

### **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 around *Traveling Mercies* by Anne Lamott. The elders and staff then moved to Room 206 of the Education Building for the Session meeting that began at 7:07 PM.

### **MINUTES**

**PRESENT:** Teaching Elders: Senior Pastor The Rev. Dr. Stephen D. McConnell (Moderator) and Congregational Care Pastor The Rev. Dr. Lal Hmingliani Browne. Ruling Elders: Bob Baarson, Donald Browning, Marty Guice, Al Jeffrey, David MacMillan, Bill Mallett, Marlene Petro, Bill Reynolds, Robin Segó, and Jane Delgado Semidei. Clerk to the Session Linda Getzen, Executive Director of Operations Kevin Kenny, Executive Director of Ministries Laurie Haas, Music Director Genevieve Beauchamp, and Equipping Director Carolyn Wilson.

**EXCUSED:** Ruling Elders Sandy Snyder and Tom Taylor.

**QUORUM AND CALL TO ORDER:** A quorum was established. Dr. McConnell served as Moderator and called the meeting to order. **MOTION MADE, SECONDED, and PASSED: To approve the Agenda for the Meeting.**

**OPENING PRAYER:** Elder Semidei opened the meeting with prayer.

### **STAFF REPORTS:**

#### **Music Director Genevieve Beauchamp:**

- The choir is lovingly supporting fellow members who have lost loved ones.
- Ken Tritle, organist of the New York Philharmonic - concert last Sunday.
- Broadway singer Liz Callaway will be a Monday Music series guest for SILL on 3/27.
- Dr. McConnell's Bach Lenten series starts Sunday 3/5. Reaching out to the community for musicians.

#### **Congregational Care Pastor The Rev. Dr. Lal Hmingliani Browne:**

- The Grief Support group and the Faith-Based Recovery class held jointly with Diane Brantley from Samaritan Counseling are bringing in new church members. 6 are in the new Stephen Minister class.
- February Home Communion was 28 [Clerk will add omitted figure to the Clerk's Report].

#### **Equipping Director Carolyn Wilson:**

- Re-Ignite Retreat – 3/24 at COP and 3/25 at Day Spring Episcopal Conference Center.
- Dr. Morgan Roberts series starts 3/8 – *A Friendly Christianity*.
- James Leake will present his well-received *Following Jesus with a Rock and Roll Heart* series at McCurdy's.
- Judy Rodda is the new coordinator for Family Promise.

#### **Executive Director of Ministries Laurie Haas:**

- 22- 8<sup>th</sup> graders in the 2017 Confirmation Class. 6 mentors. Dinner on 4/21 in the Campus Center where the Session will vote to receive the class.
- The Garden service is finding its rhythm. Adding chairs.
- Student sponsor dinner dance. 50 attended. Very beautiful. The students worked hard.

- Carol Homeister supervised the Lenten family potluck dinner on 2/26.

**Executive Director of Operations Kevin Kenny:**

- Written report on page 41 of the Session package.
- 2016 Audit – initial meeting held in January with CPAs from Kandefer & Company.
- Building and Grounds – James Thompson and crew are doing a great job of acting on the maintenance priorities and adjusting as needed.
- Rollout of payroll outsourcing to ADP is coming on 3/12. New Staff Accountant Viola Mast is doing a fine job of helping with the rollout and staff training.
- Server migration to the cloud – 3 RFIs and initial quotes received and will be assessed.
- Personnel – Staff member Paul Hill had hand surgery. A temporary employee will fill in on the janitorial staff as Paul recovers.
- Personnel Committee meeting with Clark Simmons from the Board of Pensions.
- Communications program is underway. The ECC is now part of the church website. Helps to draw ECC families into the church activities and information.
- 2017 Giving - Commitment cards being processed.

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

- Scotland/Ireland/Narnia trip ready to launch –22-23 travelers on board so far.
- Church of the Palms had its first service on Easter Sunday, April 21, 1957. A 60<sup>th</sup> anniversary celebration will be held on Sunday 4/23 - perhaps extended through the year to include the Palms Center ribbon cutting ceremony next spring.

**CORRESPONDENCE AND CLERK'S ANNOUNCEMENTS:** *The Clerk to the Session emails to Staff and Elders pertinent correspondence received between Session Meetings.* The Clerk reported that:

- Elder Commissioners to the 2/23 Peace River Presbytery meeting. The Clerk was authorized to complete the appointment of elder commissioners in the event of a vacancy, and she appointed the following: Linda Getzen, Wayne Kindt, and Pat Kindt.
- A Moderator was not able to be present at the February new member meeting, so a vote was not taken. Prospective members were met by three Ruling Elders. The new members affirmatively answered the required questions for membership. **MOTION MADE, SECONDED and PASSED: To receive the following persons into the membership of Church of the Palms, effective February 27, 2017 [See names listed on Clerk's Report attached to the official minutes].**
- Provided for information - Draft of the minutes of the annual Congregational/Corporate meeting of 01/29/17.
- 2016 Annual Statistical Report to PCUSA filed on time. [Copy attached to official minutes].

**FINANCIAL UPDATE:** Executive Director of Operations Kevin Kenny reported:

- Details set forth in Session package on page 31
- New prototype of the Financial Report on page 34.
- Good month in January - small revenue shortfall, but positive change from 01/2016.
- ECC +\$5000 for January.
- Student sponsorships at \$31,400.

