

# Minutes of the Stated Session Meeting

Bayside Presbyterian Church  
19 July 2022

The Session of Bayside Presbyterian Church met in a Stated Meeting at 7:00 pm. Members present, constituting a quorum, were Moderator Rev. Dr. David Rollins, Clerk and Elder Amanda Long and Elders Cherokee Adams, Will Albertoli, Annette Conley, Ed Gluckowski, Benjamin Hubbard, Ashley McLeod, Bob Orcutt, Chris Pascuzzi, Connie Schreiber, Karyn Simonelli, Caroline Tetschner, and Paul Verburg.

Session Members not in attendance: Brenda Reid, Elizabethe Velasquez, and Rose Ann Wehr.

Staff Member Present: Associate Pastor Rev. Emma Ouellette, and Treasurer Ed Spillman.

Staff Members 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 Chris Pascuzzi.

## **REQUESTS FOR SESSION APPROVAL**

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

David shared that a new family is moving her in early fall. They have been worshiping with us online.

Shared news of 3 upcoming weddings – Eden Fox, Sydney Reid and Liz Vicaro.

## **SESSIONAL RECORDS**

Clerk of Session

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

**Motion:** It is moved by the Clerk that the Session approve the minutes from May'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: None
5. Member Deaths: 5/3/2022 Mike Dunstan, 5/13/2022 Melba Minson
6. Roll Removal Request: None

Month	Date	9:00 AM	9:00 (OL)	11:00 AM	11:00 (OL)	Combined	Comb (OL)	Special	Total	Comments
May	1-May					107	129		107	Youth Sunday, Last Goodbye, Truck Rally
	8-May	29	52	81	67				229	Mother's Day Weekend
	15-May	31	69	69	47				216	
	22-May	39	69	69	65				242	
	29-May	34	170	75	74				353	Memorial Day Weekend
Total		133	360	294	253	107		0	1147	
	AVG	33.25	90	73.5	63.25	107			229.4	

Month	Date	9:00 AM	9:00 (OL)	11:00 AM	11:00 (OL)	10:00 AM	10:00 AM (OL)	Special	Total	Comments
Jun	5-Jun			109	72				181	
	12-Jun					89	88		177	Summer Worship Begins
	19-Jun					71	82		153	
	26-Jun					64	94		158	
Total		0	0	109	72	224	264		669	
	AVG	0	0			74.67	88.00		167.25	

Elder Hubbard asked about the statistics and asked how the online (OL) – the numbers are pulled from Facebook stats. It was noted that the Church Administrator Linda pulls them on Tuesday afternoon. Elder Hubbard stated that on Sunday mornings he has asked the AV team about the numbers of people online, the answer is in the 10-12 range. He was asking why the numbers on the mornings are lower and then so much higher on the reports. We discussed that the people watch after the service. There was discussion that we need to see if there is a better way to capture the volume.

## FINANCIAL REPORT AND ISSUES:

Balance Sheet & Treasurer's Report (posted to website)

**Treasurer's Report** – We are at 134% of estimates for pledge and 68% (down from 69%) for non-pledge. Non-pledge is starting to be a concern. Will keep an eye on it. Pledge continues a hot pace.\*

Loose Cash Offering and Tenant Donations are running a bit ahead – good news.\*

Pre-School was provided a grant (Child Care Stabilization Grant Program) from the Virginia Department of Education. They have paid bonuses with it, are fully funding the fence replacement we were going to split the cost on – and they provided an extra \$8,000 donations (2) to the church. \*

Expenses -

Property and Worship are running ahead of annual plan. Property has spent all of their annual building maintenance funds and Worship is running significantly over the average spend for section leaders and Praise Team Musicians. \*

**Balance Sheet** – The General Fund (GF) is \$290K.

Elder Tetschner asked about scholarships. Emma will be taking the lead on the scholarships. They are in progress and those receiving will be notified

**Motion:** It is moved Elder Orcutt that we approve the treasurer's report with thanksgiving.  
**The Motion Passed.**

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

1. Request from Patrick Long – see letter on website

\*Note Clerk and Elder Long excused herself from the meeting for the discussion.

Cost \$4800. Rev. Dr. Rollins stated It is an excellent experience for a Seminarian to experience. Recommends the money comes from Louise Robinson Fund, a love offering or both. Encourage that we continue to support Patrick.

There was discussion on the appropriate funds to use. There was discussion about providing support and around the amount to provide. There was discussion about using some church funds and then having a Love Offering to support further.

**Motion:** Elder Orcutt moved that Bayside provide \$3500 from the Louise Robinson Fund and to do a Love Offering. The motion was seconded by Elder McLeod. **The Motion Passed.**

Elder Verburg asked that the record show his nay vote.

**PEVA / CHURCH INFORMATION**

1. PEVA Meetings 2022 – \*Note Date Changes\*

- Tuesday July 26th 10am – Second Presbyterian – Hampton
  - Elders Rose Ann Wehr and Connie Schreiber were elected at April Meeting
- Tuesday October 25<sup>th</sup> 10am – Bethany Presbyterian – Zuni
  - Elder Cherokee Adams has volunteered- 1 commission still needed  
Elder Orcutt volunteered.

**Motion:** Elder Adams moved that we appoint Elder Orcutt as a commissioner for the October meeting. **The motion passed.**

**NEW BUSINESS**

1. Property has submitted updated Facility Use Policy – posted to website – pending approval  
The largest changes were around the distribution of the card key systems. There were also changes around the facility request form, some of the language was updated. Along with more details around what details the requestor is required to submit. Another update was one time use to go to the church administrator to make the easier.

