

Agenda of the Stated Session Meeting

Bayside Presbyterian Church
15 August 2023

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, Annette Conley, Betsy Davis, Nancy Guy, Benjamin Hubbard, Paula Jesberg, Marshall Miller, Lynne Owen, Chris Pascuzzi, Wayne Pollock, Connie Schreiber, Jordan Simonelli, Caroline Tetschner, Paul Verburg, and RoseAnn Wehr.

Session Members not in attendance: Karyn Simonelli

Staff Member Present: Associate Pastor Rev. Emma Ouellette, Chi-Yi Chen Wolbrink, Director of Music, and Summer Moore, Director of Faith Formation.

Visitors to the meeting Rev. Liza Hendricks, Elder Kelly Gangwer, and Clint Damuth

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 Marshall Miller.

PASTOR TRANSITION

Called Congregational Meeting, August 27, 2023, following the Worship service, purpose of the meeting is to dissolve the pastoral relations with Rev. Dr. David Rollins. Motion was made and approved at the called meeting on August 7, 2023.

Celebration – August 20, 2023, following worship.

Presbytery of Eastern Virginia (PEVA) and PEVA Committee on Ministry (COM) Review of Transition Process

Rev. Liza Hendrick's shared that PEVA purchased a Treasurer's guide for all churches – she gave Emma our copy to pass along to Tom and Sheryl Winters.

Rev. Hendricks shared that PEVA and COM are here to guide and help us through the transition. She shared that she knows BPC is a vital and healthy church with many gifts. Losing a pastor is not easy, some we know now and some we will find along the way. Members of a congregation and staff will show grief in different ways. Elders are called to pay attention to those things and draw on patience understanding and compassion. We need to support each other during this time. It is an interesting time to walk through – sometimes called a Wilderness time. It is emotional and we need to be ready to help each other and the congregation.

She reviewed the different seasons/stages of the transition...

Stage 1 - Immediate time – saying farewell, supply preachers, marking end of chapter. Session will work on putting a transition team together for the interim search.

Stage 2 – Once Interim here – self assessment – Rev. Hendricks has heard that we have already started this process and we can build on that. Self-assessment is very important in the Pastor Nominating Committee (PNC) - knowing what the congregation feels it needs.

There will be a mission study first and then a PNC will be elected by the congregation and the search will begin for the next called pastor. Looking for the right gifts and passion for the church and fits into the “Why” for Bayside.

Stage 3 – PNC search and installation of the new pastor

Rev. Hendricks shared that there is not a timeline – this is God’s time. This will take the time it takes; it is a spiritual task and we need to rely on the Holy Spirit. She has tried to do a timeline previously and it never works out. There is no set timeline –the process will just flow organically.

Rev. Hendricks shared that in the PCUSA – we are experiencing a national clergy shortage – not only interims but all positions – not only PCUSA but also other denomination as well. This will require more patience. We simply don’t know how long it will take – not to be discouraging, but realistic.

Stage 1 – (passed document out – posted to website) Ms. Gangwer shared that it is important that we all understand the ethical responsibilities. She shared we are blessed as David is leaving in a positive way and not leaving under bad terms. It is important that we work together and stay positive.

Ms. Gangwer shared that she is our liaison with COM and will be alongside us for the journey. As Presbyterians we have lots of rules. She shared again that there is not a specific timeline – and we need to be prepared.

Rev. Hendricks shared that the next step is for us to set a transition team. 5-7 people - search for interim – take a look at positions descriptions that are already in place – elected by session – session signs off on them – She recommends our church doing some advertising. Ms. Gangwer will work with that team.

2 active elders – 3-5 or so from the congregation (breadth of understanding the church) – normally there is not staff representative on the transition. The staff will become engaged as the process moves forward.

Interim processes are simpler – not as much paperwork as a called pastor – Ms. Gangwer will help with COMs help.

The transition team can be the ones to work on the mission study – but most often would be a different group.

