

# Minutes of the Stated Session Meeting

Bayside Presbyterian Church  
18 April 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, and Elders Cherokee Adams, Annette Conley, Nancy Guy, Benjamin Hubbard, Paula Jesberg, Marshall Miller, Lynne Owen, Chris Pascuzzi, Connie Schreiber, Jordan Simonelli, Karyn Simonelli, Caroline Tetschner, and Paul Verburg.

Session Members not in attendance: Clerk and Elder Amanda Long, Elders Betsy Davis, Wayne Pollock, and RoseAnn Wehr.

Staff Member Present: Associate Pastor Rev. Emma Ouellette, Chi-Yi Chen Wolbrink, Director of Music and Treasurer/s Tom Winters.

Staff Members not in attendance: Summer Moore, Director of Faith Formation

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.

## **ELECTION OF TEMPORARY CLERK**

**Motion:** Elder Chris Pascuzzi moved that Elder Conley serve as temporary clerk for this stated meeting.

**The Motion Passed.**

## **SHARING OF JOYS AND CONCERNS – OPENING PRAYER**

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

**DEVOTION** was shared by Elder Cherokee Adams.

## **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 advised that there were errors to prior minutes and her report. She will email the corrections to Clerk Long so that the minutes can be corrected.

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

**STATISTICS**

- 1. Reception of New Members: Julea Glaser, Rosanne Bachman, Jennifer Porciuncula
- 2. Baptisms: None
- 3. Church Weddings: None
- 4. Member Transfers: None
- 5. Member Deaths: 3/21/23 Robert LeMay
- 6. Roll Removal Request: None

Worship Attendance

Question from Elder Jesberg – could we break down the visitors from the staff? Somehow? Elders made suggestions. A column could be added, but it was decided that it was not needed.

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

Month	Date	9:00 AM	11:00 AM	Total	Comments
Mar	5-Mar		121	121	
	12-Mar	37	81	118	
	19-Mar	45	107	152	Mr. Rogers Sunday
	26-Mar	40	83	123	
				0	
<b>Total</b>		122	392	514	
	<b>AVG</b>	41	98	128.5	

Christian Education Statistics

Dates	Nursery Attn	Nursery Help	Kid SS Attn	Kid SS Help	Youth Group Attn	Youth Group Help	Adult SS (Verse by Verse)	Present Word	Dates	Wednesday JAM	JAM Help
5-Mar	1	1	7	2	5	2	5	8	8-Mar	7	1
12-Mar	2	1	11	1	1	2	5	8	15-Mar	8	1
19-Mar		1	8	2	4	2	8	8	22-Mar	9	1
26-Mar		1	12	3	5	2	7	8	29-Mar	11	1

**FINANCIAL REPORT AND ISSUES:**

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

Comments:

Tom – still getting acclimated, asking for grace, March was a slow month for money coming in, but they feel like we are still on track. Everything looks pretty good even though a couple of ministries are above budget – Congregational care, Education, Property – AC bill was high. Paul

explained that the electric bill should be lower when we go to 1 service.

People use the building and don't turn the lights out. Eugene has mentioned to the groups that they need to turn off the lights.

Income:

We are at 108% of estimates for pledge (down from 141%) and 50% (steady) for non-pledge. It's early, but this is on track for projection. We transferred investment income for the first 4 months to match budgeted income.

Expenses:

Congregational Care and Education Expenses are above budget, but explainable due to timing. Electricity is more in-line (given previous reporting). All other expense categories are favorable to budget.

Balance Sheet:

The General Fund (GF) is \$149K. – Down from February, but within the expected range. Fund accounts for Don and Audre Cannell funds are set up and will appear when funds are deposited.

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

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

None

## **PEVA / CHURCH INFORMATION**

### 1. PEVA Meetings 2022

- Tuesday April 25, 2023, 10am – Williamsburg Presbyterian – Williamsburg
  - Elders Hubbard and Guy were elected as commissioners during the February meeting.
- Tuesday July 25, 2023, 10am – Wycliffe Presbyterian – Virginia Beach
  - Elders Jesberg and Verburg volunteered to serve as commissioners for the July PEVA meeting.

**Motion:** Elder Adams moved that we approve Elders Jesberg and Verburg as commissioners for the July 25, 2023 Stated Meeting of PEVA.

**The Motion Passed.**

- Tuesday October 24, 2023, 10am – Bayside Presbyterian – Virginia Beach
  - Note: Please add to your calendars as many volunteers will be needed.

## **NEW BUSINESS**

Elder Owen asked if she could bring up new business. She brought a concern about the prayer list

– that it needs to be kept up to date.

List is done by Linda Vogl, Church Administrator. Rev. Rollins agreed that it needs to be up to date. Some people ask not to be added to the prayer list.

