

CHURCH OF THE COVENANT  
MINUTES OF THE SESSION MEETING: MONDAY, AUGUST 6, 2018

CURRENT RULING ELDERS PRESENT: John Artuso, Charlie Bowers, George Camlin, Sue Denmead, Jason Dille, Jim Hyland, Patty Mounts, Robynne Myers, Chuck Neff, Kim O'Donnell, Connie Simon, and Katie Wichterman

CURRENT RULING ELDERS EXCUSED: Ben Evans, Dan Halulko, Wayne Hunnell, Lucy Johnson, Butch Richmond, and Jeremy Zajdel

STAFF PRESENT: The Rev. Dr. Stuart Broberg, Kayla Goncalves, Jessica Hickman, and Darla Pepper-Miller

OPENING PRAYER AND DEVOTIONS

The Rev. Dr. Stuart D. Broberg convened the regularly scheduled monthly meeting of the Session of The Church of the Covenant with prayer and devotions on Monday, August 6, 2018, at 7:02 p.m. in the Dining Room. He read from Philippians 1:5-7.

APPROVAL OF THE DOCKET

After a motion was made by George Camlin and seconded by Chuck Neff, the docket for tonight's meeting was unanimously approved by the Session (with minor revisions).

APPROVAL OF THE MINUTES FROM JUNE 2018

After a motion was made by Katie Wichterman and seconded by Kim O'Donnell, the minutes from the June 4, 2018 regular monthly Session meeting were unanimously approved by the Session (with minor corrections), as were the minutes from a special Session meeting held on July 15, 2018, for the purpose of receiving new members.

APPROVAL OF BAPTISMS AND WEDDINGS

One wedding was presented to the Session. It did not need individual Session approval since it complied with the Church's wedding policy.

1. **Dr. William Sharpnack and Allison Hofrichter** (members) have requested to be married in the sanctuary on Saturday, October 5, 2019 with The Rev. Dr. Stuart D. Broberg officiating.

SEPTEMBER 2018 SESSION MEETING

Dr. Broberg suggested that the next regular Session meeting be held on Monday, September 10, 2018, the week after the Labor Day holiday. The Session unanimously approved his suggestion by consensus.

COMMUNICATIONS FROM THE CLERK

There has been a change in a New Member reception status. Tom and Sharon Evans were to be received by our church via Letter of Transfer, however, that church does not send Letters of Transfer. The correct way that they have been received is through Reaffirmation of Faith.

## BAPTISMS, WEDDINGS AND FUNERALS

### *Baptisms*

**Ingrid Kojundic**, infant daughter of Aaron and Courtney (Broberg) Kojundic, born on March 3, 2018 was baptized on June 10, 2018, at the 11:00 worship service with The Rev. Dr. Stuart D. Broberg officiating.

### *Weddings and Funerals*

There were no weddings or baptisms to report in June or July 2018.

## SPECIAL CONSIDERATION CALENDAR

### *Update on the Capital Campaign*

Dr. Broberg noted that, as of July 16, 2018, the pledge total was \$742,338, exceeding the Session- established goal of \$538,000. There was a total of \$110,161 in unrestricted pledges. This discussion lead to five motions:

Motion 1 – Kim O'Donnell moved and Jason Dille seconded a motion to apply \$70,010 of unrestricted pledges to fund all stated projects in the capital campaign prospectus. This leaves \$40,151 in unrestricted monies as an allowance for project extensions or cost overruns, as well as pledge fulfillment timing or shortfalls. There were no questions nor was there any discussion. The Session unanimously approved the motion.

Motion 2 – Jason Dille moved and Katie Wichterman seconded a motion to apply all unrestricted funds in hand by December 2018 in order to pay outstanding bills from Pittsburgh Stained Glass for the Stained Glass Window restoration project. Discussion about this motion included noting that we do have a regular schedule of payments with this company as stated in the contract. It was pointed out that this schedule of payments means there should be no cash flow issues arising from this project. The Session unanimously approved the motion.

