

**MINUTES OF SESSION
FIRST UNITED PRESBYTERIAN CHURCH
FAYETTEVILLE, AR
October 4, 2009**

A Stated Session meeting of First United Presbyterian Church of Fayetteville, AR was held in the Library on October 4, 2009.

Elders Present: Dennis Bailey, Ted Belden, June Davis, Kyle Elmore, Allen Hanna, Katie Jackson, Roger Koeppe, Irel Monroe, George "Bo" Morton", Melinda Nickle, Derrik Olsen, Michelle Price, Manuel Rossetti, Jim Schneringer, Dean Thiesse, Nancy Waite, Ron Woodruff and Doug Wright

Elders Excused: Eric Ervin, Barbara George, Lyle Gohn, Sara Koenig and Frank Millet

Elders Absent: Jane Steinkraus

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

Others Present: Laurie Reh, Clerk of Session, Kristi Button, Director of Christian Education

Rev. Barry Williams, Moderator, called the meeting to order at 6:10 pm and declared a quorum present. Joys and concerns were shared.

Devotional

Elder Michelle Price led a devotional by reading from These Days, 4 Keys to Joy by Rev. Laura Fleetwood, and Draw Near To God - A 50 Day Challenge. The devotional was concluded in prayer by Rev. Williams.

Adoption of the Agenda

Rev. Williams asked for any additions or changes to the agenda. Rev. Williams requested that Action Item #'s 3, 4, and 5 be lifted and incorporated into the special report by the Stewardship Committee. The agenda was adopted by unanimous consent.

Special Reports/Presentations

Stewardship Committee Recommendations on Budgeting Distributions from Endowment

Discussion was held regarding the finances of FUPC. Rev. Williams advised that the amount of \$33,000 from the current Endowment Fund would now become part of the operating budget each quarter. Elder Koeppe stated that funds for Outreach purposes have decreased since 2001, in both the operating budget and funds received from endowment income. In 2001, the Outreach portion of the operating budget was \$87,400 and endowment income for Outreach totaled \$43,890. In 2009, the Outreach portion of the operating budget is \$70,000 of current year funds (and \$9,800 carryover from prior years in a hurricane relief account), with no endowment income. For the upcoming year, the Outreach Committee has proposed that the amount of \$86,800 be included in the proposed 2010 budget. It was noted that Presbytery's request is for 10% of operating budget from churches. It was approved by consent that the history of Outreach funding be included in the minutes.

The following action items were lifted from the Consent Agenda addressed:

3. **Stewardship Committee Action Item:** The Stewardship Committee moves the Session to receive a 2.5% (\$33,000) distribution from the unrestricted endowment at Texas Presbyterian Foundation during October, 2009, and to place that money into the operating account for operating expenses.

4. **Stewardship Committee Action Item:** The Stewardship Committee moves the Session to receive a *distribution of 5%* of the unrestricted endowment at Texas Presbyterian Foundation at Texas Presbyterian Foundation during the second quarter of 2010, and to place that money into the operating account for operating expenses. The 5% distribution will be based on the value of the Endowment at the end of the third quarter of 2009.

5. **Stewardship Committee Action Item:** The Stewardship Committee moves the Session to remove the Building & Maintenance account from the operating budget, and deposit all future receipts from pledges to that fund into the restricted account for Building & Maintenance (# 02379) for major repairs to building and equipment.

Discussion followed on Action Item #3. An amendment was made and seconded *to add to Action Item #3 "2.5%" and to add to Action Item # 4 "distribution of 5%"*. Discussion followed. The amendment *passed*. It was stated that any expenses taken from Building & Maintenance #02379 would require a vote of session. The main motion *as amended passed*. Rev. Williams then directed the session to the financial report from September and reviewed the history of the Building & Maintenance Fund under restricted funds. Following the actions above, a reduction in income sources will be reflected to the operating budget next year, but this will be offset by the funds to be deposited from Endowment.

Discussion followed about restoring the Building & Maintenance funds taken out of this year's budget. The proposed changes could be made effective October 1st (retroactive).

Discussion on Action Item #4 followed. The current estimated distribution amount will be \$66,000. An amendment based on the 5% distribution of the Endowments value at the end of the 3rd quarter of 2009 was made and seconded *and passed*. The *main motion, as amended, passed*.

