

Minutes of the Stated Session Meeting
Faith Presbyterian Church
Tallahassee, Florida
May 20, 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 the Parlor of Faith Presbyterian Church by the Moderator, Senior Pastor Brad Clayton, at 11:55 a.m. Charles Ranson provided the Devotion.

The Ruling Elders (20) present were Lee Andre, Linda Antwi, Kevin Askew, Keagan Barrett, Randy Beach, Sue Colombo, Ginny Dailey, Charles Dodson, Janet Evans, Dennis Ferguson, Skip Forsyth, Cory Hill, Chip Jennings, Becky Miller, Charles Ranson, Caitlin Ray, Jason Taylor, Frank Walper, Malukah Woody and Elaine Youngblood. **A quorum of at least one-third of the members of the Session was present.**

The Ruling Elders (2) absent were Syauchen Baker and Bill Hollimon.

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

2. Sharing of Joys and Concerns

Dennis Ferguson proudly announced the birth of his new granddaughter on May 7th and that everyone was doing fine. Continued prayers were mentioned for Betsy Fisher who is dealing with the recent death of her son Marshall. Janet Evan's expressed appreciation for the prayers for her sister who suffered as stroke but is doing better. John Neely was mentioned for a recent fall. Barney Ray requested prayers for his mother who received the first of three treatments for lymphoma.

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 **April 28, 2018 Stated Session Meeting, the April 18, 2018 Called Meeting to exam confirmands and the May 1, 2018 Called Meeting to exam confirmands. The Clerk identified a correction to the April 28th minutes to reflect that the March 25 Stated Meeting minutes were approved at that meeting. With that one revision all minutes were approved.**

- b. Commissioners Report for Presbytery Meeting on May 19th in Marianna **Cory Hill and Sue Colombo** reported on installation of Roy Martin as the General Presbyter. Sue mentioned that his wife will be a minister at Lynn Haven. Cory mentioned that one of the churches is moving to another denomination in Shalimar. The Presbytery has an offer on the property which could be used to help with funding the General Presbyter's salary. The Moderator reported that he could not attend the meeting due to the service for Marshall Fisher, son of Betsy Fisher. He said almost 400 people attended the service including all of the Sunday church staff.

4. Pastor's Report

a. Safety Committee Update

The Moderator distributed a list of proposals from the Committee as their final report to the Session. The report from the Safety Committee included the following:

1. CPR Certification /AED training for all staff every two years.
2. Incident drills with staff twice a year.
3. Fire escape/critical incident information posted on each interior door.
4. Building & Grounds (Committee) evaluate exterior doors without push-bars for easy exit.
5. Evaluate old door locks especially in Preschool area.
6. Management (Committee) should evaluate current walkie-talkies for use on Sunday morning.
7. Check Shelby (church software) capabilities for texting.
8. Teacher/Volunteer training should include critical incident codes and procedures.
9. Sunday morning ushers on duty make sure they have contact numbers for ushers, greeters, staff and building and grounds on duty.
10. Sunday morning, add a greeter to the stairwell door near the gazebo.
11. Sunday morning, one usher remains in narthex during worship.
12. Sunday morning, Parking lot greeters for front and back parking lot, remain on duty throughout worship.
13. Sunday morning, electronic doors are locked at 10:40am.
14. A summary of our current safety manual should be written with concise directions in the event of any critical incidents.

Charles Ranson mentioned that one of the major findings from the Parkland high school shooting was that the classroom doors could only be locked from the outside and not the inside. The Moderator mentioned that interior doors are usually locked outside of Sunday mornings and are generally locked from the inside however he said that it would be a good idea to check all interior doors for this. **Ginny Dailey moved to adopt the report and refer them to all Session committees to review and implement. Janet Evans seconded the motion.** Dennis Ferguson asked who would have the responsibility for on-going safety issues. Charles Dodson wondered if the responsibility for safety should be added to one of the Session committee's regular responsibilities. The Moderator said that the Safety Committee was a formed ad-hoc committee of the Session and did not recommend that this responsibility be assigned permanently to one committee.

Ginny amended her motion to refer items 1 and 2 to Personnel Committee, Items 3 through 5 to Buildings & Grounds Committee, Items 6 and 7 to Management Committee, Item 8 to Adult & Families, Youth & Families and Children & Families committees, Items 9 through 13 to the Worship & Music Committee and Item 14 to all committees and to address this annually as a part of new officer training including a review of the Safety Manual annually. Janet seconded the amended motion. The motion was approved.

b. Leadership Retreat Follow up

The Moderator asked for updates from the various teams that were formed during the Retreat. No report from Communication Team (use of social media, etc.). No report from Adults & Families/Children & Families for camping on the church grounds. For the team exploring establishment of a partnership with a local African American church, the Moderator mentioned that he and Lorraine Ausley will visit retired former Faith minister Glenn Bass to learn about the church's previous partnership. Sue Colombo asked about our local African-American church, Trinity Presbyterian as a possibility. Ginny Dailey said that Jason Taylor has volunteered to lead this initiative as well. Coffee team (A&F Committee) is still discussing.