Rev. Hendricks will assist the clerk and Rev. Ouellette on proceeding.

Elder Owens asked can transition team and PNC share some same people. Rev. Hendricks encourages us to not duplicate those people – it is a big job and a church our size it allows more voices.

PNC would be a good place to have a youth.

She encourages us to have 7. Anymore and it becomes very difficult to coordinate schedules.

Elder Tetschner asked about the interim becoming called pastor. Rev. Hendricks said that they are trained to be interim, so it is not usually encouraged. There are specific gifts of each position that are different.

Elder Jesberg asked if we bring the names to the next session – what next- Rev. Hendricks shared that those individuals will then begin to work with that transition team. Elder Jesberg asked how do we pair down the list. Rev. Hendricks shared that it sometimes is best to have a smaller group select the transition team.

Rev. Hendricks shared it was important to have all the elders think about names. Rev. Hendricks asked David and he suggested maybe Admin.

While the transition team will be selected by session the PNC – will be selected by Nominating Committee

It was asked who was on the current church wide nominating committee, though shared that it will be next years (at the earliest) committee to identify the PNC members for the congregation to elect.

The current nominating committee is Ben Hubbard, Karyn Simonelli, Janet Baker and John Hamilton.

The timeline/process was reviewed again by Rev. Hendricks.

Elder Tetschner asked about interim – what do they know, how will they help the process... Rev. Hendricks shared that the interim pastors are special breed. They know the process, they know it could be a year or longer. They may come from a distance away, they may be more local.

Elder Owens asked the nominating committee – how are they determined. The committee searches for their own replacements – 2 elders in their final year, and other demographics. The nominating committee is elected at the annual congregational meeting in January/February.

Elder Hubbard asked about BPC being large church – within PEVA where do we fall – Rev. Hendricks thinks we fall as the 4th largest church in PEVA. She considers us large, others may consider us med/large. She sees a deep bench of leadership and resources.

COM is a body of people about the same size as our session – pastors and elders – trained to help congregations through many different issues and transitions. Ms Gangwer shared COM is a deep well of knowledge and resources.

Rev. Hendricks asked that the session send questions to Admin and they can follow up with her as needed.

Elder Guy suggested that all elders send 2-3 names to Clint Damuth (member of Admin) – and he will work through the duplicates. Get names in by Aug 20. He will send the names to the clerk for session to review. It was discussed that we not wait until the next session meeting and agreement was made for the clerk to send the names out to session via email to vote and get the transition team identified so that they can begin working. If there are multiple submissions of the same name that may help to narrow the list.

Communication Plan – it was reviewed that there will be a place in each Binnacle to share information to the congregation.

REQUESTS FOR SESSION APPROVAL

- 1. New Member Requests: None
- 1. Baptism Requests: None
- 2. Reaffirmation of Faith Requests: None
- 3. Church Wedding Requests: None

SESSIONAL RECORDS

Clerk of Session

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

Elder Jesberg asked that the July’s meeting be updated to include her inclusion of the Community Service Ministry to page 5 of the minutes. The clerk will update and repost.

Motion: It is moved by the Clerk that the Session approve the amended minutes from July’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: Thomas Blair (informed on 7.24 that he died in April 2023)
- 6. Roll Removal Request: None

Worship Attendance

note change in Facebook and we are having issues reporting the online views – research and problem solving is in progress

Month	Date	10:00 AM	Total	Comments
Jul	2-Jul	113	113	4th of July Weekend
	9-Jul	98	98	
	16-Jul	97	97	
	23-Jul	90	90	
	30-Jul	132	132	
Total		530	530	
AVG		106	106	

Christian Education Statistics

From Summer Moore’s report: Our attendance has been the same as last month with Sunday school. No attendance recorded besides 7/23 when 1 child came. Lindley let me know that VBS Sunday (7/30) we had 5 children in the nursery.

FINANCIAL REPORT AND ISSUES:

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

The clerk read the report the treasurer submitted to her in writing prior to the meeting.

