

Westminster Presbyterian Church
Akron, Ohio
Tuesday, May 23, 2017
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 2017	Class of 2018	Class of 2019
*Kyle Vuchak	+Ellen Daugherty	*Harriet Chapman
*Todd Willis	+Nancy Keogh	*James Gray
(vacant)	+Sue Wallin	+Ed Labbe
(vacant)	*Gert Wilms	+Alec Works

Also present:

Pastor Jon Hauerwas, Moderator, guests Shelley Koutnik, Church Treasurer, and Rev. Mark Ruppert, liaison to Westminster Church from Eastminster Presbytery's Committee on Ministry.

Opening

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

Quorum

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 presented

Committee on Ministry

After Pastor Jon formally introduced Rev. Ruppert, the floor was given to him (Rev. Ruppert). Session members were asked if there were concerns we would like him to be keeping in prayer. Requests included continuing youth ministries and the general direction of the church. Changes since Rev. Ruppert's last visit include: growing Tweens and youth programs, quilt ministry, formation of a Membership Committee, reception of new members, improving finances, and a continued strong music program.

While discussing ways Rev. Ruppert and/or Eastminster Presbytery could be supportive of Westminster, Rev. Ruppert shared some ways his church (The Vine Fellowship Church in Copley, Ohio) has been involved in the Farmers' Market near their church. By helping set up, they have become acquainted with vendors. Pastor Jon noted that some opportunities for outreach at the Thursday Farmers Market in Will Christy Park were discussed at a recent Westminster staff meeting. There may be opportunities to collaborate on outreach with other area churches.

Rev. Ruppert noted that his next visit would be in November 2017. He is also scheduled to review Session minutes at 9:30 a.m. on July 19. He then led in prayer before leaving at 7:25 p.m.

Clerk's Report

- Alec reviewed the Consent Agenda. There was no correspondence to report. Moderators were encouraged to let Alec know if there are other minutes or committee items to be added to the church web page. Session members were reminded that it is a church policy that Moments for Ministry be offered at both services when there are two, as we observe during the summer. Currently, the Pentecost Offering is scheduled for June 4 and the Memorial Garden Committee is scheduled on June 11.

The Consent Agenda as approved included the following motions:

2017-055 MOTION prevailed to approve the minutes of the regular Session meeting of April 25, 2017.

2017-056 MOTION prevailed to approve the minutes of the special Session meeting of May 7, 2017 to receive 3 new members.

2017-057 MOTION prevailed to approve the minutes of the annual congregational meeting of March 12, 2017.

2017-058 MOTION prevailed to receive the following report of all weddings, funerals, baptisms, and Communion that have taken place since Session's April 2017 meeting:

1. Weddings: none
2. Funerals: none
3. Baptisms: none
4. Communion: May 12, 2017 (10:30 a.m.)

2017-059 MOTION prevailed to receive the report of the average worship attendance for April 2017: 201. [Excludes Maundy Thursday, Good Friday. Attendance on Maundy Thursday = 40; Good Friday = 11; Easter Sunday 8:00 a.m. = 53; 10:30 a.m. = 335.]

2017-060 MOTION prevailed to approve the membership statistical report for the month of April 2017:

Total Membership as of 4/1/17	400
Additions: None	0
Deletions: None	0
Deaths (names below) William Strough, 4/3/17 Bernadine MacEwen, 4/15/17	2
Total Membership as of 4/30/17	398

No MOTION is needed to approve the removal of persons from the Membership Rolls of Westminster Presbyterian Church, since there are none.

2017-061 MOTION prevailed to approve the following time-off requests and pastoral coverage arrangements for Pastor Jon Hauerwas:

- June 9 - 23 - Pastor Hauerwas on vacation. The Rev. Cathy Ulrich is to preach at both services on June 11. The Rev. Tom Ulrich is to preach at both services on June 18.
- July 24-30 - Pastor Hauerwas on study leave. The Hauerwas' are going to a family camp run by the PC(USA) near Erie, Pennsylvania, for spiritual focus, meditation, and family bonding. The Rev. Tom Ulrich is to preach at both services on July 30.
- The Rev. Steph Crossland of Northminster Presbyterian Church has agreed to offer emergency pastoral coverage in Pastor Jon's absence this summer and is available during the three weeks that he has requested time off.

From Properties Committee:

2017-062 MOTION prevailed to approve repairing the apron cement work of the Rockynol parking lot for \$9500 with the funds coming from the Parking Lot Fund unless Rockynol will absorb the cost as part of their renovation agreement.

Committee Reports and Actions

Membership Committee (no minutes nor motions)

Pastor Jon reported that they met Monday, May 22. They selected a vendor for the church pictorial directory. Universal Church Directories is a local company that only prepares church directories. Pictures will be scheduled September 14-16, which is the week of Rally Day. There is no cost to the church.

