390,247.91
3900.3100.0000	Edna E Etheridge Fund Fund	109,826.39
3900.9000.0000	Qtrly Endow Earnings Fund	595.19

Bayside Presbyterian Church - Virginia Beach VA
Balance Sheet as of February 28, 2019

Saturday, March 16, 2019

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Account #	Account Name	YTD Balance
	Endowment Funds	\$500,669.49
3200.0400.0000	Louise Robinson Benevolence Fund Balance	6,500.00
3800.1005.0000	William & Rhonda Bertholf Education Fund Balance	12,906.17
	Total Fund Balance	\$1,326,622.36
	Total Liabilities and Fund Balance	<u>\$1,326,622.36</u>

Bayside Presbyterian Church - Virginia Beach VA
Treasurer's Report as of February 2019 for General Fund

Saturday, March 16, 2019 6:46 PM

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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
Income					
4100.0000.0000	Pledge Offering	36,989.00	69,093.00	71	584,748.00
4100.0100.0000	Non-pledged Offering	7,219.00	13,118.00	79	100,000.00
4100.0200.0000	Visitor Offering	137.76	251.76	61	2,500.00
4100.0300.0000	Loose Cash Offering	777.14	1,452.30*	109	8,000.00
4100.0400.0000	Church School Offering	0.00	3.00	0	0.00
4100.0500.0000	Envelope Offering	40.00	291.00*	582	300.00
	Regular Offerings	\$45,162.90	\$84,209.06	73	\$695,548.00
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	1,070.00	2,140.00	97	13,200.00
4100.2100.0000	Soft Drinks/Coffee Inc.	0.00	0.00	0	300.00
4100.2200.0000	Tenant Donations	1,295.00	1,755.00*	117	9,000.00
	Other Income	\$2,365.00	\$3,895.00	104	\$22,500.00
4100.1101.0000	Preschool DoMM Donation	308.75	601.25*	231	1,560.00
4100.8888.8888	Restricted Fund Budget Supplement	0.00	0.00		
4100.9999.9999	G/F ROLLOVER	0.00	0.00	0	17,066.00
	Total Income	\$47,836.65	\$88,705.31	71	\$744,434.00
Expense					
5100.1000.0000	Salary - Minister	8,672.53	17,033.06	100	102,346.00
5100.1005.0000	Salary - Associate Pastor	4,904.91	9,852.76*	102	57,954.00
5100.1010.0000	Salary - Director of Music	4,318.86	8,637.72	100	51,826.00
5100.1011.0000	Salary - Praise Team Music	1,821.84	2,615.67*	144	10,931.00
5100.1015.0000	Salary - Dir Educ Min	3,333.35	6,666.70*	100	40,000.00
5100.1020.0000	Salary - Church Secretary	2,523.40	5,677.50*	104	32,786.00
5100.1022.0000	Salary - PT Bookkeeper	50.00	100.00	52	1,150.00
5100.1023.0000	Salary -Part Time Receptionist	0.00	0.00		
5100.1030.0000	Salary - Nursery	491.50	1,240.50	78	9,500.00
5100.1031.0000	Salary - Bldg/Grnds Super	3,049.11	6,098.22*	100	36,589.00
5100.1032.0000	Custodian A	830.76	1,785.72	82	13,045.00
5100.1035.0000	Employer Social Security	1,070.00	2,199.02	98	13,398.00
	Salary Expense	\$31,066.26	\$61,906.87	101	\$369,525.00
5100.0100.0000	Office Supplies	665.85	828.92*	161	3,100.00
5100.0105.0000	Postage Exp. 2	200.00	400.00*	120	2,000.00
5100.0110.0000	Postage Meter Lease	0.00	108.00*	129	500.00

