

**MINUTES OF SESSION
FIRST UNITED PRESBYTERIAN CHURCH
FAYETTEVILLE, AR
September 13, 2009**

A Stated Session meeting of First United Presbyterian Church of Fayetteville, AR was held in the Library on September 13, 2009.

Elders Present: Dennis Bailey, Ted Belden, Kyle Elmore, Eric Ervin, Barbara George, Lyle Gohn, Allen Hanna, Katie Jackson, Sara Koenig, Roger Koeppe, Frank Millet, Itrel Monroe, George "Bo" Morton", Melinda Nickle, Derrik Olsen, Michelle Price, Manuel Rossetti, Jim Schneringer, Jane Steinkraus, Dean Thiesse, Nancy Waite, and Doug Wright

Elders Excused: June Davis, Ron Woodruff

Teaching Elders Present: Rev. Barry Williams, Moderator and Rev. Lee Power

Others Present: Dennis Brewer, temporary Clerk of Session and Kristi Button, Director of Christian Education. (Laurie Reh, Clerk of Session, was excused)

Rev. Barry Williams, Moderator, called the meeting to order at 6:03 pm and declared a quorum present. Joys and concerns were shared.

Barry shared a letter from former youth pastor, Josh Leu, announcing the birth of a daughter.

Devotional

Elder Melinda Nickle led a devotional on prayer as good medicine. She read excerpts from a book by Larry Dossey, MD. Melinda closed with prayer, "Christ, you are our peace."

Barry led a time of silent prayer.

Dennis Brewer was approved as substitute Clerk of Session by unanimous consent.

Adoption of the Agenda

Rev. Williams asked for any additions or changes to the agenda. The agenda was adopted by unanimous consent.

Special Reports/Presentations

There were no special reports or presentations.

Approval of the Minutes

A motion was made and seconded *to approve the Stated Session minutes of August 2, 2009, the Called Congregational meeting minutes of August 9, 2009 and Called Session minutes of September 6, 2009.* There were no changes and *the motion passed.*

Consent Agenda

1. **Update of Church Rolls:**

New Members:

Jacob Nelson McClintock and Sarah Elizabeth McClintock (*and son Owen*) by letter of transfer from Second Presbyterian Church, Little Rock, AR

Baptisms:

Ashleigh Mathews Hemphill, daughter of Greg and Jana Hemphill, was baptized on Sunday, August 9th at the 11:00am service

Owen Thomas McClintock, son of Jacob Nelson and Sarah Elizabeth McClintock, was baptized on Sunday, September 6th at the 11:00am worship service.

Death:

Wilma Webb died on Tuesday, September 1st, at Butterfield Trail Village, Fayetteville. A memorial service was held at Butterfield Trail Village on Thursday, September 3rd, with the Rev. Lee Power officiating.

2. **Nominating Committee Action Item:** The session authorizes the nominating committee to call a congregational meeting for Sunday, October 18th to act on the election of elders, deacons and trustees. (motion revised following email discussion with pastor and clerk).
3. **Wedding Action Item:** Liz Watkins and Jacob Enzor request the use of the sanctuary for their wedding rehearsal Friday, May 21, 2010 from 4:00 - 6:30 pm and wedding service Saturday, May 22, 2010 from 10:00 am - 8:00 pm. The couple has met with Rev. Barry Williams and Barbara Verdery, Wedding Coordinator. Customary wedding fees and honorariums will be assessed according to the wedding policy. Liz Watkins is the daughter of Phil & Susan Watkins.
4. **Trustees and Endowment Committee Action Item:** The Endowment Committee recommends to the Session that a 2009 distribution from the Endowment Fund be made in September or October of 2009. The distribution will be 2.5% of the Endowment's value as of August 31, 2009. The Endowment Committee asks the Session to determine the committee(s) or program(s) that are to receive the distribution.
5. **Trustees and Endowment Committee Action Item:** The Endowment Committee reports to the Session that, in accordance with our policy, it intends to do a distribution(s) in 2010 totaling 5% of the Endowment's value as of the end of September, 2009. The Endowment Committee asks the Session to determine the timing of the distribution(s) and the committee(s) or program(s) that are to receive the distribution.