The next new members' class is scheduled for October 7-8, 2017. A special Session meeting will be held from 9:00 until approximately 10:15 a.m. on Sunday October 8 to explain committee work and to receive the new members. Pastor Jon agreed to send a reminder.

Worship Committee (April 28 minutes were attached)

Pastor Jon noted that gluten, corn and soy and free wafers were available during the May 12 Communion service. Co-Moderators Nancy Keogh and Sue Wallin reported that Phil Fry and Pat Schumacker will be joining their committee. [It is generally acceptable for committees to approve their members.] The committee is investigating purchasing a new candelabra for the sanctuary; designated funds are available.

Finance Committee (May minutes were attached, along with the Analysis of Revenues and Expenses and Summary of Restricted Accounts for April)

Treasurer Shelley Koutnik reported that the CPA completed the annual Agreed Upon Procedures. He stated that this was his first AUP in his 19 years practicing where there were no unusual findings or comments.

Uses of Restricted Funds were discussed. Committees are encouraged to look at available funds and come up with a plan for using such funds. Some funds have not been used in over 5 years.

Session members were reminded that all new hires should be approved by the Personnel Committee and by Session. This includes Choral Scholars.

Upon unanimous agreement, Session offers its commendations to Treasurer Shelly Koutnik and Staff Accountant Eileen Martinez for their exceptional efforts the past year.

Properties Committee (May minutes were attached)

Ellen Daugherty noted that Properties minutes list a number of items being fixed. As a reminder, items around the church cannot be fixed if Properties is not notified. Any concerns should be mentioned to Ellen, Ginny Melver (Properties Moderator) or Pastor Jon.

Shelley Koutnik noted that as Treasurer she would be interested in receiving a copy of the inventory being put together by Properties.

Discipleship Committee (May minutes will be distributed later; no motions)

Committee discussions included potential activities at the Will Christy Park Farmers' Market, planning a curriculum for a Confirmation Class next school year (primarily for 7th – 9th graders and older), planning the church ice cream social in August, and securing a speaker for the 2018 Eberts Lecture Series.

There was a discussion as to whether Presbyterian Pandemonium should be an annual event or held less frequently. The committee will consider the various options.

Outreach Committee (No motions nor minutes)

Ellen Daugherty reported there was a meeting in May; she will check and forward minutes once they are available.

Hospice no longer permits food made by the public to be brought into the facility; this has resulted in the soup program of Faith Lutheran Church, for hospice families, needing to be altered. but may not be able to continue doing so. This may be an opportunity for Westminster to partner with them. This could include Westminster providing soup for Third Sunday dinner guests to take home.

Nominating Committee

Pastor Jon reported for Moderator Harriet Chapman. Another resignation was recently received. Betsy Melick, deacon, will need to spend much of her time in Columbus, Ohio as part of her dissertation work. She has also been recruiting volunteers for the Third Sunday Dinners. Harriet had emailed Session members earlier that some nominees have accepted the position offered, others are expected to respond soon. After some discussion, Session decided that scheduling a congregational meeting on June 25 would be best.

2017-063 MOTION prevailed to schedule a congregational meeting on Sunday, June 25 at 11:30 a.m. to vote on the nominations for the open elder and deacon positions. Notices will appear in bulletins the 2 prior Sundays.

Personnel Committee

Pastor Jon provided a brief update. The committee is continuing work on job descriptions and evaluations. There has been considerable discussion as to how best to address cleaning and building access / closing needs. Needs vary based upon day of week, time of day, and type of event. Committees may be able to handle properly closing the building if properly instructed. The committee will continue to review needs and options.

Task Forces (Safe Church)

No reports.

Pastor's Report and Remarks

- The next Regular Session meeting is scheduled for Tuesday, June 27, 2017 at 7:00 p.m.
- Pastor Jon asked if the July and August Session meetings could be combined, with a meeting scheduled for Tuesday, August 1 at 7:00 p.m. An option would be to meet on August 29. All

members in attendance were agreeable. A formal motion and vote will be included as part of the June agenda.

- Pastor Jon also noted that he plans to change his scheduled day off from Wednesday to Friday, starting the week of June 26.

New Business

As requested earlier, minutes for Deacons' meetings for 2017 were distributed to Session members. They will also be added by the Clerk to the church web page.

There was a discussion regarding appreciation events for teachers and other volunteers. Teacher Appreciation was held as part of the May 21 worship service. The point was made that there are other members who contribute considerable time and effort for the church. While there was agreement that all volunteers are appreciated, we were not able to come up with an appropriate means to honor all in a meaningful way without leaving anyone out. One option that stood out would be to honor a particular area of volunteer service one Sunday during each of the 9 single service months. Those volunteers could be recognized during the time for announcements. Further discussions will be held as deemed appropriate.

The Session Meeting was adjourned with prayer at 8:50 p.m.

Alec Works, Clerk of Session

Pastor Jon Hauerwas, Moderator