5. Stewardship Committee Report

Linda Antwi reported that Stewardship will follow up to make sure that all volunteers who signed up at the Spring Faith event have been contacted and ask committees to tell them how they have or plan to have them become involved. She asked for all committees to contact her by next Friday or she will send out a friendly reminder. She also mentioned that she wanted to distribute an eight (8) page list of members who according to our records we have not seen in at least three (3) months. She requested that Session members review the list and volunteer to contact names they know and are comfortable contacting. This is not a rolls review list. She asked that elders provide a status update next week.

6. Personnel Committee Report

The Committee minutes were distributed. Janet Evans reported that Leigh Ramsay, Director of Christian Education (DCE), has resigned effective July 13, 2018. Her last Sunday is July 8th. She is returning to South Carolina in teaching. The Moderator said that we want to honor her and start the process of replacing her with an interim and then using a search committee to find a permanent replacement. The Moderator said that he would convene the Nominating Committee to start the process of forming a search committee. A letter will go out to the membership informing them of Leigh's resignation next week. Frank Walper raised the importance of showing appreciation of staff.

7. Youth Elder Report

Keagan Barrett mentioned that today's service was led by Youth and recognized High School and College grads. There are forty (40) members signed up for high school Montreat and twenty (20) for Middle school trip. Last youth Sunday night event before breaking for the summer is tonight.

8. Finance Report

Randy Beach reported that we are in the same pattern as last month. Non-pledged receipts are lower than budgeted but total receipts are ahead. Skip Forsyth asked if we knew if some non-pledgers were not pledging givers. Randy Zepp said that was not the case. He mentioned 25% of non-pledged giving comes in December. Randy Beach said they would continue to monitor.

9. Diaconate Report

The Moderator mentioned that the last Diaconate meeting until Fall was last week. Faith received a \$10,000 donation from a member from another church who served at Manna. Faith's annual Meals on Wheels (Ann Ford) volunteering is on Memorial Day. Next

fellowship meal is in September. Next Sunday is beginning of the breakfast each week in the summer. Wanda is cooking for breakfast.

10. Consent Agenda –

- a. The Worship & Music Committee requested approval of baptisms for Paige Benton McKee, Benton Holloway McKee and William Burke McKee.

The Moderator asked if anyone wanted to discuss this item on the consent agenda. Hearing no such requests, **a motion was made and seconded to approve the consent agenda. The consent agenda item was approved.**

11. Motions in Action Agenda

- a. The Stewardship Committee requested approval of the creation of an ad hoc committee to develop a strategic plan for Faith Presbyterian Church in 2018-2019.

Charles Ranson volunteered to lead the strategic planning initiative and provided a brief summary of how this process would proceed. This ad hoc committee would reach out to the congregation to learn more about their vision for the church to incorporate within a strategic plan. Linda Antwi moved the motion. Ginny Dailey seconded the motion. The Moderator asked if there were any further discussion. Janet Evans Called the Question. **The motion was approved.**

- b. The Stewardship Committee requested approval of the creation of an ad hoc committee to organize a capital campaign in 2019-2020, to fund programs and projects that align with the strategic plan.

Robert Volpe volunteered to lead the capital campaign. He mentioned that the consultant that the church hired a few years ago recommended a capital campaign every ten (10) years. He said that the campaign would be based upon the information from the Strategic Planning Committee. Chip Jennings asked whether a rainy day fund for unanticipated repairs was a part of this campaign. Robert mentioned that they have a list of items from Buildings & Grounds however it is possible that with the recent successes of the annual stewardship campaign, this may take care of some of these items. A motion was made to approve. It received a second. **The motion was approved.**

12. Items Not In Agenda

The Moderator asked if there were any items not on the agenda that anyone wished to have considered. None were mentioned.

13. Informational Items _ Skip Forsyth mentioned a coworker of his wife's is receiving treatment for breast cancer. Charles Dodson mentioned that Randy Zepp worked a lot of hours on the issue of the water leak and that 25,000 gallons of water was lost between February and May. Randy was able to get all exterior pipes replaced for under \$20,000. Trinity was asked to give an update on the young adult initiative that she and Shannon are involved in. Dennis shared that Sunday, June 3rd we are hosting missionaries Colin and Karen Wilson from Haiti.

14. Communion - Holy Communion was observed to conclude the meeting at 1:20p.m.

Actions of Session Approved by Email between April 28th and July 22nd

An email sent on May 2nd from the Moderator to Session requesting approval for the baptism of Hailey Pursino, daughter of Peter and Holly Pursino on Mother's Day, May 13th. **The Session approved the baptism request by email.**

An email sent by Cheri Harkema on June 13th on behalf of the Moderator and the Worship and Music Committee requesting Session approval for the baptisms of Ford Stanfield, son of Meredith & Tim Stanfield and Mary and Tripp Evans, children of Amanda & Chip Evans, who will also be joining the church. The baptism were planned to take place before the next Session meeting on July 22nd. **The Session approved the baptism request by email.**

The next Stated Session Meeting is Sunday, July 22, 2018.

Respectfully submitted by

Barney Ray, Clerk of Session

Approved by Moderator

Brad Clayton, Senior Pastor