Action Items #2, 4, 5 were lifted. A motion was made and seconded *to approve Action Item #'s 1 and 3 and the motion passed.*

Clerk of Session Report

A written report was emailed and included in the session packet and received.

Minutes Approved:

Stated Session Meeting – August 2, 2009

Called Congregational Meeting - August 9, 2009

Called Session Meeting – September 6, 2009

Sacrament of the Lord's Supper:

<u>Date</u>	<u>Communion Served</u>	<u>Officiated</u>
September 1, 2009	Butterfield Trail Village	Rev. Lee Power

Information

1. **Stated Minutes August 2nd Corrections:** Rev. Lee Power was not present.
2. **Email Vote Tally:** 24 affirmative responses regarding **Properties Action Item:** Release necessary funds from Acct. #02379 (Bldg. & Maintenance/Restricted) to cover cost of replacing heating and air conditioning system in the Choir Room. Estimated cost: \$6,000.
3. **Revised and Approved Church By-Laws (August 9, 2009):** emailed to Session as an attachment.
4. **Correspondence:** 1) Presbytery of Arkansas 2010 Pledge Request and 2) General Assembly 2009 Peacemaking Offering request.
5. **Information for Session:** First School will have their Thanksgiving Luncheon on November 19 and 20, 2009. There is no charge for event. They'll be using the kitchen and Fellowship Hall. Set up at 8:00 am, finish at 12:30 pm. And, the 20th of November is a 7-Hills Community Meals day; Cathy Hairston and Betty Ezell have discussed the sharing of the space, and agree that they can "co-habitate."
6. **112th Stated Meeting of the Presbytery of Arkansas, Thursday-Friday, October 8-9 -- Westminster Presbyterian, Hot Springs, AR**

Monthly Financial Reports

The monthly financial report for August was distributed. Elder Morton provided a brief review of income and disbursement items. He noted that pledge income is coming back up with the end of summer. The report was received.

Pastors and Staff Reports

Rev. Williams distributed a report on his scheduled activities as worked out in discussions with the Personnel Committee. He will be gone on October 11, when Dennis Bailey will preach. Barry also noted that there will be a gap between his departure and the arrival of the permanent pastor or pastors. Barry also said that there will be an update from the Pastor Nominating Committee in worship in the next few weeks. There is a remote possibility of action by the PNC this fall.

Kristi Button, Christian Education Director, requested covenant partners for the confirmation class. Lisa Higgins is doing the matching with sixth and seventh graders. Kristi is looking for ways to get more adults involved with the youth. Kristi described the duties involved in being a covenant partner.

Rev. Lee Power reported on a wonderful Maine vacation.

Standing Committee Report

Belonging and Evangelism

A written report was emailed in advance from the August meeting and received. The committee has been working on 1) a new visitors' brochure, and 2) a visitors table, to be manned in the narthex starting late September. This will have a tri-fold table top display and information on the history, future and involvement of the church in the community with the theme "Doing what God is calling us to do!" 3) Membership certificates, new member sponsor (Buddy) initiative, Table for 8 which will be rotated only once per year and Homecoming Sunday, scheduled on November 1 in conjunction with Homecoming Weekend at the University of Arkansas with the objective to have 100% attendance and to welcome back past members who are in town for the football game. Elder Olsen expects the Visitors' Brochure to go out in the October Focus. The new Table for 8 rotation will begin in October.

Barry reminded the group of a called Session meeting this Sunday, September 20 at 10:30am.

Christian Education

A written report was distributed for session from the August meeting. The committee discussed various budget line items in preparation for 2010, the Sunday School Kick-off, Adult Education (new 5th adult class video series, beginning with Andy Griffith), Youth Ministry programs, including the Jr. High Youthquake Sept. 25-27, Children's Ministry classes and Wonderful Wednesdays program details.

Elder Price reported that help is needed for cleaning up from Wonderful Wednesdays. The meal cost was \$579 and we took in \$505. The attendance was 111. Everyone who reserved a place showed up! The new adult SS class on the Andy Griffith series is going well. The children's chimes are making music!

Deacons

A written report was emailed in advance from the August meeting and received.

Fellowship

There was no written report. Elder Wright reported on the church picnic. There was excellent attendance. The Odom's were happy to host and we should plan to have it there again. There will be a progressive dinner this fall.

