

Minutes of the Stated Session Meeting
Faith Presbyterian Church
Tallahassee, Florida
March 4, 2018

1. Call to Order/Opening Prayer/Devotion

The Stated Session Meeting of Faith Presbyterian Church was called to order and opened with a prayer in Room 110 of Faith Presbyterian Church by the Moderator, Senior Pastor Brad Clayton, at 11:58 a.m.

The Ruling Elders (22) present were Lee Andre, Linda Antwi, Kevin Askew, Syauchen Baker, Keagan Barrett, Randy Beach, Sue Colombo, Ginny Dailey, Charles Dodson, Janet Evans, Dennis Ferguson, Skip Forsyth, Cory Hill, Bill Hollimon, Chip Jennings, Becky Miller, Charles Ranson, Caitlin Ray, Jason Taylor, Frank Walper, Malika Woody, Elaine Youngblood. **A quorum of at least one-third of the members of the Session was present.**

No Ruling Elders (0) were absent.

Also present (4) were: Trinity Whitley (Teaching Elder/Associate Pastor), Barney Ray (Clerk of Session), Randy Zepp (Church Administrator) and Caressa Nee (new Deacon).

Sue Colombo provided the devotion.

2. Sharing of Joys and Concerns

Joys were shared for ladies from the church at the Seaside running event this weekend and for Brad's sermon this morning. Concerns were shared for Charle Ranson's brother who died unexpectedly three weeks ago, the Ann Davis' family, Karen McGhee (health issues) and Thomas Whitley and his family (one year since his father passed unexpectedly) .

3. Clerk's Report

a. Approval of the Minutes

The Moderator asked if there were any discussion or recommended revisions to the minutes from the **January 28, 2018 Stated Session Meeting, the February 11, 2018 Congregational Meeting, the February 13, 2018 and February 18, 2018 Called Meetings. All minutes were approved as submitted.**

b. Commissioners Report for 1/27 Presbytery Meeting in Quincy

The meeting was to approve Roy Martin as the new General Presbyter. Janet Evans and the Moderator provided a report of the meeting.

c. 2018 Election of Officers

The Moderator stated that Barney Ray had agreed to serve another year as Clerk of Session. The Clerk of Session explained that the church is required to submit an annual report to the Department of State which identifies the President, Vice-President, Secretary and Treasurer. The church bylaws identify the Clerk of Session as President, the Moderator of Buildings and Grounds as Vice-President, the Moderator of the Management Committee as Secretary and the Moderator of the Finance Committee as Treasurer.

Based upon those designations, the following persons are presented for the Session's consideration: **Barney Ray as President, Charles Dodson as Vice-President, Skip Forsyth as Secretary and Randy Beach as Treasurer. A motion was made to approve the officers as identified. The motion received a second. The motion was unanimously approved.**

4. Pastor's Report

a. New Officer Makeup Exam

Carissa Nee was unable to attend the new officer exam in February. She was examined by the Moderator and the Session during the Stated Meeting. **A motion was made to sustain the exam and approve her as deacon. The motion received a second and was approved.**

b. Session Orientation

The Moderator covered some essential and important tasks and schedules for all session members. While he did not cover all of the material in the Session packet, he stated that he trusted that elders would read them.

The church policies and procedures are available on the church's website and Session members should read them and become familiar with those procedures especially pertaining to their committees.

Committee moderators need to provide updates from the Session meetings to their committee members each month. Moderators were also encouraged to make sure that committee minutes are kept in the standard design adopted for use by all committees. It is important for committee minutes to be sent in time for inclusion with the Session packets so that the Session can read them and be informed. Motions from committees should be written in the form of a motion and any background information provided with the motion to help facilitate Session understanding about the motion.

Session members should read the Session agenda and packets before the Session meeting in order to be prepared for each meeting. They are also encouraged to reach out prior to the Session meeting to the committee moderator of the motion to address any concerns about what impact a motion may have on another committee or about the proper protocol and process for the motion within the church policies and procedures. The work of the church is delegated to the committees of the Session and the Diaconate. Committees are trusted to have thoroughly discussed and considered any motions prior to submission to the Session for approval. Church ordained, program and administrative staff help to support the work of committees.

c. Officer Retreat

The Moderator said that there was discussion at the last Session Meeting about having an officer retreat. He said he discussed the planning for the event with Trinity Whitley and he wants to have the **officer retreat, which would include the Deacons, on the evening of April 27th and morning of**

April 28th at the church. Immediately after lunch on April 28th, the Stated Session meeting originally scheduled for April 22nd would convene.

Additional updates: Safety Committee has met and will meet again March 13th and will hopefully bring some recommendations for Session to approve.

New sound system equipment update – finance committee has discussed but a motion will come at the next the Session Meeting.

A baptism approved by the Session via email for today however the family wants to move the date to two weeks from now (March 18th).

5. Youth Elder Report

Keagan Barrett reported that youth attended Dogwood Youth conference in February. They are planning for VBS, Mission Madness and Montreat Youth Conferences.

