

**MINUTES OF SESSION
FIRST UNITED PRESBYTERIAN CHURCH
FAYETTEVILLE, AR
November 8, 2009**

A Stated Session meeting of First United Presbyterian Church of Fayetteville, AR was held in the Activity Center on November 8, 2009.

Elders Present: Dennis Bailey, Ted Belden, June Davis, Eric Ervin, Lyle Gohn, Allen Hanna, Katie Jackson, Roger Koeppel, Frank Millet, Irel Monroe, George "Bo" Morton", Melinda Nickle, Derrik Olsen, Michelle Price, Manuel Rossetti, Jane Steinkraus, Dean Thiesse, Nancy Waite and Ron Woodruff

Elders Excused: Kyle Elmore, Sara Koenig, Jim Schneringer and Doug Wright

Elders Absent: Barbara George

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

Others Present: Laurie Reh, Clerk of Session; Kristi Button, Director of Christian Education; Jeannie Lee, Organist; Bob Frans, Organ Committee moderator; Becky Purcell, Presbytery Commissioner; and Elder Class of 2012 - Sally Kelley, Mary Mann, Bill Mitchell and Cyril Sturm

Rev. Barry Williams, Moderator, called the meeting to order at 6:00 pm and declared a quorum present. Joys and concerns were shared.

Devotional

Elder Ted Belden led the devotional by reading from *Becoming a Blessed Church* and then followed with prayer.

Rev. Williams announced that the new elder class members in attendance would have voice but would not be able to vote.

Adoption of the Agenda

Rev. Williams asked for any additions or changes to the agenda. It was agreed that the Presbytery Commissioner's Report to Session by Becky Purcell would be next on the agenda. The agenda, with this change, was adopted by unanimous consent.

Presbytery Commissioner's Report to Session

Becky Purcell served as commissioner to the Presbytery meeting in Hot Springs, AR on October 8 and 9, 2009. The report included a review of meeting highlights: 1) Elder requirement to report any suspicion of risk of harm or possibility of harm to a child to ensure that an investigation is made to the proper authorities. 2) Sermon delivered by Rev. Susan Rose, new pastor at United Campus Ministry, UA Fayetteville campus. 3) Appreciation was extended for the generous donation by FUPC to the theological fund that helps pay for seminary student expenses. 4) Ferncliff Camp information was distributed and 5) A video presentation on Presbytery programs was given. The session expressed their thanks for the report.

Special Reports/Presentations

Church Organ Discussion

Bob Frans, Committee moderator, and Jeannie Lee, Organist, were present to contribute to a discussion on present and future organ-related problems. A motion was moved, seconded *and passed to lift up the organ committee action item from the October 4, 2009 stated meeting* which was as follows: *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. (A detailed proposal prepared by Todd Pricket and Jeannie Lee was provided to session and included a quotation by David Cool of Temple Organs)*

Elder Monroe of the Worship and Music committee responded to session's questions from the October stated meeting pertaining to organ problems and anticipated expenses:

1. A new three-manual, solid-state console will be compatible with future additions made to the organ. {Note: At some point a new wind chest will also be needed as the existing one is giving out. If the wind chest goes out, the organ will be inoperable. If a new wind chest is purchased, it will be more compactly designed. The new console would be compatible with a new wind chest; and, the wind chest and console are independent of each other. Projected cost: \$150,000.}
2. The church will be required to pay sales tax.
3. Bob Frans and Jeannie Lee confirmed that the existing Organ Committee is in agreement with the proposed purchase of new three-manual, solid-state console. {Note: Discussion regarding replacing the church organ has been ongoing since 2003. The original organ is dated 1926. First contact with an organ builder was made with Little Rock-based Nichols and Simpson. The cost to have secured this firm would have been \$50,000 and once work began, the cost of a new organ would be \$800-900,000. The church also paid for an acoustical analysis of the sanctuary, resulting in a *proposed* expense of \$250,000 - \$300,000 to adequately renovate the sanctuary space. David Cool of Temple Organs in St. Joe, MO was contacted in 2008 for a quote. Both David Cool and Lothar Karl determined FUPC would not need a new organ, but would have sufficient ability to renovate. It was estimated that \$148,000 would adequately fund renovation of our present organ, to include a new console, new pipes, division of the organ into 3 parts to equal the 3-manual console, etc. The new console would give a more reliable "solid state mechanism".}

Discussion followed to outline persistent problems surfacing in the past months. {Note: With no local resources to fix these problems, a request was made first to Lothar Karl (who no longer does this kind of work) and then to David Cool, who is familiar with our organ and sanctuary. The Organ Committee's original goal was to purchase a new organ but since then the committee's commitment has changed to maintaining the present organ. With proper maintenance, the church organ could last indefinitely.} Accolades were given to Jeannie for her hard work on making music with a problematic organ. A brief discussion was held on the possibility of fundraising up to \$200,000.