Kitchen Hospitality

A written report was emailed in advance from the August meeting and received. The budget was reviewed with \$310.00 spent during the month and \$60.00 in expenses pending. The Reception/Hospitality restricted fund remains the same at \$2069.37. Elder Koenig referred the Session to the distributed minutes.

Long Range Planning

A written report was emailed in advance from the August meeting and received. The purpose of the meeting was to identify the top 3-4 Big Ideas from the May LRP Committee meeting, review and develop a "Single Page" recap of the leadership retreat from Lorraine Brewer's document and decide next steps to implementation. The committee volunteered to adopt other committees of the church and make contact between September 13th and September 20th. Committee assignments were made. It was agreed that when a LRP member is assigned a committee, the committee would try to help them

integrate the vision, mission and the 1-page retreat document into committee planning. Elder Schneringer reported on the plans for retreat follow-up.

Memorial Gifts

There was no written report. There was nothing to report verbally.

Outreach

A written report was emailed in advance from the August meeting and received. Barry Williams had asked the Committee to consider future uses for the Hurricane Relief Fund (current balance is approx. \$9,000) which has helped to support an annual mission trip to Pearlinton, MS, and other relief efforts. Another trip is likely for next year, and the fund continues to be a valuable resource for ongoing relief efforts on the gulf coast. If our congregational efforts (direct participation) should come to an end at a future date, any remaining funds should be given to an appropriate agency for continuing hurricane relief. Barry had informed the committee that some endowment income funds “may” become available for outreach during late 2009 or early 2010. Dates for the annual Fall Alternative Market were confirmed to be Sundays Nov 8 and Nov 15, 2009. Habitat for Humanity seeks pledges from churches for an Apostles’ Build House during 2009-10 for an additional \$25,000-45,000. A written request was received from Lisa Webb, former member of FUPC and current elder of Pasadena Presbyterian Church, for support of Lisa’s upcoming year-long effort as Construction Assistant for hurricane relief in New Orleans, under auspices of PCUSA and Project Homecoming. By email vote later in August, Outreach Committee authorized \$3,000 from operating account 71045, payable to Presbyterian Church, USA.

Elder Koepp highlighted the Hurricane Relief Fund. We are supporting Lisa Webb who is committing a year to hurricane relief efforts in New Orleans. She is working through the Presbyterian Church. We are contributing \$3000 for her support. Barry circulated a letter of thanks from Lisa.

Personnel

There was no written report. Elder Gohn reported that the Personnel Committee will meet on Tuesday. We are still looking for a person for a part-time receptionist/membership secretary. Four persons have withdrawn after being offered the position. Personnel is looking at job descriptions and performance evaluations. Lyle requested that any personnel needs for the coming year be communicated to him in the next few days. There was a discussion of whether the membership secretary and lunchtime receptionist could be filled by a volunteer. One problem is finding someone to run the Shelby membership software database.

Properties

A written report was emailed in advance from the August meeting and received. Topics of discussion included: 1) removal of five dead and dying trees from the campus - issue contract to selected service and proceed with action. 2) Organ builder (Mr. Lothar M. Karl) suggested the church ensure the pipe organ is adequately covered by insurance should a tragedy occur. It was reported we have replacement value coverage, but additional research will confirm. 3) The A/C in the Church bus is not functioning (passenger area) and will need to be fixed. 4) Began a discussion of funding source(s) for future expensive non-budgeted items and projects. Building & Maintenance/Restricted #02379 now has very limited yearly income due to recent financial changes by Session.

Elder Hanna referred to the submitted minutes. The tree removal is complete. The A/C in the Choir Room is new and installed. Carrier would not honor a 10-year warranty due to the commercial

application. We have a 5-year warranty.

Stewardship

A written report was emailed in advance from the August meeting and received. Discussion of the upcoming 2010 Stewardship Campaign was the focus of the meeting. The campaign timeline was outlined, speakers for the Minutes for Mission on Stewardship were discussed, as was overall strategy for executing the campaign, which includes calling and or personally contacting every church member and requesting a pledge and time and talent commitment for 2010. The committee decided to keep the same theme as last year - "Renewed in the Spirit, Step In and Step UP! 2010" and agreed that the Stewardship Luncheon and follow-up member visits would be on Sunday, Nov. 1.

