

# Minutes of the Stated Session Meeting

Bayside Presbyterian Church  
15 June 2021 7:00 PM Via Zoom

The Session of Bayside Presbyterian Church met in a Stated Meeting at 7:00 pm via Zoom due to the current COVID-19 social distancing restrictions. Members present, constituting a quorum, were Moderator Rev. Dr. David Rollins, Clerk Amanda Long and Elders Cherokee Adams, Will Albertoli, Ed Gluckowski, Richard Guy, Bob Orcutt, Di Ricks, Thom Sare, Connie Schreiber, Karyn Simonelli, Ed Spillman, Tom Weeks, and Braden Wicks.

Session Members not in attendance: Benjamin Hubbard, Ashley McLeod, Michele Parker, Brenda Reid, Caroline Tetschner, and Rose Ann Wehr.

Staff Member Present: Associate Pastor Rev. Emma Ouellette, and Lacy Schimmel, Director of Youth and Family Outreach,

Staff Member not in attendance: Chi-Yi Chen Wolbrink, Director of Music

Visitors to the meeting – None.

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**

Joys and concerns were shared, and Rev. Rollins opened with prayer.

**DEVOTION** was shared by Elder Tom Weeks.

## **REQUESTS FOR SESSION APPROVAL**

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

## **SESSIONAL RECORDS**

Clerk of Session

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

**Motion:** It is moved by the Clerk that the Session approve the minutes from April's Session meeting and the agenda for today's Stated Meeting. **The motion passed.**

## **STATISTICS**

1. Reception of New Members: None
2. Baptisms: None

- |                          |  |
|--------------------------|--|
| 3. Church Weddings:      | None   |
| 4. Member Transfers:     | 6/3 - Sharon Weeks                                   |
| 5. Member Deaths:        | 03/21 - Jim Murdoch, 4/28 Russ Brown, 5/9 Bill Reece |
| 6. Roll Removal Request: | None   |

### **INVITATION CELEBRATION:**

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

Rev. Rollins, shared that the Tuesday morning men's study has been bringing a new visitor to worship.

He also shared that we have 5 or so visitors this past Sunday.

### **FINANCIAL REPORT AND ISSUES:**

Balance Sheet & Treasurer's Report

Balance Sheet - Only significant change is \$1,500 issued from Louise Robinson Benevolence Fund to Lacy for school. General fund is healthy.

TR – Pledge Offering continues to track well as a percentage to expected pledges for the year – 111% for May as compared to 116% for April. Non-pledge percentage picked up nicely this past month – at 97% vs 86% in April.

The review of the non-pledge \$140,000 estimated budget indicates it is reasonably tracking with some notable exceptions (so far). As to the people who pledged last year and did not this year, there are 8 units who have not contributed as I would expect – with a net estimate of a \$6,200 shortfall. As with all estimates of voluntary giving – it is a guess. As to the non-pledge compared to the non-pledge people of last year – the shortfall is \$4,000. Again, this is only a guess based on 5 months of giving, past giving of individuals and a pandemic. Pretty soft. Overall – I don't think this is a concern for this year's budget – at this time. We will keep an eye on it as the year progresses.

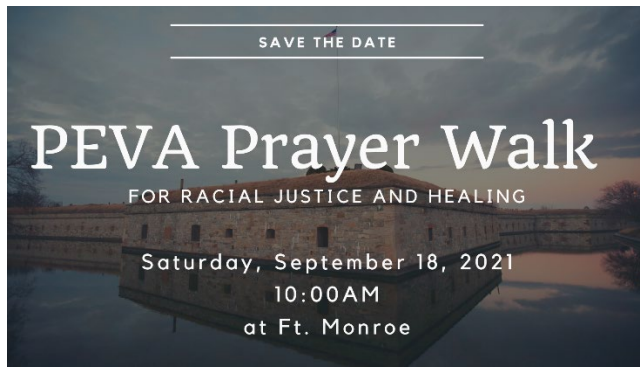
**Motion:** Elder Orcutt moved that we accept the report with praise and thanksgiving. **The motion passed.**

### **BUDGET**

Rev Rollins shared that given the times and circumstances that we need to start thinking about budgets for 2022 and we will most likely need to look at tightening our budgets and being a good steward of our resources.

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

PEVA Prayer Walk: Racial Dialogue team, an ad hoc team under PEVA's Compassion, Peace & Justice ministry umbrella. We are excited to invite you and your congregations to "Save the Date" for a Prayer Walk at Ft. Monroe, Saturday, September 18, 2021, at 10:00am. Our walk will be a time for PEVA members to pray for racial justice, equity, and healing on the site of so many important events, including the first arrival of enslaved Africans in English North America, and a safe haven for freedom seekers during the American Civil War.



