

Westminster Presbyterian Church  
Akron, Ohio  
Tuesday, April 24, 2018

Minutes of the Session Meeting

*Be adaptive, engaging, generous, inclusive and relevant. Be faithful. Be Westminster!*

The regular meeting of the Session of Westminster Presbyterian Church was called to order by Moderator and Pastor Jon Hauerwas at 7:03 p.m.

Elders (+ present, \* excused, - absent)

Class of 2018	Class of 2019	Class of 2020
+Ellen Daugherty	+Harriet Chapman	+Michael Dunbar
+Nancy Keogh	+James Gray	+Brad Hall
+Sue Wallin	+Ed Labbe	*Shelley Koutnik, Treasurer
*Gert Wilms	+Alec Works, Clerk of Session	+Todd Willis

Also present:

Pastor Jon Hauerwas, Moderator.

**Opening**

Pastor Jon opened the meeting with prayer at 7:02 pm.

**Quorum and Welcome**

The presence of a quorum was confirmed and declared.

**Adoption of Agenda and Consent Agenda**

A **motion prevailed** to adopt and approve the Agenda and Consent Agenda as amended (pull minutes of April 18 e-meeting; a motion from Worship was also pulled later).

**Clerk's Report**

No correspondence to report. Rev. Mark Rupert, representing Eastminster Presbytery's Committee on Ministry, is scheduled to meet with Session during our May 22 meeting. He is scheduled to meet with the Pastor and the Clerk on June 4 to review our 2017 minutes. Confirmand Brooke Jordan is to be baptized on May 20. Sam Gilbert, infant son of Rob and Bridget Gilbert, is to be baptized on May 27.

The Consent Agenda as approved included the following motions:

**2018-073 MOTION prevailed** to approve the minutes of the regular Session meeting of March 27, 2018.

**2018-074 MOTION prevailed** to approve the minutes of the Special Session April 22, 2018 (to receive new members).

**2018-075 MOTION prevailed** to receive the following report of all weddings, funerals, baptisms, and Communion that have taken place since Session's March 27, 2018 meeting:

1. Weddings: none
2. Funerals: Muriel (Mimi) Hutchinson (died 3/31/18, memorial service 4/13/18); Esther Nelson (died 4/13/18, funeral service 4/17/18 at Rose Hill Burial Park Funeral Home).
3. Baptisms: none
4. Communion: March 29, 2018 (Maundy Thursday, 7:00 p.m.); April 1, 2018 (Easter Sunday, 8:00 a.m. and 10:30 a.m.).

**2018-076 MOTION prevailed** to receive the report of the average worship attendance for March: 151 (excludes Maundy Thursday = 44) [Clerk's note: Palm Sunday = 208; Easter Sunday = 21 at 8 a.m., 289 at 10:30 a.m.).

**2018-077 MOTION prevailed** to approve the membership statistical report for the month of March 2018:

Total Membership as of 3/1/18	400
Additions: none	0
Deletions: none	0
Deaths: Muriel (Mimi) Hutchinson, died 3/31/18)	1
Total Membership as of 3/31/18	399

**2018-078 MOTION prevailed** to approve the removal of the following persons from the Membership Rolls of Westminster Presbyterian Church: Muriel (Mimi) Hutchinson (died 3/31/18) and Esther Nelson (died 4/13/18).

**2018-079 MOTION prevailed** to approve Pastor Hauerwas' officiating at the offsite wedding of members Sophia Louise VanDerSchyf and Ron Zito on May 5, 2018.

**2018-080 MOTION prevailed** to approve Pastor Hauerwas' officiating at the offsite wedding of member Amanda Molinaro and Tim Duerler on July 21, 2018.

From Discipleship:

**2018-081 MOTION prevailed** to approve requesting that salads be donated for the Eberts Lecture luncheon, to supplement the sliced meats and rolls to be provided by Discipleship.

From Properties:

**2018-082 MOTION prevailed** to approve having Misty Creek continue to do the landscaping at a cost of \$1,985 with \$135 coming from the memorial fund, \$1000 coming from the Parking Lot fund, and the remainder coming from Properties general funds.

From Worship:

**2018-083 MOTION prevailed** to approve the purchase of a plaque in Jim Mismas' honor and to affix it to the side of the organ that faces the congregation. Worship understands that it takes time for the plaque to be made. Worship suggests that the plaque be purchased by the same individual (Kara Hauerwas) who orders plaques for the memorial garden using that same font. The plaque would read: In Grateful Appreciation of James A. Mismas, Music Director Emeritus, Who Served Westminster from 1995-2018.

**2018-084 MOTION prevailed** to approve placing a basket in Wright-Herberich Hall on May 27, Jim Mismas' final day with the choir and at Westminster's organ, for the purpose of receiving cards, memories, and photographs that Jim would take with him. This opportunity would be publicized to the congregation through a letter to our members.

