

**Agenda
Stated Session Meeting
November 28, 2007**

CALL TO ORDER

OPENING DEVOTIONAL

David Hill

AGENDA REVIEW

Larry Hayward

CLERK'S REPORT

Carolyn Fraser

Prayer partners basket

Homebound Communion: On November 25 and 26, 2007, Communion was taken to the following: Nancy and John Shillingburg, by Deacon Catherine Linton and Elder Jill Ewell; Jim and Elise Hardy, by Deacons Elizabeth Martineau and Marti Klein; Erma Wallace, by Elder Jill Ewell.

Baptisms: **Jeffrey Joseph Golimowski**, adult, at the 8:30 a.m. service on November 18, 2007, the Rev. Karen Blomberg officiating, Elder Priscilla Goodwin assisting.

Marriages: None

Deaths: **Joseph R. Grimes** (#1039) died on November 22, 2007.

Member-ship Summary	Total Members 9/30/07	Joined 10/21/07	Reactivated	Dismissed or Deleted 10/24/07	Made Inactive	Deaths	Total Members 10/31/07
Members	847	9		3			853
Affiliates	22					1	21

CONSENT DOCKET

Motion to approve the minutes of the Session meeting of October 24, 2007, the congregational meeting of October 28, and the Session new member meeting of November 18.

Motion to accept all committee minutes and minutes of the Diaconate.

Motion to accept the resignation of Judith W. Curtis as member of the Session, effective November 28, 2007, with thanks for her faithful service.

Motion to approve the following baptisms: None

Motion to dismiss the following members to other churches:

Sheila Jo Hartzell (#869), to Grace Lutheran Church, Hendersonville, NC

Gayle Parker (#1160) and **Carol Fisher Parker** (#1161), to Unity Presbyterian Church, Fort Hill, SC

Kyle Bosworth Ellison (#2394) and **Dawn Allison Ellison** (#2395), to Ebenezer United Methodist Church, Stafford, VA

Henderson (Thad) Huguley (#2422) and **Kimberly Huguley** (#2421), to Second Presbyterian Church, Nashville, TN

Motion (from the Personnel Committee) that (1) the 2007 housing allowance for Larry Hayward be increased from \$54,000 to \$60,000 and that his cash salary be reduced by \$6,000, and (2) the prorated 2007 compensation package of \$58,654 for Casey FitzGerald be put in her housing allowance with zero in cash salary.

Art Sauer has completed the annual review of the membership rolls, including contacts made with those who have not participated actively in the activities of the church, as required by section G-5.0502 of the Book of Order.

Motion to place in inactive status the following members, due to non-participation for at least two years: **Mark Anderson** (#1848); **Karin Anderson** (#1849); **Thelma Jane Askey** (#2209); **Nancy A. Garrett** (#1740); **Susan Kay Gibboney** (#2179); **Karin Moore** (#2465); and **Nancy Thompson** (#1343)

Motion to place in inactive status the following member, at her request: **Katherine Hays** (#1841)

Motion to delete the following members from the rolls, at their request:

Barbara A. Brancoli (#1681); and **Zach Yoxtheimer** (#2237)

Motion to reactivate the following member, who was erroneously made inactive in December 2002, at her request: **Barbara Neisser**

SPECIAL REPORTS

Deacon Report

Envisioning Westminster's Future

Approval of nominees

Inquirer's Committee

Presbytery Meeting

Treasurer's Reports

Larry Hayward

Nancy Hall Berens

Nancy Hall Berens

Terry Grindstaff

COMMITTEE REPORTS

Local Mission

National and International Mission

New Member and Assimilation

Nominating

Stewardship

Worship and Music

Greeting after worship; Communion schedule for 2008; Grand piano for sanctuary

Administration and Finance

Update on 2008 operating budget

Building and Grounds

Christian Education

Elders to assist in baptisms

Communications

Congregational Life

Personnel

Interim Director of Congregational Life and Singles Ministries

Pastor evaluation process

Christopher Ptomey

Betsy Preston

Carol Skiba

Priscilla Goodwin

David Roden

David Hill

Stephen Moss

Eileen Denne

Casey FitzGerald

Brian Laubscher

Nancy Hall Berens

Spencer Dickerson

GENERAL ANNOUNCEMENTS

CLOSING PRAYER

Anne Pickett

Motions Received as of November 27, 2007

1. From the Moderator, Clerk, and Chair of the Nominating Committee: To nominate the following members to serve on the task force on Envisioning Westminster's Future: Steve Denne, Frank Fraser, Wes Hickman, Stephen Moss, Betsy Smith, Cathy Smyles, and Melynda Wilcox; and to authorize the Moderator, Clerk, and Chair of the Nominating Committee to recruit additional members, as necessary, with the names to be read into Session minutes in January.
2. From A&F: To accept the treasurer's report.
3. From Worship and Music: To approve the following communion schedule for 2008.
 - January 6 (Epiphany)
 - February 9 (Officer intreat)
 - February 10 (1st Sunday of Lent)
 - March 9
 - March 20 (Maundy Thursday)
 - April 13
 - May 11 (Pentecost)
 - June 8
 - July 13
 - August 10
 - September 14
 - October 5 (World Communion Sunday)
 - November 2
 - November 30 (1st Sunday of Advent)
 - December 24 (Christmas Eve)
4. From Worship and Music: To approve the purchase of a grand piano for the Westminster Sanctuary.
5. From Personnel: To approve the appointment of Nancy Hall Berens to the position of Interim Director of Congregational Life and Singles Ministries (part-time), effective February 4, 2008.

