

FELLOWSHIP

The Rev. Dr. Stephen D. McConnell welcomed the elders and staff members at 6:00 PM in the Campus Center for dinner and discussion based on *Tattoos on the Heart* by Father Gregory Boyle. The elders and staff then moved to Room 206 of the Education Building for the Session meeting that began at 6:50 PM.

MINUTES

PRESENT: Teaching Elders: Senior Pastor The Rev. Dr. Stephen D. McConnell (Moderator), Congregational Life Pastor The Rev. Dr. Lal Hmingliani Browne, and Family Life Pastor The Rev. Laurie Haas. Ruling Elders: Marcia Baarson, Linda Calvert, Joan Emrich, Gerry Hailey, Andrea Jackson, Cliff McHenry, John McQueen, Robin Segó, Sandi Stewart, Matthew Straeb, and Dotti Tyle. Clerk to the Session Linda Getzen, Executive Director of Operations Pam Gillespie, Music Director Genevieve Beauchamp, and Community Engagement Director Sarah Soboleski.

EXCUSED: Ruling Elder Lou Stern.

QUORUM, CALL TO ORDER, AND OPENING PRAYER: A quorum was established. Dr. McConnell served as Moderator. He called the meeting to order and opened with prayer and sadly noted that Ruling Elder Lou Stern's father had passed away. **MOTION MADE, SECONDED, and PASSED: To approve the Agenda for the Meeting.**

STORYTELLING 2.0: Elder Dotti Tyle opened the meeting with her story – *Time Below the Rim - Moments with Jesus and His Heavenly Father*. Prayers were said for the storyteller.

STAFF REPORTS:

Community Engagement Director Sarah Soboleski:

- Completed successful first semester at seminary. Thankful to be traveling this path with fellow student Genevieve.
- Parents' Day Out and Children's Christmas Pageant on Saturday – great time!
- Jackie Gomez – hard at work producing many, many Christmas bulletins for all of the services!

Executive Director of Operations Pam Gillespie:

- Facilities Director John Mercer is leaving January 11, but is leaving behind a good team. Needs in this area will be evaluated.
- Busy times during budget season – appreciation for the support given to the staff.

Congregational Life Pastor The Rev. Dr. Lal Hmingliani Browne:

- December 1 Christmas cookies – a big success. Leftover cookies donated to several places.
- 42 Stephen Minister gathered for Christmas celebration, As did 97 Deacons.
- 40 Shepherding Deacons on the 2020 slate. Thank you to the Nominating Committee for their diligent work.
- *[Note from the Clerk – received note from Hmingi that she forgot to mention that 112 new Members joined in 2019!]*

Music Director Genevieve Beauchamp:

- Many performances - Thanksgiving combined service with Temple Sinai, The Messiah performance, donated harpsichord is in use, SYV concert, Cantori Choir caroling, Bell Ringers caring for one another during health issues, and more.
- Got an "A" in Hebrew class!

Family Life Pastor The Rev. Laurie Haas:

- Preparing for the Christmas worship service at Siesta Beach on December 23.

Senior Pastor The Rev. Dr. Stephen D. McConnell:

- Senior Well-being Ministry – meeting with all sub-teams held last week.
- Father Gregory Boyle will speak on January 29. Organizing conversations with Elders, Deacons and their spouses for after the talk.
- *The Good and Beautiful Life* is the church community book – starting small group discussions in January.
- Welcome back to Ruling Elder Cliff McHenry with sympathies upon the death of his father.
- Dr. Browne noted that Dr. McConnell's Wednesday talks on the recent Holy Land trip have been well attended.

CORRESPONDENCE AND CLERK'S ANNOUNCEMENTS: *The Clerk to the Session emails to Staff and Elders pertinent correspondence received between Session Meetings.* No additional announcements.

FINANCIAL UPDATE: See under Old and New Business Below.

OMNIBUS MOTION:

MOTION MADE, SECONDED, and PASSED: To set aside for discussion or clarification, items D.1. and F.3. of the Omnibus Motion as presented in the Agenda.

MOTION MADE, SECONDED, and PASSED: To pass the following Omnibus Motion (Items A-F), less items D.1. and F.3. as presented in the Agenda.

