

First Presbyterian Church  
Session Minutes  
April 16, 2018

A Quorum was present: Meg Knight, Jenny Killian, Sue Pangie, Maureen O'Conner, Jeanise Richards, Peter Wilson by speaker phone until 7:31 when he arrived, Eve Kenyon, Marty Davis. Pastor Scott DeBlock, Moderator.

The meeting, held in the church parlor, was opened at 6:40 pm with prayer and called to order. The minutes of March 19, 2018 Session meeting were approved and the agenda was revised.

The Standing Reports received via the Consent Agenda were approved and are as follows:

Clerk's Report

Sacrament of the Lord's Supper was celebrated: March 28, April 1, April 15

Special Services/Activities: Maundy Thursday, Good Friday

Communications: none

Baptisms, funerals, deaths: none The records need to be checked to confirm if Betty Austin was a church member.

Church Calendar Review: Village Garage Sale, June 9-10—Christian Ed Team is participating

Team Reports

Personnel (Jenny Killian, chair)- no report

Love In Action/Mission (Meg Knight, liaison)- no report

Christian Education Team (Tom Carter, chair, Sue Pangie, liaison)- no report

Stewardship & Finance Team (Debbie Seifert, chair; Eve Kenyon, liaison)- financial rpts ending 3/31

Buildings and Grounds Team (Sue Getsch, chair; Peter Wilson, liaison)- no report

Worship (Eve Kenyon, liaison)- no report

Deacons (Ken Killian, chair; Marty Davis, liaison)- no report

Pastor's Report - attached

Housekeeping Items

Next Presbytery meeting: April 21st at Cambridge United Presbyterian Church

Registration/Sign-in Begins: 8:30 a.m. Albany Presbytery Business Meeting: 9:30 – 10:30 a.m.

Presbytery-wide Training: Bridges Out of Poverty: 10:30 a.m. – 2:30 p.m. Registration required.

Meg, Marty, Jenny are planning on going to the training. Sue Getsch is going to meeting as our delegate.

Session meetings will be May 21 and June 18 at 6:30 pm

New Business

Rev. DeBlock's 12-month review- Session members have Scott's review form to complete and submit to Jenny, Personnel Team chair. A summary will be presented at the May 21 Session meeting for review with Scott.

Approval of Rev. DeBlock's housing allowance- Session needs to annually approve what portion of the pastor's salary is for housing. *A motion was made to designate \$43,215 as the housing allowance for 2018, and approved.* In the future, the IRS may not allow this non-taxable portion of salary, and the church will need to address the impact on our budget, because it impacts the net income of the pastor.

## Old Business

Albany Presbytery statistical report concern- Marty Davis referred to the Church Report (annually submitted to Presbytery) and the questions about race and ethnicity. Marty is concerned that this sends the wrong message as Christians. Scott will find out the reasoning behind this information being required.

Session Team MAPS- Scott will send a reminder email to all teams to create and submit a MAP (Mission Action Plan) for 2018.

### Transition Team Report

Innovation Grant Application- Maureen and Scott have completed a draft of the grant application and the mock budget for Session review. Session reviewed and made suggestions. The grant application will be submitted by the due date.

Mission and/or Vision Statement- Session reviewed the past discussion and decided that we should leave the mission statement alone for now and work on it- consider it under construction. The vision statement has been started in the grant application. Jeanise, Jenny, Eve, and Sue P. will discuss and bring suggestions back to Session.

TSL usage request- Calls are coming in to church about the summer camp, and are being referred to TSL. An explanation of the summer and school year usage will go to congregation in the "This Week".

Care and Communication Network Teams/Congregation Check-In- This is starting slowly. Deacons need to be oriented. Session questioned if everyone on the list should really be called, as some haven't been active for a significant period of time.

2018 Nominating Committee completion- Deb Seifert and Maureen (Elder representative and therefore chair) have volunteered. The Deacons need to name a representative. The suggested team members will need to be approved by the congregation at a congregational meeting.

Clerk Position- The search continues for a new Clerk of Session, who must be a Ruling Elder. Session discussed who might be eligible and a good candidate for the position. Jenny and Eve will work on getting records updated- rolls/baptism/officers. It might be a good idea to use an intern to catalogue church history and documents.

PNC update- The team is meeting on April 19 and is currently working on the Ministry Information Form.

The meeting was adjourned with prayer at 8:22 pm.

Respectfully submitted: Jenny Killian, Clerk of Session

Elder on Call Schedule: April-Eve; May-Meg; June-Sue; July-Marty; August-Jeanise; September-Maureen

## PASTOR REPORT FOR 041618

### **WORSHIP**

- Led worship March 25, April 1, April 15
- Offered Communion on March 29, April 1, April 15
- Attended Choir Rehearsal March 28
- Seder service and Good Friday worship

### **CHRISTIAN EDUCATION**

- Leading Lenten Study on Sunday Mornings
- Spoke at Lenten Luncheon

### **PASTORAL CARE**

- Check in phone calls
- Email communications with members
- Nursing Home Visit-Lois Phelps, Theresa Brewer's father

### **WIDER CHURCH AND COMMUNITY ACTIVITIES**

- Lunch meeting with Presbytery Interim Ministers
- Lunch meeting with Bill Schram, new interim minister at Westminster
- Meeting with Rev. Annie Reilly regarding Backstretch, Presbytery matters

### **ADMINISTRATIVE**

- Worked with Chuck Seifert on worship survey
- Continued "office hours" of Monday, Wednesday, and Thursday
- Review and response to emails
- Resourcing PNC with materials
- Began work on 2018 Backstretch Program
- Worked on RCA/PC(USA) transfer issues
- Address Buildings and Grounds Issues prior to TSL

### **TRANSITION WORK**

- Working on Innovation Grant Application-met with Maureen O'Conner

### **ON THE HORIZON**

- Need to share completed staff evaluations with staff
- Tom Carter preaching May 27, June 17

### **SELF CARE**

- Vent Fitness at least three days per week
- Reading
- March for Our Lives
- Trip to Boston