



First Presbyterian Church of Sheridan, Wyoming  
Minutes of Regular Session Meeting

February 20, 2018

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The Session of First Presbyterian Church of Sheridan, Wyoming convened a regular meeting on Tuesday, February 20, 2018 at 7:03 p.m. in the Westminster Fellowship Hall. Pastor Hayden, Transition/Interim Pastor, moderated the meeting.

**QUORUM**

**Moderator:** Pastor Paul Hayden

**Ex Officio:** Dennis Heizer, Financial Manager, and CJ Clem, Minister to Youth and Children

**Elders present:** Carla White, Doug Beagle, Beth Bailey, Gareth Dixon, Jeri Joy, Linnet McGoodwin, Judy Garber, Loren Ruttinger, Tod Windsor, David Motsick, Teresa Williams, Kim Kozel, Janis DeVore, Doug Moore, Jean Morgan, Carol Davis, and Jim Lyon

**Elders absent:** Tina Anderson, Peggy Blaha, and Kathy Lundberg

**WORSHIP**

Pastor Paul opened the meeting with prayer.

**INTRODUCTION**

Pastor Paul conducted a short prayer discussion prior to the business meeting of session.

**AGENDA**

The agenda was approved with a motion, seconded and carried.

**CLERK'S REPORT**

The Clerk's report and minutes of the last session meeting were approved with a motion by Doug Moore and seconded by Tod Windsor. The motion carried. Under Clerk business, Carla White asked for another volunteer from session to be a member of the Nominating Committee for the year 2018. She asked elders to prayerfully consider this commitment. Hopefully a volunteer will come forward at or before our next meeting.

**TREASURER'S REPORT**

Dennis Heizer, financial manager, presented the financial reports and explained them. The January Balance Sheet reflects the following:

Total assets: \$3,846,317.07

Total liabilities:	45,673.91
Reserves (Retained Earnings):	62,707.61

The Treasurer's Monthly Report was also received and reflected the following:

January Income:	47,602.24
January Expense:	29,820.65
January Net GAIN:	17,781.59
YTD Net Gain:	17,781.59

Dennis reminded elders that the sale of our gold coins was actually taken into income on our financial reports and recognized in our January income in the amount of \$15,469.00. Thus, our January income reflected above can be reduced by the same amount. Additionally, a question arose about a personnel expense that Dennis will report back on next meeting.

All reports were electronically received by elders. For the most part, errors of transmission have been corrected. Elders are printing their own reports for each meeting, unless there is a problem they cannot do so. In that event, our church secretary will supply a copy.

## **COMMITTEE REPORTS**

### **Budget Finance & Stewardship February 13, 2018**

Oral and written reports were presented by Beth Bailey. Session action requested:

1. Accept financial reports as presented. The motion carried and the reports were accepted as presented.
2. The committee presented a motion to draw 3%, or \$10,528.00 from account #1830.08 Permanent Endowment Fund. Funds may be withdrawn from this account if the balance is greater than 10% of the church building insurance evaluation. The current account balance is \$350,944.00, and the building insurance evaluation is \$3,147,000.00. Per the bylaws, the funds must be given ½ to Missions, and ½ given to Properties for improvements of the building and properties. The motion carried.

Beth also reported that pledge cards returned to date show pledges of \$175,790.00. This represents 52% of the 2018 budgeted income. This is slightly more than the previous year. Beth also reported a new budget will be constructed for the newly formed Technology and Communications Committee. Some existing line items will be transferred to this budget and will be better placed in this committee than where they presently are.

### **Personnel February 13, 2018**

No written report was presented. Teresa Williams gave an oral report. The following session action was requested:

1. Approval of a new contract for Interim Pastor Paul Hayden to take effect on April 24, 2018. The contract remains much the same as the contract in force for the past year.

One change however, is that with the new contract, Pastor Paul will now begin to directly oversee all of the staff. The staff will report to Paul. Other minor changes to the existing contract are simply dates for time off, dates for the contract, and a bereavement issue which is no longer a question. The interim pastor contract is approved by session, not the congregation, **as is the case for an installed pastor.** Teresa Williams moved the contract be approved. Tod Windsor seconded, and the motion carried. Steve Shive, Presbyter, must sign and approve the contract. A copy will also be filed with the session minutes record we must maintain.

Additionally, a job description is being prepared in order to interview and hire a maintenance man. The job will be posted.

