

**Woods Memorial Presbyterian Church
Regular Meeting of Session
January 18, 2017 7:30 pm**

Our Mission:

Welcoming all to grow and serve in Christ

Our Vision:

To be a voice of faith transforming lives and society
through Jesus Christ

Minutes

Attendance

Ruling Elders:					
Anstett, Steve	E	Babcock, Brad	P	Barkley, Retta	P
Behling, Gregg	P	Bennett, Mark	P	Brooks, Bill	P
Erickson, Julie	P	Falvey, Jim	P	Ferguson, Jeff	P
Gruebel, Rhonda	P	Haines, Steve	P	Hamel, Sue	P
Haun, Patt	P	Henry, Jenny	P	Hill, Denise	P
Hutchison, Rick	P	Killpatrick, Megan	E	Kintzley, Keith	P
Kissam, Karen	P	Lambert, Ed	P	Laque, Teddy	P
Lohff, Kathy	P	Maxa, Kathy	P	Nauman, Doug	P
Oakes, Ellen	P	Roland, Don	P	Soderlund, John	P
Tiernan, Joan	P	Williamson, Jill	P	Wilson, Sarah	P
Wood, Jon	P				
Others:					
Rev. DeWynngaert	P	Rev. Lincoln-Reynolds	P	Rev. Frick	P
Clerk Weissinger	P	Sally Daniels	P	Holly Albrecht	P

P – Present, A – Absent, E – Excused

Opening– Rev. Susan DeWynngaert, moderator, opened the meeting by presenting the results of the “values auction” we did during the retreat. She read a passage from 2 Corinthians 8 – Practice generosity first and the rest falls in line. Our goal as elders should be to model and inspire generosity. She then opened the meeting with prayer.

MOTION to approve the Docket and Establish a Quorum
MOTION APPROVED

Report of Clerk of Session

There was no correspondence to Session

Omnibus Motion

- Give voice to attending staff members and to Teddy Laque and Kathy Maxa
- Receive November and December financial reports (attached)

- Accept Dec 2016 and Jan 2017 membership reports (attached)
- Approve minutes of November 16, 2016 regular meeting of Session (attached)

MOTION APPROVED

Circulated sign-ups sheets for Welcome Booth, Collection, Communion, and Elder of the Day. Also circulated a Thank You card for Ione Williams, who has helped with the Welcome Booth for many years.

Patt Haun and Doug Nauman volunteered to attend the February 8th Deacons Meeting

Key Dates

- 1/29: Special Congregational Meeting, 10:30am
- 1/29: Town Hall meeting on Renovation Sub-committee, 10:35 am
- 1/30 – 2/6: Winter Relief
- 2/1: Ministry Meetings, 7:15pm
- 2/6: Coordinating Cabinet, 7:30pm
- 2/9: Presbytery Gathering, Ark and Dove PC, Thursday, TBD
- 2/15: Session Meeting, 7:30pm
- 2/15: New Members Dinner, 6:00pm
- 2/22: BAD Meeting, 7:00pm at Woods
- 2/26: Communion

Call for a Special Meeting of the Congregation – Susan DeWyngaert

MOTION to call a Special Meeting of the Congregation on January 29, 2017 at 10:30 am for the purpose of electing Ted Laque and Kathy Maxa to serve as ruling elders, fulfilling vacancies through June 30, 2017.

MOTION APPROVED

Elect Commissioners for February 9 Presbytery Gathering

MOTION to elect Denise Hill, Jenny Henry, Ed Lambert, Steve Haines and Patt Haun as Commissioners with Ted Laque as an alternate.

MOTION APPROVED

Deacons Report –Sally Daniels

Reviewed the duties of Deacons. Emphasized the work of the Events Committee; Laurel Raymond and Nancy Delagoustina will lead it. Starting to plan the St. Patrick’s Day dinner.

Discussed sending cards and flowers. Nancy D sent handwritten Christmas cards to all members over 80 years old. Brook Bozeman presented on Camp Woods.

Elder of the Day Discussion – Susan DeWyngaert

So far, the elders have had questions. The key is to connect the questioner with the person with the answers. The goal is to help the congregation be heard.