A. To APPROVE THE FOLLOWING MINUTES:

1. Stated Session Meeting – 11/25/19
2. Special Session Meeting to Receive New Members – 12/08/19

B. TO APPROVE THE CLERK'S REPORT:

1. Assignments and Meetings:
 - a. Sunday Morning Prayers for the Pastors - Month of January – **Joan Emrich**
 - b. Session Meeting Storyteller – January – **Andrea Jackson**
 - c. Deacons' Exec. Comm. Meeting – Mon. Jan. 6 at 7 PM - **Gerry Hailey**
 - d. Special Session Meeting to Receive New Members – Sun. January 12 at 11 AM - Chapel Reception Room – **Group 2 Elders (M. Baarson, A. Jackson, C. McHenry)**
2. Membership Statistics, Baptisms & Weddings, and Home Communion (see attached Clerk's Report)

C. TO RECEIVE REPORTS FROM:

1. Elder attending Deacons' Exec. Comm. meeting in December – Marcia Baarson

D. TO RECEIVE REPORTS FROM SESSION COMMITTEES:

1. Administration and Finance - Ch. Andrea Jackson - includes Building and Grounds Team and The Generosity Team – *Received by separate motion under Old and New Business below*

2. Global Mission Partners - Ch. Dotti Tyle
 3. Personnel - Ch. Joan Emrich
- E. TO RECEIVE REPORTS FROM MINISTRY TEAMS:**
1. Family & Student Ministries (includes Palms Preschool) – *see staff reports above*
 2. Contemporary Worship Service Leadership - *no written report*
 3. Presbyterian Women - *no written report*
 4. Stephen Ministry Leadership - *no written report*
- F. TO RECEIVE REPORTS FROM CONGREGATION COMMITTEES:**
1. Deacons' Executive Committee - Ch. Carol Washchuk
 2. Memorial Garden Board - Ch. Sue Angle - *no written report*
 3. Nominating - Ch. Robin Segó - *Received by separate motion*

ITEM FROM OMNIBUS SET ASIDE FOR CLARIFICATION OR DISCUSSION:

Item F.1. Nominating Committee Report. Ruling Elder Robin Segó submitted an updated Nominating Committee Report and announced that the 2020 Slate of Elders, Deacons Shepherding Deacons (40), Nominating Committee, and Memorial Garden Board for the upcoming Congregational meeting has been completed. **MOTION MADE, SECONDED, and PASSED: To receive Omnibus Motion item F.1.**

OLD AND NEW BUSINESS: *[Note from the Clerk – Reporting of Old and New Business items has been combined in the minutes for clarity]*

1. **Approval of Baptism.** **MOTION MADE, SECONDED, and PASSED: To grant permission to The Rev. Bruce Hedgepeth to perform the sacrament of baptism of his grandson at Church of the Palms. Date and time to be determined.**
2. **Administration and Finance Committee Report.** Administration and Finance Committee Chair Elder Andrea Jackson reported. A slow November for receipts, but the 2019 budget is still in good position. Discussion regarding allocation of possible surplus. See page 15 of the Session package for additional information.
 - a. **2020 Operating Budget.** The Session discussed the 2020 operating budget presented by the Administration and Finance Committee (see December Session package for details). Elder Jackson provided an overview and stressed that the 2020 budget figures are contingent upon \$440,000 being received through December 2019. **MOTION FROM THE ADMINISTRATION AND FINANCE COMMITTEE and PASSED: If the way be clear, to adopt the 2020 operating budget as presented.** Thank you to Pam Gillespie, Elder Jackson, and the Administration and Finance Committee for their work on a complicated project.
 - b. **Call for Provisional Special Session Meeting.** **MOTION MADE, SECONDED, and PASSED: To call a Special Session meeting for Sunday, January 12, 2020, at 12:15 PM for the purposes of (1) receiving a report from the Administration and Finance Committee after their review of the December 2019 receipts, and (2) adopting a revised 2020 operating budget.** This meeting will be held if the \$440,000 receipts goal for December 2019 discussed above is not met and the Administration and Finance Committee determines that the 2020 Budget must be revised. *[Note from the Clerk: This Special Session Meeting will be cancelled by the Senior Pastor if the Administration and Finance Committee Chair informs him of their intention to not recommend changes to the 2020 Budget].*