#### **Technical and Communications** February 13, 2018

Tod Windsor presented a written and oral report. This is a newly formed committee. The purpose of the committee is to address the growing communication needs within the church. No session action was requested at this time; however, Tod spoke of the committee scope, and what the future will possibly bring. Certain line items to be identified, and which are currently in the budget, will be transferred to this committee budget. The committee report identified future hardware needs and upgrades. Additionally, one of the first items of business is looking into upgrading our phone and internet system. Additional requirements of speed and bandwidth are necessary in order to post our sermons to the web. Tod also discussed the need for development of a church logo. This is needed to improve our identity and elevate our search engine optimization score for persons who search for our website online. Our new website is up and running, however final detail work remains to be done.

#### **Fellowship** February 13, 2018

Jeri Joy reported. No session action was requested. Please refer to the written committee report for detail on activities. Upcoming activities will include Paint Post, and the sign up for PIGGS is continuing. Folk Dancing lessons taught by Pam Moore, will be offered in the future.

#### **Properties** February 13, 2018

Doug Moore presented a written and oral report. No session action was requested. Committee action during the past month included additional requests for snow removal, change of locks and keys to the building, and the search for a replacement for the maintenance position.

#### **Membership and Evangelism** February 13, 2018

There was no report presented.

#### **Mission and Outreach** February 13, 2018

Doug Beagle reported and referred to the written report. The committee requested the following session action:

1. Division and distribution of Mission monies sent to Presbytery: the committee requested 20% to General Assembly and 80% to Presbytery of Wyoming. This was

- done by e-mail vote taken prior to the installation of new session members and restated at our regular session meeting on this date. The e-mail vote carried.
2. The non-budget Mission Account 2125.30, Funeral Dinners, contains \$20.00 that will be made available to PW for the same purpose. PW has been advised. The motion carried.

In other business, he reported the committee is working on a Mission Committee mission statement and setting up criteria for guidelines for giving. The committee plans to do this review and work, following the work of the newly formed Mission Study committee. Hopefully this will begin in June. In the meantime, members are reviewing a format supplied by Terri Hayden.

#### **Worship** February 13, 2018

Linnet McGoodwin reported. The following session action was requested:

1. The committee motion requests that children from LOGOS help serve Communion, with assistance from adults on Sunday, March 4<sup>th</sup>.

The written report presented detailed committee work during the month. Detailed planning is ongoing for our Easter celebration and worship.

#### **Christian Education** February 13, 2018

Janis DeVore reported. A written report was presented as well as oral one. There was no session action requested. In other committee business, she reported we have agreed to participate in a joint Vacation Bible School in June with other community churches. There will be another all church study beginning this spring. It will be a study on The Holy Spirit.

She reported an adult Sunday School began on January 7<sup>th</sup> at 9:00 to 9:45, and will run for a 20 week period. Study has begun on the book of Acts. The recent Chili Cook-Off raised \$500.00. The Silent Auction raised nearly \$3,000.00 for Camp Story Scholarships. Super Bowl Sunday raised \$189.00 and the money was donated to Lunch Together.

#### **Presbyterian Women** February 2018

No report was presented.

#### **C.J. Clem, Minister to Youth and Children Report** January 2018

C.J. presented an oral and written report. CJ reported there are 22 eligible youth who could attend Triennium next summer. She will be hosting an informational meeting in March for the youth. There have been funds raised for Camp Story tuition for kids, Lunch Together and kids' mission, and they are noted under the CE report. There will be a possible 30 hour of famine to be held on April 27<sup>th</sup> and 28<sup>th</sup>. She is asking for volunteers for assistance.

#### **Pastor Paul's Report** January 2018

Pastor Paul presented an oral and written report. Paul noted a large number of contacts on his activity report, including worships, counsel, classes, visits, and other meetings or contacts. The following session action was requested:

1. Doug Moore made a motion for Steve Shive, General Presbyter, to preach in our pulpit on March 18<sup>th</sup>. Pastor Paul suggested the action in connection with ongoing Mission Study work. The motion was seconded and carried. The worship service will be followed by a potluck lunch and an all-church meeting in the fellowship hall. Paul will invite Steve Shive according to the motion.

Pastor Paul reported that the Mission Study Committee work has begun. Congregation members will learn about the work at the potluck and meeting on March 18<sup>th</sup>.

### **Other Business**

### **CAMP STORY DISCUSSION**

No report was given. Alicia Ford, Director, was not in attendance.

### **REFLECTION**

### **WORSHIP**

The business portion of the meeting adjourned at 8:10 and Pastor Paul asked elders to come into the Sanctuary for a time of worship and spiritual renewal. Paul explained that we are to be the body of Christ in the community. He asked what we could do as elders to accomplish this. We discussed what people expect and want in worship. He explained that people want an "experience." And we must be able to offer an atmosphere which they are seeking. He asked elders to picture how others see our church. Pastor Paul closed with prayer.

### **SESSION ADJOURNED**

The meeting adjourned at 9:01.

### **ATTEST:**



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Carla J. White, Clerk of Session