Suggestion – contact people to see if they still want to be on it.

Elder Owen asked if she could ask a question about the Admin minutes?

1. Do we have a policy in admin support that addresses both ministers being gone at the same time?

Rev. Rollins advised there is currently no policy – it has been discussed – unnecessary anxiety Pulpit is covered by Lawrence Willis

Emergencies are covered by Vernon Murray

Elder Jesberg asked, “There will be no pastor in the office? Pastor available by cell phone?”

“Can the online pastor be in the office?”

Rev. Rollins said that the pastor could not be in the office because he serves at Eastern Shore.

Elder Simonelli said that in the minutes it mentioned that Elders could step in, and she thought that was a good idea.

Elder Jesberg suggested that a policy be made.

Elder Hubbard asked, “When does everything that was said get published to the congregation?”

Rev. Rollin’s June newsletter article will be telling the congregation about both pastors being gone.

We are talking about 7 days when they will be both gone. He explained that it is very rare. He advised that he is going to the Music and Ministry Conference.

## **CONTINUING BUSINESS**

1. Adhoc Membership Committee Report

Elder Paula Jesberg

The following were notes taken by the clerk:

Elder Jesberg

Ad hoc report – Friday, April 14 – Paula and Bobbie Brenton met with Emma for updates.

Paula has a written copy of her report

Emma and Linda are going to search the Church Windows site for “young” adults. A tedious search using Church windows program.

Is updating our membership being confused with the statistic annual review?

She proposes that the report be published and move into phase 2?

She is giving notes to the clerk. Need a committee – 3 Elders – Congregational Care ministry – Paula, Annette, Rose Ann – proposed by Paula

Question – John Tamm could answer what our numbers mean for Presbytery

Following is the written report submitted by Elder Jesberg:

Friday April 14, 2023 Elder Jesberg and Bobbie Brenton met with Emma Ouellette to discuss status of the Ad Hoc Committee work on Active Membership. We had just received two of the paper surveys still outstanding and had finished confirming the list referred to in the March 2023 report to Session for Ad Hoc. Easter Season and two back to back member deaths and receptions

caused a slight delay in catching the Associate Pastor prior to her absence into May.

We learned that: the AP and Church Secretary started searching Church Windows computer for Young Adults to add to the Active Membership List of current members. It was estimated by the Associate Pastor that such search would generate 50 to 100 names to the Ad Hoc current list (attached). Alphabetically they have reviewed the As and Bs. We further learned that said search is very tedious...which was also the case for the Ad Hoc work to date. We also learned that during the APs absence into mid-May no point of contact will serve in her place to Ad Hoc or the ministries she liaisons.

Therefore I propose that: today the attached update for Ad Hoc be submitted to Session for a committee to begin Phase 2 of “updating the membership rolls per the Book of Order” which Ad Hoc began as Phase 1 of that Responsibility. Attached for additional reference is a list submitted to Session on 1 November 2016 which includes the letters enabling updates. I further propose that Session approve 3 names of current elders (Jesberg/Wehr/Conley) and 2 more to work that process. Congregational Care Ministry has the responsibility for publishing current Membership Directories which needs to start without delay for time away by Staff.

Sadly this report under today’s date reflects we’re moving backwards...all information is confirmed by Ad Hoc. The work Ad Hoc began in October IS tedious, again – getting accurate information in to and out of our computer will get us caught up. Further – the annual update of membership rolls MUST be adhered to per the Book of Order.

As one more observation I wonder whether the “**ANNUAL CHURCH STATISTICAL REPORT**” has been substituted for the Book of Order “Membership Roll update”. One final Question: WHAT ARE THE STATISTICS USED FOR ON THE STATISTICAL REPORT AND SESSION MEMBERSHIP ROLL?  
WHAT DO THOSE NUMBERS MEAN TO SESSION/PEVA/SYNOD/GENERAL ASSEMBLY???

## 2. Session Retreat

May 21<sup>st</sup> – Sunday – 12:30pm

July 16<sup>th</sup> – Sunday – TBD

49% voted for these 2 dates.

First one – narrow down what we need to focus on.

Second one – assign people tasks

Elder Hubbard – one meeting before May 21<sup>st</sup> meeting. His motion was based on the 2 lists that we made last year. Who is going to be in charge of the meeting? Who will chair the meeting? Is there a back up chair? Is there an outline? How will it be organized? How will make the agenda?

Rev. Rollins said that he and Rev. Ouellette would run the meeting. They are making the agenda.

Elder Hubbard – can we set a date that the staff is going to publish the agenda? He believes the original list should be supplemented. Wants the method narrowed down for selecting the topics.

Rev. Rollins – an outline will be published by May 5.

Session members should reply to Rev. Ouellette or Rev. Rollins and copied to all Session members with feedback on the outline.