Discussion followed on Action Item #5. An amendment was made and seconded *that this change would be effective on October 1st and it passed*. Discussion took place on Line Item #02378 for clarification of the Adams Building & Maintenance Endowment Fund, which is similarly titled as #02379. The amount of \$63,600 will specifically be set aside for deposit in the Texas Presbyterian Foundation as the Adams Building and Maintenance Fund Endowment (restricted), placed there for investment and distributions. Administratively these line items will be re-titled for more clarity. The Adams Fund is currently a restricted account held at Stephen's Investment. The main motion, *as amended, passed*.

The session asked that the minutes reflect appreciation to Elder Morton for his Minute for Mission made earlier during worship regarding stewardship and pledging. It was also clarified that the Building/Maintenance Pledge income would be removed from the operating budget after December of 2009.

Approval of the Minutes

A motion was made and seconded *to approve the Stated Session minutes of September 13, 2009*. There were no changes and *the motion passed*.

Consent Agenda

1. **Update of Church Rolls:**

Death:

Mary Frances Gladney died on September 10, 2009 in Fayetteville, AR. Services were held at the Columbarium on the Tuesday, September 22, 2009 at 11:00 a.m., with the Rev.'s Power and Williams officiating.

2. **Worship and Music Committee Action Item:** The Worship and Music Committee recommended unanimously that the current failing two-manual mechanical organ console be replaced with a "Moller" three-manual, solid-state console, at a cost of \$27,500. The detailed proposal prepared by Todd Prickett and Jeannie Lee are given on the following pages, along with the quotation by David Cool of Temple Organs.
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Action Items #3, 4 and 5 were lifted. Item #2 was lifted. A motion was made and seconded *to approve Action Item #1 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 – September 13, 2009

Sacrament of the Lord's Supper:

| | | |
|-----------------|---------------------------|-------------------|
| <u>Date</u> | <u>Communion Served</u> | <u>Officiated</u> |
| October 6, 2009 | Butterfield Trail Village | Rev. Lee Power |

Information Becky Purcell will serve as commissioner to Presbytery instead of Jane Steinkraus.

Monthly Financial Reports

The monthly financial report for September was distributed and received. Elder Morton provided a brief review of income and disbursement items.

Pastor Report

Rev. Williams appreciated everyone's flexibility so he could go to Louisiana to help his mom. Appreciation was also extended to (Elder) Rev. Dr. Bailey for his willingness to step in and preach on October 11th and to the Stewardship Committee for helping with the financial affairs of the church.

Standing Committee Report

Belonging and Evangelism

A written report was emailed in advance from the September meeting and was received. The new Church Brochure will be printed (1,000 quantity) and enclosed in the November FOCUS. A Visitors Table will be staffed in October on Sunday mornings to answer questions for new visitors. James and Mary Ellen Moore are coordinating Table for 8 and have prepared the lists for the next round with a total of 13 groups. The B&E budget will pay for any New Member or Invited Visitor on their first visit that attends with a B&E representative (line item #81060). Homecoming Sunday will be November 1 in conjunction with UA Homecoming Weekend. The objective is to get 100% attendance and to welcome back past members who are in town for the football game.

Christian Education

A written report was distributed. More volunteers are needed to help with Wonderful Wednesday's. Rev. Williams suggested the Time and Talent cards be referred to for possible available volunteers.

Deacons

A written report was emailed in advance from the September meeting and received. Cards and notes continue to be sent although Maxine Ward is no longer able to do this task. There is a need to train another Stephen Ministry Leader at a cost of approximately \$1200. Recommendations for the Board of Deacons and others to be commissioned for particular tasks were sent to the Nominating Committee. For Bereavement Ministry: Angelika Will presented information from the Circle of Life and a divorce support group and dissemination of this information was discussed. Plans are in place for the poinsettia delivery in December, 2009. It was proposed that the Clerk of Session extend the formal thanks of session to Maxine Ward for her years of service. Session agreed that each member would also send her a card of thanks and appreciation.

Fellowship

There was no written report.

Kitchen Hospitality

A written report was emailed in advance from the September meeting and received. It was noted that non-food supplies (Styrofoam and paper products) expenses will increase due to the weekly Wonderful Wednesday meal. NW AR Food Bank is eligible for a grant and asked participating churches to submit requests for equipment that would be helpful in serving the needy of the community; 5 insulated food

containers were requested. Set up and volunteer needs for Wonderful Wednesday meals and programs were discussed. Upcoming food events will include the Stewardship luncheon on Sunday, November 1st as a gratis meal and a John Calvin luncheon as a paid meal on Sunday, November 15th. RSVP's will be requested for both events. The Christmas Breakfast is scheduled for Sunday, December 20th. First Fellowship Meals and program starts in October, with Edythe Miller preparing the luncheon.