Elder Morton referred to two meetings and distributed minutes. Steve Sisco is preparing a template for budget requests which should be submitted by September 23. Barry asked session members to consider what their committee is called to do in 2010 in preparing their budget, along with our focus areas.

Elder Gohn expressed concern about the budgets for 2009 and 2010. Specifically that we should talk about whether we should spend all of our 2009 budget or proceed as if we will have sufficient funds to support our 2010 commitments. Elder Price noted the need for part-time help with children on Wednesday nights and youth on Sunday nights. This involves paying college interns. Moderator Williams offered the option of adding a budget/personnel conversation at the end of the committee reports.

There was a motion *to place on the October agenda a significant conversation regarding our 2010 budget*. The motion was seconded. A discussion followed. The motion *was withdrawn by the maker and the seconder*. The Moderator announced that he would place a conversation on the 2009 budget at the end of the current meeting. There was no objection.

Barry reported on a review of our 2008 accounts as required by the denomination. Eric Ervin and Jim Harter, Lisa Higgins, and Barry Williams reviewed the restricted funds. They will have a number of recommendations on the reorganization of restricted accounts to make the report more transparent to the Session.

Worship and Music

There was no written report. Elder Millet reported that the Committee is organizing Worldwide Communion Sunday and will need help with the logistics. Seven elders will be needed to serve communion. Enough bread machines have been secured.

There will be a special speaker to talk about John Calvin on November 15. Our guest will give the sermon and special talk after a luncheon following the service. We will need to work out some logistical problems with Alternative Market. She will also speak to a combined Sunday School class.

Elder Monroe reported that the Session may receive a request to do some basic repair of the organ console to make it solid state. This would cost \$15,000 to \$20,000. Some of the pistons were not working on the organ today.

Commission Report

First School

A written report was emailed in advance from the August meeting and received. The Commission terms of parent rep Sue Hankins and of our teacher rep Susie Norys have expired. Cathy Hairston reported some classes that were not full this summer and announced her interest in setting up different summer sessions (3-4 weeks each) to register for in summer 2010. The Fall classes are full except for limited space in the infant class and a couple of spaces in the Kindergarten class. The Outreach Committee has offered to attempt to increase the monthly scholarship given to First School in 2010.

Elder Jackson reported that everything is going well. It was commented that the First School website looks very good.

Special Committee Reports

Forum Planning Committee

There was no written report.

Hi-Acres Committee

There was no written report. Elder Belden reported that the Episcopal Church is utilizing Hi-Acres. Hi-Acres is planned as a revenue-neutral operation.

Nominating

A written report was emailed in advance from the August meeting and received. The committee reviewed the new by-laws as they related to their responsibilities to include nominating elders, deacons to serve the church, recommending to the session the composition of committees for next year and identifying members of the First School Commission and Corporate members for Butterfield Trial Village. The newly elected classes would be part of a training class and be examined by the session in November and installed in January, probably on the 10th. The training will probably involve some time with other churches in our cluster in addition to time with Barry.

The discussion returned to Action Item #2.

It was moved by the Nominating Committee *to have a Congregational Meeting on October 18, 2009 to act on election of elders, deacons, and trustees.* The motion does not require a second. *The motion passed.* Counsel was requested on the structure of the Session in 2010 due to the change in the by-laws. Comments should be sent to Ted Belden.

Organ Feasibility Committee (OFC)

There was no written report.

Presbyterian Women

A written report was emailed in advance from the August meeting and received. The treasurer's report showed a checking balance of \$1982.49 and a cookbook balance of \$2485.88 for total of \$4580.32. There were Circle Reports from Circle's 1 – 5 and the covenant group. A report was given by Nancy Denn on her trip to the triennial church-wide gathering in Louisville. Mary Jo Harvey will chair the PW Christmas tea, Sunday December 6 at 2:30-4:00 p.m. in Fellowship Hall. Mary Boushelle presented a

motion for circles to adopt home bound members by providing phone calls, cards, visits and other means of support. She will provide of home-bound member names to circle leaders.

