

**TRINITY PRESBYTERIAN CHURCH
STATED SESSION MEETING – MAY 18, 2009**

Present: Pastor Stephen Smith-Cobbs, Associate Pastor Rebecca Messman and Clerk of Session/Elder PJ Miller. **A quorum of Elders was present:** Dixon Boulware, Andy Burnham, Chris Dancy, Scott Fridy, Don Fuller, Vernon Joyner, Amy Litteral, Gene Lucas, Barbara Mason, Tom Mawson, Jerry Nolte, James Ochoa, Doug Reas, Donny Scholl, Tom Stangl and Charlotte Wales. **Elders excused:** Teresa Dunbar, Deb Fowler and Esther Johnson. **Others present:** Deacon Rep. Diane Bayless, Carroll Bastian, Pat Nobles and Ron Smith.

Moderator Pastor Stephen Smith-Cobbs called the meeting to order at 7:35 p.m. in Room #11. This was followed by the opening prayer and lighting of the Christ candle.

Pastor Stephen Smith-Cobbs led the devotional.

ORDERS OF THE DAY

ACTION ITEMS:

1. It was moved, seconded and approved to accept the following motions from the 50th Anniversary Committee: (background information will appear in the Committee Reports)
 - The 50th Anniversary Planning Committee moves approval of the purchase and sale of commemorative Christmas tree ornaments at a cost not to exceed \$15 with any surplus revenue to be transferred to the Memorials Committee.
 - The Committee moves approval of a catered dinner on Nov. 21 with costs to be covered by attendees or from the sale of the ornaments mentioned in the first part of this motion.
2. It was moved and approved to accept the motion from Stewardship Committee to accept the offer from an anonymous donor of an interest free loan of up to \$125,000 for up to 24 months, for the purpose of replacing the roof and repairing the exterior wooden doors.

** At 7:50 p.m., the Trinity Presbyterian Church Session meeting was briefly adjourned and the Board meeting of Trinity Presbyterian Church Inc. was convened.

The sole order of business was to bring before the Board of Trustees of Trinity Presbyterian Church Inc. the following motion:

- the Board of Trustees of Trinity Presbyterian Church Inc. moves approval of the motion from the Trinity Presbyterian Church Session that the offer from an anonymous donor of an interest free loan of up to \$125,000 for up to 24 months, for the purpose of replacing the roof and repairing the exterior wooden doors.

It was moved and unanimously approved by all Board of Trustee members, who are also the Elders of Trinity Presbyterian Church listed as “present” above, to accept this motion.

With the business before the Board of Trustees of Trinity Presbyterian Church Inc. completed, the Board meeting was adjourned at 7:55 p.m., followed by the reconvening of the Trinity Presbyterian Church Session meeting.

OMNIBUS MOTION

It was moved and passed to accept/approve the following:

1. Pastor’s Report

Congregational Life

- Led staff meetings at 10:30 every Tuesday.
- Led the 7:00 a.m. Thursday morning prayer services, along with Rebecca Messman.
- Met with the 50th Anniversary Planning Committee on April 26.
- Met with PJ Miller and Rebecca Messman on May 14 to plan for this month’s session meeting.
- Offered staff support at the all committee meeting night on May 4.
- Helped lead Confirmation class on April 26, May 10, and May 17.

- Along with Rebecca Messman, consulted with Rev. Jan Edmiston about congregational change.
- Met with the Memorials Committee after worship on May 3.
- Provided staff support for the orientation of TPC Congregational Nominating Committee Member on May 7.
- Offered support for and welcomed participants to the Workshop on Resources for Aging Parents put together by Elder Teresa Dunbar.
- Met with the Stewardship Committee to go over loan offers to pay for the replacement of our roof and repair wooden doors.
- Attended the TPC Older Adult Lunch on May 14.
- Attended the TPC Men's Breakfast on May 16.

Worship

- Officiated at the celebration of Holy Communion during worship on May 3.
- Led worship every Sunday along with Rebecca Messman.
- Along with Rebecca Messman, helped lead the commissioning of the new Christ Care Leaders and Equippers during worship on April 26.
- Met with the Worship and Music Visioning Task Group and representatives from the Worship and CE committees on May 3.
- Led TPC Preschool Children's Chapel on May 15
- Officiated at the wedding of TPC members Ray Washington and Allison Whitten on May 2 at Trinity.
- Officiated at the wedding of Jonathan Joyce and Erin Pitts, the daughter of members Rolfe and JoAnne Pitts on May 17 at the Inn at Vint Hill.

