

**MINUTES OF SESSION
FIRST UNITED PRESBYTERIAN CHURCH
FAYETTEVILLE, AR
February 10, 2009**

A Stated Session meeting of First United Presbyterian Church of Fayetteville, AR was held in the Library on February 10, 2009.

Elders Present: Ted Belden, Kyle Elmore, Eric Ervin, Barbara George, Lyle Gohn, Allen Hanna, Katie Jackson, Sara Koenig, Frank Millet, Itrel Monroe, Melinda Nickle, Manuel Rossetti, Jim Schneringer, Dean Thiesse, Nancy Waite and Ron Woodruff

Elders Excused: Dennis Bailey, June Davis, Roger Koeppe, George "Bo" Morton", Derrik Olsen, Michelle Price and Jane Steinkraus

Elders Absent: Doug Wright

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

Others Present: Laurie Reh, Clerk of Session; Pastor Nominating Committee members Lorraine Brewer, Bill Hewat, James Moore, Steve Sisco, Bill Waite and Logan Woodruff (Betty Ezell was unable to attend); Committee on Ministry representatives Rev. Stuart Smith and Lynn Condra; Kristi Button, Director of Christian Education

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 Monroe led the devotional by reading from a book the theology class has been studying entitled *Preaching and Teaching the Psalms* and followed with a prayer.

Adoption of the Agenda

Rev. Williams asked for any additions or changes to the agenda. The Committee on Ministry discussion was moved to first on the agenda and discussion of a special offering to support those in need from the ice storm was added to the Outreach report. A motion *to approve the amended agenda* was moved, seconded *and passed*.

Special Reports/Presentations

Pastor Nominating Committee/Committee on Ministry Meeting with Session

Rev. Williams introduced Rev. Stewart Smith and Lynn Condra of the Committee on Ministry and the Pastor Nominating Committee. Rev. Smith distributed the "Role of the Session in Search for a Pastor" and reviewed six specific roles. Discussion followed.

Rev. Williams reviewed FUPC's Vision, Mission and Key Focus Groups developed over the past year and discussed the upcoming leadership retreat to be held on March 6, 7 and 8. He also noted the importance of the results of a 2008 congregation-wide survey for the

PNC, LRP Committee and the session.

Rev. Smith reminded the session that their primary responsibility while the PNC is at work will be to keep the ministry of the church going. He shared a website where Church Information Forms (CIF's) are available for public view: pcusa.org. Discussion followed. On behalf of the session, Rev. Williams expressed appreciation to the PNC and COM representatives for their service.

Personnel Committee Special Reports

Elder Gohn addressed proposed revisions in the FUPC Personnel Policies. Following a review of the document's specifics, changes and editions, a motion was made and seconded *to approve the policies with the changes as noted and the motion passed.* Rev. Williams noted how hard the committee had worked. It was recommended that the revised approved policies would be kept on record at the church office and that each staff member would receive the newest revised version.

Elder Gohn then addressed the renewal of Rev. Barry William's Contract with First United Presbyterian Church through February 2010. The contract had been emailed to the session in advance. Rev. Williams excused himself from the meeting and session discussion followed, with the guidance of Rev. Lee Power. It was moved, seconded *and passed that discussion be closed.* It was then moved, seconded *and passed that Rev. Barry William's contract be approved.* Rev. Williams returned and expressed his thanks to the session. He reviewed the process to be followed once a new pastor is called.

Approval of the Minutes

A motion was made and seconded *to approve the Called Session minutes of January 18, 2009 meeting.* The motion *to approve the minutes passed.* A motion was made and seconded *to approve the Stated Session minutes of January 11, 2009 meeting.* The motion *to approve the minutes passed.* A motion was made and seconded *to approve the Called Congregational and Corporation meeting minutes of January 25, 2009 meeting.* The motion *to approve the minutes passed.*

Approval of the Consent Agenda

1. Update of Church Rolls:

New Members:

Judy Stokenberry by letter of transfer from Pawhuska, OK

Kristina (Kristi) and Robert (Rob) Button by letter of transfer from Sharon United Methodist Church, Charlotte, NC

Remove from Church Rolls: Bill Brandon (at his request)

2. Building Use Request: Presbyterian Women's Spring Luncheon on Tuesday, June 2, 2009 from 11:30 am – 1:00 pm in Fellowship Hall. A donation will be

requested and Childcare provided. Approximately 70 are in attendance.