Motion 3 – Robynne Myers moved and Jim Hyland seconded a motion to approve the general timing priorities of funding for a list of projects as noted in Dr. Broberg's report that he provided to the Session, "Summary Report and Request for Session Action (THIRD Draft), LET THERE BE LIGHT CAMPAIGN, July 16, 2018, The Church of the Covenant". This motion generated much discussion and an explanation by Dr. Broberg. The Session unanimously approved this motion.

Motion 4 – Sue Denmead moved and George Camlin seconded a motion to receive an anonymous \$5,000 gift and establish the Martha J. Warne Parish Nurse Fund as a restricted account to be administered by the Parish Nurse as a discretionary fund. There were neither any questions nor any discussion. The Session voted unanimously to approve this motion.

Motion 5 – Chuck Neff moved, and John Artuso seconded a motion to receive two gifts designated for a handicapped accessible for the Commons Area and authorize the Building and Grounds Committee to proceed with the project (contingent upon our ability to implement the project), replacing entry doors as well, using Let There Be Light designated funds as they become available plus the restricted Door Fun to accomplish the entire project. The Session

asked a few questions about this motion, which Dr. Broberg answered. The Session unanimously approved the motion.

#### *Orange Dot Exercise*

Dr. Broberg and Kim O'Donnell walked the Session through this exercise, which aimed at choosing the top three items that came out of the congregation's participation in Get Involved Sunday, as coordinated by the Membership and Fellowship Committee.

The Session placed orange dots on the items that they felt were the most important to take back to the congregation for action. These three items were:

1. Hold monthly Family Dinners. This was referred back to the Membership and Fellowship Committee for consideration and action. It was understood that many groups and committees would do hosting of these dinners.
2. Re-initiate the Joy of Sharing Christmas program. This was referred to the Christian Education Committee for consideration and action. It was understood that other committees need to be involved to share the workload.
3. Start quarterly combined worship services. This was referred to the Worship and Music Committee for consideration and action.

Several Session members noted that these items could require some interpretation by the people who originally offered them as suggestions. Kim O'Donnell said that she would help find out who made the suggestions and try to get those folks to provide any new information.

### COMMITTEE REPORTS

#### *Finance Committee*

Jason Dille, chairperson, advised the Session that the budget is slightly ahead of projections, and that the Finance Committee will keep close tabs on it. He also noted that 2019 operating plan budgeting will start soon and will hopefully be done in October 2018.

Jason also moved to ask the Session to approve the repayment plan of the Major Maintenance Endowment fund at \$4000 per quarter in 2019 with funds garnered from incoming stained glass window pledge payments. Since the motion came from Committee, no second was needed. There was no discussion. The Session voted unanimously to approve the motion.

#### *Personnel Committee*

Sue Denmead, chairperson, advised the Session she has very new information that Anthony Nicolella, our Financial Administrator, has advised that he wants to resign from this position soon. Sue said that Anthony is very willing to work through a transition period that would start on August 20, 2018, and last four (4) weeks. He said that he would stay on until a new Financial Administrator is hired and will be glad to answer questions after that time. He hopes that he would be finished during the third week of September 2018.

At that time, Anthony and the Committee hope to have a recommendation in place so that they can bring a name to the Session at the October Session meeting. Sue said that Anthony gets paid \$1,500 per month, while the new person would be paid \$1,200 per month for time spent on the

job in 2018, with the 2019 compensation to be finalized in the future after the person is selected. There will be at least one month of overlap, and Sue said that that cost would be approximately \$1,650 for Anthony and the new person's reduced cost. Personnel moved that this plan be accepted, including the basic four weeks of overlap costs plus up to four more weeks of overlap if Anthony feels it is needed) to help with 2018 financial closing needs. The motion came from Committee; therefore, no second was needed. The Session unanimously approved the motion.

#### *Membership and Fellowship Committee*

Kim O'Donnell spoke for the excused Lucy Johnson. Kim reviewed Lucy's report, "Social Hour Opportunities for The Church of the Covenant", that was provided to the Session. The report outlined how the Social Hour will be revamped, and how the church leadership should be involved in that revamping effort. This effort will address many of the points outlined in the Holy Cow survey report. Kim then moved that the Session and its Committees should endorse the report and participate on assigned Sundays in September and October 2018. The motion came from Committee; therefore, no second was needed. After some discussion, the Session unanimously approved the motion. Kim then asked that the Committees use their Sundays to include ways to show how that their Committee work is part of the overall work of the Church. She also noted that the Committees should be welcoming and show how visitors can get involved, per the suggestions provided in Lucy Johnson's report.

