

Westminster Presbyterian Church  
Akron, Ohio

Tuesday, July 17, 2018

Minutes of the Session Meeting – FINAL

*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
+ Gert Wilms	* Ed Labbe	+ Shelley Koutnik, Treasurer
(vacant)	+ Alec Works, Clerk of Session	+ Todd Willis

Also present:

Pastor Jon Hauerwas, Moderator; Rev. Stephanie Crossland, guest.

### **Opening**

Pastor Jon opened the meeting with prayer at 7:03 pm.

### **Quorum and Welcome**

The presence of a quorum was confirmed and declared. Pastor Jon welcomed our guest, Rev. Stephanie Crossland, representing Eastminster Presbytery's Committee on Ministry.

### **Adoption of Agenda and Consent Agenda**

A **motion prevailed** to adopt and approve the Agenda and Consent Agenda as amended (the motion to approve the baptism of Ella Greathouse was revised to include the date of her baptism).

### **Extension of Floor**

A **motion prevailed** to extend the floor to Rev. Stephanie Crossland.

### **Committee on Ministry Discussion**

Rev. Crossland opened by stating that, since this was her first visit with us, she was most interested in getting to know us. Session members introduced themselves, noting their committee work and length of time as members. General discussions noted many of the changes occurring, including hiring a new organist, sanctuary renovation, and beginning a search for a part-time youth coordinator. We noted that Session includes many new to positions of leadership. Besides noting the growth and opportunities, Rev. Crossland also sensed a healthy cohesiveness and openness. She reminded us that the Committee on Ministry is there to help as needed. She will be meeting with us again in about six months. Rev. Crossland left the meeting around 7:40 p.m.

### **Clerk's Report**

The Consent Agenda noted that Alec sent a letter of thanks to members of the Music Director / Organist Search Committee. A letter was also sent to Bethany United Church of Christ to notify them that David and Diane Allison transferred their membership to Westminster. Pastor Jon and Alec are scheduled to meet with Rev. Stephanie Crossland at 10 a.m. on August 7 to review our 2017 minutes.

The Consent Agenda as approved included the following motions:

**2018-112 MOTION prevailed** to approve the minutes of the regular Session meeting of May 22, 2018.

**2018-113 MOTION prevailed** to approve the minutes of the Special Session Meeting of June 3, 2018 (to receive and act on the recommendation of the Music Director / Organist Search Committee).

**2018-114 MOTION prevailed** to approve the minutes of the Special Session Meeting of June 10, 2018 (to receive new members).

**2018-115 MOTION prevailed** to receive the following report of all weddings, funerals, baptisms, and Communion that have taken place since Session's May 22, 2018 meeting:

1. Weddings: none
2. Funerals: none
3. Baptisms: Samuel Julius Gilbert, infant son of Rob and Bridget Gilbert, and Elle Grace Nacin, infant daughter of Jesse and Stephane Nacin, both on May 27, 2018
4. Communion: June 10, 2018 (8:30 a.m. and 10:30 a.m.), June 24, 2018 (8:30 a.m.). [Clerk's note: July Communions will be reported in August.]

**2018-116 MOTION prevailed** to receive the report of the average worship attendance for May: 238 [Clerk's note: Attendance on May 29, Jim Mismas' last Sunday and Deacons' picnic, was 429. The average for the previous 3 Sundays in May was 174.].

**2018-117 MOTION prevailed** to receive the report of the average worship attendance for June: 117 (both 8:30 a.m. and 10:30 a.m. services).

**2018-118 MOTION prevailed** to approve the membership statistical report for the month of May 2018:

Total Membership as of 5/1/18	403
Additions: Brooke Jordan, Caden Labbe, Ryen Moorhead (May 10 confirmation class)	3
Deletions: none	0
Deaths: none	0
Total Membership as of 5/31/18	406

**2018-119 MOTION prevailed** to approve the membership statistical report for the month of June 2018:

Total Membership as of 6/1/18	406
Additions: David Allison, Dianne Hall Allison, Scott Barnhouse (June 10 new member class)	3
Deletions: none	0

Deaths: none	0
Total Membership as of 6/30/18	409

No motion is needed to remove anyone from active membership.