- c. **Call for Annual Meeting of the Congregation and Corporation.** **MOTION MADE, SECONDED, and PASSED: To call the annual combined meeting of the Church Corporation and Congregation for Sunday, January 26, 2020, at 12:00 PM, in the Sanctuary, and to direct that notice of the meeting be announced from the pulpit on consecutive Sundays and placed in churchwide communications. [Note from the Clerk: As is customary, the annual report from the Foundation will also be included on the meeting agenda].**
 - d. **2018 Audit.** The 2018 audit has been completed and recommendations from the auditor are being implemented, including diversification of excess cash, formal policy to account for cash offerings, the reporting of Memorial Garden funds through the Foundation, and updating the policy on Asset Capitalization. **MOTION MADE, SECONDED, and PASSED: To receive the report of the Administration and Finance Committee (item D.1. of the Omnibus Motion above), including the 2018 Audit as prepared by Kenneth F. Kandefer CPA.**
3. **Grant Request to Foundation – Cedarkirk.** Dr. McConnell reported and facilitated the discussion. The Grant is requested by Dr. McConnell to donate funds to the Cedarkirk Capital Campaign. Churches in the Presbytery have been asked to contribute the \$4,000,000 campaign. The Session wished to increase the amount of the Grant Request originally submitted. For additional grant details, see revised Grant Request attached to the official minutes. **MOTION MADE, SECONDED, and PASSED: To approve submission to the Foundation of the Request for \$10,000 for the Cedarkirk Camp and Conference Center Capital Campaign.**
4. **Compensation Matters for Pastors.** The pastors and staff excused themselves from the meeting. The Clerk to the Session chaired this portion of the meeting.
- a. **2020 Terms of Call.** Personnel Committee Chair Elder Joan Emrich reported on the 2020 terms of call for the called pastors, Stephen D. McConnell, Lal Hmingliani Browne, and Laurie Haas, as those terms pertain to the 2020 operating budget. Elder Emrich presented the committee recommendations for an overall 3% increase in the combined called pastors’ terms of call (salary and housing figures), explained Dr. McConnell’s request that his increase be limited to 2%, and explained that figures from another large church in the presbytery for similar pastor positions had been reviewed. **MOTION FROM THE PERSONNEL COMMITTEE and PASSED: To approve for the 2020 operating budget the following: A 2% increase in the combined salary and housing allocation [includes the pastor’s 403(b) contribution] for Dr. McConnell, a 4% increase in the combined salary and housing allocation for Dr. Browne, and a 4% increase in the combined salary and housing allocation for Rev. Haas.**
 - b. **2020 Housing Allowances.** **MOTION MADE, SECONDED, AND PASSED: To accept the 2020 housing allocations made by each called pastor.** Figures provided by the pastors to the Personnel Chair are as follows: Dr. McConnell \$52,266, Dr. Browne \$ 50,934, and Rev. Haas \$40,000.
 - c. **2020 Contract with Visitation Pastor.** The proposed \$16,678 contract (salary with cell phone allowance) with The Rev. Dr. Alan Rodda for 2020 for his part-time services will cover his visitations, usually on Fridays. His voluntary participation in church services on Sunday morning is always welcome and is at his option. **MOTION FROM THE PERSONNEL COMMITTEE and PASSED: To approve the 2020 contract with Visitation Pastor The Rev. Dr. Alan Rodda as presented in the 2020 budget.**

ANNOUNCEMENTS: Reading for discussion at January Session dinner: *The Good and Beautiful Life* by James Bryan Smith – read through chapter four.

There being no further business to come before the Session, **MOTION MADE, SECONDED, and PASSED: To adjourn the meeting** at approximately 8:45 PM to a Circle of Prayer.

By: _____
The Rev. Dr. Stephen D. McConnell
Moderator

By: _____
Linda R. Getzen
Clerk to the Session

Attachment to official minutes:

Clerk's Report (statistics)

Grant Request to Foundation for Cedarkirk Capital Campaign