Ministry Reports

- Missions – Jill Williamson

- Missions ministry thinks we need to interconnect across ministries. Different members from missions plan to request to attend other ministry meetings. Missions would love to have others attend their meeting.
 - Jill Williamson indicated Winter Relief is still in need of volunteers
- Welcome – Doug Nauman
 - Sarah Wilson went over the summary of Elder Responsibilities
- Worship and Sacrament – Jim Falvey
 - A fund was previously established in Nancy Saarlus’ name, as she was a long time Christian educator. The fund has been used to support the art ministry. The arts committee decided to formalize a policy for administering the fund. Jim Falvey will find out whether the art on display is covered by Church insurance, in case of loss or damage.
MOTION to approve the Saarlus Gallery Fund Implementation Guidelines (attached)
MOTION APPROVED
 - Jim described the need for repairs to the organ and the desire for a Harpsichord to perform baroque music.
MOTION to approve using funds from the Choir Fund to make organ repairs and to purchase a harpsichord, each expected to cost approximately \$4,000 for a total authorized amount of up to \$8,000.
MOTION APPROVED
- Stewardship & Finance – Keith Kintzley
 - Financial update – YTD net income is still good. Revenue is below budget but so are expense. We are now \$43k ahead YTD.
 - Stewardship season is coming up. Ministries will be asked for an asking budget. We plan to allow the congregation to review/comment on the asking budget.
 - Financial Review Results – Endowment Fund principal usage.
Keith indicated we have a fresh set of eyes doing the annual financial review. They found that we have been drawing principal from the permanent endowment fund for at least 16 years. Tom Lerario found records that the principal should be ~\$1.6M and it is now ~\$1.1 as a result of the routine withdrawals allowed in the Lasting Legacies Fund. But the Faith fund does not have as restrictive of a covenant. Finance plans to modify the Lasting Legacy Policy for a vote in February. The budgeted withdrawal from the Endowment Fund this year will be postponed until June so its need can be evaluated.
Session discussed the need to and potential plans to reimburse the Endowment Fund. It was recommended that further information be gathered, options be further evaluated, and a plan for communication of the issue be developed prior to a vote.
- Human Resources – Jeff Ferguson
 - Updates on filling vacancies
 - Interviews/auditions have been underway for the position of Contemporary Music Director. Not ready yet to make a decision.
 - Have restarted the advertising process for Missions Director;

- Youth Director search committee list is almost complete. The goal will be to fill it by the summer.
- HR feels that systems and procedures are deficient and/or not well implemented at Woods, which can cause inefficiencies. HR is hiring Tom Wilke as a part time, 20-hr/week consultant to make improvements to administration. There were discussions of whether any potential improvements identified would be effective without an administrative manager to implement, and whether the cost is appropriate at this time. HR feels there is much benefit.
Tom will have a specific set of tasks to perform from HR. Bill Brook asked that he develop an effective org chart for the church and procedures for the bulletin. This unbudgeted salary/stipend cost would be covered by vacant staff position salaries.
- Indicated that staff and their responsibilities and elder and deacon names will be listed in the bulletins to improve communication with the congregation.

Written Reports Submitted to Session – Adult Education, Families with Children, Human Resources, Missions, Property, Stewardship and Finance, Welcome, Worship and Sacraments, Deacons

Pastors' Reports

- Rev. Susan DeWyngaert
Offered 7 Christmas services, which is two more than the average church our size. Then she prepared for the retreat.
Helping the ministries complete action plans for Strategic Plan.
Working on a memorial gift in memory of a former colleague, soliciting gifts from Florida parishioners to go toward Union Seminary in her free time.
- Rev. Nancy Lincoln-Reynolds
Wholeness service was important and sacred to those being prayed for.
New Member classes beginning in February with a dinner Feb 15. Rachel Lunde will request attendance of elders to the dinner.
The children's garden is going in at the Counseling Center.
On Feb. 24th 6:00pm Parenting for a Different World (PDW) launches its community collaborate effort with a call to action for the community in four branches of influence: Faith and Service, Education, Music and the Arts, and Sports. Anna Miller will do a presentation on coping skills.
On March 12, there will be a concert where the final song of the Suicide Prevention album will be revealed.
- Rev. Brandon Frick
Thanks to all the volunteers during Advent.
Just got back from Cuba. Our partner church is a healthy loving church. They have provided 3 million liters of clean water to the community, which is drastically needed. Worshiped with 3 different communities.

Jim Falvey closed the meeting in prayer