## **PEVA / CHURCH INFORMATION**

1. July PEVA Meeting – Commissioner’s Needed – July 20<sup>th</sup>, via Zoom  
Elders Simonelli and Weeks volunteered.  
**Motion:** Elder Guy moved that we appoint Elders Simonelli and Weeks for the upcoming July Meeting. **The motion passed.**
2. Rev Rollins shared that there may be a called PEVA meeting on June 30<sup>th</sup> – we will need commissioners for that meeting.

## **CONTINUING BUSINESS**

1. 2020 Vision Updates

Risers are on their way and we are working on getting the live streaming set up and look forward to a celebration and opening of the space.

2. Devotion volunteers needed for August, and October to December. Please email the clerk to sign up for a month.
3. Email Motion regarding in person worship – dated 5/18/21 – The motion passed with 15 yes, and 3 elders not voting.

**Motion:** The Worship Ministry moves that the Head of Staff guide and adjust in person worship guidelines per the CDC recommendations. **The Motion Passed.**

Rev Rollins shared that we are back in person and masking at the person’s preference. Encouraging those that are unvaccinated to mask. Question about why choir and section leaders are continuing to wear masks, it was shared that masks are at the discretion of the individual.

## **NEW BUSINESS**

1. Size of Session

- [143. Is there an optimum size for a Church Board? | ChurchBoardChair.ca](#)

Rev. Rollins shared that we have the ability if decided to have a flexible number. This would allow the session to expand and contract as needed. There are seasons that are harder to find elders than others. Another reason is that the church is no longer the size we were when the 21 was set. The floor was opened for discussion.

Elder Schreiber shared that more session means more support at the ministry levels. Having more elders means 1<sup>st</sup> time elders don't need to be moderators right off the bat.

Elder Weeks shared 18 would be 2 in each ministry.

It was shared that you don't have to be an elder to be moderator of a ministry.

The by-laws only require that session be representative of the body of the church.

Elder Guy shared that he would hesitate to cut the session too small is that if they are an elder then you know you have at least that many ministry members.

**Motion:** Elder Schreiber moved that we set the size of session to 18 – 3 classes of 6. **The Motion Passed.**

Rev. Rollins asked for prayers for the nominating committee.

### 3. No July Session Meeting

We will not have a meeting in July, but we are hopeful that the August meeting will be in person.

## **STAFF REPORTS**

### **Director of Music Ministries**

Chi-Yi Chen Wolbrink

#### **Weekly Schedule**

- Sunday: 8 am Preparation  
8:30-9:45 am, Section leaders' rehearsal  
10-11 am, In-person service  
11-12:30pm, Section leaders & Praise Team Recording for upcoming Sunday service
- Monday: 9am-4pm, in office
- Tuesday: 9am-5pm, in office
- Wednesday: 9am-4pm  
1pm-4pm Soloists or Instrumental recording
- Thursday: 9am-4pm, in office  
10:30am, Worship recording
- Friday: 4-5:15pm- Zoom rehearsal with Section Leaders

#### **Extra/New Activities:**

1. After I sent out an invitation in the Binnacle for Bayside families to participate in our summer worship services, the Garrison family was part of leadership in singing and reading scripture for the In-person Worship on June 13<sup>th</sup>. I will keep my invitation to the children who are in our choir family.

2. The Sanctuary Choir section leaders take turns (one or two singers, sometime we have all five it depends on the repertoire) to lead the hymns or songs sing for in person services. This requires an extra 5-7 hours for rehearsals /recording time per-week. We are, therefore, over budget \$100-\$150 each week, \$1,700 total so far. We paid for the subbing organist \$100 more each time because of the recording. I am wondering when we will be able to Live Stream for Sunday service?
3. The Sanctuary Choir will start preparing fall repertoire with Wednesday night meetings beginning August 25<sup>th</sup> (Wednesday). Until then, they will meet right after the In Person service beginning July 25<sup>th</sup>.
4. The Handbell Choir had its last rehearsal and Polishing Party on June 2<sup>nd</sup> with 12 ringers attending. We welcomed new ringer-Rita Dunning.
5. Our ancient Chickering baby grand piano sold for \$500 on May 26<sup>th</sup>. Thank you for Martha Berryman, Chris Pascuzzi, Karyn Simonelli and Andrew James's help. Because of the wonderful flyer sent out to communities, we quickly found a new home for it within two days!
6. Three wonderful youth, Andrew James, Jordan Simonelli and Sydney Garrison, are helping with church projects such as maintaining musical instruments, Music Library updates, cleaning Kitchen refrigerator and freezer, cleaning Sanctuary chairs cleaning, etc. They have worked every Tuesday for 2-3 hours since May 13<sup>th</sup>.
7. The Christmas Cantata is planned for Sunday, December 5<sup>th</sup>. The Handbell Choir will be a part of Advent service on Sunday, December 12<sup>th</sup>.