Income:

July's pledge offering amount was at expectations. We have adjusted some previous offerings that were incorrectly categorized as non-pledge, which results in a better-looking YTD% of budget for pledge, but a drop in Non-pledge to 59% in June. We remain about \$50,000 behind in our YTD budget expectations and it is spread among 15-20 of our normal pledges, so I think we can expect that to catch up by year-end. Non-Pledge giving is fairly unpredictable. There was some positive response to the giving statements recently mailed.

Expenses:

Education Expenses are still above budget, though it is noted that there are funds available in the Youth Ministries Fund that could have been utilized. All other expense categories are okay. Overall, we are at 95% YTD on budgeted expenses.

Balance Sheet:

The General Fund (GF) continues to drift down, now to ~\$53K. – Down as a reflection of the income and expenses explained above. YTD we are down over \$115,000 which currently exceeds the “budgeted” \$79,000 projected General Fund loss.

On a hugely positive note, you should notice the addition of \$470,000 in the forms of the initial receipt of the Audre and Don Cannell endowments. \$50,000 is currently in the Unrestricted Fund, but will be distributed based on Session's earlier approval (\$1000 to Food Pantry, \$3000 to Minister's Special Benevolence Fund and \$25,000 to Property, leaving \$21,000 in unrestricted use). The \$420,000 is currently being managed as directed by the Endowment Committee via our Schwab account.

Motion: Elder Adams moves that we accept the report as presented. **The Motion Passed.**

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

None

PEVA / CHURCH INFORMATION

1. PEVA Meetings 2022

- Tuesday July 25, 2023, 10am – Wycliffe Presbyterian – Virginia Beach
 - Elders Jesberg and Verburg report.
Written report will be sent by Elder Jesberg for inclusion in the minutes. *note that Elder Jesberg has been ill and the report will be added at a later date.
- Tuesday October 24, 2023, 10am – Bayside Presbyterian – Virginia Beach
 - Note: Please add to your calendars as many volunteers will be needed.
 - Last PEVA Presbytery Meeting prior to Rev. Hendricks retirement – potentially larger than normal attendance

Rev. Ouellette is working on the meeting with PEVA to get details on what all will be needed.

Elders Adams and Owens volunteered to serve as commissions to the October meeting.

Motion: Elder Pollock moves that Elder Cherokee Adams and Elder Lynne Owens be elected as commissioners to the to the October Stated Meeting of PEVA. **The motion passed.**

- Saturday January 27, 2024, 10am – Great Bridge Presbyterian – Chesapeake
- Tuesday, April 23, 2024, 10 am – Kirkwood Presbyterian – Yorktown
- Tuesday, July 23, 2024, 10 am – Carver Memorial Presbyterian – Newport News

NEW BUSINESS

1. 2024 Budgets – due end of September Elder Betsy Davis

Elder Davis reminded us that budgets are due by end of September.

2. Stewardship Request

From Stewardship Ministry minutes: At the session’s discretion, we may vote each year to withdraw up to 5% of the Cannell endowment funds beginning with 2023. This amount will go into a Cannell restricted fund on the balance sheet. Stewardship will make a recommendation and a motion may be required.

Stewardship is recommending that session approve 4-5% unrestricted funds to this years budget - they believe it is best to do this now and then work to utilize the funds and get it started this year. 16,800 (4%) 20250 (5%)

Elder Hubbard asked if he understood that te request would mean that the money is taken out and moved to another account with no current purpose for the funds. Elder Davis shared that it would be there for any items that come in and be ready – without needing Endowment approval. Elder Miller shared it would just be pre-approved and easy to access.

Elder Tetschner shared that it is not doing anyone any good in the fund and agrees we should move it and use it.

Elder Owens asked what happens if we don’t use it – Elder Davis shared it stays in that account until used.