Mission

- Continued to serve on the Board of Directors of the Jeanie Schmidt Free Clinic and arranged for a Minute for Mission during worship on May 10 by the clinic's executive director, Meghan Ulrich.
- Served on Town of Herndon's Community Grants for the Arts committee.

Pastoral Care

- Met with members and potential new members of Trinity in their homes, at the hospital, over the phone/email and over coffee and meals for pastoral counsel and care giving, and for pre-marital sessions.
- Met by phone with Stephen Ministry Leader Joan Gillard to discuss status of care recipients.

Presbytery

- Attended a special the meeting of representatives from the National Capital Presbytery Council and members of the Worship and Theology Committee to begin planning for the "New Way of Being Presbytery" this coming year.
- Continued my service on the Response Coordinating Team that helps with misconduct situations in our presbytery and serving as the chair of the Worship and Theology Committee of National Capital Presbytery.

2. Associate Pastor Report

Congregational Life:

- Intentional about prayer, reading and time of spiritual replenishment
- Gave pastoral care to members of Trinity and people from the community in the hospital, in their homes or in my office
 - o Officiating the wedding of Nancy Irby and Chad Cerar at Hollin Hall over Memorial Day Weekend
- Participated in the memorial service for Nelta Sanders at McLean Baptist Church on May 16th
- Supported the ministry of the Deacons at their meeting on May 12th.
- Co-led and coordinated ChristCare Group Development.
 - o Seven new small groups ready to launch
 - o Convened and lead the Equipper Meeting on May 12th

- Leading “Support Encouragement and Accountability” group meeting on May 21st
- Attended all committee night on May 4th, including meetings of youth advisory committee, worship, service and mission, and Christian education committees
- Continued to teach the Confirmation Class along with Stephen Smith-Cobbs, Phil Cox, and Betty Eidemiller.
 - They are preparing for joining on May 31st and are working with their mentors in the writing of their faith statements
- Met with the staff of Trinity every Tuesday
- Met with the clerk, PJ Miller, and pastor Stephen Smith-Cobbs to plan the Session meeting on May 14th
- Attended PW Birthday Tea on May 16th
- Offered prayer at the Teacher Appreciation brunch on May 17th

Mission:

- Gave the Keynote address at the Social Justice banquet for Northern Virginia Campus Ministries on May 3rd
- Led “Lunch for the Soul” – our Hispanic outreach ministry - along with Edwin Andrade every Wednesday. Averaging **100** day laborers every week.
 - Meeting with “Just Neighbors” – a Christian non-profit that provides legal guidance for immigrants
 - Participating in a “Neighborhood Walk” with Edwin Andrade and John Moyl, of the Oakbrook Congregation, to envision how to minister to the Herndon Community on May 26th
- Continued to coordinate Work Camp and Week of Hope enrollment and planning
 - Junior High Week of Hope enrollment is now full with 3 on the waiting list for the trip to York, PA
 - Senior High Work Camp enrollment is half-full and continuing to seek people who can go (reaching out to friends, since many senior highs had conflicts the last week of July with band or family vacations)
 - Led the first Work Camp Meeting on May 17th

Youth Ministry:

- Participated in the interviews for the PT Youth Director Search Committee several times in May
- Planned and led the Spring Youth Retreat in Yellow Spring, West Virginia May 1st – 3rd
 - 25 participants (including 3 friends)
- Along with the Youth Advisors, coordinated the Car Wash to raise money for Relay for Life. \$450 raised!

Worship:

- Led worship along with Rev. Smith-Cobbs most Sundays. Preached on May 17th
- Led the preschool chapel time on May 14th
- Led the Thursday morning prayer service every other Thursday in the chapel
- Attended meeting of the Worship Visioning Task Force on May 3rd

Presbytery:

- Continued to work with the Committee for Preparation on Ministry
- Attended meeting of National Capital Presbytery on May 19th at Falls Church Presbyterian
- Met with clergy colleague group twice and Spiritual Director, Margee Iddings, twice
- Gave a presentation on “Difficult Topics: Conversations on Immigration” at the Eastern Region of APCE in Chambersburg, PA on April 28th
- Met with Jan Edmiston and Stephen Smith-Cobbs to discuss church transformation on May 18th

CLERK’S REPORT AND COMMUNICATIONS

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- It was moved, seconded and approved to accept the following baptism: Sophia Rose Hayo on June 28, 2009, granddaughter of Donna Vick
It was moved, seconded and approved to have a called Session Meeting on Sunday May 31 at 8:30 a.m. for the purpose of receiving a new class of Confirmands.
- The Stewardship Committee has identified a team to do the 2008 Financial Review. They are Steve Wales and John Hensley.