3. **Outreach Committee Action Item:**

Outreach Committee requests approval of the following special offerings:

- CEO first Sunday of each month, except October.
- One Great Hour of Sharing April 12 (Easter, national offering)
- Pentecost May 31 (national offering)
- Habitat for Humanity Sept 13
- Peacemaking Oct 4 (national offering)
- CEO Oct 11
- Gideons Nov 8
- Christmas Joy Christmas Eve (national offering)

4. **Outreach Committee Action Item:** Outreach Committee requests permission to ask for donations (by means of bulletin and Focus articles) for further hurricane relief efforts, including a planned mission trip in April. Funds received would be added to the Hurricane Relief Fund (account #02362).

5. **UPY Fundraisers Action Item:** Rev. Williams recommended that session authorize UPY fundraisers within the congregation for all UPY projects to be held in 2009. This will be an action item at the February stated meeting.

6. **Worship and Music Action Item:** The Worship and Music Committee requests session approval for Communion of the following dates: 11:00am Palm Sunday service on April 5, Maundy Thursday service on April 9, and the 11:00am Easter service on April 12.

7. **Kitchen Hospitality Action Item:** The Committee requests session approval of a standard meal donation in 2009 as \$4 per person or a maximum of \$12 per family with children 3 and under gratis. Catered meals are not included.

8. **Building Use Request:** P.E.O. requests use of Fellowship Hall on Thursday, June 11, 2009 from 7:00 to 9:15 pm. Leslie Johnson, member, is the contact person. 15 – 20 people are anticipated; no charge and no donations. She had originally requested the Activity Center, but we have Every One Can Sing upstairs and N.A. downstairs on that evening. She then requested Fellowship Hall instead. They will not need to use kitchen.

Action Item's #'s 9 – 18 are from the Personnel Committee:

9. **Action Item:** Approve the proposed contract for Interim Pastor Barry Williams.

10. **Action Item:** Approve the conclusion of Diane Byars appointment effective January 31, 2009 and to express thanks for her successful contribution to the teaching mission of the Church.

11. **Action Item:** Approve Amy McCann's compensation be changed from \$10.56 to \$10.88 an hour, which represents an increment of 3%.

12. **Action Item:** Approve the appointment of Katie Jackson at Adult Bell Choir Director with a stipend of \$400 per month for ten months.
13. **Action Item:** Approve that Jeannie Lee be continued with her regular stipend for up to seven weeks for sick leave due to surgery, with the possibility for reconsidering the matter after seven weeks.
14. **Action Item:** Approve Jeannie Lee's stipend be increased from \$12,360 to \$12,730, a 3% increase, effective February 1, 2009.
15. **Action Item:** In accordance with our initial contract with Richard Stout, approve that his compensation be adjusted with a \$.50/hr. pay raise effective February 1, 2009.
16. **Action Item:** Approve Madison Pennington, a U of A graduate student, as interim organist/pianist during Jeannie Lee's absence with a compensation of \$200/week. Kyle Elmore will also be serving occasionally as organist.
17. **Action Item:** Approved that Rev. Lee Power's part-time stipend be increased by 3% effective February 1, 2009.
18. **Action Item:** Approve the resignation of Mary Jo Harvey as Hospitality Coordinator and express appreciation for her work for the church.
19. **First School Action Item:** First School requests permission from the session to utilize a second classroom in upper Knox for Kindergarten instruction beginning August 2009.
20. **Action Item:** Memorial Gifts Committee requests up to \$4,000 from restricted fund 2351 Memorials & Honorarium Fund to purchase additional tables for the church (at the end of the year we had \$9,938.33)

Action Item # 19 was lifted for further discussion. Action Item # 9 was removed. It was moved and seconded *to approve Action Item #'s 1-8 and 10-18 and 20 and the motion passed.*

Clerk of Session Report

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

<u>Date</u>	<u>Communion Served</u>	<u>Officiated</u>
January 6, 2009	Butterfield Trail Village	Rev. Lee Power
February 3, 2009	Butterfield Trail Village	Rev. Lee Power
On both dates	Mary Frances Gladney	Rev. Lee Power

Correspondence: A letter was received from Bill Brandon.

Information: Leadership Retreat Sign Up for Session Workers on Sunday, March 8th

These building use requests did not need session approval (information only):

Presbyterian Women's Book Group to meet and study in the Activity Center following 11:00 am worship until 2:30 pm. Meetings will be on the 2nd Sunday of each month through June, 2009. Parents Day Out: Youth Mission Fundraiser from 1-4 pm, February 21 Boy Scout Court of Honor in the Fellowship Hall, tentatively February 23

Monthly Financial Reports

The monthly financial report for January was made available by Laura Winburn. Rev. Williams reported on behalf of Elder Morton and reviewed significant line items of note. A motion was made and seconded *to receive the January financial report and the motion passed.*

Staff Reports

Kristi Button reported on her participation at the Association of Presbyterian Church Educators Conference in Austin, TX. Rev. Williams reported on issues and opportunities churches today will face in the future, as presented during a recent conference of Interim Pastors, held in Lake Tahoe, CA. He expressed his thanks for the opportunity to participate in this continuing education opportunity with his colleagues from around the country.

