

Minutes for the Meeting of Session of the Clinton Presbyterian Church

November 17, 2009

Approved:

Joint meeting with the Deacons was held in the Sanctuary. Those who attended the Peacemaker training shared their experience. Those attending particularly appreciated the use of scripture as a tool in conflict resolution.

The meeting of Session was called to order at 7:40pm and opened with prayer by Elder Tim MacKinnon.

1. Roll Call

- a. Elders Present: Liz Scannell, Dave Boyer, Tim MacKinnon, Carol Kotopoulos, Gwili Marsh, Arleen Buchanan, Steve Hovey, Lori Hannon, Bill Kreutel, Ino Sowder, Kevin Spangler
- b. Elders Excused: Lisa Miller, Gary Lindgren
- c. Elders Absent: Dorothy Battaglia
- d. Pastor: Becci Curtis
- e. Professional Staff: Matthew Bradley
- f. Guests: Betty Ann Dhein, Deacon

2. Call for items to be included on the docket

Items added - Motion from Property, Motion from Finance, Report from Peacemakers

MOTION to approve the amended docket made, seconded and approved.

3. Approval of Session Minutes:

- a. September 29, 2009
- b. October 20, 2009
- c. November 3, 2009

MOTION to approve Session Minutes as amended. Moved, seconded and approved.

4. Clerk's Report

- a. YMCA

A letter of inquiry from the Y regarding our position that this will be the last year that space will be made available for their use was thoughtfully considered. The conclusion is that the program needs of

the church are such that we can no longer cede the space to the Y. Members expressed their appreciation for the work of the Y and reminisced about our long term relationship.

b. Letter to Tim Harrison written on behalf of the Session was entered into the record

b. Presbytery Clerk Meeting - Arleen reported that major changes to the Book of Order are being considered but will not occur for at least a year or more.

5. Attendance Report

6. Communion

A question was raised about the need to approve communion for Christmas Eve. Arleen to research communion requirements.

7. Baptism(s)

Discussion was held about the baptism of the grandchild of a member whose children live out of state. With a commitment from the parents to find a local church, Session agreed to the baptism.

MOTION to approve the baptism moved, seconded and approved.

8. Ministry Reports and Motions

a. Worship

MOTION requesting additional funds (\$1,575) for Pulpit supply to complete the year. Moved and approved.

b. Finance

i. Finance reported that we are on a path to a \$50k deficit to date. This is primarily due to pledges being \$60k under budget. Stewardship will be sending out an additional mailing in November gently reminding people about their pledge status.

ii. Finance also informed Session that our per capital assessment from Presbytery needed to be adjusted to reflect the true membership numbers at CPC. This resulted in a reduction of our obligation to Presbytery.

MOTION: to reduce basis for per capita from 484 members to 379 members. Moved, seconded and approved.

iii. Audit. Finance informed Session that they are looking at several options for an audit and will report back. Until then Candy Pamerleau an internal auditor will offer suggestions on best practices and internal

controls. Finance plans to conduct an audit following the close of fiscal 2009.

- c. **IPNC** reported that our CIF is posted and they have received a large number of responses that they are considering.
- d. **Property** requested that Elders and their Ministry teams consider the use they might make of a patio at the front of the church.
- e. **Stewardship** reported that they have received 60 pledges so far for a total of \$153,740. At this time last year there were 130 pledges for a total of \$326,000. The average pledge is down \$30.
- f. **Membership** - new member class is going well and plans for Session to meet with them were made for December 6th immediately following the 11 o'clock service and before the special budget meeting.

MOTION: The Membership Ministry moves to grant the request from Lower Valley Presbyterian Church for a letter of transfer for Dave Morrish and Sally Zeiner.

- g. **Peacemakers** are making it a specific goal to inform the congregation about what we are doing to communicate with them including, but not limited to Open Mic, Town Hall Meetings, contributions to the Bellringer and the time invested in Peacemaker training. Also, the training materials for the Leadership Series to begin on January 9th have arrived and will be reviewed by the team.
- h. **Personnel** They are still working on compensation for the budget but will be ready for the December meeting.
Steve distributed a draft of the new Employee Manual for non-ordained staff and asked that Session review it and provide their comments prior to the December 6th Session Meeting.

9. **Deacon's Report** - Dinner was well attended, there were lots of new people and everyone stayed a long time.

10. **Report from Director of Music**

- Matthew reported that a bargain priced, but superior quality set of drums has been purchased and now resides in the sanctuary.
- There will be a brass quintet on the float in the Christmas Parade
- He has designed and we will print in-house posters and flyers announcing the hot chocolate and cookies after the parade
- On December 20th the chancel choir and the bells will perform at the Musconetcong Presbyterian church in Hampton
- A music "event" is being planned

11. **Moderator's Report**

- Becci informed everyone that there were two upcoming holiday events for the Youth Groups on the 13th and 20th of December
- The staff appreciated being appreciated

- She is doing well and managing her time effectively with much less stress than previously
- Christmas Eve services are being planned - there will be three:
 - Family 5:00
 - Celtic 7:30
 - Traditional 10:30

12. Old Business

a. Ministry Team - Mission Statements

We have received in some form Statements from: Christian Ed, Finance/Administration, Long-Range Planning, Membership, Personnel, Property, Stewardship and Worship. Teams are asked to complete their Statement and told that they should include a Mission Statement as well as operational goals and the responsibilities of the ministry team. These will be reviewed and discussed as part of the Session Retreat on January 9th and as such should be completed by then.

13. New Business

Session excused Becci and Matthew and Betty Ann to go into Executive Session to discuss a personnel matter.

Becci rejoined the meeting and prayer requests were made.

14. Adjournment with Prayer at 9:30pm

Reminder: Special Session Meeting will be held on December 6th for the purpose of discussing the 2010 Budget.

**The next regular Session Meeting will be held on December 15th
Session Retreat will be held on January 9, 2010**

Respectfully submitted,
Arleen Buchanan
Clerk of Session