Long Range Planning

A written report was emailed in advance from the September meeting and received. The purpose of the meeting was to 1) review and finalize the "Single Page" recap of the leadership retreat, summarize the Ideas/Seeds generated during the leadership retreat and review committees adopted by LRP members and steps for implementation and coordination with committees. The adopted committees of LRP members are: Lisa Talbert - Christian Education, Deacons; Lorraine Brewer - Worship and Music; Laurie Reh – Personnel; Jim Schneringer - Stewardship, Properties, Fellowship; Sally Kelley – Outreach; Tom Verdery - Kitchen Hospitality, Endowment/Trustees, Nominating; and Ken Mays - Belonging and Evangelism. Each group will have a committee discussion about long range planning and be asked to think about their role as it relates to the vision and mission statements. The highlights of the retreat will be shared and discussion will reflect the Vision, Mission and Focus Area groups.

Memorial Gifts

There was no written report.

Outreach

A written report was emailed in advance from the September meeting and received. The upcoming Alternative Market is scheduled for November 8 and 15. General budget discussions concerned future projections for the operating budget, endowment proceeds and special offerings.

Personnel

A written report was emailed in advance from the September meeting and received. The committee is working on a New Annual Review/Goal Setting Format to implement with staff. Job descriptions were reviewed for each staff member. It is anticipated that all positions will be reviewed along with a final review by Barry with submission by the next Committee meeting. The committee recognized Steve Dees' contribution to the personnel committee (who now as relocated outside of this area). Rev. Williams announced the hiring of Bridget Moore, a First School parent and teacher, who will work approximately 4 hours a week on Monday, Wednesday and Friday and whose responsibilities include membership information, related tasks and to fill in for Melanie when needed.

Properties

A written report was emailed in advance from the September meeting and received. Finances were the leading topic for discussion on restricted fund #02379/Building & Maintenance Fund. An A/C unit in lower Knox building became non-functional, and was investigated by Al Hanna and custodian Tommy Kidd. The necessary rewiring was done and the unit revived at no cost. Elder Hanna stated that Roger Kennedy helped clean the carpet in the Witherspoon building on his own.

Stewardship

A written report was emailed in advance from the September meeting and received. The upcoming Stewardship Campaign was discussed, writers for the Focus Articles were confirmed, volunteers secured

to provide Minutes for Mission in October. On 10-26-09, a Stewardship letter is to be mailed to members and supporters, and a Pledge Card will be placed on the church web site; 11-1-09 a Stewardship Sermon and Stewardship Luncheon; and 11-8-09, Dedication Sunday. Personal follow up with members and supporters who have not turned in pledges will begin. The minutes were changed to read \$955 instead of \$999,000.

Worship and Music

A written report was emailed in advance from the September meeting and received. The 2009 Fall Worship and Music schedule is as follows:

October 25: Reformation Sunday

November 15: Professor Elsie McKee to deliver both sermons and present a lecture on John Calvin,

November 29: Advent begins

December 6: Children's vocal and bell choirs lead the worship service

December 13: Chancel Choir leads the worship service

December 24: Christmas Eve Service will be held at 5:30 PM.

The committee approved a request from Janet Clausen for \$60 to pay for clipboards for the children's worship packets to have a hard surface to write and draw on during Worship. Jeannie Lee reported on serious organ console problems and following discussion, the committee recommended the following:

Action Item #2 was lifted for more discussion: *The Worship and Music Committee recommended unanimously that the current failing two-manual mechanical organ console be replaced with a "Moller" three-manual, solid-state console, at a cost of \$27,500. The detailed proposal prepared by Todd Pricket and Jeannie Lee are given on the following pages, along with the quotation by David Cool of Temple Organs.*

The consent agenda item came as a motion from the Worship and Music Committee. Elder's Monroe and Elmore reviewed the specifics and opportunities a new console would provide. Discussion continued on previous reports given to session from the Organ Feasibility Committee that included a proposal to completely replace the current organ. Session inquired on improvements made earlier this year, such as what was done and paid for at that time. Inquiry was made as to why quotes or assistance had not been received from Nichols and Simpson of Little Rock, the consultants from earlier discussions. Session was also informed that some of the organ pipes have dead spots and that most churches our size would have a console with 3 manuals. Session inquired regarding the ranks and available space if we were to add on to a new console.