Standing Committee Reports

Belonging and Evangelism

A written report was emailed in advance from the January meeting and received. Table for Eight will have 13 groups of 10 with 146 people total. The church website and needed changes were discussed. 5,000 more Friendship Pads were ordered.

Christian Education

A written report was emailed in advance from the January meeting and received. The Theology Class has begun a study of Psalms. The Current Issues Class will begin a study in February on the book *Blessed Unrest* by Paul Hawken. The Contemporary Class has just begun reading *The Shack* by William P. Young. The Bible Study Class continues their studies through the PC (USA) Bible Discovery Lessons. The High School Sunday School is almost done with their C.S. Lewis book and is looking at studying various religions, including field trips to places of Worship in the area. A plan for 2009-2010 Sunday School division of ages, as well as for Confirmation needs to be discussed at coming meetings. VBS is scheduled for June 22-26 with Crocodile Dock as the theme. It will be held from 9am-noon each day.

Deacons

A written report was emailed in advance from the January meeting and received. Rev. Williams will be asking the committee to establish a task force for the purpose of eventually ordaining and installing a Board of Deacons in order to be constitutionally in

order. 137 cards were sent by the committee in December and 130 cards in January. The committee is recruiting new members for the Deacons Committee from 2008 Time and Talent cards.

Fellowship

A written report was emailed in advance from the January meeting and received. The committee is working on the Shrove Tuesday Pancake Supper in conjunction with the Kitchen Hospitality Committee. New members will be recruited to expand the size of the committee. The committee has oversight of the First Fellowship budget. The committee also oversees planning of the annual Shrove Tuesday Pancake Supper, in conjunction with Kitchen Hospitality, a Maundy Thursday event and worship service in conjunction with Worship and Music, and the Dwight Mission Retreat. The committee is considering monthly Covered-Dish dinners and will continue this discussion at future meetings.

Kitchen Hospitality

A written report was emailed in advance from the January meeting and received. Mary Jo Harvey's resignation was accepted and thanks extended to her for her help and support. The committee will continue the position and plans to begin advertising soon. Upcoming Food Events were discussed:

Jan 23rd & 24th Presbyterian Hispanic Ministry Meeting

Jan 25th Congregational luncheon with annual meeting

Feb 12th First Fellowship (Kathy Pederson has agreed to prepare the meal through May)

Feb 20th Community Meal

Feb 24th Shrove Tuesday Pancake Supper

March 8th Congregational luncheon

Completed Food Events were discussed:

Dec 12th UPY Chili Supper served 150 people

Dec 21st Christmas Breakfast served 170 people

Jan 8th Reception for Elder Class 2011

Jan 14th First Fellowship served 32 people

Long Range Planning

A written report was emailed in advance from the January meeting and received. Child care has been requested for the Leadership Retreat. The committee focused on the details and plans of the Leadership Retreat planned for March 6, 7 and 8, 2009. The PNA Survey, completed in October, had not yet been submitted for tallying. Doug Wright will provide a full report of the survey findings to LRP and session as soon as possible. This survey is needed for the Leadership Retreat, the Pastor Nominating Committee and the Session.

Memorial Gifts

There was no written report as the committee did not meet.

Outreach

A written report was emailed in advance from the January meeting and received. Staff will be working to elevate our communication regarding the needs of the church community. Discussion followed on needs that might exist in our congregation following the recent ice storm. An offer for assistance from the Presbytery was also discussed. A motion was made and seconded *that Outreach and the staff be empowered to discuss and assess our response to the Presbytery's offer of a "chain saw ministry" to meet possible congregational needs and the motion passed.* Rev. Williams inquired if a special offering might be taken in order for the session to respond to this crisis, and if so, how to proceed? Discussion followed. A motion was made and seconded *to hold a special offering on Sunday, February 15th as well as on March 1st for a designated CEO offering to help those in need.* Discussion followed and *the motion passed.*

The following special offering dates were discussed and are proposed to Session by unanimous consent of the committee members present: CEO -- first Sunday of each month, except October; One Great Hour of Sharing -- April 12 (Easter, national offering); Pentecost -- May 31 (national offering); Habitat for Humanity -- Sept 13; Peacemaking -- Oct 4 (national offering); CEO -- Oct 11; Gideons -- Nov 8; Christmas Joy -- Christmas Eve (national offering)

The dates April 19-25 are reserved for a mission trip to Pearlinton, Mississippi (continuing relief effort to counter hurricane damage; Ron Talbert, contact). The "hands-on" mission of Kitchen Hospitality Committee to prepare and deliver a meal once per month (third Friday) to Seven Hills Shelter continues. Betty Ezell coordinates the efforts of many church members to fulfill this mission. Funds are available in the outreach budget to cover food and supplies.