There were no changes to membership. **Membership as of May 18, 2009 = 749**

DEACONS REPORT – Diane Bayless

Deacons spent a good portion of their May 12th meeting sharing short “bios” of themselves as a way to further building the community of Deacons.

Committee reports presented at the meeting included:

- Community Nurture and Communications: reported that the recording of sermons was now on line.
- Congressional Care Committee is continuing to work on the Neighborhood Ministries program and will present a draft proposal at the June meeting.
- The Social and Fellowship Committee is in the process of drafting a proposal to come to the session of ways to improve communication among church groups who use kitchen supplies and address other concerns on supply use that will allow the committee to meet the needs of church groups and show fiscal responsibility. The committee is also lining up people to serve lemonade during the summer as well as members to act as host/hostess for former pastor/members who have been invited to help celebrate the 50th Anniversary.
- The Visitors and New Members Committee is preparing for Confirmation Sunday May 31st. Since the Session and Deacons are providing the food for the brunch that morning, a sign up sheet will be passed around.

COMMITTEE REPORTS

1. Christian Education – Teresa Dunbar

- The Teacher Appreciation Luncheon was held May 17, the last day of Sunday school, and was very well attended.
- At our May 4 meeting, the committee approved that one or two beginning DISCIPLE classes, “Becoming Disciples Through Bible Study”, and one advanced class, “Jesus in the Gospels”, will be offered fall of 2009 (if there is sufficient interest), and that the committee will absorb the cost of materials.
- The upcoming DISCIPLE retreats at St. Timothy’s Episcopal Church are on June 6 and June 12-13. DISCIPLE Recognition Sunday is June 14.
- Teacher reviews of the pilot testing of the Spark curriculum for 2s through 5th grade were extremely enthusiastic. A number of teachers requested that Spark be used for the 2009-2010 year. A decision will be made at the June committee meeting, taking their recommendations into consideration.
- Thoughtful Christian studies are widely used by Trinity staff and members. The committee approved paying the \$225 for the 2009 subscription from the CE budget, which may or may not later be reimbursed by a benefactor who has generously paid for the subscription the first two years, and to purchase an additional year’s renewal at the special rate of \$150, based on other benefactor’s generous offer of \$190 to cover that renewal and some funds to add additional people as “downloaders” (at \$10 apiece).

It was moved and approved to accept the Spark and Thoughtful Christian curricula as presented for this coming Sunday School year, with no increase to the budget.

- Teacher recruitment will begin in June for the 2009-2010 year.
- Registration continues for VBC, July 27-31. Recruitment is going well, however, teacher and center assistants are still needed.

2. **Nominating** – Tom Mawson

Main topics of discussion:

Opening the search process:

- The bulletin announcement was to appear May 17, 24, and 31, giving a total of three weeks for it to appear in print. However, it appeared in the May 10 bulletin as well, so should run for four weeks.
- A “Minute for Mission” is planned for May 24. The content is to include a short description of the role of elder/deacon and brief information about the time commitment, and to specifically address the idea that many in the congregation may feel they don’t have the talents needed to be in a leadership position by explaining the broad range of ways in which a person can contribute. Joel Mills is scheduled to present, as he has served in both positions.

Immediate needs:

- Rick Montandon’s position as elder needs to be filled, as he has been assigned to duty in Iraq and left at the beginning of May for approximately one year. Rick was on the Stewardship Committee, so the goal is to fill the position with someone of similar qualifications. A list of three potential candidates was developed and they are being contacted.

Nominating Committee procedures:

- The basic guidelines for nominating individuals were discussed only briefly, but will be discussed in further detail at the next meeting, when hopefully more committee members are able to attend

Next steps:

The committee members are encouraged to begin considering those in the congregation who may be interested in serving as an elder or deacon, and encouraging others to nominate someone. The next meeting is scheduled for either June 4 or 11.

It was moved and approved jointly by Stewardship and Nominating Committees to have a called congregational Meeting on Sunday, May 31 after the 10 a.m. worship service for the purposes of informing the congregation about the approval of the loan to replace the roof and repair the exterior wooden doors and to receive the Nominating Committee report to fill an unexpired term of Elder in the Class of 2010.