Motion Stewardship moves that we take 4% of the Cannell Endowment Funds and move to the Cannell Restricted Fund on the balance sheet. **The motion passed.**

CONTINUING BUSINESS

1. Matthew 25 Discussion – Link to Information

<https://www.presbyterianmission.org/ministries/matthew-25/>

Elder Verburg shared that we need to we need to postpone – he knows that there are many around the table that believe it is “God’s gift to Humanity”. He believes that we need to slow down and believes that we will lose members if we do this and that we don’t know enough.

Elder Owens shared that she believes that we already are a Matthew 25 church and that we should move forward – in all of the whys it all pointed to servant hearts. And believes that as we look for new leadership and members this will be appealing and bringing them in. She thinks this is us walking the talk.

Elder Conley shared that this would be good to get us set for the new leadership and to let this be a part of who we are. She agrees with Elder Owen that it is not a big change, but just stating who we are.

Elder Jesberg asked if everyone has read the materials. She agrees with much of it but is not comfortable with the label. Are we needing to do this now? She believes it is a label that may come back to haunt us. There are things in the materials that we should look at more deeply. Elder Conley asked about examples, Elder Jesberg said she felt it was too political.

Elder Verburg said that an example he has was regarding the section on the bail. This section concerned him. Rev. Rollins clarified that that bail portion is for low impact and it is meant for those low level offenders that don't have access to get out of jail due to lack of resources, It is not about severe crimes.

Elder Hubbard shared that he felt we should not vote until we had read through the materials.

Rev. Rollins shared that it has been discussed at prior meetings and the link has been shared in multiple meetings.

Elder Jesberg shared one example of concern to her is the use of the word radical – Radical troubles her – she read the definition of radical from a dictionary and share that this was word was included in Matthew 25.

Elder Adams shared that from a young adult perspective – it means to upending the oppressive behavior that has not treated everyone fairly.

Elder Conley asked if waiting another month would change anyone's mind.

Rev. Rollins shared that whenever the vote is taken – no matter the outcome of the vote we have to all live into that decision and live into collective conscious. It is a disservice to the church and to our ministry if we don't.

Elder Guy shared that it is the policy of PCUSA and we are either part of it or we are not. She asked, are we are going to be PCUSA church or not. We will get more or better candidates if we make this designation. PEVA will be voting at the October meeting held here at Bayside to become a Matthew 25 Presbytery.

Elder Jesberg asked us to postpone this vote – if it has been out 3 years, why now? She thinks we have too much back and forth going on tonight. It will not hurt to wait another month. Nothing has been shared about it with the congregation. She is not comfortable making a decision this evening.

Youth Elder Simonelli shared that she doesn't talk much but has observed. She shared that we do a lot of talking but doesn't see us do much work that matters. She encourages us to take the vote tonight.

Elder Miller shared he is radical – he asked if he should be feared. We should be cautious when we see one word, we should look at the whole sentence and what it means. If we already do this anyway – what difference it will make to take that vote.

Elder Pollack shared the phrase that is in Matthew 25 that the radically inclusive world. He sees it as positive.

Rev. Rollins stated that he believed that we needed to vote on whether to take the vote on Matthew 25 tonight.

Motion: Elder Pascuzzi moved that we vote tonight on Matthew 25. **The motion passed.**

Elder Hubbard shared that if you don't understand the full steps to be a Matthew 25 church then you should not vote.

Elder Adams shared as the only 28 year old in the congregation right now, this is what I look forward in a church and she reviewed the parable of the sheep and the goats and stated that this is what Jesus calls us to do.

Elder Jesberg asked why we have not had written material previously if it is important and has been out so long. Rev. Rollins shared it has been shared with the session via discussion and materials. She asked what has been shared with the congregation – Rev. Rollins reminded us that we are not a congregational church and that it is session’s work to make decisions such as this.

Elder Guy shared the steps to be a Matthew 25 church - and wants to vote tonight.