## Committee Reports and Actions

Discipleship Committee (April minutes were attached; see consent agenda for motion) Ed Labbe Moderator Ed Labbe reported that the service activity for the April 13 Youth event was successful, however, the lock-in was cancelled. It has been rescheduled for May 18-19. A trip to Kalahari Water Park and the Youth Mission Trip are planned for June. Confirmation classes are continuing. The Eberts Lecture is scheduled for June 3.

Outreach Committee (No minutes nor motions) Ellen Daugherty for Gert Wilms Ellen reported that they plan to discuss summer Third Sunday dinners and the Akron Pride and Equality March during their May meeting,

Properties Committee (April minutes were attached; see consent agenda for motion) Ellen Daugherty and Brad Hall for Ginny Melver Ellen reported that Ginny Melver plans to make an announcement this Sunday about the upcoming sanctuary renovations.

Personnel Committee (No minutes; see e-meeting minutes for motion) Pastor Hauerwas, Nancy Keogh Pastor Jon reported that the Music Director / Organist Search Committee (MDOSC) is ready to start interviewing candidates.

The filling of the position vacated by the resignation of the Director of Communications, Germaine Wilson, was discussed. This was a continuation of discussions from the April 18, 2018 e-meeting. Most of the discussions centered on clarifying the status of Claudine Schooley (temporary or permanent) and whether a policy regarding the hiring of members is warranted. The e-meeting minutes noted that the Personnel Committee decided a part-time position of Office Administrator is more closely aligned with the needs of the church. A corresponding job description was prepared and provided to Session.

The discussion regarding the hiring of members will be continued at the Visioning Discussion on April 28, with any actions to be taken at future Session meetings.

To clarify the actions from the April 18 e-meeting, a motion was first made, seconded and approved to vote down the original motion from Personnel:

**2018-085 MOTION prevailed** to record that the original motion from Personnel (see below) is disapproved. That motion read as follows: The Personnel Committee moves that Westminster hire Claudine Schooley, who is also to be received into membership in our congregation on April 22, 2018 as the Office Administrator, with a start date of April 23, 2018. The position is part-time, 25 hours per week, with vacation and sick leave as outlined in the Personnel Policy. A copy of the job description, as approved by Personnel, was attached. The rate of pay is \$20/hour pending a positive background check and the employment status is temporary in nature, pending a Session review of hiring church members and a positive performance review after 90 days. [Clerk's note: Upon further discussion by Personnel, the suggested rate of pay for the new position was subsequently changed to \$18 / hour.]

The following motion was then made, seconded and approved:

**2018-086 MOTION prevailed** to approve hiring Claudine Schooley, who was received into membership in our congregation on April 22, 2018 as a temporary Office Administrator, with a start date of April 23, 2018. The position is part-time, 25 hours per week, with vacation and sick leave as outlined in the Personnel Policy. The job description has been approved by Personnel. The rate of pay is \$18/hour pending a positive background check and the employment status is temporary in

nature, pending a Session review of hiring church members. If Claudine is later to be considered for a regular position, a positive performance review after 90 days would be needed.

Pastor Jon noted that Claudine had worked with Germaine two days the previous week on a voluntary basis to learn the basic responsibilities.

The length of the temporary status will be determined pending further discussions.

Worship Committee (No minutes; see consent agenda for motions) Sue Wallin and Nancy Keogh  
Worship had originally proposed a motion regarding if and how any gifts congregants might offer Jim Mismas should be handled. The motion was pulled for further discussion and clarifications. Motion 2018-084 above already approves a basket or box being provided to receive any cards or mementoes anyone wishes to give to Jim.

Membership Committee (No motions nor minutes) James Gray  
Moderator James Gray reported that the new pictorial directories have been distributed. Efforts will now focus on finding a company or form with which to redesign the church web page. Work on the historical update project is also planned.

Nominating Committee (No motions nor minutes) Harriet Chapman  
Moderator Harriet Chapman noted that they will be soliciting names and plan to start meeting soon.

Board of Deacons (April meeting to be rescheduled)  
The Deacons are planning the Memorial Day picnic.

Task Forces (Safe Church Task Force - no report; MDOSC discussed under Personnel)

Finance Committee (quarterly financial reports were attached) Todd Willis  
Moderator Todd Willis reported that we did not need to use any Rowley funds to meet expenses during the first quarter. Income is slightly ahead of projections. Expenses were somewhat higher for snow plowing and overtime, but overall lower

### **Pastor's Report and Remarks**

Pastor Jon reported that he is still searching for someone to fill the pulpit on June 24, during his scheduled vacation.

The next Visioning meeting is planned for Saturday, April 28, 2018, from 9-11 a.m.

A Special Session meeting to receive the Confirmation Class is scheduled for Sunday, May 20 at 9:30 a.m.

### **New / Other Business**

The next regular Session meeting is scheduled for Tuesday, May 22, 2018 at 7:00p.m.

Shelley Koutnik has offered to serve as commissioner for the next Presbytery meeting on Tuesday, June 5, starting at 5:00 p.m., at the North Benton Presbyterian Church.

Following a motion to adjourn, the Session Meeting was adjourned with prayer at 8:52 p.m.