

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

ATTENDING:

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

ELDERS EXCUSED: Dan Halulko , Jim Hyland, Kim O'Donnell, and Jeremy Zajdel

STAFF PRESENT: Rev. Dr. Stuart Broberg and Rev. Kay Balderose

OPENING PRAYER AND DEVOTIONS

The Rev. Dr. Stuart Broberg convened the regularly scheduled meeting of the Session of The Church of the Covenant, with devotions and prayer on Monday, November 6, 2017 at 7:03 p.m. in the Dining Room.

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 George Camlin, the November 2017 Session docket was unanimously approved by the Session, with a minor revision. After a motion was made by Charlie Bowers and seconded by Ben Evans, the minutes from the October 2017 regular Session meeting and the October 22, 2017 congregational meeting were unanimously approved.

APPROVAL OF A BAPTISM

Dr. Broberg asked the Session to approve a baptism that falls outside of the parameters defined in our Baptism Policy. Sam and Christina (Carnes) Shannon request the baptism of their daughter, Evangeline Grace Shannon, born February 23, 2016, on Sunday, November 19, 2017, with the Rev. Benjamin Scott officiating. **Carol Carnes** is Evangeline's grandmother. Chuck Neff moved to approve the baptism, contingent upon approval of that request by the Worship and Music Committee at their meeting to be held on Monday November 13, 2017. George Camlin seconded the motion, and the Session unanimously passed the motion.

NEXT REGULAR SESSION MEETING – DECEMBER 4, 2017

Dr. Broberg asked the Session to hold the regular Session meeting for December 2017 at his home so that the Session could have a Christmas-focused meeting. Katie Wichterman made that motion, which was seconded by Cindy Garlisi and unanimously approved by the Session.

APPROVAL OF THE CHURCH CALENDAR

Dr. Broberg asked the Session to approve the Church calendar that had been discussed and revised at the Calendar meeting held earlier this evening. Pat Boyer made the motion, which was seconded by Jim Little, and unanimously approved by the Session.

APPROVAL OF THE REMOVAL OF NAMES FROM THE ACTIVE ROLL

Dr. Broberg asked the Session to approve the removal of 57 people from the Active Roll of the Church, as per the information provided on Attachment 1 to these Minutes. The OAR Committee did this work. Jim Little made the motion, and Robynne Myers seconded it. Dr.

Broberg asked if the Session felt that any of the names noted for removal should be kept on the Active Roll. There was no name that the Session felt should be retained on the Active Roll. The Session then unanimously approved the motion.

In addition, Dr. Broberg advised the Session that Richard and Barbara Shields had been received into membership at Westminster Presbyterian Church in Upper St. Clair. He asked that the Session approve a motion to remove their names from our Active Roll. Charlie Bowers so moved, Ben Evans seconded that motion, and the Session unanimously approved the motion.

COMMUNICATIONS FROM THE CLERK

Baptisms, Weddings and Funerals

Matthew George Dyer, born July 18, 2017, was baptized on Sunday, October 15, 2017 at the 11:00 a.m. worship service. He is the infant son of Joseph and **Tara George Dyer**, the grandson of Gina Johnston, and the great-grandson of Jean Piatt. The Rev. Dr. Stuart D. Broberg officiated.

Landry Bell Fankhauser, born May 26, 2017, was baptized in the Rusch Chapel on Sunday, October 15, 2017. He is the infant son of Neil E. and Devon Wyatt Fankhauser. He is the grandson of **Richard and Susie Wyatt**. The Rev. Dr. Stuart D. Broberg officiated.

On Saturday, October 14, 2017, **Amanda Kluczynski and William Scott** were married in the Sanctuary with the Rev. Dr. Stuart D. Broberg officiating.

Elizabeth “Betty” Farrell died on Saturday, October 14, 2017. A funeral service was held at the William G. Neal Funeral Home on Thursday, October 19, 2017 with the family speaking.

SPECIAL CONSIDERATION CALENDAR

Approval of Associate Pastor Job Description

Cindy Garlisi reviewed a job description for the Associate Pastor position. This job description was based on the results of the survey done for the Church by Holy Cow Consulting. The draft job description was thoroughly reviewed and discussed by the Personnel Committee and by the Associate Pastor Nominating Committee (APNC). Both Committees via e-mail vote then approved the job description. Cindy moved on behalf of her Committee for the Session to approve the job description. Since the motion came from Committee no second was needed. Dr. Broberg asked if there was any discussion on the motion, and there was some. The vote was then held and the Session unanimously approved the motion. A copy of the job description is attached as Attachment 2.

Enabling Motion to Approve Three Parts of the Prospectus for Campaign 2018

Next, the Session considered prioritizing capital-funding projects for the Campaign 2018. First, Dr. Broberg led a tour of the Rusch Chapel to inspect the stained glass windows there and to see where window repairs are needed in that area. The Session was told about the various repair-and-replace options that could be done for stained glass windows. Upon returning to the Dining Room for resuming the regular Session meeting, Gordon Core moved, Pat Boyer seconded that motion, and the Session unanimously approved a motion to go into Executive Session. After a

period of discussion, Ben Evans moved, Gordon Core seconded, and the Session unanimously approved a motion to come out of Executive Session.