**2018-120 MOTION prevailed** to formally approve the baptism of Elle Grace Nacin, infant daughter of Jesse and Stephanie Nacin, on May 27, 2018. Stephanie is a member. [Clerk’s note: this was inadvertently left out of the agenda for the May 22 meeting.]

**2018-121 MOTION prevailed** to approve the baptism of James Edward Crabtree, infant son of members Elizabeth and Adam Crabtree, during the 10:30 a.m. service on August 26, 2018. [Clerk’s note: James was born on February 22, 2018.]

**2018-122 MOTION prevailed** to approve the baptism of Ella Rae Greathouse, infant daughter of Kayla and Brad Greathouse, during the 8:30 a.m. service on August 19, 2018. Kayla is a member. [Clerk’s note: Ella was born on June 11, 2018.]

**2018-123 MOTION prevailed** to formally approve the payment of a \$500 honorarium and any charges from the O’neill House for his stay for Alex Sider, who delivered the sermon and Eberts Lecture on June 10, 2018. [Clerk’s note: Payment had been mentioned in Session and was included in the church budget. It was noted in the May 2018 Discipleship minutes but inadvertently omitted from the May 22 Session agenda.]

**2018-124 MOTION prevailed** to acknowledge 2 personal days taken by Pastor Hauerwas on July 2 and 3 to care for his wife, who would be recovering from surgery. [Clerk’s note: Kara had surgery on Saturday, July 31.]

From Discipleship:

**2018-125 MOTION prevailed** to provide Wright-Herberich Hall on Rally Day, September 9, after the 10:30 service, with tables setup representing various church groups to provide information and solicit volunteers (akin to Presbyterian Pandemonium). [Clerk’s note: Sheila Svoboda has already contacted groups and has obtained some responses.]

From Pastor Hauerwas:

**2018-126 MOTION prevailed** to approve Pastor Hauerwas’ participation in the memorial service for Wilma Cheslock on August 15, 2018 at the Billows Funeral Home. [Clerk’s note: Mrs. Cheslock was a member of Westminster before moving to North Carolina. She was 100 years old. Pastor Jon was contacted by her daughter, Martha Timmons, also a former member. Martha’s aunt, Mary Swartzlander, resides at Rockynol and is a member of Westminster.]

### **Committee Reports and Actions**

Finance Committee (June financial reports and July minutes were attached)

Todd Willis, Shelley Koutnik

Moderator Todd Willis explained that, through June 30, contributions are somewhat below budget, mostly due to lower unpledged contributions. Expenses are also below budget, mostly in personnel and office and administrative costs. So far, no funds from Rowley principle have been needed to meet operating expenses (\$26,900 was budgeted through June 30). Designated money from the Rowley Endowment Fund will be used to pay for the sanctuary renovation project.

Treasurer Shelley Koutnik urged committees not to wait until year end to turn in receipts for payment. Budgeting is more effective if any receipts are submitted at least quarterly. Committees are also being asked to submit asking budgets by September 15.

Session originally set aside portions of the Rowley Fund, on a declining basis, to help meet annual operating expenses from 2016 (\$120,000) through 2027 (\$10,000). Only \$38,000 was needed in 2016; none was needed in 2017. To earn a better return on the unused funds for those two years, Finance is asking to move \$200,000 to the designated endowment fund in December 2018.

**2018-127 MOTION prevailed** to move \$200,000 from the Rowley Unrestricted Fund to the Rowley Designated Endowment in December 2018.

Personnel Committee (No minutes were attached; see motions below)

Pastor Hauerwas, Nancy Keogh for John Childs

Nancy Keogh reported that, following her 90-day probationary period, Claudine Schooley, the new Office Administrator received a positive performance review. Pastor Jon added that he and Mike Grau had met with Claudine to discuss the review with her. Personnel had a motion to present based upon the review. During the discussion that followed, a clarification was made that Westminster's Personnel Policy provides for a probationary period but does not reference temporary positions as such. Based upon the original motion from Personnel, the consensus was that more thought needs to be given to the overall staffing structure at Westminster, including titles, pay and responsibilities. The original motion was revised into three separate motions as follows: **2018-128 MOTION prevailed** to recognize the Office Administrator as no longer working under probation, but as a regular employee.

