

**CHURCH OF THE COVENANT**  
**MINUTES OF THE SESSION MEETING: MONDAY, FEBRUARY 6, 2017**

**ATTENDING:**

ELDERS PRESENT: Charlie Bowers, Pat Boyer, George Camlin, Gordon Core, Jason Dille, Ben Evans, Cindy Garlisi, Dan Halulko, Jim Hyland, Jim Little, Steve Marriner, Joan McCrory, Robynne Myers, and Connie Simon

ELDERS EXCUSED: Chuck Neff, Kim O'Donnell, Katie Wichterman and Jeremy Zajdel

STAFF PRESENT: Rev. Dr. Stuart Broberg, Rev. Kay Balderose, Jessica Hickman and Don Nixon

**OPENING PRAYER AND DEVOTIONS**

The regularly scheduled meeting of the Session of The Church of the Covenant was convened by the Rev. Dr. Stuart D. Broberg, on Monday, February 6, 2017 at 7:05 p.m. in the Dining Room. Dr. Broberg then led the group in prayer to open the February 2017 Session meeting.

**APPROVAL OF THE DOCKET AND MINUTES**

The docket for this meeting was reviewed next. After a motion was made by Pat Boyer and seconded by Cindy Garlisi, the February 2017 Session docket was unanimously approved.

After a motion was made by Joan McCrory and seconded by Charlie Bowers, the minutes from the January 2017 regular Session meeting and the January 2017 congregational meeting were unanimously approved. After a motion was made by George Camlin and seconded by Joan McCrory, the minutes from the October 2016 special Session meeting (the annual congregational meeting to elect officers) were unanimously approved.

**COMMUNICATIONS FROM THE CLERK**

Jonathan Pachter noted that the annual church statistics were submitted on time to the PC USA in Louisville, KY, and the Washington Presbytery.

*Baptisms*

**Madelynn Louise Digon**, born April 15, 2016, infant daughter of **Michael Allen and Brittany (Dobbin) Digon** was baptized on Sunday, January 29, at the 11:00 a.m. worship service in the sanctuary. The Rev. Dr. Stuart D. Broberg officiated.

*Weddings*

None to report in January.

*Funerals*

**William Canan** died on Friday, January 20, 2017. The funeral service was held on Wednesday, January 25, 2017 at the William G. Neal Funeral Home. The officiator of the service was not listed in obituary. Private Interment was at Claysville Cemetery, Claysville, PA.

## **SPECIAL CONSIDERATION CALENDAR**

### *Review of Session Committee Roster*

Dr. Broberg passed out a 2017 roster of Session Committees. He solicited changes, additions and corrections from the Session. He also pointed out that Committee members should be asked every year if they wish to be on the Committees again. Ben Evans moved to approve the roster as presented tonight, Jim Little seconded the motion, and the Session unanimously approved it.

### *Approval of Unified Mission Budget*

Joan McCrory presented a handout with the 2017 Unified Mission Budget for consideration by the Session. She moved that the Session approve that budget. Since the motion came from Committee, no second was needed. The Session unanimously voted to approve the 2017 Unified Mission Budget.

Gordon Core moved to approve a Unified Mission pledge of \$20,000 to the Washington Presbytery, and Robynne Myers seconded the motion. During discussion about the motion, Steve Marriner noted that this is part of the overall Mission Budget, and Dr. Broberg said that the Session must approve this specific action. The Session then unanimously approved this motion.

### *Discussion of Next Steps with Ministry Planning*

Dr. Broberg advised the Session that each Committee needs to provide the Session with a work sheet that describes the Committee's 2017 "to do" list, containing 2-5 items for that effort. He asked the Committees to review the 2016 Ministry Plan, identify what was included in the list, what was actually completed, what became un-doable or unnecessary. Each Committee should take the results of that examination and develop 3-5 goals for 2017.

Dr. Broberg stated that he felt that this effort also provides a good approach for training new members and re-teaching current members about the function of the Committee and this planning process. This information will be presented to the Session at the March 6, 2017, Session meeting.