The original motion was lifted at this time for a vote and *the motion passed*. It was stated that a 6-month period will be required for the completion of the work. To this end, session requested that the committee work to add our church to the list as soon as possible.

The next step was to determine how a purchase of approximately \$30,000 (with taxes) could be funded. Options include:

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.

In review, Rev. Williams clarified that \$12,400 would be available immediately. A remainder of the funds would be available in 2010. General solicitation could encourage the congregation to give to the Organ Fund. Discussion then focused on communicating the situation to the congregation. It was agreed that the Organ Committee would meet to strategize and develop a plan of action. It was then moved, seconded and passed to use available funds and the endowment, to authorize a campaign for the congregation to be solicited, and that the Organ Committee, Worship and Music and the Finance Committee would jointly develop a plan of action. The session expressed their thanks to Bob Frans and Jeannie Lee for their participation in the discussion.

Approval of the Minutes

A motion was made and seconded to approve the Stated Session minutes of October 4, 2009. There were no changes and the motion passed. A motion was made and seconded to approve the Special Congregational Session minutes of October 4, 2009. There were no changes and the motion passed.

Consent Agenda

1. Update of Church Rolls:

Transfer of Membership:

David and Leigh Nelms to First Presbyterian Church, Rogers, AR

Marriage:

The Rev. Barry Williams officiated at the wedding of Amy Koenig (inactive member) to Jason Limp on October 17, 2009 at First United Presbyterian Church, Fayetteville, AR.

Death:

Ted Brewer died on Tuesday, September 15, 2009 in Columbus, South Carolina.

Jan Dixon died on October 21, 2009 in Fayetteville, AR. A memorial service will be held on Wednesday, November 18th, 2009 at First United Presbyterian Church, Fayetteville.

2. Endowment/Trustees Committee Action Item: The Endowment Committee/Trustees recommend to the Session that the F.P. Earle Memorial Lectureship Endowment (restricted) be

re-established at Texas Presbyterian Foundation with a transfer of \$30,000 from the Endowment Fund.

3. **Action Item from Endowment/Trustees Committee:** The Endowment Committee/Trustees recommend to the Session that the Pastor's Cottage account be closed and the funds be moved to the Organ Maintenance Fund.
4. **Worship and Music Action Item:** The Worship and Music Committee recommended unanimously that the 8:30 AM Worship Service on December 13 be canceled. This is the morning that the Choir will lead the service with a program of Advent music. In addition, Katie Jackson requested that room be made available to prepare for the Manger service.
5. **Worship and Music Action Item:** The Worship and Music Committee recommended that the 8:30 AM Worship Service on December 20 be canceled. This is the morning that the Church Christmas Breakfast will be held.
6. **Worship and Music Action Item:** It is recommended that the Session consider canceling the 8:30 AM Worship Service on December 27 because of low anticipated attendance.
7. **Building Use Request - Annual Jitterbugs Program:** Cheryl Mendham is requesting use of the Fellowship Hall on Saturday, January 23, 2010 from 8am-4pm. Cheryl will not be using the kitchen and is expecting about 50 to attend. There will be no charge for this event and a donation will be requested from attendees. Cheryl is the contact person and will be responsible for set up and clean up. There are no events that conflict.
8. **Building Use Request - The League of Women Voters Annual Meeting:** Jane Scroggs has requested use of the Activity Center and Activity Center snack area on Thursday, May 20, 2010 from 5:00 -9:30 pm. About 40 people are expected to attend. This will be a potluck but use of the small coffee pots is requested. The LWV will not charge for this event or ask for a donation from participants. Jane is the contact person and will be responsible for snack area use. There are no events that conflict with this request.
9. **Building Use Request - Girls Chorus:** Adriane Hapgood, director, requests use of Fellowship Hall on Tuesday afternoons from 5:45 – 6:45 pm. They are currently using the Activity Center during this time period and pay a usage fee of \$25.00 per week (for use of the Activity Center). *Note from Melanie:* Normally, there are no activities during this time on Tuesdays. Adriane has been told that church events pre-empt usage of the space and that unsupervised children cannot be “roaming” the building or campus. Adriane Hapgood is the contact person and will be responsible for set-up and clean-up.
10. **Properties Committee Action Item:** Properties requests release of funds from restricted account to pay two invoices to HARNESS ROOFING (Springdale) for repairs to Calvin Bldg. – two invoices totaling \$1085.
11. **Presbyterian Women Action Item:** PW requests blanket approval for collection of items for mission projects from the congregation (Hat and Mitten Tree, Vera Lloyd school project, Peace