**2018-129 MOTION prevailed** to authorize a change in hourly pay for the current Office Administrator from \$18 to \$19 per hour, effective with the start of the next pay period.

**2018-130 MOTION prevailed** to table the motion to change the titles of any staff members at this time.

The following motion from Personnel formally acknowledges the retirement of Jim Mismas:

**2018-131 MOTION prevailed** to acknowledge that James Mismas, Director of Music and Organist, be granted the status of retired, following his last recorded date of employment of August 31, 2018.

Pastor Jon noted there may be needs for special or e-meetings later this year for personnel actions (e.g., custodial services for WYDACA, choral scholars).

Properties Committee (July minutes were attached; no motions) Ellen Daugherty for Ginny Melver  
The sanctuary flooring project is expected to be completed by July 31. Special thanks are extended to Dave Stobbs for overseeing much of the work. Volunteers will work in August to move items back and finish preparing the area for use.

Discipleship Committee (July minutes were attached; see consent agenda for motion)

Pastor Hauerwas for Ed Labbe

Session members were referred to the committee minutes for activity updates. Pastor Jon will forward a concern to the committee to be considerate of the Memorial Garden area during the August 18 ice cream social.

Outreach Committee (No minutes nor motions)

Gert Wilms

Moderator Gert Wilms reported that Kara Hauerwas is leading planning efforts for the church's participation in the August 25 Akron Pride Festival. Third Sunday dinners are to be resumed in September.

Worship Committee (No minutes; see motion below)

Nancy Keogh

The committee is next scheduled to meet on July 22. Discussions will include the transition to and official start date for the new Music Director / Organist. With the resignation of Sue Wallin from session in May, Earl Pierson has agreed to serve as co-moderator.

**2018-132 MOTION prevailed** to approve having Earl Pierson serve as co-moderator of the Worship Committee.

Membership Committee (No minutes nor motions)

James Gray

Moderator James Gray reported that Welcome bags for visitors have been redesigned. Work continues on the church history project. The committee is trying to set up interviews with 2 or 3 companies for the web site redesign project.

Nominating Committee (No minutes nor motions)

Pastor Hauerwas for Harriet Chapman

Pastor Jon said that Moderator Harriet Chapman reported that the committee expects to meet soon.

Board of Deacons (No minutes nor motions)

There were no actions to report from the Deacons' June 27 meeting. Pastor Jon will follow up with them for planning a reception for the new Music Director / Organist.

Safe Church Task Force - no report

Music Director / Organist Search Committee (MDOSC)

Pastor Jon

Pastor Jon reported that the committee has been in communication with Alcee Chriss III to facilitate his move to the Akron area by this fall.

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

Pastor Jon's previously approved study leave is scheduled for July 23 – 29 (includes Friday and Saturday scheduled off). The supply pastor for July 29 is Rev. Sandy Selby, who has preached here before. Rev. Stephanie Crossland will be available if pastoral services are needed.

The Personnel Committee has not expressed any concerns on finding person(s) to fill in for the Office Administrator for 3 weeks in August.

### **New / Other Business**

A commissioner is needed for the next Presbytery meeting on September 4 at 5:00 p.m., at the Vienna Presbyterian Church. Since there were no volunteers, we may reach out to Resting Elders.

The next regular Session meeting is scheduled for Tuesday, August 28, 2018 at 7:00 p.m.

A Presbytery-wide Discipleship Event is scheduled for October 20, 2018. [Pastor Jon later noted that the event is to be held at the Northminster Presbyterian Church in Cuyahoga Falls.]

Following a motion to adjourn, the Session Meeting was adjourned with prayer at 9:14 p.m.

---

Alec Works, Clerk of Session

---

Pastor Jon Hauerwas, Moderator