Elder Jesberg agreed that the timetable is a good idea.

### 3. Book Discussion – *Think Again* by Adam Grant – Chapters 1 to 4

EXCEPT – I told Nancy I'd share this – She thinks people should be able to disagree and that does not make us disagreeable.

At our April meeting we will spend some more time reflecting on Adam Grant's book *Think Again*. At this point you should have finished the first four chapters in the book. I want to highlight a few things prior to our meeting and pass along a few questions for your reflection.

On page 56, Grant notes, "The goal is not to be wrong more often, it's to recognize that we're all wrong more often than we'd like to admit, and the more we deny it, the deeper hole we dig for ourselves."

And on page 63 he offers this bit of wisdom, "If you don't look back at yourself and think, 'Wow, how stupid I was a year ago.' then you must not have learned much in the last year."

What was something you read in chapters 3 or 4 that can positively impact your service as an elder on session?

What is the most important thing you have learned over the last 12 months?

In chapter 4 Grant spends some time discussing disagreeable people. He makes a point to move beyond people who are naysayers or reject any new ideas, to discussing the benefit of a challenge network.

Do you have a group of people committed to helping you see your blind spots? Who are the people who challenge you because they care and want what is best for you?

There was discussion around the above questions and sections of the book. Session decided not to add to the minutes for this so that people could speak freely.

Elder Guy asked that the following be noted in the minutes: She thinks people should be able to disagree and that does not make us disagreeable.

## **STAFF REPORTS**

### **Director of Music Ministries**

**Chi-Yi Chen Wolbrink**

\*The Children's Choir did a great job leading the response song and sang the Choral Anthem in the Palm Sunday service. The Children's Choir has two more Sundays, May 7<sup>th</sup> and June 4<sup>th</sup> to sing in this Spring season.

\*Joining our Bayside family is new member Julea Glaser. We welcome Julea to the Sanctuary Choir right after Easter.

\*Played Bob LeMay Memorial service on March 25<sup>th</sup> Barbara Franklin Memorial service on April 1<sup>st</sup>.

\*The Handbell Choir will lead worship on Sunday, May 12<sup>th</sup>.

\* The Preschool and Kindergarten music classes are going well. We are preparing for the Spring Concert, Thursday, May 4 at 5pm. The theme is “*The Beautiful World.*”

\*Big thank you to all the musical leaderships on Easter Sunday in the 11 am service. The Sanctuary Choir led hymns and anthems. Our Bayside musicians: Martha Berryman Sarah Williams, Clint Damuth and Demetrius Rollock, the Brass Quintet from the faculty of School of Music from Little Creek Naval Base and Langley Base, as well as guest organist Terry W. Butler from Norfolk State University. The high light was on “ The Hallelujah Chorus “ , some of formal choir members, congregations , returned congregation and visitors came up front to join this classical song together.

\*Update on Raleigh Ringers: the manger Ruth Steve has asked our floor plan and they are creating a schematic plan to help in setting tables, etc.

\*There is one possible percussionist from ODU graduate school who is going to contact me after Easter, please pray we find a musician who will be a good fit.

\*There are two possible guitarists whose contact information I’ve sent to Praise Team Director Saul Fox.

\*The Vicount organ and Boston grand piano were both tuned. They are ready for our Easter Service. The Vicount Organ crew is planning to return the first week of June to add 12 more pipes for organ pedal. This is a gift to the church.

\*Invitations were sent to the preschool parents to join us on Mr. Rogers Sunday, Palm Sunday, Easter and the first Sunday of the month services.

\*Again , we are planning to have a “Summer Walk in Choir. Which will begin July9<sup>th</sup> and run through September. The invitations will be sent out in May and June before I leave for the PAM conference on June 17<sup>th</sup>.

#### **Highlights of Sunday services for the coming months:**

April 6:	Maundy Thursday, 7pm
April 9:	Easter Sunday, 9am, 11am
May 28	Pentecost Sunday (also Memorial Day weekend) <b>10am.</b>
June 4	Trinity Sunday, <b>10am</b>
July 2 <sup>nd</sup>	Immigration Sunday & July 4 <sup>th</sup>
July 30	VBS Sunday?

#### **\*Continuing Education:**

Monthly Presbyterian Association of Musicians (PAM) and Hymn Society webinars.

#### **\*Service for the wider church:**

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

PAM 2023: Planning team Zoom meeting, monthly,

Serve the PAM Planning Team at Montreat: June 18-July1

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. Please see the attached letter.

**\*Outside professional connections:**

Adjunct Professor, Norfolk State University, Music Department, Spring 2023. The semester ends on May 1<sup>st</sup>.

**\*Continuing Education OR Vacation??**

Tentative dates: July 23-25, 2023.