6. Finance Report

Randy Beach reported that there was nothing out of the ordinary to report this early in the budget year. Ginny Dailey requested some more information about how 2017 budget year ended. It was stated that 2017 ended with a surplus. The approved 2018 budget was greater than the 2017 budget due to the strong record of receipts in 2017 and for pledges in 2018. Chip Jennings asked why there were separate carry over funds by year rather than collapsed into one carry over reserve. Randy Zepp said that it was the customary practice of Faith Church to track the carry over funds by year. The Clerk of Session mentioned that the church finances had improved over the past two years since the arrival of the Senior Pastor. The Moderator said that for the most part, all requests for budget increases in the 2018 were approved.

7. Diaconate Report

The Moderator reported that Deacons provided monthly Sunday luncheons in January and February. The next event is for Easter Sunday. Deacons are in need of volunteer dishwashers for Wednesday nights to help. Persons interested may contact Lindsay Volpe or the Moderator if they can help. The Sealey Partnership meeting was last Sunday. Thirty-two (32) attended and twenty-eight (28) signed up to help. There is a Teacher Appreciation event on May 22nd. Volunteers may contact Janet Evans or the Moderator if they want more information or want to help. The Moderator mentioned that the Diaconate received \$5,000 for Manna for Meridian in the 2018 budget which doesn't cover everything but it helps out.

8. Stewardship Committee Report – Spring Faith on April 29th

Linda Antwi reported that the Spring Faith event is on April 29th after the worship service in the Fellowship Hall. This event is to recruit new volunteers for the upcoming program year. Each committee needs to plan and participate in the event by setting up displays and manning a table in the Fellowship Hall. Stewardship wants each committee to provide a contact from their committee to coordinate with the Stewardship Committee. Packets were handed out to each of the moderators with the schedule and information about planning this event. Committees need to have someone come and set up their table and displays the day before on April 28th.

9. Consent Agenda –

- a. The Children and Families Committee requested approval of the book *Growing in God's Love: A Story Bible* as Children's Worship curriculum for ages 4 to 8.
- b. The Evangelism Committee requested approval for an officer leadership retreat during 2018 which would include the Session, Deacons and Church Program personnel.

The Moderator asked if anyone wanted to discuss any of the items on the consent agenda. Hearing no further requests, **a motion was made and seconded to approve the consent agenda. The consent agenda items were approved.**

10. Motions in Action Agenda

- a. The Children and Family Committee
 - i. Kids@Faith Instagram – The Committee requested Session approval to create an Instagram account (social networking app) as a way to share information about events quickly and effectively. It is like a digital bulletin board. By creating a Kids@Faith intragram, we will be able to share information about upcoming events like Easter Workshop dates/times, VBS registration reminders, Splash parties, etc. No pictures of children will be posted unless the Committee approves and the parents their children approve. Lee Andre provided answers to questions from members of Session.

A motion was made to approve and received a second. After no further discussion, the motion was approved.

- ii. **Nursery Youth Participation Policy** – The Committee requested approval of a Nursery Youth Volunteer Policy. **The proposed policy would require that when requested by a staff person, teens who are members at Faith and have completed the youth Child and Youth Protection training may serve in the nursery and will be given less responsibility than nursery staff.** The policy details were included in the Session packet. Members of Session asked several questions for clarification about the proposed policy. Becky Miller and Trinity Whitley provided answers to questions.

A motion was made to approve and received a second. After no further discussion, the motion was approved.

11. Items Not In Agenda

The Moderator asked if anyone had anything they wished to add to the agenda. No such requests were made.

12. Informational Items

Dennis Ferguson announced that the Witness Committee is sponsoring a mission trip to Key West to participate in a Habitat for Humanity project which can include youth under specific conditions.

Randy Zepp mentioned that Fran Doxsee who provides meals at St John's Episcopal will provide the Wednesday night meals through April.

Charles Dodson said that the Buildings & Grounds Committee is hosting a church workday on March 24th.

Elaine Youngblood said that the Adults & Families Committee will soon launch a church library on-line.

Frank Walper encouraged ways to recognize members for their volunteer efforts.

Trinity Whitley mentioned that the Faith Fusions Sunday School class will host a speaker on the topic of human trafficking at 9:30am on March 25th in the Fellowship Hall. Everyone is invited to attend.

The Moderator mentioned that he had hosted a new member dinner with the help of Thomas Whitley and others.

13. Communion - Holy Communion was observed to conclude the meeting at 1:21 p.m.

Actions of Session Approved by Email between January 28th and March 4th

The Session approved by email on February 20th, the baptism request for the daughter of Michael and Alison Anway. Baptism request was originally for March 4th but parents later requested to have baptism on March 18th so that their families could attend.

The next Stated Session Meeting is March 25, 2018.

Respectfully submitted by

Barney Ray, Clerk of Session

Approved by Moderator

Brad Clayton, Senior Pastor