

SESSION MINUTES
Grace Presbyterian Church
Stated Meeting, September 24, 2017
12:20 p.m. – MB2

Call to Order/Opening Prayer: Moderator Russell Jonas

- Members Present: Shirley Gunn, Debbie Miller, Chuck Langenhop, Teri Waite, Nicci Walker, Deann Collins, Andrea Bailey, Ruxton Kelly, Mike Shaw, Bob Chatley
- Moderator: Rev. Russell Jonas, Associate Pastor: Rev. Wendy Kolakowski
- Staff Member Present: Kelly Raaum: Family Ministries Director
- Guests: Michelle Rutherford and Confirmand, Inka Durcanska

Clerk's Report: Andrea Bailey

- APPROVED: Corrected Minutes of Stated Session Meeting—August 27, 2017
- APPROVED: August Statistical Report and September Omnibus Motion
- CORRESPONDENCE: Request from Amy Hicklin for Pastor Mark Keffer to officiate at her wedding on April 28, 2018. Russell will follow up on this

Committee Reports:

- **H.R. Committee: Teri Waite**
 - NOTED: Youth Director Update (Kelly): Candidate has been interviewed but has not responded. Salary offered within the approved salary range of \$40K to \$45K.
 - APPROVED: Session approved salary range of \$40K to \$45k
 - NOTED: Michael King has had a good response to his search for an administrative assistant
- **Stewardship/Finance Update (Chuck Langenhop)**
 - NOTED: Stewardship Program Dates: October 1 – Mike Shaw will introduce 40 Days of Prayer, Laurie Shaw, Mary Weber's video to promote Women of Grace and Family Promise; Oct. 16 – Early commitment letters sent out; Oct. 30 – Trifold brochure and commitment letters go out to Congregation; November 12 – Commitment Sunday/Veteran's Day observation

- NOTED: Pledged and Unpledged Giving was 17% below plan in August but only 5% worse than budget YTD
- NOTED: \$25K more needed to complete Organ Fund
- **Property and Grounds Update (Deann Collins)**
 - NOTED: Ad Hoc Committee members are Melinda Shiff, Carl Cox, Mike Harris, Bruce Bailey and Teri Urff. Deann is session liaison
 - NOTED: Several projects are in process, some completed (wall lighting, speakers in Narthex done but not the lighting issues)
 - NOTED: Oncor will be removing all trees in east parking lot (no variance for them: bushes will remain), will be done by first of year
 - NOTED: IT work continues; staining and painting doors and furniture in the sanctuary is being completed
- **ONC Committee Update (Debbie Miller)**
 - NOTED: Work has begun and Debbie suggested that if prospective candidates would self-nominate the process of selecting candidates could move forward more quickly

Open Business Updates: (Pastor Russell)

- NOTED: IT Report is done; 2-3 major subsections addressed; systems are out of date; several projects need professional fixing
- NOTED: 40 Days of Prayer (Mike Shaw) Prayer writers are preparing daily prayers which Mike will send out to group who volunteered to pray for the Stewardship season

New Business

- NOTED: Debbie Miller distributed copies of a revised Session Policy Manual, or Manual of Administrative Operations (MAO) to all the session.
and asked for any comments or questions to be directed to her by Oct. 18. The session will be asked to vote whether to approve the revised manual at the Oct. 22 stated session meeting

Moderator's Report— (Pastor Russell)

- NOTED: Retreat was cancelled due to a memorial service that day. Liaisons, Jan DeVries and John Starkel will be contacted so a date can be set to work on the Mission Study.

- NOTED: The time frame for electing PNC has been moved from January to sometime before Easter and another goal is to move ahead with interviews by the end of the school year
- NOTED: Congregational input will be solicited, also. The goal of this document, Mission Information Form or MIF. Is to present our church as positively as we are able but also include challenges as well as opportunities

Closing Prayer and Adjournment—Pastor Wendy closed with prayer and the meeting was adjourned at **2:40 p.m.**

Upcoming Meetings

- **Next Stated Session Meeting: October 22, 2017 at 12:15 p.m., MB2**
- **Grace Presbytery Stated Meeting – Sept. 30.2017, First Pres. Tyler**
- **Confirmand exam by Elders – Dec. 17, 2017**
- **Confirmation Sunday – Jan. 7, 2018**

Respectfully submitted,

Andrea Bailey
Clerk of Session