### *Review and Approval of Consultant Contract with Bruce Stevens for APNC work*

Dr. Broberg said that he had contacted Mr. Bruce Stevens, as authorized by the Session at the January 2017 Session meeting. Mr. Stevens will be able to help us through the Associate Pastor Nominating Committee (APNC) process. Dr. Broberg passed out Mr. Stevens' biographical information. Dr. Broberg recommended that we contract with Mr. Stevens as our transition consultant for our APNC process, at a cost of \$2,000. That cost would provide us with two meetings, travel costs, and some Skype or phone time with him. Having him involved would help ensure the neutrality and quality of this process. Ben Evans moved to approve Dr. Broberg's recommendation, Pat Boyer seconded the motion, and the Session unanimously approved the motion.

Dr. Broberg asked that the clerk write a progress report to the Committee on Ministry. This report should state that: 1) the Associate Pastor has been opened up; 2) that the APNC will consist of seven (7) members and one (1) alternate; 3) that a congregational meeting will be called to vote on the slate of the APNC members as nominated by the Nomination Committee; and, 4) that we will be hiring Bruce Stevens as our transition consultant.

## **COMMITTEE REPORTS**

### *Finance Committee*

Steve Marriner, chairperson, reviewed the monthly report for January 2017. He said that the budget is in good shape for now. We are up \$53,000 income vs. expenses.

Mr. Marriner made the following three motions:

1. The Church of the Covenant is hereby authorized to open one or more checking accounts and/or one or more savings accounts at PNC as directed by the Pastor. The staff of the Church of the Covenant as directed by the Pastor is authorized to negotiate the ancillary services to be provided by PNC. The staff is authorized to close any such accounts and savings accounts as directed by the Pastor. Signatures for each of the accounts will be any two of the following four people: Nancy McCreight, Connie Hornickel, Chick Carlisle or Charlie Bowers. Steve Marriner made the motion, and Charlie Bowers seconded it. There was no discussion. The Session voted unanimously to approve the motion, except for Dan Halulko who abstained.

2. The Finance Committee has recommended depositing such funds with PNC Endowment Fund as a subaccount named "General Fund." Anthony J. Nicolella shall determine in his discretion the amount(s) to be deposited and from time to time the amounts to be withdrawn from the PNC Endowment Fund. Those amounts deposited and withdrawn shall be directly from the PNC General Checking Account to the PNC Endowment Fund and the withdrawn from the PNC Endowment Fund directly and only to the PNC Checking Account. These exchanges may be made by e-mail instructions, as have been approved in the past. Steve Marriner made the motion, and Gordon Core seconded it. There was some discussion about emailing this information. The Session unanimously approved the motion, except for Dan Halulko who abstained.

3. The Chair of the Endowment Committee may raise or lower the cash equivalent portion of the Endowment at PNC such that it reasonably works to prevent a loss for the new General Fund subaccount at PNC Endowment. Steve Marriner made the motion, and Gordon Core seconded the motion. There was no discussion. The Session voted unanimously to approve the motion, except for Dan Halulko who abstained.

Mr. Marriner also reviewed potential building projects that he called 2017 budget busters, which are building improvement items that would have a drastic impact on the operating budget if they were to be paid out of that budget. Steve reminded all that we need to move ahead with fundraising for these capital improvements. He suggested that Session Committee chairpersons need to meet soon to discuss this matter and that perhaps the 2016 surplus needs to be considered as a possible funding source for these projects.

### *Personnel Committee*

Cindy Garlisi (chairperson) advised that the Associate Pastor job description will be revised following the completion of the Visioning Day for the APNC process.

*OAR Committee*

Jim Little (chairperson) reported that two (2) Men's Breakfasts had been held and they were successful. More than 40 men attended the most recent one. The Men's Breakfasts will be re-evaluated after the March and April Breakfasts are held.

Jim reported that 14 people had been served in-home communion by six (6) teams of 28 elders and deacons in February 2017. This was a wonderful experience for all involved. He also noted that volunteers will be recognized in April by the OAR Committee.

*Stewardship Committee*

Gordon Core (chairperson) updated the Session on the status of the 2017 stewardship campaign. As of today with pledging completed, approximately \$574,810 had been pledged, coming from 216 pledges. This is greater than the 2016 giving level. There were 28 new pledgers who hadn't given in 2016. He also said that 100% of our elders and deacons had pledged for 2017, and Dr. Broberg noted that this is the first time in his career when a 100% pledge level had been done by the elders and deacons.

*Mission Committee*

Joan McCrory (chairperson) referred the Session to her Committee's written report, and that there was nothing additional to report.