#### **Serving the Wider Church:**

1. I am on the Presbyterian Association of Musicians 2023 conference planning team. This meeting is going to be at PCUSA central office in Louisville, KY on October 10-13<sup>th</sup>; the virtual Monthly meeting is still on the last Thursday of every month.

#### **Continuing Education:**

1. Hymn Society and Congregational Songs of North America annual conference, July 11-15
2. Ripon College Cuddesdon, Oxford University 10<sup>th</sup> Anniversary Conference on Christian Congregational Music: Local and Global Perspectives. Online event July 26-August 6.

#### **Vacation:**

September 26-Oct 1<sup>st</sup>.

#### **Director of Youth and Family Outreach**

Ms. Lacy Randall

VBS is a little over a month away – 19 children are signed up but no volunteers. She is asking for volunteers. Limiting to 50 kids total. July 26-30 9am – 11am

Two Scholarships came in requesting scholarships this year.

**Motion:** Elder Spillman moved that we approve a \$1000 scholarship for Abby Fedorowicz and William Clayton Saville. **The motion passed.**

Two youth are headed to Montreat this summer.

Elder Spillman asked about the scholarship request for Patrick Long. Rev. Rollins shared that we have supported seminary students in the past. He suggested that we use the Bertoff fund for that use. The discussion was around offering the same amount as he received last year. The treasurer will confirm.

**Motion:** Elder Weeks moved that Patrick Long a scholarship from the Bertoff fund to not exceed \$3000. **The motion passed.**

**Associate Pastor**

Rev. Emma Ouellette

Rev. Ouellette shared that Committee on Preparation for ministry that Kim Coyle is set for final assessment and her journey toward ordination is coming. It was great to have her fill the pulpit on Pentecost.

Written report:

Since we last met as a session I have been busy with the regular duties of my office. I've been working on liturgy for the year and plans for the fall. I have been going back to rethinking how the shepherding program will work better for Bayside, and hope things will begin to work out. I've helped with the nominating committee by the request of David. I am excited to lead a bible study at Westminster Canterbury in July. My work with the presbytery continues being the moderator of the Committee on Preparation for Ministry. While there is a lot of work to do with the committee I've been enjoying the work and it's an honor to be entrusted with this work by the presbytery.

I enjoyed some time off in May into June. It was much needed time to take a break after a busy winter/spring with reopening the church and readjusting to things opening. I look forward to the summer where we can continue to work towards a full reopening and different ways to help regain energy in the church.

**Pastor / Head of Staff**

Rev. Dr. David Rollins

Rev. Rollins hopes to share the date for the celebration of the official opening of the sanctuary. We are looking forward to being able to live stream Sunday mornings.

Is is heading to Montreat soon for the Music and Worship Conference.

### **SUPPLEMENTAL MINISTRY REPORTS**

(Items/issues not included in Ministry Minutes)

Rev. Rollins shared that we need to do better at sharing the ministry minutes. We need to have them by the Friday prior to the session meeting.

Rev. Rollins shared that there has been issues with the website and emails. We hope that it is fixed now.

Elder Guy shared the following and asked that ministries start to think about asking budgets for 2022. Perhaps have a plan A and plan B option.

Budget call – in our call to the ministries for 2022 budgets, we should point out the fact we are only doing well so far this year due to the ability to add \$41,000 of COVID Funds to our budgeted income and even more to the final bottom line. The shortfall made up by COVID funds coupled with the expected or budgeted loss (General Fund Rollover of \$47,000) – tells us we could have probably been facing a true loss this year in excess of \$70,000.

It is too early to tell if the loss of pledges in 2021 as compared with 2020 (almost \$100,000) is something that will repeat in 2022 or will correct. If it does not correct and non-pledge does not pick up the difference, we cannot survive long with our current expenditures – maybe a few years before we hit extremis.

As a prudent general statement for the future - we should probably be thinking as a Session about what we would restructure if we had to in order to reduce expenses. We don't have to at this time. We will of course be advising Session as the annual pledge drive unfolds in the Fall.

**CLOSING WITH PRAYER – Rev. Ouellette closed with prayer at 7:50.**

Next Meeting – August 17, 2021

Elder Cherokee Adams Devotion