**Director of Faith Formation**

**Summer Moore**

In the past month, in addition to coordinating youth group on campus and off campus, JAM, Children's messages, and Sunday school, I have been working with Marshall Miller to recruit for, and design a training for, potential adult Sunday school teachers. Our hope is to train teachers for the fall Sunday school season. During this Lent and Easter season, I have collaborated with staff to prepare for Lent dinners and participate in Easter Sunday activities for children. Our egg hunts this year had 39 participants from PreK through middle school. Lindley Fox, and Mary and Robert Covington helped me run the egg hunt on Easter morning for the younger and older groups. Christian education approved the selected curriculum for Vacation Bible School, as well as a request to Endowment to utilize funds for an overhaul of our website. I have worked with Pastor David and Pastor Emma to prepare informational materials for Session's perusal of website resources. I have also started equipping volunteers to run our current children's Sunday school in the next calendar year.

**Associate Pastor**

**Rev. Emma Ouellette**

Over the past month, we have been deep in Lent and Easter preparation. I really enjoyed co-leading with David our book study on Jesus' I Am statement. We have a wonderful group of people who helped spark meaningful conversations. This year I worked hard to put together a Maundy Thursday service that looked a little different than what we've done in the past. It was fun to play with ideas and come up with the best visuals for the service. I thought it was very meaningful and I pray others felt the same. Some other highlights for the month:

- Pastoral Visits
- Met with new members and a family about baptism.
- Had a successful children's book drive for Mr. Rogers Day
- Continued my work with presbytery's CPM, spending some time to help mentor and coach an individual for Ordination Exams which are at the end of April.
- Participated in Bob LeMay's funeral
- Preached
- Continued meeting with my clergy coach on a monthly basis and my therapist on a weekly basis.
- Worked with Summer and David about ways to improve our website and online presence.

Following our April meeting I will be leaving for the first international trip. This first trip is to Scotland for a Spiritual pilgrimage at the Isle of Iona. I am excited about this opportunity and can't wait to share about the journey when I return.

**Pastor / Head of Staff**

**Rev. Dr. David Rollins**



Lent and Easter are always busy seasons in the life of the church. On top of my normal day-to-day ministry over the last month, I have planned and officiated at 2 funerals, and I am currently planning a third for Em Chapman. I have made multiple hospital visits checking on our members who needed medical care. I have also made a few in-home visits, and visited some of our members who are in continuing care facilities. Pastoral care is an important part of my calling and I give thanks to God for being able to offer prayer and a ministry of presence.

Emma and I completed a book study on the “I am” statements Jesus makes in John’s gospel. I believe it is one of the best studies we have offered, it was well received and well attended (we had approximately 18 people each week). I helped lead a Maundy Thursday worship service that was especially meaningful. Emma did an excellent job of planning and putting that service together, and Chi made sure the music was appropriate for the occasion. Speaking of worship, Easter was incredible! Our numbers were the best they have been in 3 years, there were several moving parts, but everything came together beautifully, and the music and children’s message were excellent. We had a great number of visitors and we have been reaching out and contacting them.

I continue to serve the presbytery through my work on the commission on ministry, and as 1 of the trained coaches for other pastors. I also meet monthly with my coach, and I look forward to sharing with you in the next few months some of the fruit that relationship has brought into my ministry as well as my personal life. I continue to give thanks to God for your dedication and the opportunity to share ministry with you.

### **SUPPLEMENTAL MINISTRY REPORTS**

(Items/issues not included in Ministry Minutes)

Rev. Rollins shared that he is excited that Rev. Ouellette is getting some time away.

Rev. Rollins share that this Easter Sunday was the best in 3 years. We had 350 people in attendance this year. We all complimented the music.

Elder Guy thinks it is important to thank the guest musicians in person. She did it this year.

Elder Schreiber - \$700 and something has been donated for the families who were displaced because of fire.

Elder Pascuzzi – flowers – live flowers are returning the first Sunday of each month. In May, we will do it on Mother’s Day instead of the first Sunday in May.

People need to donate money for the flowers. A sign up list will be on the bulletin board – money needs to be \$45.

Elder Guy is hoping that the Session will take the lead on sign ups. She is going to do Mother’s Day.

If we move past doing it more than once a month, Congregational Care can help supplement. For now, Rev. Rollins and Rev. Ouellette are going to be deliver the flowers to shut ins. They delivered to two families on Easter.

Elder Hubbard asked what the next steps are for Elder Jesberg’s report. Session will have to analyze the results and move forward from there.

Rev Ouellette - Updating the website, presentation at May meeting forthcoming, need Summer's input and she isn't here tonight.

**CLOSING WITH PRAYER.** Rev. Rollins closed with prayer at 8:15pm

Next Meeting – May 16, 2023 7pm

Devotion Elder Nancy Guy