at Home hygiene items, Alternative Market hand-made items). Rationale: time saving so each item doesn't have to be individually submitted to session.

12. **Baptism Request:** Session approval is requested for the baptism of Sharla Grammer and Blake Kathryn Grammer on November 22, 2009.
13. **Christian Education Committee Action Item:** FUPC Youth request a Special offering on February 7, 2010, for a food based charity. This is Souper Bowl Day of Offering. The youth would collect money at the end of worship, in soup bowls held out as people leave the sanctuary.

Action Items # 4, 5, 6, and 9 were lifted. A motion was made and seconded *to approve Action Item # 1, 2, 3, 7, 8, 10, 11, 12 and 13 and the motion passed.*

Clerk of Session Report

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

Approval of the Minutes: Stated Session Meeting – October 4, 2009 and Special Congregational Meeting – October 25, 2009

Sacrament of the Lord's Supper:

<u>Date</u>	<u>Communion Served</u>	<u>Officiated</u>
November 3, 2009	Butterfield Trail Village	Rev. Lee Power

Information:

Special Congregational meeting was held on Sunday, October 25th following the 11:00 am worship service to elect the following: **Elder Class of 2012** - Scott Davis, Sally Kelley, Mary Mann, Bill Mitchell, Cyril Sturm and Carol Van Scyoc; **Deacons** - 2010, 1 year term - Cathy Irwin, Angelika Will; 2011, 2 year term - Barbara Brown, Kathy Sprouse; 2012, 3 year term - June Davis, Peggy Manger; **Trustee** - 2012, 3-year term - Sara Harris (to replace Liz Fulton)

Survey – The Clerk completed a survey received from Elder Julie Agee Gillaspay of FPC Conway emailed to churches with Youth Deacons/Elders serving on session. Their session is considering a similar position and requested feedback.

Correspondence - Sent: On behalf of the Session, the Clerk sent a note of thanks to Maxine Ward for cards and notes sent to the congregation. **Received:** A letter of thanks was received from the Vera Lloyd Presbyterian Home and Family Services, Inc. for donations received. Also their request for continued support will be referred to the Outreach Committee. **Received:** A letter was received from Saint Mark Presbyterian Church of Rockville, MD with a request for pastoral care and a view toward membership for David and Smitha Zaharoff of 2136 E. Meandering Way, Fayetteville.

Session Email Vote - The Worship and Music Committee's request for an email vote to approve cancellation of the 8:30 a.m. worship service on November 15 passed, with 18 in favor, 1 against and 5 no responses: **Worship and Music Committee Action Item** - *The Worship and Music Committee recommended unanimously at its October 18, 2009 meeting that the 8:30 AM Worship Service on November 15 be canceled.*

Monthly Financial Reports

The monthly financial report for October was distributed and received. Rev. Williams provided a brief review of income and disbursement items and noted that October pledged income was as expected and that plate income was good. Committees were at or below budget for October.

Staff Reports

Rev. Williams requested permission *for Chloe Cox to be baptized on Sunday, December 6th and the motion passed*. Rev. Williams reported he had returned from a week in St. Louis, MO, where 38 pastors were gathered for interim training. Rev. Williams has invited Rev. Susan Rose to assist with communion on Sunday, December 6, 2009.

Kristi Button, Christian Education Director, reported on her participation at an educator's retreat and that youth are working on a greenhouse project for their garden.

Standing Committee Report

Belonging and Evangelism

A written report was emailed in advance from the October meeting and was received. Table for 8 group leaders are in place with 10 total groups and 132 participants. The committee is working on a process for obtaining more information from new members on the Sunday they meet with the Session and join the church. A Long Range Planning Committee presentation was given by Ken Mays during this meeting.