Bayside Presbyterian Church - Virginia Beach VA
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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.0115.0000	Copier Lease/Maintenance	818.25	1,775.58*	111	9,600.00
5100.0120.0000	Internet Expense	231.30	462.60	93	3,000.00
5100.0125.0000	Other Office Equipment	0.00	0.00		
5100.0126.0000	Office Equipment Repair	0.00	0.00	0	1,000.00
5100.0130.0000	Telephone Service	238.35	476.17	98	2,900.00
5100.0155.0000	Phone Message System	170.00	255.00*	150	1,020.00
5100.0157.0000	Staff Appreciation	0.00	0.00	0	500.00
5100.0158.0000	Staff Travel	0.00	0.00		
5100.0160.0000	Worker's Comp Insurance	0.00	2,465.00*	493	3,000.00
5100.0165.0000	Property & Liability Ins	0.00	0.00	0	9,750.00
5100.0175.0000	Computer Equip/Software	4,075.35	4,075.35*	376	6,500.00
5100.0180.0000	Beneflex	0.00	0.00		
	Office Administration	\$6,399.10	\$10,846.62	152	\$42,870.00
5100.1040.0000	Benefits - Minister	3,256.20	6,142.40*	103	35,697.00
5100.1041.0000	Benefits - Minister's Supplemental	0.00	0.00		
5100.1045.0000	Benefits - Assoc Pastor	1,620.72	3,241.44	96	20,289.00
5100.1050.0000	Benefits - Director of Music	413.42	801.78*	103	4,686.00
5100.1051.0000	Director of MM Insurance Opt Out	250.00	500.00	100	3,000.00
5100.1055.0000	Benefits - Dir of Educ Min	895.28	1,778.07*	101	10,607.00
5100.1061.1000	Benefits - Church Secretary	858.06	1,688.46*	101	10,006.00
5100.1064.0000	Benefits - Bldg/Grnds Supe	915.67	1,803.34*	101	10,695.00
	Benefits Expense	\$8,209.35	\$15,955.49	101	\$94,980.00
5100.1065.0000	Prof. Exp. - Minister	202.84	229.03	34	4,000.00
5100.1066.0000	Cont Ed - Minister	490.68	490.68*	118	2,500.00
5100.1070.0000	Prof. Exp. -Assoc Pastor	345.17	657.01*	131	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	705.52	787.00*	201	2,350.00
5100.1080.0000	Prof Exp - Dir of Educ Min	23.00	23.00	6	2,350.00
5100.1085.0000	Prof.Exp - Administrator	0.00	43.04	57	450.00
	Professional Expense	\$1,767.21	\$2,229.76	83	\$16,150.00
	Total Administrative Expense	\$47,441.92	\$90,938.74	104	\$523,525.00
5100.2001.0000	Beach Health Clinic	100.00	100.00*	152	400.00
5100.2005.0000	Dwelling Place	0.00	0.00		
5100.2009.0000	Samaritan House	600.00	600.00*	150	2,400.00
5100.2010.0000	Good News Jail & Prison Minist	125.00	125.00*	149	500.00

Bayside Presbyterian Church - Virginia Beach VA
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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.2013.0000	St. Columba Ministries	2,600.00	2,600.00*	150	10,400.00
5100.2021.0000	Judeo-Christian Outreach Cente	700.00	700.00*	150	2,800.00
5100.2027.0000	Seton Youth Shelter	125.00	125.00*	149	500.00
5100.2029.0000	Volunters of America	0.00	0.00		
5100.2030.0000	Human Kind	0.00	0.00	0	1,600.00
5100.2033.0000	Winter Shelter Program	0.00	0.00	0	400.00
5100.2038.0000	Faith Works Coalition	600.00	600.00*	150	2,400.00
5100.2039.0000	Virginia Supportive Housing-Crescent Square	700.00	700.00*	150	2,800.00
5100.2041.0000	Project Activity	0.00	0.00	0	800.00
	Community Service Expense	\$5,550.00	\$5,550.00	133	\$25,000.00
5100.2055.0000	Fellowship	24.88	24.88	9	1,700.00
5100.2060.0000	Card Ministry	0.00	0.00	0	100.00
5100.2063.0000	Bereavement Team	170.00	170.00*	135	750.00
5100.2070.0000	Stephen Ministry	1,654.00	1,654.00*	2,176	450.00
	Congregational Care Expense	\$1,848.88	\$1,848.88	368	\$3,000.00
5100.3000.0000	Equipment/	0.00	0.00	0	750.00
5100.3001.0000	Supplies	0.00	0.00	0	2,000.00
5100.3003.0000	DCE Conferences	0.00	0.00	0	1,250.00
5100.3005.0000	Curriculum	1,338.50	1,708.97*	320	3,200.00
5100.3006.0000	Background_ Checks	0.00	10.00	63	100.00
5100.3010.0000	Library	0.00	0.00	0	200.00
5100.3013.0000	First Fridays	287.00	476.00*	190	1,500.00
5100.3014.0000	MOPS	241.93	446.93*	149	1,800.00
5100.3015.0000	Vacation Bible School Exp.	0.00	0.00	0	3,800.00
5100.3022.0000	Nursery	0.00	0.00	0	300.00
5100.3040.0000	MS Ministry	29.02	29.02	25	700.00
5100.3041.0000	HS Ministry	29.02	29.02	35	500.00
5100.3042.0000	Confirmation	579.91	579.91*	1,160	300.00
5100.3043.0000	Children's Ministry	34.97	185.04	93	1,200.00
5100.3045.0000	Publicity/Promotion	0.00	0.00	0	1,800.00
	Education Expense	\$2,540.35	\$3,464.89	107	\$19,400.00
5100.3505.0000	New Visitor Materials	0.00	0.00	0	500.00
5100.3525.0000	Evangelism Materials	0.00	0.00	0	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	\$0.00	0	\$4,500.00