Charlie Bowers next moved and Gordon Core seconded a motion to approve the three major funding priority concepts for a capital campaign as identified in the first paragraph of Attachment 3, "Notes: Session Priority and Funding Sort, October 2, 2017 – Session Meeting, The Church of the Covenant". The motion also authorized Dr. Broberg to prioritize the projects shown in eight (8)-item list found in Attachment 3 as he sees fit. The motion also tasked Dr. Broberg to provide the Session with a status report during the February 2019 regular Session meeting. After discussion, the Session unanimously approved this motion.

COMMITTEE REPORTS

Finance Committee

Chairperson Steve Marriner addressed the Session about the 2018 draft operating budget. Steve said that, at this time, the draft budget appears to be about \$43,000 more than the 2017 projected end-of-year expenses. Steve advised that the Finance Committee will examine the budget and decided on any changes after the Committee Chairpersons review their individual budgets with him during a meeting to be held on November 28. Budget balancing may have to be done at that time. He hopes that getting the data from the Committee Chairpersons will also allow end-of-year budget totals to be done earlier than in previous years. Steve will report back to the Session at the December 2017 regular Session meeting.

Steve also spoke about the status of the Endowment Fund, as of the end of September 2017. He reported that the fund contained \$144,392.17. He posed two (2) questions to the Session: 1) Should Endowment Reports be published for the congregation or kept confidential? 2) Is PNC Endowments doing as well as we hoped with our Endowment Fund? He hopes that decisions can be made on these matters before December 1, 2017, and the results presented to the congregation soon thereafter.

Personnel Committee

Cindy Garlisi, chairperson, had no additional information to report beyond that already discussed earlier regarding the job description for the Associate Pastor position.

OAR Committee

Chairperson Jim Little said that he had extended invitations to the veterans living at the City Mission to come to our Remembrance Sunday worship service. He moved that the Session approve placing a poster and a table in the Commons to present information on the City Mission's efforts to help veterans. Since the motion came from Committee, no second was needed.

Dr. Broberg asked if there was any discussion on the motion, and there was some discussion. Some Session members felt that this could be viewed a fundraiser, and needed to go through the Finance Committee. Others were concerned about how this would be viewed, doing this during the Stewardship Committee's 2018 Covenant Fund Campaign. After hearing this discussion, Jim Little withdrew his motion, and said that his Committee may bring it back to the Session at a future date.

Stewardship Committee

Gordon Core (chairperson) advised the Session about the status of the Covenant Fund. 52 out of a possible 75 pledges (69.33%) had been received to date from the leadership of the Church. That total includes the Session (17 of 18), and the Deacons (13 of 16) and the various Committees of the Church. Approximately \$416,916 had been pledged to date from 152 people. He noted that the goal is \$600,000. Gordon pointed out that the Stewardship and Giving tab on our website now includes way to give via credit card online.

Mission Committee

Joan McCrory (chairperson) said Mission Emphasis Weekend, which was held the 1st weekend of October, was successful, with 22 separate projects manned by 30 people exhibited in the Covenant Center. She also pointed out that the Mission bulletin board will be moved into the Commons.

Worship and Music Committee

George Camlin, chairperson, had no report.

Christian Education Committee

Katie Wichterman, chairperson, said that 100 children participated in the Trunk or Treat event held in our parking lot on October 28. Festival Sunday will be held on December 17, with the children presenting their annual Christmas program – volunteers are needed to help during that event. Volunteer help is needed for the growing Middle School Ministry, but people must be have state clearance. She noted that 32 youth attended the Middle School Ministry meeting on Sunday, November 5. Help is also needed for adult ministry programs.

Nominating Committee

Pat Boyer, chairperson, had no report.

Building and Grounds Committee

Ben Evans, chairperson, had no report other than to note that his Committee is examining church security.

Administration Committee

Jonathan Pachter, chairperson, had no report.

Endowment Committee and Memorial Committees

No reports for the Memorial or APNC Committees, except that Memorial Committee praised the Memorial Service held on November 5, and asked everyone to visit the Memorial Tree Garden. Steve Marriner had no additional report for the Endowment Committee, except to remind the Session about the information he reviewed earlier in the meeting.

Joint CE-Worship and Music Committee

Dr. Broberg asked the Session to approve the following names to serve on this Joint Committee. The purpose of this cooperative joint committee is to develop a plan to enhance the Sunday school experience for children and youth while considering our worship schedules. Pat Boyer

moved and George Camlin seconded the motion, which was unanimously approved by the Session.

Here are the people approved by the Session to serve on this Joint Committee: Beth Smith (chairperson), Pastor Kay Balderose, Betty Braun, Camille Braun, Joyce Camlin, April Devenney, Jessica Hickman, Bill Paine, Jenna Panepinto, Stacy Phillips, and Sherry Simpson, with Dr. Broberg as staff representative.

PASTORAL CARE REPORT

No report.

DATES OF NOTE

The next communion is scheduled for Sunday, December 3, 2017. The next regular Session meeting will be held on Monday, December 4, 2017, and will be held at Dr. Broberg's house. The next Stated Presbytery Meeting will be held on Tuesday, November 14, 2017 at Waynesburg University, starting at 7:00 p.m., with Charles Bowers and Joan McCrory scheduled to attend.

ADJOURNING AND CLOSING PRAYER

George Camlin moved and Pat Boyer seconded a motion to adjourn, which the Session approved unanimously. Rev. Balderose closed the meeting with a prayer at 9:14 p.m.

Respectfully submitted,

Jonathan M. Pachter

Jonathan M. Pachter, Clerk of Session