Steps to become a Matthew 25 Church

We do hereby commit to become a Matthew 25 church. We pledge to work on:

- Select one or more of the following:
 - Building congregational vitality
 - Dismantling structural racism
 - Eradicating systemic poverty

Motion: Elder Guy moved that we become a Matthew 25 church. **The motion passed.** Elders Verburg and Jesberg asked that their no votes will be recorded in the minutes.

2. Adhoc Membership Committee Update Elder Paula Jesberg

Nothing to report tonight, but will have more to share at the next meeting.

MISSION AND VISION PLANNING

Why - Bayside Presbyterian seeks to know and share the heart and Word of Jesus Christ. We are working together to make our community and the world a better place, by loving and serving all people.

Reports:

1. Hospitality (Paula, Annette, RoseAnn, Caroline) - meeting has been scheduled.
2. Community Service (Nancy, Wayne, Chris, Betsy, Connie) further meetings have been scheduled but they are in discussion regarding the following:
 - Community event each quarter – pet blessing and adoption event (October)
 - December will be living nativity – Spring some community based outside event.
 - Enoch Baptist Church Community event August 19th. All invited.
3. Advertising (Cherokee, Marshall, Caroline) – nothing yet to report.
4. Webinars (Marshall, Caroline, Paula, Summer) – nothing yet to report.

STAFF REPORTS

Director of Music Ministries

Chi-Yi Chen Wolbrink

*Handbell Choir starts fall rehearsal schedule at 6:15pm on September 6th.

*Sanctuary Choir’s first regular rehearsal is at 7pm on September 6th.

*Children’s Choir rehearsal starts at 5:45pm on September 13th.

*The Organ company is installing 12 more lower pipes in mid-August. The technician will connect the pipes with the chancel in September.

*The Choir room and Choir robing room are undergoing renovations: painting and flooring occurring between August 7 to September 1.

* Our goal with the Raleigh Ringers concert tickets is to sell 300. As of August 13, we have sold 214. We are contacting the scouts to help with hospitality. Thank you to the Worship Committee and Congregational Care for all their work on preparations.

*A Handbell workshop with Haygood UMC, Kings Grant PC and Church of the Holy Family will be held at Bayside PC on September 23 from 3:30 to 4:30pm.

Highlights of Sunday services for the coming months:

August 20	Celebration of the Ministry of The Rev. Dr. David Rollins
August 27	Congregational Meeting
Sep 3	Communion, Last Sunday of Summer Worship at 10am
Sep 10	Worship at 9am and 11am
Oct 1	Consecration Sunday, World Communion Sunday
Oct 22	Possible Anniversary celebration
Nov 5	Daylight saving time ends
Nov 26	Christ the King Sunday
Dec 3	First Sunday in Advent, Christmas Cantata

* Working with Emma and Summer on the transition for the coming year including Sunday music and seasonal music.

Service for the wider church:

PAM 2024: Co-director and planning team, Zoom meeting every other Monday.

An invitation from Emmanuel College of Victoria University in the University of Toronto to co-author an essay with Rev. Dr. Jonathan Seitz for a volume to honor Rev. Dr. I-to Loh, the former President of Tainan Theological College and Seminary.

***Outside professional connections:**

Adjunct Professor, Norfolk State University, Music Department, Fall 2023. The semester starts on August 21st.

***Continuing Education and Vacation??**

Monthly Presbyterian Association of Musicians (PAM) and Hymn Society webinars.
Tentatively planning trip to Taiwan, December 26, 2023-Jan 16, 2024

Director of Faith Formation

Summer Moore

This month our Vacation Bible School, “Ready, Set, Move” was attended by 65 kids and 20 volunteers from Bayside Presbyterian Church and partnering community members. Thanks everyone for your prayers and inquiries over this week. Our post VBS Sunday incorporated kids and volunteers from the week onstage, as well as pictures and videos from the week. I am in the process of evaluating our current model of VBS and want to incorporate feedback from families who participated in the week. I took a week vacation between Sundays from 7/31-8/5. I have been collaborating with volunteers and Bayside staff to plan thoughtful formation opportunities for children, young adults, and families at Bayside for the fall. I am looking forward to spending time with our church’s MOPS group, as well as incorporating their community into the church’s week

to week life. I have also been working with Pastor Emma and our website designer Christen to start designing our website revamp. Finally, I have committed to taking on some new responsibilities in the year's length of worship services at Bayside. I am honored to serve our congregation during this time of transition.