Bayside Presbyterian Church - Virginia Beach VA
Treasurer's Report as of February 2019 for General Fund

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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.4000.0000	Building Maintenance	1,000.16	1,415.60	81	10,500.00
5100.4001.0000	HVAC Maintenance	0.00	0.00	0	6,300.00
5100.4005.0000	Van Ops/Maint	0.00	0.00	0	0.00
5100.4010.0000	Exterminating Service	0.00	0.00	0	2,500.00
5100.4015.0000	Fire & Safety System Maint.	108.00	248.97	75	2,000.00
5100.4020.0000	Grounds Maintenance	185.00	185.00	8	13,959.00
5100.4025.0000	Supplies & Cleaning Materials	631.16	1,095.66*	165	4,000.00
5100.4030.0000	Kitchen Maintenance	168.05	168.05	50	2,000.00
5100.4035.0000	Vending Machines	0.00	0.00		
5100.4050.0000	Electricity	0.00	2,933.85	69	25,500.00
5100.4055.0000	Gas	1,751.36	3,163.72*	173	11,000.00
5100.4060.0000	Water & Sewer	762.40	1,669.16*	100	10,000.00
5100.4065.0000	Refuse Collection	225.58	451.16	90	3,000.00
	Property Expense	\$4,831.71	\$11,331.17	75	\$90,759.00
5100.4080.0000	Payroll Preparation	64.16	217.71*	124	1,050.00
5100.4082.0000	Bank Fees	94.61	208.55*	227	550.00
5100.4086.0000	Audit Fees	0.00	0.00	0	1,400.00
	Stewardship Expense	\$158.77	\$426.26	85	\$3,000.00
5100.4101.0000	Church Develop - Limete	0.00	0.00	0	500.00
5100.4110.0000	Mission Giving	0.00	0.00	0	32,000.00
5100.4120.0000	Theological Education Fund	0.00	0.00	0	0.00
5100.4121.0000	Field Missionary Support	0.00	0.00	0	0.00
5100.4122.0000	Congo Maternity Hospital	0.00	0.00	0	500.00
5100.4123.0000	Congo-Mark Shreiber School	0.00	0.00	0	500.00
5100.4125.1000	Ticul Scholarship & Staff	0.00	0.00	0	0.00
5100.4125.2000	Ticul - Material	0.00	0.00	0	2,000.00
5100.4125.5000	Youth - Mission Trips- 1/3	0.00	0.00	0	0.00
5100.4128.0000	Disaster Response	0.00	0.00	0	0.00
5100.4130.0000	Massanetta support	0.00	0.00	0	500.00
5100.4132.0000	Miscellaneous expenses	0.00	0.00	0	500.00
5100.4134.0000	Clean Water Project	5,919.57	5,919.57*	508	7,000.00
5100.4135.0000	Mogodeshu Hospital Project	0.00	0.00	0	500.00
5100.4136.0000	American Indian Children School Support	0.00	0.00	0	4,000.00
	Witness/Global Mission	\$5,919.57	\$5,919.57	74	\$48,000.00
5100.4200.0000	Special Music Programs	222.00	222.00	38	3,500.00
5100.4205.0000	Music Literature(all sevice)	160.12	351.98*	141	1,500.00

Bayside Presbyterian Church - Virginia Beach VA
 Treasurer's Report as of February 2019 for General Fund

