

College Hill Presbyterian Church
Session Minutes – Stated Meeting
January 14, 2017

The stated meeting of the Session of College Hill Presbyterian Church was held at 12:39 p.m. in the home of **Rev. Todd Freeman** on January 14, 2017. **Rev. Todd Freeman** moderated and opened the meeting with a spiritual exercise, *Lecito Divina: Romans 12*.

The agenda was approved as presented. A quorum was present.

Ruling Elders present:

Class of 2017: Clay Finck-Ward, Nancy Gammie, Johnna Thurston, David Zerger

Class of 2018: P.J. Brobston, Marilyn Hill, Stefanie Olson

Class of 2019: Trisha Alexander, Gay Miller, Alicia Odum, David Robertson

Clerk's Report:

- ❖ **Approved Session Minutes of Stated Meeting on December 13, 2016 by acclamation.**
- ❖ **Approved Electronic Called Session Minutes on December 30, 2016 by acclamation.**
- ❖ Session members were given a copy of the College Hill Presbyterian Church Staff/Session Contact list. Everyone updated correct information and preferred method of contact; email or text or both.
- ❖ 2017 assignment sheet for Opening Devotional/Prayer at Session Meetings was passed around for sign up.
- ❖ Reviewed information from our Administrative Assistant, Lisa Hays, emphasizing the following: **monthly ministry team reports for Session need to be in by the Wednesday prior to the Session meeting (held the 2nd Tuesday). Session packets are placed in the mailboxes the Sunday before Session, and will be emailed to ruling elders in pdf format, prior to the meeting.**

Pastor's Report

- ❖ Church office will be closed Monday, Jan. 16 for MLK Day
- ❖ Home Communion was provided to Rev. Pat Selby and Pat Lucy on December 21. Ruling Elder (not on Session) in attendance: Carol Wimmer. Also attending: Rev. Debbie Chase

New Business

- ❖ **Nominated and approved Jennifer Campbell for Clerk of Session for 2017.**
- ❖ **Nominated and approved Mike Patterson as Treasurer for 2017. Gary Watts will serve as Associate Treasurer.**
- ❖ **Examination of Four Ruling Elders-Elect:**
Rev. Freeman reviewed Presbyterian polity, history, church membership, etc. Presbyterian means “elders”. The Book of Order being satisfied through completion of study and preparation under the leadership of **Rev. Freeman**, ruling elders-elect were introduced. According to the Book of Order (G-14.0240), the Session shall examine as to “their personal faith, knowledge of the doctrine, government and discipline contained in the Constitution of the church and the duties of the office”. Each ruling elder-elect answered questions regarding doctrine, government, discipline, duties and faith.
 - **It was moved, seconded and approved that the examination cease.**
 - **Motion unanimously approved for the Session to proceed with the Ordination and Installation of Trisha Alexander, Gay Miller and Alicia Odum and the Installation of Marilyn Hill.**
 - **Motion unanimously approved for the Service of Ordination and Installation to be on Sunday, January 15, 2017.**
- ❖ Ministry Team Moderators for 2017 were approved in addition to the other ruling elders to serve on teams:

Building & Grounds

David Zerger (2017) Mod

Christian Education

Nancy Gammie Mod (2017)
Stefanie Olson (2018)

Congregational Care

Marilyn Hill Mod. (2018)
Alicia Odum (2019)

Evangelism & Communication

Terry Gamel (2018) Mod
Clay Finck-Ward (2017)

Fellowship

Clay Finck-Ward Mod (2017)
Terry Gamel (2018)

Finance & Stewardship

Johnna Thurston (2017) Mod
David Robertson (2019)

Nominating

Marilyn Hill (2018) Mod

Outreach & Mission

Gay Miller (2019) Mod

Personnel

Tricia Alexander (2019) Mod

Worship & Music

P.J. Brobston (2018) Mod

- ❖ **P.J. Brobston and Marilyn Hill were appointed to serve on the 2017 Nominating Committee** with Marilyn Hill serving as the Moderator.
- ❖ **It was moved, seconded and approved unanimously** to place the name of College Hill Presbyterian Church in the newspaper listing of those religious entities supporting reproductive choice for the *Oklahoma Religious Coalition for Reproductive Choice*.
- ❖ **Moved and approved to change Lisa Hays' job title from Office Administrator to Office Manager.** (see notes under the Finance Report)

Old Business

- ❖ **Finance and Stewardship** presented the **2017 Budget** for approval.
 - **It was moved, 2nd and approved as presented.**
- ❖ **Operations Manual:** Each moderator needs to make a detailed operations manual so subsequent moderators will know what, when, where and how to do things on their Ministry Team.
- ❖ **Annual reports:** Moderators need to have 2016 Annual Reports to the office by January 17, 2017.
- ❖ **Annual Congregational/Corporation Meeting and Potluck scheduled January 22 after worship.**

Ministry Team Reports

- ❖ **Building and Grounds:** Report received. Narthex ceiling replaced with new LED lighting. Elevator room has cracks in the wall. Some foundation work may be necessary.
- ❖ **Christian Education:** No Report.
- ❖ **Congregational Life:** No Report.
- ❖ **Evangelism & Communication:** No Report.
- ❖ **Fellowship Ministry Team Report:** report received. Retirement dinner for Mike Evanston scheduled February 26. Zerger Baby Shower TBA.
- ❖ **Finance & Stewardship:** Report Received. Year-end Financial Report reviewed and approved. Approved title change for Lisa Hays, from Office Administrator to Office Manager. Approved salary increase by \$1,500 per year due to increase financial work. Bonus of \$500 for Lisa approved for 2016.
 - **Approved the following slate of officers for the Corporation: Johnna Thurston, President; David Robertson, Vice President; Mike PTERSON, Treasurer; Jennifer Campbell, Secretary.**
- ❖ **Nominating Committee:** No Report.
- ❖ **Outreach & Mission:** Report Received. The Alternative Christmas raised \$830.
 - **5th Sunday Offering, January 29, 2017, was approved for Kendall Whittier Elementary.**
- ❖ **Personnel:** No Report.
- ❖ **Worship and Music:** Report received. **The following dates were approved for communion in 2017:**

Jan. 8th

Feb. 5th

March 5th Sunday of Lent

April 2nd

April 13th Maundy Thursday

April 16th Easter

May 7th

June 4th Pentecost

July 2nd

Aug. 6th

Sept. 3rd

Oct. 1st World Communion Sunday

Nov. 5th

Dec. 3rd

A motion to adjourn was approved, and the meeting closed at 2:40 p.m. with a prayer by **Rev. Todd Freeman** during a standing "Group Hug".

Respectfully submitted,

Jennifer Campbell, Clerk of Session

Rev. Todd Freeman, Moderator