Rev. Williams directed the session to consider some possible funding options:

- 1- The Financial Review Committee reviewed the restricted accounts and recommended that the Pastor's Cottage Fund #02396 with \$7,204.64 be utilized (in part because of Eva Stalker's interest in the organ)
- 2 – That #02368 Organ Fund with \$5,231 be used.
- 3 – That the Organ Feasibility Committee be asked to make a general solicitation to the congregation over the next few months.
- 4 – That the remaining funds would come from those Endowment monies soon to be deposited in the general operating budget, or, from special gifts to a Building & Maintenance restricted account.

Clarification on the role of the Organ Feasibility Committee was discussed. An amendment was offered

to include the moderators of the Organ Feasibility Committee (OFC) in this discussion. It was reported that the OFC moderators understood the budget would not support purchasing a new organ and that they would support a 3-level console option. Discussion followed as to using the Nichols and Simpson Company. Clarification was requested on the proposal to use cloth wiring with the new console and to insure this request would be included in the proposed price.

A substitute motion was made *that this proposal be sent back to the Worship and Music Committee and that the session requests consultation with the Organ Feasibility Committee.* Session asked that the Worship and Music Committee and OFC leaders plan to visit with session to provide answers to the particulars being asked for, such as labor costs, expense of parts, proposed timeline. This option would allow more time to address the present need, with no implied negative. The session inquired if a representative of the company and/or Jeannie Lee, our church organist, could possibly attend the November 1st stated meeting. With no further discussion, the *substitute motion passed*, with one no vote. The main motion became the substitute motion and *the main motion passed*. Following the vote, the session inquired if the church would be tax exempt.

Commission Report

First School

There was no written report however the report was later emailed to session.

Special Committee Reports

Forum Planning Committee

There was no written report.

Hi-Acres Committee

There was no written report.

Nominating

There was no written report. Elder Belden requested input from the session to dialogue on the committee changes forthcoming in the New Year, in relation to the Vision, Mission and 4 Focus Areas. Copies of the Book of Order sections pertaining to committees were distributed and received. Elders were asked to reflect on these and email Elder Belden with any comments or thoughts. The nominees for Elder Class 2012 were announced: Scott Davis, Sally Kelley, Mary Mann, Bill Mitchell, Cyril Sturm and Carol Van Scyoc. Elder Belden closed with a special prayer for these nominees.

Organ Feasibility Committee (OFC)

There was no written report.

Presbyterian Women

A written report was emailed in advance from the September meeting and received. Circle reports for Circle's 1-5 and the Covenant Group under the leadership of Nancy Mays were included. Church cook books are continuing to be sold. Copies were taken to the Fayetteville Visitors Center and are being sold at the store of church member, Liz Fulton, on the Fayetteville Square (Town and Country). Compliments for the August 25 Fall Coffee at the home of Lina Long were received; approximately 40

members and guests attended. Five representatives of FUPC attended the Cluster 1 Fall Gathering at the Springdale Presbyterian Church (Judy Marino, Nancy Mays, Melinda Nickle, Michelle Price, and Oda Mulloy). Mary Jo Harvey will chair the PW Christmas tea on Sunday December 6 at 2:30-4:00 p.m. in Fellowship Hall. Music will be provided by Beth Stockdell, harpist.

Trustees and Endowment

There was no written report. The committee will meet on 10/5/09. The session received a Financial Review Report from Elder Schneringer.

New Business

Session Information

Discussion followed on Belonging and Evangelism's request for assistance from Kitchen Hospitality for a Coffee, Juice and Cookie informal reception between services on Sunday, November 1, 2009. This Sunday is identified as Homecoming Sunday in conjunction with UA Homecoming Weekend. It was agreed that the two committees would have a discussion and that all events on this busy Sunday will need to be coordinated.

Old Business

There was no old business.

Announcements

Monday, October 19th: Deadline date for submissions for November FOCUS

Sunday, October 25th: Congregational Meeting for the Election of Elder Class 2012, Deacons and a Trustee - 3-year term (2012) to replace Liz Fulton

Monday, November 2nd: Committee Minutes Due

Sunday, November 8th: Stated Session Meeting

Adjourn

Rev. Williams closed the meeting with prayer. A motion was made and seconded *to adjourn at 8:10 p.m. and the motion passed.*

Laurie Reh
Clerk of Session