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Account #	Account Name	Period Activity	YTD Balance	% of Budget YTD	Annual Budget
5100.4215.0000	Robe Maintenance/Cleaning	0.00	0.00	0	500.00
5100.4220.0000	Workshops/Memberships/licensing	622.45	622.45*	266	1,400.00
5100.4225.0000	Substitute Organist	0.00	0.00	0	1,200.00
5100.4230.0000	Music/Pulpit Honoraria	0.00	0.00	0	1,000.00
5100.4232.0000	Section Leaders	840.00	1,680.00*	101	10,000.00
5100.4236.0000	Seasonal Decor	0.00	0.00	0	400.00
5100.4240.0000	Usher Supplies/Cleaning	0.00	0.00	0	400.00
5100.4245.0000	Communion Supplies	76.12	76.12*	152	300.00
5100.4250.0000	Supplies/Equipment	461.08	461.08*	461	600.00
5100.4251.0000	Children's Choir Supplies	27.56	38.24	38	600.00
5100.4255.0000	Keyboard Instr. Maintenance	0.00	0.00	0	900.00
5100.4260.0000	Audio/Visual	0.00	0.00	0	250.00
5100.4265.0000	Handbell Maintenance	0.00	0.00	0	0.00
5100.4270.0000	Praise Team Drummer	240.00	360.00	67	3,200.00
5100.4275.0000	DoMM Continuing Education	0.00	0.00	0	1,500.00
	Worship Expense	\$2,649.33	\$3,811.87	84	\$27,250.00
	Total Expenses	\$70,940.53	\$123,291.38	99	\$744,434.00
	Difference	(\$23,103.88)	(\$34,586.07)		\$0.00

* = Income/Expense exceeds amount budgeted to date

Enclosure (3): 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	2018	
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
Worship	Lay Reader Guidelines	2015	

LICENSE AGREEMENT

This License Agreement ("Agreement") dated February 20, 2019 ('Effective Date') between **Bayside Presbyterian Church of Virginia Beach, Inc.**, a Virginia corporation with principal offices located at **1400 Ewell Road Virginia Beach, VA 23455** ("Licensor") and **NextEdge Networks LLC**, a Delaware limited liability company authorized to transact business in California, with its principal offices at 240 Stockton Street, 3rd Floor, San Francisco, CA 94108 ("NextEdge").

Grant: Licensor grants to NextEdge a non-exclusive license to install, maintain, repair, operate, inspect, augment and remove, at NextEdge's expense, a dish, cable(s), conduit and other equipment as described in Exhibit A, attached hereto and incorporated herein (the "Equipment") on the property located at **1400 Ewell Rd Virginia Beach, VA 23455** (the "Property"). Such installation shall be accomplished without penetrating or otherwise damaging Licensor's roof membrane or building walls. The Equipment, requiring an interior wall space of 2' x 2' for its electrical equipment and a 4'x4' rooftop space for the A-Equipment and additional space for the B-Equipment (the "Space"), will be placed in a mutually agreed upon location within the Property. This Agreement is contingent upon the Licensor and NextEdge's agreement of a mutual location of the Equipment at the site visit. Licensor also grants to NextEdge the use of one (1) standard 110 VAC outlet located within or near the Space. Licensor shall allow NextEdge, as well as its employees, agents, contractors, partners, representatives and assigns reasonable access to the Property and Space during normal business hours for repair, upgrade, replacement, or maintenance of the Equipment. In the event of an emergency after hours, Licensor will make its best effort to allow NextEdge access to the Property. Licensor and NextEdge are aware and agree that the NextEdge will sublicense the Space to a DISH Network during this Term. NextEdge's sublicense Agreement with Dish will accommodate and allow for NextEdge's continued use of the Property.

TERM: This Agreement shall have a Term of three years (3 years), the Initial Term ("Initial Term") commencing on the date of full execution by Licensor and NextEdge of this agreement (the "Commencement Date"). In consideration for this Agreement, NextEdge will pay the Licensor an upfront annual fee of One Thousand Two Hundred Dollars (\$1,200.00), the first of which to be paid within thirty business days of installation. Unless this Agreement has been previously terminated, a second instalment of \$1,200 shall be due on the first anniversary of the Commencement Date and a third installment of \$1,200 shall be due on the second anniversary of the Commencement Date. At the expiration of the initial Term, this Agreement shall automatically renew on a month-to-month basis if neither party has terminated the Agreement in writing prior to, or NextEdge has not removed its Equipment, whichever last occurs, hereinafter referred to as holdover period ("Holdover"). In this event, NextEdge and the Licensor will be required to renegotiate the Term and annual fee of this Agreement. In any case, the annual fee during any Holdover period shall increase by at least three percent (3%) every 12 months. During this Holdover period, either party may terminate this Agreement by providing thirty (30) days written notice.

