

The Regular Meeting of the Session
First Presbyterian Church, Lincoln, IL
Tuesday, May 10, 2016

The Session meeting was called to order by Pastor Adam Quine at 6 p.m. with Cass Busby-Elliott, Debbie Schweitzer, Marsha Dallas, Pat Baker, Diane Osborn, Keith Leesman, Rob Harmon, Roger Boss, and Cathy Maciariello present. A quorum was declared.

Following the Evening Prayer the agenda and minutes of the April meeting were approved.

The Rev. Quine reported the Rev. JoAnne Hinds will be guest preacher May 22. He recommended the Session not meet in June, but instead meet in July. The pastor stated he has purchased a house at 1565 Pulaski St. He noted Mary Wilson has been hospitalized.

The Clerk's Report showed April attendance of 3) 90; 6) 12; 10) 85; 13) 14; 17) 82; 20) 12; 24) 68; 27) 19; no deaths or new members.

Communion was served April 2, 6, 9, 13, 16, 20, 24, 27, 30 and Home Communion was served to Jan Ulrich, Dorothy Drew, Mary Wilson and Marla, and Dort and Emory Gaffney.

Communications included:

--Email of treasurer: deposit register and state of financial position;

--Email from Cathy Maciariello: Session retreat scheduled Oct. 28 & 29;

--Email from Administrative Assistant: March check register;

--Email from Rev. Quine: Chasing Problems is a Key to Social Innovation;

--Email from Pastor Quine: Administrative Professionals Day;

--Emails from pastor enclosing Committing Our Hands brochure and Offering Our Hands flyer for inspection;

--Email from Gary Davis: Walk-in Ministry Concept involving group of churches initiating an office and volunteers to assist those in need to avoid duplication of services by churches;

--Emails from Pastor Quine: When Was Your Church the Greatest? And On the Cusp of Retirement: Cliff Explains All."

--Email from Rev. Quine informing high school graduation is being celebrated May 8. With Session approval he will ask our graduates to assist with serving Communion by Intinction; This was approved by Session members in an email vote;

--Annual report from Presbyterian Investment & Loan program reporting \$23.6 million in low cost new loans, an all-time record;

--Notification from the Administrative Assistant a voice mail was received from a windfarm representative expressing interest in leasing our 80 acre farm in East Lincoln Township; referred to farm committee;

--Email from Janis Klockenga, administrative assistant, requesting Vacation Days for 2016. Referred to personnel committee;

--Thank you from Cindy and Cliff Quine in appreciation for the prayers, support, flowers and attendance at the visitation and funeral of Adam's grandmother;

--Receipt of \$56 check from Bais Yaakov Fax Settlement regarding class action suit for sending unrequested illegal flyers; referred to Stewardship and Finance committee at Janis' request to determine if it should be cashed.

The clerk went to R & P Lumber and signed paperwork establishing a church account there and hand delivered a payment check for lighting supplies.

It was noted Pastor Quine will be out of town during the regularly scheduled date for the June Session meeting. Session members were asked to check their calendars for availability on another night.

With Session approval the Clerk presented the Administrative Assistant a \$30 Cracker Barrel gift card for Administrative Professionals Day.

A certificate of liability insurance for the BBQ has been received.

Rev. Quine reported he will be attending the Credo Conference May 17-23; will take vacation days May 24 and 25; will be on the Mission Trip June 12 to 18; and will be taking June 20 to 23 off as Comp-Time for the Mission Trip.

He also asked Session members to care for each other, to care for the community, and work together to form a care team less likely for people to be overlooked.

The **Mission** Committee, Marsha Dallas chairman, reported plans to sponsor the Hartem FFA by purchasing an advertisement on their club T-shirt for \$325.

The clothing project for Community Action/Head Start families on April 23 served an additional 55 people, bringing the total to about 70. Families served were truly grateful. A June 1 committee meeting is scheduled.

Spiritual Life and **Worship** Committee Chairman Cathy Maciariello noted that a Commissioning Service for the artwork of Crissy and Greg Hoffert will be held in the parlor following worship May 15. A reception is planned. Communion will be served in the Sanctuary by distribution. Session members were urged to wear red, orange, or yellow clothing that day.

The committee has decided not to attend Presbyterian Day at the Peoria Chiefs game, because Pastor Quine will be out of town that day.

It was announced Ellie Martin and Clay Olson have applied for the church scholarships.

Sunday School for May has been suspended due to low attendance. There will be no Sunday School for the summer. May Kirk Nights will be held at the Spirited Republic and feature an exploration of the Book of Daniel.

Cost per Session member for the Session Retreat at the Chiara Center Oct. 28 and 29 is \$85 with the remainder of the expense coming from the retreat budget.

Worship in the Park is June 5 and the Block Party is tentatively set for Sept. 10.

Buildings and Grounds chairman Pat Baker provided Session members with estimates for a new ramp using treated wood, manufactured wood, and concrete. Contractor Rick Whiteman was unavailable to meet with Session members to discuss the project. He prefers a concrete ramp.

Ceiling repair work was completed the last week of April and a new office outside door will be installed May 11.

Additions to the Christian Education building closet have been discussed with the sexton.

By the Bean has proposed a payment for kitchen usage of upgrading our kitchen including installation of a triple sink. The committee will be discussing the situation with them.

It was mentioned special lighting might be installed to focus on the Hoffert cross being hung in the parlor. The committee also plans to hang a framed description of the Hoffert artwork in the parlor. The committee is working on cleaning up the former nursery area and evaluating old costumes.

Stewardship & Finance chairman Keith Leesman said Crissy Hoffert will be assisting him with designing a form for usage with the Offering of Our Hands stewardship initiative. He indicated the 2014 audit would be completed next week. The report of the audit committee for 2015 was presented to the Session. The committee, composed of Roger Boss, William Opper, and Keith Leesman, found all reports and records correctly represented.

The committee is checking into a question concerning copy machine expenses shown on the check register. The Synod CDs are now earning 1. 2 percent interest.

Bill Opper has revised the procedure for handling cash in the pew envelopes by the Elder in charge on Sunday morning. A thank you/receipt letter has also been developed.

The committee has authorized the administrative assistant to contact Wibben Computers to write a program to back up the reports and documents on the office computer. The committee has discussed participating in the Amazon Business Account. The committee plans to meet May 16.

The **Personnel** Committee, Cass Busby-Elliott chairman, is in the process of setting up annual staff reviews. The committee also plans to review current policies including insurance coverage, paid vacations and days off and having employees sign contracts.

The committee has recommended giving the Administrative Assistant the first three days off listed on her request. Others remain under consideration.

Since Todd Spellman is no longer available to work on our website, Ashley Welchel has accepted a proposal to do the work for \$50 an hour for about 10 hours. She also will take photographs.

Melody Anderson, **treasurer**, reported a general fund balance of \$104,515; memorial fund balance of \$43,563 and capital improvement fund balance of \$3,192.

She said the Wilmert farm income has been received and pledges and offering are running ahead of projected year to date figures. Income is running ahead of expenses.

The following **motions** were approved:

- Supporting the Hartem FFA with a \$325 T-shirt advertisement;
- Acceptance of 2015 Audit Report;
- To hire Ashley Welchel to work on church website;
- To grant the Administrative Assistant her first three requested days off;
- To receive the committee reports;
- To hold the next Session meeting in July, rather than June;

The closing prayer was given by Keith Leesman. The meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Diane Cherry Osborn,
Clerk of Session

The Rev. Adam R. Quine,
Pastor