Elder Waite reported that our church was well represented at the fall cluster meeting.

Trustees and Endowment

A written report was emailed in advance from the August meeting and received. A discussion led by Laura Winburn and Jim Harter concerned our investments and the various restricted and unrestricted funds. A report, along with the July 31st report from the Texas Presbyterian Foundation (TPF), shows that FUPC has \$1.26 million in the Endowment Fund. It was reported that the building loan amount is approximately \$329,000. The status of a \$30,000 restricted fund established in 1983 as The F.P. Earle Memorial Lectureship was discussed.

The Moderator brought Action Item #4 to the floor. *A motion to adopt Action Item #4 is made by the Committee* which does not need a second. Discussion followed. *The motion was amended to ask the Stewardship Committee to bring to the October meeting a recommendation on how to budget the distribution.* The amendment was seconded. Further discussion followed regarding the former formula for distributing income from the endowment. Barry stated that the current Session is not bound by the actions of former Sessions, including needing a vote at two successive meetings for actions involving the endowment. *The amendment passed.* The 2.5% distribution is expected to be about \$30,000. *The main motion was passed as amended.*

The Moderator brought Action Item #5 to the floor. *A motion to adopt Action Item #5 is made by the Committee* which does not need a second. It was moved *to refer Action Item #5 to the Stewardship Committee as part of their consideration of the 2010 budget.* The motion was seconded. *The motion to refer was passed.*

There was a discussion of whether we needed income from our endowment to meet the expenses of our operating budget. Barry discussed ways in which the endowment can become a more predictable and regular facet of our budgeting process. The Session must decide on the consistency and faithfulness of that process.

New Business

Special Congregational Meeting (to hear the report and recommendations of the congregation's nominating committee) - October 18th

FUPC Commissioner Needed:

112th Stated Meeting of the Presbytery of Arkansas
Westminster Presbyterian, Thursday, October 8th and Friday, October 9th
Hot Springs, AR

Tom Verdery will be present. Jane Steinkraus offered to go if she is in town. It was moved and seconded *to authorize Jane Steinkraus as our commissioner with authority for the Clerk to appoint a commissioner if Jane is not available and the motion passed.*

Elder Belden announced that Rev. Bill Galbraith will be nominated to be the next General Presbyter.

2010 Committee Budgets: Due by Wednesday, September 23rd

Old Business

Chinese School Use of Facilities at FUPC

Elder Koeppe gave a report on his meeting on August 28 and August 30 with leaders and parents of the Chinese School. The meeting was conducted in Chinese (with some translation). The Chinese School is non-profit with a volunteer board. There are 80 students in 8 levels of instruction. Their goal is to offer 12 levels with an increase of 10 students per year. There is an adult class at a Bentonville location. There is a charge \$107 per student per semester plus books and enrichment. The teachers receive no salary other than expenses. One family has been attending our church for about three months. Chinese School will do a presentation at Wonderful Wednesday.

Recognition of Reformation Sunday and John Calvin's 500-year Anniversary Update

Barry reported that this will occur on October 25.

Announcements

Sunday, September 20th: Moderators /Committee meetings

Monday, September 21: Deadline for submissions to October FOCUS

Wednesday, September 23rd: Committee Budgets Due

Monday, September 28: Minutes Due

Budgets are to be submitted to Laura Winburn or Bo Morton. They may be copied to Barry. Bo will send out the form on which to submit committee budgets.

Barry returned to a discussion of the 2009 budget and our current status as to income and expected expenditures. There was some agreement to spend some time discussing the issue of our deficit spending during 2009. It appears at this time that we will not receive the full amount of income pledged. Lyle Gohn expressed the opinion that committees should be conservative in their spending for the remainder of the calendar year. Allen Hanna expressed concern about building and maintenance pledge income not going for that purpose. There was sentiment expressed to restore maintenance funds expended for other purposes. Bo Morton announced that the sky was not falling. The Moderator brought the conversation to a close and encouraged further conversation among Session members and with the Stewardship Committee.

Adjourn

Rev. Williams closed the meeting with the Lord's prayer. A motion was made and seconded *to adjourn at 8:45 p.m. and the motion passed.*

Dennis Brewer
Temporary Clerk of Session