#### *Stewardship Committee*

No report beyond the Committee's written report.

#### *Mission Committee*

Chuck Neff, chairperson, asked the Session to review his Committee's written report. He noted that the Shrader family, one of our missionary groups, will be here on Sunday, August 19, 2018. He invited everyone to participate in the luncheon that will be held for them after the end of the 11:00 a.m. worship service.

#### *Worship and Music Committee*

Charlie Bowers, second elder, said that the Committee did not meet in July, and asked all to read their written report from their June meeting.

#### *Christian Education Committee*

Katie Wichterman, chairperson, had no report. She introduced Jessica Hickman, who provided the Session with a summary verbal report of Vacation Bible School, held from July 16 through July 20. Jessica noted that 142 children attended. While overall, she felt the children had a positive experience, she said that for next year, they need to get more adult volunteer help. She also said that they need to improve security and safety measures for the children and volunteers. Finally, Jessica said that the registration process needs to be improved. Katie Wichterman offered to help to take on the registration task for 2019.

Jessica said that teacher training, including fire drills, would take place at the end of August. She pointed out that Rally Day (September 16) would include an open house.

Jessica then introduced Kayla Goncalves, who spoke about the need for more adult help in carrying out the youth programs at the Church. Kayla reviewed some of the Ministry Architects' statements about the Church in her presentation on this matter.

*Nominating Committee*

Charlie Bowers, chairperson, said that this Committee has met and will be ready to provide the required slate of nominees when needed.

*Building and Grounds Committee*

Ben Evans, chairperson, said that his Committee had no report, and referred the Session to his Committee's written report.

*Administration Committee and Endowment Committee* – there were no reports from these Committees.

*APNC Committee* – Kim O'Donnell said that the interview process has started. She felt that the process is on schedule. She asked for prayers for the APNC and the overall process.

*Memorial Committee* – Dr. Broberg advised the Session that he had met with the Desnmore family and advised them of the Session's request to change their donation from going to new air condition for the Sanctuary to helping with boiler repairs. The family instead asked that \$13,000 be donated to the Pre-School. Jason Dille moved that \$13,000 be transferred to the Pre-School out of unrestricted funds in the Memorial Fund. Katie Wichterman seconded the motion, which was unanimously approved by the Session.

*Capital Campaign Committee* – Dr. Broberg noted that the Capital Campaign has largely been completed, and that this Committee had recommended that the Session dissolve the Committee. Sue Denmead moved that the Session dissolve the Capital Campaign Committee with thanks and gratitude for its fine work. Jason Dille seconded the motion, and the Session unanimously approved the motion. It was noted that Steve Johnson would provide the congregation with a summary report about the Capital Campaign at the January 2019 congregational meeting.

Regarding the sculpture project, Dr. Broberg pointed out that a large stone will be placed near where the Jesus statue will be located. Finally, Dr. Broberg said that the Stained Glass Windows project is on schedule, and Lexan is being removed at this time.

PASTORAL REPORT

Dr. Broberg noted cares, concerns, and joys.

DATES OF NOTE

The next Stated Session meeting will be held on Monday, September 10, 2018, starting at 7:00 p.m. The next Communion is scheduled for Sunday, September 2, 2018. The next Stated Presbytery Meeting will be held on Tuesday, September 11, 2018 at 7:00 p.m. at the Cokeburg United Presbyterian Church. Charles Bowers and Robynne Myers are scheduled to attend.

Session Meeting

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ADJOURNING AND CLOSING PRAYER

After a motion by Charlie Bowers and a second by Jim Hyland, the Session unanimously approved the motion to adjourn. Dr. Broberg adjourned the meeting with a prayer at 9:20 p.m.

Respectfully submitted,

**Jonathan M. Pachter**

Jonathan M. Pachter, Clerk of Session