Personnel

A written report was emailed in advance from the January meeting and received. 11 Action Items (listed above) were approved by session earlier on the consent agenda.

Properties

A written report was emailed in advance from the January meeting and received. The church sign along Old Wire Road was damaged and the insurance company has been contacted. Following Kenton Ross's appeal during worship on February 8th, the congregation's response was overwhelming to help with removal of branches from the church campus. The Properties Committee expressed thanks for the help received. Old Business and Current Problems: Water pressure booster system, Amphitheater step lights Ceiling tiles in upper Calvin, Landscaping help. Intermittent roof leaks, Floor care. Can light outages in Calvin. Some Goals and Opportunities: Hold open arms on door closers, Pull down stairway to service attic furnace, Sanctuary high lighting (clearstory), Levelize the water pressure campus-wide, Old playground and picnic benches, Stairway from upper sanctuary parking to Choir room, Janitor mop sink in Calvin boiler room, Combustion air to Calvin boiler room. New business: Campus Center opportunities, Landscaping volunteer promotion, Resource availability – electrical, plumbing, sound, etc.

Stewardship

There was no written report as the committee did not meet in January.

Worship and Music

A written report was emailed in advance from the January meeting and received. Irel Monroe offered to be session liaison to the organ committee. Barry provided an update on the needed repair of the organ. Lothar Karl will undertake the repairs in the next few weeks. Information on the needed organ repairs will be mailed to the congregation. Irel agreed to oversee the flower committee with Amy White-Beard. Melissa Elmore will continue to prepare the 8:30 AM communion. Rita Manske, Jane Steinkraus and others will prepare the 11:00 AM communion. Nell, Rita, and Carole Walter will continue to clean the brass. Jim Harter will coordinate the ushers, with help from Bo Morton, Dave Edmark, and others. Jacob Purcell and Joseph Rosetti will continue operating the sound system. Arrangements are being made for substitutes for playing the organ during Jeannie Lee's convalescence. Jane Steinkraus will plan for inclusion of laypersons in the Worship Service in consultation with Barry. The committee discussed some current problems with the sound system. Graeme agreed to check on the cost of replacing an amplifier that is causing problems.

Commission Report

First School

A written report was emailed in advance from the January meeting and received. Lifted Action Item # 19, "*First School requests permission from the session to utilize a second classroom in upper Knox for Kindergarten instruction beginning August 2009*", was addressed at this time. Discussion then followed that was not specific to this action item. Rev. Williams tabled that discussion and referred it to First School and the Christian Education Committee. A motion was made and seconded *to call the question and the motion passed*. A motion was made *to approve Action Item #19 to utilize the 2nd classroom and the motion passed*. There were 4 votes against this motion.

Special Committee Reports

Endowment

There was no written report as the committee did not meet.

Forum Planning Committee

There was no written report as the committee did not meet. There will be forums in March, April, and May in 2009.

Hi-Acres Committee

There was no written report as the committee did not meet.

Nominating

There was no written report as the committee did not meet.

Organ Feasibility Committee (OFC)

There was no written report as the committee did not meet. Elder Monroe has agreed to

be the liaison from session.

Presbyterian Women

There was no written report as the committee did not meet.

New Business

Congregational Meeting Update

Rev. Williams asked for thoughts and reflections on the conversations held at the congregational meeting. Discussion followed. Rev. Williams encouraged the session to continue organizing congregational gatherings for conversation and meals together.

2008 Statistical Report for Presbytery

Rev. Williams and the Clerk reviewed the 2008 Statistical Report. A motion was made and seconded *to approve the 2008 Statistical Report and the motion passed.*

Old Business

Recognition of First School Commission Church member/parent '09 term was given to Christi Cox.

FUPC Leadership Retreat

A sign up sheet was distributed to the session to help with the congregational luncheon on Sunday, March 8th.

Cluster 1 Advertising Campaign Update

A meeting was held with the representatives from Presbyterian Churches in Fayetteville, Springdale and Bella Vista. Belonging and Evangelism moderators Olsen and Nickle, and Mary Mann, Stewardship Campaign chair, were present. It was reported that \$3000 more has been provided by the Presbytery and \$500 from the Springdale-based Hispanic Presbyterian church, in addition to the pledges made by the participating churches. The campaign will utilize TV and radio ads made available by Presbytery USA.

Announcements

It was announced that a baptism would be held on Sunday, February 15th and that there would not be a called meeting

Adjourn

Rev. Williams closed the meeting with prayer. A motion was made and seconded *to adjourn at 9:00 pm and the motion passed.*

Laurie Reh
Clerk of Session