*Worship and Music Committee*

George Camlin, chairperson, referred the Session to his Committee's report. George also asked that the Session approve the baptism of Bennett Alexander Osbourne, born September 30, 2016, infant son of Alexander D. Osbourne and his wife Kelsey Hoskins Osbourne. They have requested that the baptism be held on Sunday, March 12, 2017, at the 11:00 a.m. worship service, and have asked Dr. Broberg to officiate. Dr. Broberg explained that the Osbournes are not yet members of the Church, but will be joining the Church. The motion came from Committee, therefore no second was needed. There was no discussion. The Session voted unanimously to approve the motion.

*Christian Education Committee*

Jessica Hickman gave this Committee's report for the excused Katie Wichterman (chairperson). She provided the Session with some important upcoming dates for CE events at the Church, including:

- February 28, 2017 - Fat Tuesday pancake/sausage dinner
- March 7, 2017 – the next Jim Platt adult education class
- March 19, 2017 – Greg Davis from the Pine Springs Camp will be at our Church to talk to our children and youth about the camp
- April 22, 2017 – A children's' spring event
- July 17-21, 2017 – Vacation Bible School

*Nominating Committee*

Pat Boyer (chairperson) reported that this Committee has met once to discuss the APNC process.

They are developing a game plan. They still need one (1) Session representative on the APNC and asked for a volunteer.

*Building and Grounds Committee*

Ben Evans (chairperson) reviewed the Committee's report, and noted that the organ was fixed recently. He also said that three roof leaks have been identified in our campus building, and they will be fixed this coming summer. The demolition of the Campbell House will be done in a timely manner and at the right time, per Session instructions.

Par Boyer reported that she and Ralph Farabee had met twice with Tom Hickman about the potential demolition of the Campbell House and the need for Tom to find another residence location. She said that Tom understands the situation and has submitted applications to live in several different locations. He is on the waiting lists at the Bellemead apartments, and the Thomas Campbell apartments. She is confident that this will get resolved in apposite manner, with God's help.

*Administration Committee*

Jonathan Pachter (chairperson) noted that the Administration Committee had been tasked by the Session to recommend which Committee should be responsible for administering the per capita budget. The Administration Committee provided the following recommendation and motion:

“That the Mission Committee be tasked with administering both the Unified Mission Budget and the per capita, knowing that they exist as separate funds and cannot be blended. The Mission Committee is tasked with educating the Session and the congregation about the per capita, and to develop a plan for increasing the per capita giving at our Church so that we give a minimum of 75% of the amount requested by the Washington Presbytery, with these items to be done in 2017.”

Since the motion came from Committee, no second was needed, Discussion about the motion followed. Gordon Core, chairperson of the Stewardship Committee, offered his Committee's help to the Mission Committee in working through the per capita education process as outlined in the motion. The Session then voted unanimously to approve this motion.

Jonathan Pachter (chairperson) noted that the Administration Committee had been tasked by the Session to recommend which Committee should be responsible for evaluating the security at our campus. The Administration Committee moved that the Building and Grounds Committee be assigned to examine our overall security measures, to recommend any needed changes, and to identify any costs needed to achieve any new security goals. Since the motion came from Committee, no second was needed, Discussion about the motion followed. The Session then voted unanimously to approve this motion.

*Endowment Committee, and Memorial Committee and Pastoral Care*  
No reports.

### **PASTORAL CARE REPORT**

Dr. Broberg re-iterated the information presented earlier by Jim Little regarding in-home communion. He said that he was deeply moved when one of the teams came to his home and served communion to his mother. He noted that the next in-home communion will be held on the first Sunday in May 2017. Dr. Broberg also reminded the Session that Don Nixon's wedding will be held in Toledo, OH, on Saturday, February 11, 2017, and Dr. Broberg will be travelling there for that event. There will be a coffee hour reception for Don and his bride, Jane, on Sunday, March 5, 2017.

### **DATES OF NOTE**

The next stated Session meeting will be held on Monday, March 6, 2017 at 7:00 p.m. The next stated Presbytery Meeting will be held on Tuesday, March 14, 2017, starting at 4:00 p.m. at the Laboratory Presbyterian Church. Charles Bowers and Jim Hyland are scheduled to attend.

### **ADJOURNING AND CLOSING PRAYER**

The Session unanimously moved by consensus to adjourn the meeting. Rev. Balderose closed the meeting with a prayer at 8:54 p.m.

Respectfully submitted,

**Jonathan M. Pachter**

Jonathan M. Pachter, Clerk of Session