Greeting After Worship

The New Member and Assimilation Committee and the Worship and Music Committee have decided on the following arrangement. The Elder after the 8:30 service should be positioned at the door between the Chapel and the parlor. After the 11:00 service, one Elder should be positioned at the library door and another at the main (rear) door of the sanctuary to assist the pastors at those locations to identify and guide visitors. Assignments will be listed in the bulletin.

Background: Motion to Approval Purchase of a New Piano for the Sanctuary

At its November 14 meeting, the Worship & Music Committee discussed the proposed purchase of a grand piano for the Westminster Sanctuary. The committee recommends that the Session approve the purchase at its November 28 meeting for installation in December 2007. The following provides background information related to this motion.

- The Gifts and Bequests Committee recommended and the Session accepted an initial gift of \$10,000 to establish a fund specifically designated for purchasing a grand piano for the Sanctuary. The Session left the decision about timing and details to the Worship and Music Committee. Since that time additional gifts have been pledged that would permit the purchase of a \$66,000 Steinway piano for the Sanctuary.
- There was a once-a-year Steinway event on November 9 with 57 pianos brought from the New York factory to the Washington area dealer (Jordan Kitts) for special sale prior to the 5% price increase that took effect after the event. The dealer offered a 10% discount on the price as well, because the potential purchaser is a church. Paul Stetsenko, Carolyn Carmack, Jane Ring, and Harriett Polk evaluated the pianos and identified one that meets our requirements. One of the donors put a fully refundable deposit on the piano to reserve it pending decisions by the Worship and Music Committee and the Session at their November meetings.
- The piano identified is a Steinway grand piano (Model B, 6' 11" in length and 58" in width) with a black satin finish. For size comparison, the current Yamaha G2 in the Sanctuary is 5' 7" in length and 59" in width. A Steinway is the instrument of choice for churches, major concert halls, and music schools. This is a very fine instrument and a very generous gift.

The donors hope their gift will enhance the musical quality of worship at Westminster. They believe that Westminster is blessed with an exceptional level of sacred musicianship that endeavors to offer the very best to glorify God. It is their hope and belief that this purchase will lead to greater ways to "worship well" at Westminster.

Memorandum

To: Paul Van de Water
Clerk of Session
Westminster Presbyterian Church

From: Judith W. Curtis

Date: November 25, 2007

It is with great regret that I find I must resign from session effective immediately. As you know my travel schedule has made it difficult for me to be at session. Essentially my work is taking me to North Carolina every week. If this were for a limited time – 6 months or so – I would stay on session. But the work in North Carolina will continue as long as I remain with America's Choice, something I anticipate will be about two years. As a result, I am making plans to relocate to North Carolina. I have taken a corporate apartment temporarily and expect to be in Virginia on the weekends through February. By then, I expect to have found a place to live. Had I known that my career would take this turn, I clearly would not have agreed to be on session.

Am disappointed not to be part of a very exciting time in Westminster's life but do look forward to returning once I have completed my work in North Carolina.

Yours in faith,

Judith W. Curtis

Budget Process and Schedule for 2008 Operating Budget

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| Wednesday, October 17, 2007 | <u>A&F Committee Meeting</u> (7:00 p.m.) <ul style="list-style-type: none">- Discuss budget projections |
| Wednesday, October 24, 2007 | <u>Session Meeting</u> (7:30 p.m.) <ul style="list-style-type: none">- Distribute 2008 Budget Request Forms- Provide guidance to committee chairs |
| Wednesday, November 14, 2007 | <u>A&F Committee Meeting</u> (7:00 p.m.) <ul style="list-style-type: none">- Review 2008 Personnel Budget estimates and variables |
| Wednesday, November 28, 2007 | <u>Session Meeting</u> (7:30 p.m.) <ul style="list-style-type: none">- <i>Deadline for Submitting Committee Budget Requests</i> |
| Monday, January 14, 2008 | <u>Draft 2007 Treasurer's Report</u> <ul style="list-style-type: none">- Analyze operating performance- Calculate 2007 carryover- Prepare income projections |
| Tuesday, January 15, 2008 | <u>Personnel Committee Meeting</u> <ul style="list-style-type: none">- Finalize Personnel Budget request |
| Wednesday, January 16, 2008 | <u>A&F Committee Meeting</u> (6:00 p.m.) <ul style="list-style-type: none">- Narrow spending issues- Prepare Proposed 2008 Operating Budget |
| Tuesday, January 22, 2008 | <u>Westminster Coordinating Council Meeting</u> (7:30 p.m.) <ul style="list-style-type: none">- Discuss Proposed 2008 Operating Budget- Resolve outstanding spending issues |
| Wednesday, January 30, 2008 | <u>Session Meeting</u> (7:30 p.m.) <ul style="list-style-type: none">- Review and approve 2008 Operating Budget |