Associate Pastor

Rev. Emma Ouellette

Over the past month, I have dived into preparing for the transition of David leaving. This includes meetings with David, Admin Support, my clergy coach, members of Presbytery, and my therapist. I also worked to help Summer with VBS, had lunch with a member who lives out of town and was visiting, and did pastoral calls and visits. I met with Paula Jesberg to move forward with the membership project, and I've continued to move forward with work on the new website. And I am working on projects for the 70th Anniversary celebration this fall.

I continue my work as moderator of CPM for the presbytery and will be attending the Synod meeting in September to represent the CPM. The Synod meeting is September 10-13. I will leave following worship on the 10th and plan to be back in the office on the 14th. During the time I am away, there will be a local pastor on call for any pastoral emergencies. My time as CPM moderator will come to an end in December and I have accepted the nomination to be a part of the Presbytery Council starting in January. This is an opportunity to work with a different group but stay connected with the presbytery. I'm excited to learn and create new relationships through the council. The nomination for Presbytery Council is for 3 years.

On Tuesday, October 24th Bayside will host the final presbytery meeting for 2023. The meeting starts at 10:00 am and will occupy most of the building besides the preschool area. We will be looking for volunteers to help with many different roles for the day. We will need greeters to direct people where to go when they come into the building, parking lot attendants to help people navigate where to park, people to help with lunch set up and clean up, people to work the AV booth and more that will come to light as we get closer to the date. We will need to start advertising this need for help with the congregation. If you can help let me know. If you know of someone who might be able to help, please spread the word.

We are traveling into a new season at Bayside with David leaving and a Transitional Team being put in place. I ask that we continue to pray for each other, be patient with each other, and listen to each other. I know God has amazing things in store for Bayside. I look forward to walking that road with you.

Joyfully
Emma

Pastor / Head of Staff

Rev. Dr. David Rollins

Final Report to the Session of Bayside Presbyterian Church

The writer of Ecclesiastes poetically proclaims there is a time and a season for everything. While the time has come for me to transition into a new call and a new form of ministry, I want you to know that I thank God for my time here at Bayside. Your gifts and talents are deep and wide, and you are well poised to do great things in the future.

As I depart, I also want you to know that you will forever remain in my heart, my thoughts, and my prayers. After this coming Sunday I will no longer be the pastor and Head of Staff at Bayside. It brings with it a mixture of emotions, I am sad to leave an incredible church with such wonderful people, but I am really excited about the road ahead. It also means that my

pastoral functions must cease. The Presbyterian Church U.S.A. and its constitution, The Book of Order, have wonderful language about separation ethics, and I plan to honor those rules. When a pastor fails to honor separation ethics and continues to make hospital visits, phone calls, and engage in the ministry of their former congregation they are undermining that church's ministry and hurting the ministry of the next pastor. I will pray for you and maintain friendships, but I will not in any way be a stumbling block for you moving forward.

Once again, I give thanks to God for my time here and for the ways you have been faithful in your ministry to Jesus Christ.

Sincerely,

David

SUPPLEMENTAL MINISTRY REPORTS

(Items/issues not included in Ministry Minutes)

Elder Verburg pointed out a portion of the property report - about not being able to get an electric sign – VAB no longer allows them to be installed by anyone but the city.

Elder Schreiber shared that the school supply drive is still going on.

Communion was shared with all in attendance.

CLOSING WITH PRAYER - The meeting was closed with prayer by Rev. Ouellette at 8:45pm.

Next Meeting September 19, 2023, 7:00pm

Devotion Elder Chris Pascuzzi