NextEdge's Obligation: NextEdge shall keep the Equipment in good order. Upon written Notice from the Licensor, NextEdge shall repair physical damage created by NextEdge at or adjacent to the Space in a timely manner, to a condition as nearly as is reasonably possible, existing prior to such damage being caused by NextEdge or its agents. NextEdge is not responsible for normal wear and tear at, or adjacent to, the Space. NextEdge will maintain a general liability insurance in the amount of one million dollars (\$1,000,000.00) during the life of this Agreement and shall name the Licensor as additional insured as well as have an endorsement that the insurance carrier shall provide Licensor with at least thirty (30) days' notice prior to any cancellation of the policy. An insurance certificate, reasonably satisfactory to Licensor's insurance agent, shall be furnished to Licensor prior to the installation of any Equipment.

Non-interference: NextEdge agrees that Equipment shall not unduly interfere with Licensor's use, maintenance or operation of the Property and any existing communication system(s) installed at the Property. In the event the Equipment causes demonstrated interference, Licensor shall notify NextEdge in writing and NextEdge shall make the necessary alterations at its expense.

Notices: All notices (each a "Notice") under this Agreement shall be written and shall be deemed given when received (or when such receipt is refused) by certified mail, return receipt requested, nationally recognized overnight courier service such as Federal Express or UPS, or hand delivered to the respective address of each party as set forth below (or as may subsequently be provided by either party).

Licensor: Bayside Presbyterian Church

Attention: David Rollins

Address: 1400 Ewell Rd Virginia Beach, VA 23455

Contact Name: David Rollins - 757-464-0013

Contact Email: nolanrollins@yahoo.com

NextEdge Networks LLC

Attention: Chris Maguire

Address: 240 Stockton Street, 3rd Floor, San Francisco, CA 94108

Title: CEO

Email: cmaguire@nextedgenetworks.com

Termination: Either party may terminate this Agreement by providing thirty (30) days prior written notice to the other. Upon the expiration or termination of this Agreement, NextEdge shall remove the Equipment from the Property within thirty (30) business days. Licensor represents and warrants that Licensor has rights in the Property sufficient to grant the license to NextEdge upon execution of this Agreement and shall retain said rights throughout the initial Term.

Assignment: NextEdge has the right to assign this Agreement upon notice to Licensor. In the event of an assignment, all terms and conditions of this Agreement remain in full force and NextEdge shall not be relieved of any of the obligations under this Agreement, and shall cause the assignee to perform all of the respective obligations hereunder to the same extent as if such assignment had not occurred and Licensor, at its sole election, shall be entitled to enforce all of the duties and obligations of the other party under this Agreement against either or both of NextEdge or its assignee. Any attempted assignment in violation hereof shall be null and void. Licensor may not assign this Agreement without the written authorization of NextEdge, which shall not be unreasonably withheld.

Amendment: Neither party may amend this Agreement except in writing signed by Licensor and NextEdge.

Miscellaneous: Each party acknowledges that: (a) this is the entire agreement between the parties; (b) Licensor is not relying on any representation or assurance of any nature whatsoever (whether or not in writing) made or given by any person (whether or not a party to this Agreement) that is not expressly set out in this Agreement (nothing in this Agreement shall have the effect of limiting or excluding any liability for, or remedy in respect to fraud); and (c) this Agreement is governed by, and construed in accordance within the laws of the state where the Licensor is located.

WITNESS WHEREOF, each of the persons executing this Agreement affirms that he or she has the complete authority to enter into this Agreement on behalf of the party for which he or she is signing, and to bind said party to the terms contained herein as of the last date signed.