Christian Education

A written report was emailed in advance from the October meeting and was received. The Children's Ministry will offer a program on the Heifer Project for children's Wonderful Wednesday programs. The committee's youth action item on a special food based charity offering was approved for February 7, 2010 on Souper Bowl Day of Offering. At the end of worship the youth would collect money in soup bowls held out as people leave the sanctuary.

Deacons

A written report was emailed in advance from the October meeting and received. Tom Verdery, representing LRP committee, reported on the Church Leadership Retreat and distributed a Leadership Summary which included areas of emphasis for the church at-large and the committees specifically. At a congregational meeting on October 25th, the following were elected: Cathy Irwin and Angelika Will with a one-year term on the Board of Deacons (Class of 2010); Kathy Sprouse and Barbara Brown with a two-year term (Class of 2011); and June Davis and Peggy Manger with a three-year term (Class of 2012). Poinsettias will be distributed on December 7th with pick-up for distribution to homes between December 8 and 13.

Fellowship

There was no written report.

Kitchen Hospitality

A written report was emailed in advance from the October meeting and received. Tom Verdery, co-moderator of Long Range Committee, had shared handouts with KHC with information from the leadership retreat. Rev. Williams and Kristi Button joined the meeting to lead a discussion on the

mission and vision of the Kitchen Hospitality committee, understand its history, the role KHC serves in the “big picture of the church” and to address Wonderful Wednesday meals. Several specific issues were addressed: lack of kitchen clean up help following WW meals and other church meals, multi food events occurring on the same weekend and the lack of control in scheduling food events within the church. During the month of September and October, the committee was involved with 4 weekly Wednesday meals, First School’s Trikes, Blues and BBQ event, First Fellowship meals, memorial reception for Ted Sekiguchi and preparing the monthly community meal.

Long Range Planning

The committee did not meet in October. LRP members met with church committees to 1) review the "Single Page" recap of the leadership retreat; summarize the Ideas/Seeds generated during the retreat and address implementation and coordination of these ideas with committees. Each group discussed long range planning and was asked to think about their role as it relates to the vision and mission statements.

Memorial Gifts

There was no report.

Outreach

The committee did not meet in October but conducted business by email: *1. Voted to extend for 3 years, through October 2012, a \$3,000 investment in the Nicaraguan Credit Alternatives Fund (NICA Fund) at 1% interest, and to donate the interest. (The NICA Fund is managed by WCCN, "Working Capital for Community Needs" of Madison, Wisconsin; formerly "Wisconsin Coordinating Committee for Nicaragua.") and *2. Amended the dates for the Alternative Gift Market to avoid Nov 15 and instead provide the Market on Wed Nov 11 and Sun Nov 22, in addition to the main date of Sunday Nov 8.

Personnel

A written report was emailed in advance from the October meeting and received. Laurie Reh, representing the LRP Committee, addressed the work of Personnel and how it ties into the Focus Areas and mission. Handouts were distributed with ideas from the retreat. New job descriptions were discussed and minor changes were made to the Child Care Coordinator and Administrative Assistant position descriptions. The Director of Music and Part Time Membership Secretary position descriptions were not altered. Annual discussions with staff members will be explained by Rev. Williams at a staff meeting, appropriate forms distributed, and individual discussions conducted. Personnel will meet with individuals to express appreciation and support.

Properties

A written report was emailed in advance from the October meeting and received. Rev. Williams had outlined a plan for future campus-wide computer replacement, and the need for funding this considerable expense. As this fits under the description of “Church Property” and more specifically “New Office Equipment” (a Properties committee line item), the committee is prepared to fund this expense (although not as a budgeted item) when this purchase occurs next year. Barbara Verdery from the Columbarium Committee brought a need for additional space in the Columbarium courtyard by addition of an additional matching structure containing 56 niches. Properties will bring the required action item to Session at the proper time. The roof leak at the Calvin entrance from the courtyard has finally been repaired; this was a very difficult roof area where several flats, slopes and levels meet with no easy drainage exit path. Properties action item to pay these invoices from restricted funds was

approved. Lifted action item #9 regarding the Girl's Chorus building use request *passed*.

Stewardship

A written report was emailed in advance from the October meeting and received. The primary subject of the committee meeting was the Stewardship Luncheon, which was held at noon on November 1, 2009.