3. **Property Committee** – Dixon Boulware

- The Property committee received 10 bid submissions for the roof replacement project and did an initial review of the bid submission materials on May 5th, the committee continued with the reviews through the week and submitted additional questions for clarifications to the bidders.
- The committee met again on May 12th to perform a final review of the submissions to select three from the group for final site meetings with the property committee. From this group the committee will select a final bid for submission to the session.
- Since the final selection will not be completed before the next stated session meeting the committee would like submit our recommendation via email for comments and concurrence. This we feel is required because the bids are only good for 30 days and we would like to notify the selected contractor as soon as possible before the end of May.
- Last, due to a very busy May, the planned outdoor service day was cancelled and will be rescheduled for the last half of June.

4. **Personnel** – Scott Fridy

- Jacque Scholl of the Youth Director Search Committee reports that the committee has interviewed three candidates, to date. There is still one more candidate to meet with in the first

round of interviews. It is expected that there will be second interviews for two of the first three candidates. More information will follow.

5. **Youth – Doug Reas**

- The Youth had their spring retreat in West Virginia and was declared a great success. The paint ball on Saturday afternoon was described as AWESOME. Plans were made for Youth Sunday on June 7. They are also in the middle of the Flamingo Flocking to help raise their funds for Work Camp. Several of the service projects from the "Rent a Youth" have been completed. On Sunday, May 17, the Youth sponsored a car wash to raise donations for Relay for Life, which is June 13 at Herndon High School. After the car wash, the first organizational meetings for those going to Week of Hope and Work Camp were held.

6. **50th Anniversary Planning– Pat Nobles**

- Work began on April 12 with a reception and distribution of the history of Trinity booklets and the schedule for the year's events. 14 of our former ministers and Trinity members who have become ordained pastors will participate in worship services from May to November. Two former ministers were unable to be here. Another two are dead.
- Arrangements are being made for a stained glass window to be mounted on the wall in the Narthex over the Memorial Table. The window will be in a wooden frame and back lit. Memorial funds will cover the cost. The window will be installed during the week prior to Nov. 22 so that it can be dedicated at the worship service. There will be only one worship service that day, and Dr. Susan Andrews, former Moderator of the General Assembly, will preach. This information is provided for your information and does not require action on your part.
- It is proposed to offer for sale commemorative Christmas tree ornaments. These should be available in the late summer or early fall. We anticipate asking \$15 each to cover the production and other costs. Any surplus funds will be used to provide gift ornaments and/or dinner for invited guests at the Nov. 21 Celebration Dinner. Any additional surplus will be transferred to the Memorials Committee.
- There will be a music concert here at Trinity in the afternoon of Saturday, Nov. 21 followed by a Celebration Dinner that will be in the Herndon United Methodist Fellowship Hall and be catered. Attendees will pay for their food. We do not anticipate this requiring any church funds. Special music has been commissioned for the concert with the cost already contributed by Trinity members.

7. **Financial Report – Jerry Nolte/Susan Rice**

Income Statement April 2009:

	<u>MTD Actuals</u>	<u>MTD Budget</u>	<u>Difference</u>	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>Difference</u>
Revenue	63,986.28	62,366.41	1,619.87	247,755.90	245,062.70	2,693.20
Expenses	66,041.95	62,100.09	(3,941.86)	223,980.37	245,160.10	21,179.73
Unbudgeted Items	775.00	-	775.00	1,051.56	-	1,051.56
Net Income	26,741.75	1,668.25	25,073.50	26,107.76	(363.72)	26,471.48

Balance Sheet:

Current Assets	63,030	Liabilities:	61,850
Fixed Assets	<u>3,990,982</u>	Equity	<u>3,992,161</u>

Total **4,054,012**

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INFORMATION

- Please sign up with Elder Chris Dancy to serve communion in June and July
- Kitchen Use Task Force Report – Pastor Smith-Cobbs
The group of kitchen users is scheduled to meet early in June
- The June Presbytery meeting is on the 23rd at 6 pm at New York Avenue PC. We still need 3 elders to attend.

There being no further business, it was moved, seconded and passed to adjourn at 8:53 p.m. The meeting was closed with the sharing of Joys and Concerns, the Lord's Prayer and the singing of the Doxology led by Pastor Messman.

Respectfully submitted,

PJ Miller, Clerk of Session