Licensor: **Bayside Presbyterian Church
of Virginia Beach, Inc.**

NextEdge Networks LLC

Signature: _____

Signature: _____

Name: **David Rollins**

Name: Chris Maguire

Title: Pastor/Head of Staff _____

Title: CEO

Date: _____

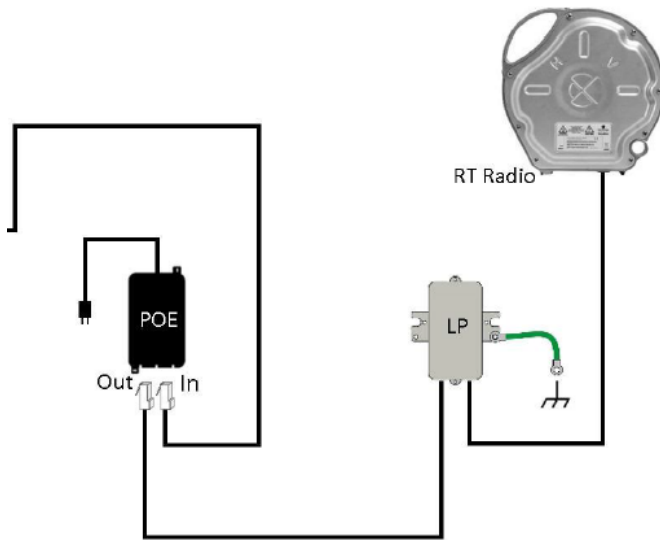
Date: _____

Exhibit A
NextEdge's Equipment

A-EQUIPMENT



INTERIOR EQUIPMENT



B-EQUIPMENT

**BAYSIDE PRESBYTERIAN CHURCH
FUNDRAISING APPLICATION FORM**

Name of Organization/Group (must be a recognized church affiliated organization):

Laura Naud - Teacher Fun Day

Contact Person (must be a church member):

Laura Naud

E-Mail: Laura.L.Christine@hotmail.com

Phone: (757) 944-1232

For what purpose are funds being raised?

to support the scholarship program for high school graduates and buy new high chairs for the nursery.

What event or activity are you wishing to conduct? (Candy or other sale, concert, show, etc.)

a teacher fun day - health, wellness, & fellowship

for teachers and their families.

Date(s) and Time(s) desired for fundraiser:

July 10th

1-6 with setup & clean up

2-5 actual event

Note: Your request must be scheduled through the Church front office. This form does not constitute a request or confirmation for rooms or space at Bayside Presbyterian Church. Rooms and the outside grounds and dates are subject to availability.

What is your financial goal (the amount you wish to raise?):

\$ Between \$400-\$600

What is the cost (before profit) that you will expend in order to fundraise?

\$ 0

How much seed money (cash advance) is needed?

\$ 0

How many people will you involve in the work of fundraising? (i.e., 20 church members will cook, serve, market, set-up and clean up)

20 participants/vendors to support teachers

How does this activity you are sponsoring reflect the mission of the Church?

This event is designed to support the educators of Hampton Roads & benefit the high school graduates of Bayside Presbyterian. There will be multiple ways for teachers to get organized

Does this activity support funding necessary for your ministry? If no, what is the purpose of the fundraising and how does it support the mission of the Church?

We will raise funds for scholarship program.

and feel better for a new school year.

I have read and understand Bayside Presbyterian Church's Fundraising Policy and Procedures.

Laura Naud
Signature of Requesting Representative (Church Member)

Acknowledgement - Signature of Church Secretary

Facilities available _____ Not available _____

Signature of Admin Support Moderator

Request Approved _____ Disapproved _____

Presbyterian Church, USA
Vocation Descriptions and Expectations for Elder

Purpose of calling

As there were in the Old Testament times elders for the government of the people, so the New Testament Church provided for persons *with particular gifts* to share in governing and ministry.

Chosen by the people, elders, along with the pastor, exercise leadership, government, and discipline and have responsibilities for the life of a particular church as well as for the church at large.

Requirements

Elders should be persons of faith, dedication, and good judgment. Their manner of life should be a demonstration of the Christian gospel, both within the church and in the world.

Responsibilities

- To strengthen and nurture the faith and life of the congregation
- To encourage people in the worship and service of God
- To equip the people for their tasks within the church and the world
- To visit, comfort, and care for the poor, sick, lonely, an oppressed
- To assist in worship
- To cultivate their ability to teach the Bible
- To perform by the law of love those duties to which all Christians are bound: to go, to serve, to love, to make disciples.

(All of the above is taken form the Book of Order, G-6.0303.)

Expectations

- To attend both regular (stated) monthly session meetings and called meetings
- To prepare ahead of time for such meetings by reading reports, supplying reports, etc.
- To either chair or be a liaison to a specific ministry team, providing oversight and leadership, and meeting at least quarterly
- To give regularly and faithfully from the gifts God has given you; time, talents and treasure
- To attend worship and fellowship events and be a presence within the congregation
- To develop one's own spiritual life and to make prayer a regular practice
- To help administer the Sacrament of the Lord's Supper and to be available to church members as an "elder on call"
- To take a turn attending quarterly Presbytery meetings
- To honor the history of the congregation and to be forward-thinking in order to preserve its future.