**Motion:** Property moves that we accept the new updated policy.  
**The motion passed.**

## **CONTINUING BUSINESS**

1. 2023 Budget – please begin the process of working on budgets for next year. Budgets are due in August.

## **SESSION RETREAT FOLLOW UP**

### 1. Communications

Discussion was held around communications

Those we already use were noted as:

- Sunday Announcements
- Binnacle and Helmsman
- Facebook
- Phone Tree
- Word of Mouth
- Email Blasts
- REVO Board

Elder Simonelli – suggested Instagram – also other suggested Twitter

Elder McLeod – suggested we use Hoot Suite –a tool that posts to all types of social media

Elder Adams – suggested that we add the option of texts in addition to email and phone calls.

Elder McLeod suggested a new way to spread word of mouth – a rollout phone tree idea

Also we need to look at communications about – how are you, we have missed you, celebrations.

There was a discussion about “advertising” in the civic league, neighborhood newsletters.

Elder Connelly shared that Baylake Methodist adopted the school and the teachers received personal notes.

Elder Hubbard shared that we are pretty good at communicating with our current members. What about more outreach to the community – even the preschool. He also shared that at the session retreat we discussed putting out something to those departing members about why.

Rev. Rollins shared that the best way to share is word of mouth and the number one way people get plugged into church.

Rev. Ouellette suggested that we could show up to orientation for the preschool with donuts and coffee and welcoming. We will be working to coordinate the orientation for the preschool. She suggested that we talk to Chi Yi about how to coordinate.

Elder Simonelli shared support from the church to the preschool families.

Elder Connelly that maybe we could do testimonial posts on Facebook. It was agreed that is a great idea.

Elder Hubbard shared that the ministries and session are in the business of keeping the church running and we need to have a better way for communications and outreach.

Elder McLeod shared that we need to follow up on how to better communicate the concerns and feedback we receive as Elders and Ministries.

Elder Hubbard shared that at the Men's conference at Massanetta – he asked others there about how they handle the feedback from members. He stated that the appropriate protocol is to go the head of ministry. That is what should be done here as well. Rev. Rollins shared that we should work to avoid triangulation.

Elder Verburg asked what if someone comes to us without wanting to share their name or willing to take any action on their own. What is to be done with those? Unnamed complaints should be encouraged to share with the individual or ministry team. If they do not wish to do that, then there is not anything we can do for those.

Elder Schreiber asked about Conversations and Coffee. They are no longer being offered. They slowly evolved into nonproductive discussions.

### **STAFF REPORTS**

**Director of Music Ministries**

**Chi-Yi Chen Wolbrink**

Was away – no report received.

**Associate Pastor**

**Rev. Emma Ouellette**

Grace Bible donated VBS decorations to us – so grateful. We have about 30 kids. Just returned from Montreat. Looking ahead to the Fall. Will do a new member class then and celebrate new members.

**Pastor / Head of Staff**

**Rev. Dr. David Rollins**

While summer offers us the opportunity to slow down a little, there is still a lot going on at church. Beyond the normal day-to-day ministry tasks, I have been meeting with the D.C.E. search team, and helping prepare for V.B.S. Our staff meetings continue on a weekly basis, and we are in the process of planning for the fall activities.

I have enjoyed some continuing education at Montreat and in St. Louis and I am looking forward to vacation in August and September. In the middle of August, we take Mac down for him to start his college journey at FGCU. In September Libby & I will be heading to the Dominican Republic to celebrate our 25<sup>th</sup> wedding anniversary.

I continue to meet with a coach on a weekly basis to further develop my skill set and enhance my gifts for ministry. My growth is also enriched through personal study and recently I read two books that I commend to you “Mindset” by Carol S. Dweck, and “Atomic Habits” by James Clear. These are great resources for anyone that is seeking to grow and become more effective in leadership or life in general. I continue to give thanks to God for the incredible people of Bayside and the privilege of serving Christ here.

### **SUPPLEMENTAL MINISTRY REPORTS**

(Items/issues not included in Ministry Minutes)

Elder Tetchsner shared that the Food Truck Rally is coming on the 31<sup>st</sup>. Please share the news, via Facebook and word of mouth.

Elder Verburg stated that Rick Ruddell asked for us to have follow up meetings about the General Assembly meetings. To answer any concerns and questions about what has been decided and been approved. Rev. Rollins will review and see if something is appropriate. He is planning on meeting with Presbyterian Men. Elder McLeod suggested that we have one of the commissioners that attended GA to discuss and review.

Elder McLeod – wanted to share an update for Nominating Committee – while at Montreat the question was asked if there was a youth elder. There are some “rules” about serving with a family member. There was discussion around allowing session. There was agreement that it would be fine to pursue.

Elder McLeod Stewardship is asking when you submit the budget, a new additional expense – share it, let’s talk about it – share it with the reason why and dollar amount. There would be communication to the congregation about things that we want to do, but currently don’t have financial support to do...encouraging giving or even one-time donations for certain items. Dream.

Elder Schreiber shared that we are starting the school supply drive.

DCE is making progress and have a few interviews coming.

### **CLOSING WITH PRAYER at 8:35**

**Next Meeting – August 23, 2022 \*\*NOTE DATE CHANGE\*\***

Devotion Elder Ashley McLeod