Worship and Music

A written report was emailed in advance from the October meeting and received. Communion will be served at the 11:00 AM Service on December 6th and the 5:30 PM Service on December 25th as previously scheduled. Lifted Action Item #4 came as a motion from the committee. Following discussion including the rationale for cancelling the 8:30 am worship service on December 13th, *the motion passed*. Lifted Action Item #5 came as a motion from the committee and following discussion, *the motion to cancel the 8:30 a.m. worship service on December 20th failed*. Lifted Action Item #6 came as a motion from the committee and following discussion, *the motion to cancel the 8:30 am worship service on December 27th failed*.

Commission Report

First School

A written report was emailed in advance from the October meeting and received. New parent representatives Trisha Moore and Jerilyn Frentress were welcomed to the commission. The 4 and 5 years olds will perform for Wonderful Wednesday on November 18th and FS will have a Thanksgiving luncheon on November 19 and 20. The Commission discussed a "Gold Party" fundraiser where broken/mismatched jewelry is brought in and sold to the representative. Those who donate receive a check from the jewelry representative for the value of their gold. First School receives 10% of the Jewelry Company's profit. This will be held during the school day on November 16 and 17. The money raised will go toward enhancing the playground.

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. Committee Requests and Assignments were discussed. Elders were asked to reflect on the committee assignment list. A formal list of committee assignments will be presented at the December stated meeting.

Organ Feasibility Committee (OFC)

There was no written report however a special presentation for session was given above.

Presbyterian Women

A written report was emailed in advance from the October meeting and received. Circle Reports were

provided in the minutes. Together in Service included conducting the annual Hat and Mitten Tree project and the on-going Peace at Home project. Hooks and Needles group will assemble the Hat and Mitten Trees for the Together in Service project. Mary Jo Harvey and her committee are working on plans for the December Tea Sunday December 6 in Fellowship Hall from 2:30-4:00 p.m. There will be no formal program, and music will be provided by Beth Stockdell, harpist, and the Youth Bell Choir. PW's an action item was approved for blanket approval for collection of items for mission projects from the congregation (Hat and Mitten Tree, Vera Lloyd school project, Peace at Home hygiene items, Alternative Market hand-made items).

Trustees and Endowment

A written report was emailed in advance from the October meeting and received. The committees met to identify and possibly redefine the various restricted and non-restricted funds and determine where and how the funds are to be invested and distributed. Session actions were considered along with some recommendations of the Financial Review Task Force. The Financial Review Task Force recommendation regarding that the following restricted endowment funds be established at TPF was discussed and approved:

- a. The Bill Edwards Music Endowment Fund with annual distributions to be placed in a restricted fund account.
- b. The Harris Hospitality Endowment Fund with annual distributions to be placed in a restricted fund account.
- c. The Adams Building and Maintenance Fund with annual distributions to be placed in the Building and maintenance account #02379.
- d. The Otwell Capital Expense Endowment Fund with annual distributions to be placed in a restricted fund account.
- e. The Vawter Scholarship Endowment Fund with annual distributions to be placed in a restricted fund account.

Other recommendations requiring Session action were to re-establish the F.P. Earle Memorial Lectureship Endowment Fund of \$30,000 at TPF with annual distributions to be placed in a restricted account; and to close the Pastors Cottage account and move the funds to the Organ Maintenance Fund. These recommendations were forwarded to the Session as action items on the consent agenda.

New Business

Presbytery Triennial Visit to FUPC

Rev. Williams distributed survey copies to each elder present to be completed and returned at the December 6th stated meeting. Rev. Stewart Smith will be present to discuss the survey and conduct the Triennial Visit.

New Parent Representatives for First School Commission

Trisha Moore and Jerilyn Frentress were recognized by session with a motion that was *moved, seconded and passed*.

Special Meeting of Session – Thursday, December 3, 2009

A special meeting of the session is called for Thursday, December 3rd at 6:00 pm in the Activity Center. The purpose of this meeting is twofold: 1) for Elders and Deacons to participate in a conversational examination with current members of session. This process will be facilitated by Rev. Williams. 2) to

receive a presentation on the proposed 2010 Church Budget. Deacons will be excused from the budgeting conversation following the exams.

Next Stated Session Meeting – Sunday, December 6, 2009

A Stated meeting of the Session is scheduled for Sunday, December 6, 2009 at @ 5:30 pm at the Wright-Trotter home. Following the meeting, a Christmas party will be held. Details will be provided at a later time.

Old Business

There was no old business.

Adjourn

Rev. Williams closed the meeting with prayer. A motion was made and seconded *to adjourn at 8:15 p.m. and the motion passed.*

Laurie Reh
Clerk of Session