**OMNIBUS MOTION:**

**MOTION MADE, SECONDED, and PASSED: To set aside for discussion or clarification, items D.1. and F.2. 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.2., presented in the Agenda:**

**A. To APPROVE THE FOLLOWING MINUTES:**

1. Stated Session Meeting – 01/23/17

**B. TO APPROVE THE CLERK’S REPORT:**

1. Assignments and Meetings:
  - a. Sunday Morning Prayers with the Pastors – Month of March – Don Browning
  - c. Session Meeting Opening Prayer – March 27 - Tom Taylor
  - d. Diaconate Exec. Comm. Meeting – March 6 – Bill Mallett
  - e. Special Session Meeting to Receive New Members – March 12 – Group 3 Elders
2. Membership Statistics (items 2-4 see attached Clerk’s Report)
3. Baptisms & Weddings
4. Home Communion (28 served)

**C. TO RECEIVE REPORTS FROM:**

1. Elder attending Diaconate Exec. Comm. meeting in February – Don Browning
2. Commissioners attending the Presbytery Meeting on February 23 – Linda Getzen

**D. TO RECEIVE REPORTS FROM SESSION COMMITTEES:**

1. *RECEIVED BY SEPARATE MOTION BELOW:* Administration and Finance Committee – Ch. Tom Taylor - includes Building and Grounds Committee (Ch. Paul Ross) and The Generosity Team (Ch. Bob Baarson)
2. Global Partners Committee – Ch. Jane Delgado Semidei
3. Personnel Committee – Ch. Marlene Petro

**E. TO RECEIVE REPORTS FROM MINISTRY TEAMS:**

1. Equipping Ministry – Dir. Carolyn Wilson – *See staff reports above*
2. Family & Student Ministries (includes Early Childhood Center) – Exec. Dir. Laurie Haas – *See staff reports above*
3. The Garden Leadership
4. Legacy Giving – *No written report this month*
5. Presbyterian Women – *No written report this month*
6. Stephen Ministry Leadership
7. Worship Planning – *No written report this month*

**F. TO RECEIVE REPORTS FROM CONGREGATION COMMITTEES:**

1. Diaconate Exec. Comm.– Ch. Don Schalekamp
2. *RECEIVED BY SEPARATE MOTION BELOW:* Memorial Garden Board – Ch. Sue Angle
3. Nominating – Ch. David MacMillan – *No written report this month*

**ITEMS FROM OMNIBUS SET ASIDE FOR CLARIFICATION OR DISCUSSION:**

**Item D.1.** Question answered on Building and Grounds Report.

**Item F.2.** Questions answered on Memorial Garden Report: Fund balance in report does not include funds held at the COP Foundation (\$117,367) on behalf of the Memorial Garden. At this time, no estimate on the cost of extending the Memorial Garden wall.

**MOTION MADE, SECONDED, and PASSED: To receive Omnibus Motion Items D.1. and F.2.**

**OLD BUSINESS:**

1. **Building Committee.** Elder Reynolds gave a short update on the status of the much-anticipated site permit approval from the county. 12 reviewers have approved. 2 remain (storm water and

fire). Palms Center street address will be 3284 Bee Ridge Road. Swift found an error in the GMP calculation of \$5,389 in our favor. This amount will be added to the contingency.

2. **Memorial Garden Bylaws.** Carry over from previous discussions. Redlined version of the amended bylaws was provided. **MOTION MADE, SECONDED, and PASSED: To approve the amended bylaws as presented.** Further discussion and questions. **MOTION MADE, SECONDED, and PASSED: To recommend that conversations be held between representatives from the Memorial Garden Board and representatives from the Administration and Finance Committee to clarify the relationship between the Memorial Garden Board and the church as a whole.**

**NEW BUSINESS:**

1. **Family Ministry Grant Request to Foundation.** This Grant Request from Executive Director of Ministries Laurie Haas will provide funding for a pilot program for two summer intern positions. One in the Children’s Ministry for a college-aged intern from the congregation who may be interested in ministry, and the other is to provide Princeton Field Education to help a seminarian complete a graduation requirement. The total amount requested is \$6,300. **MOTION MADE, SECONDED and PASSED: To approve submission to the Foundation of the Family Ministry Grant Request**
2. **Samaritan Counseling Center Grant Request to Foundation.** This Grant Request from local mission partner Samaritan Counseling Services will provide funding for curriculum development for the second year of training in the Spiritually Integrated Treatment program for clinicians. The amount requested is \$20,000.00. **MOTION MADE, SECONDED and PASSED: To approve submission to the Foundation of the Samaritan Counseling Center Grant Request.**
3. **New Associate Pastor Position.** An initial draft of the job description for an Associate Pastor for Congregational Mission was discussed [Page 73 of the Session package]. Dr. McConnell will make a few changes that were recommended at this meeting. Concern expressed that the draft job description is an ambitious one. Approval has been received from the Presbytery to proceed with the formation of an Associate Pastor Nominating Committee to propose a candidate to fill the position. The APNC, as part of its duties, will finalize the job description for the position. **MOTION MADE, SECONDED, and PASSED: To approve the job description for the Associate Pastor for Congregational Mission in its draft form; and to direct the Nominating Committee to provide a slate of members for an Associate Pastor Nominating Committee to be presented to the congregation for vote at a date to be determined.**

**ANNOUNCEMENTS:** Reading for March Session dinner – *Traveling Mercies* – Parts 1, 2 and 3.

There being no further business to come before the Session, **MOTION MADE, SECONDED, and PASSED: To adjourn the meeting at approximately 9:22 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:

- 2016 Annual Statistical Report to PCUSA
- Clerk’s Report (statistics)
- Foundation Grant Request forms (*will be attached after the Foundation acts on the requests*)