



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

April 17, 2018

The Session of First Presbyterian Church of Sheridan, Wyoming convened a regular meeting on Tuesday, April 17, 2018 at 7:00 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

Elders present: David Motsick, Doug Beagle, Beth Bailey, Jeri Joy, Judy Garber, Loren Ruttinger, Tod Windsor, Teresa Williams, Kim Kozel, Doug Moore, Jean Morgan, Jim Lyon, Tina Anderson, Peggy Blaha, Kathy Lundberg and Carla White

Elders absent: Ted Knapp, Janis DeVore, Linnet McGoodwin, Gareth Dixon, Carol Davis

WORSHIP

Pastor Paul opened the meeting with prayer.

INTRODUCTION

Pastor Paul opened with a discussion from John, Chapter 15. He quoted one of the passages, "I am the vine, and you are the branches." He asked that we stay connected to our Lord, act as hand in glove, bear fruit that lasts, sow seeds, and do the right thing with our children. We discussed the meaning of each. This discussion was prompted by one shared with the Sunday morning Bible study group recently.

AGENDA

The agenda was presented and approved with a motion, a second and carried.

CLERK'S REPORT

The Clerk's report and minutes of the last session meeting were approved as presented. A motion was made, with a second and carried.

TREASURER'S REPORT

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

Total assets:	\$3,835,229.40
Total liabilities:	46,389.48
Reserves (Retained Earnings):	62,707.61

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

March Income:	23,214.47
March Expense:	28,876.01
March Net Loss:	- 5,661.54
YTD Net Gain:	5,978.35

Dennis also noted we should have a good month in April as there are five Sundays, and the giving should reflect well.

The financial reports were approved during the Budget and Finance Committee report below.

COMMITTEE REPORTS

Budget Finance & Stewardship April 10, 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.

It was reported that we have received a check for \$10,364.95 from the Permanent Endowment Fund. It will be split between the Properties and Missions committees for approved use per our bylaws. The committee is researching obtaining a 501c-3 designation. The Personnel committee met with Budget and Finance to bring them up to date on a salary change for CJ Clem and a change of responsibilities for employment. Detail will be explained in the Personnel committee report. Discussion also included a more current way to inform the congregation of the church's financial position in the newsletter and perhaps the website.

Personnel April 10, 2018

Teresa Williams gave an oral and written report. The following session action was requested by the committee:

1. Motion for approval of CJ Clem's pay beginning May 1, 2018 to salary vs hourly, based on her hour rate of pay prior to becoming Head of Staff. The salary going forward will be based on a 19.96 x 30 hours x 52 weeks for a total of \$31,137.60.
2. Motion for approval of overtime pay not paid out in 2017. CJ was paid her regular pay and not time and a half. Pay yet due is 57.50 hours x 10.75 per hour, for a total of \$618.13.

Both motions carried. In other committee action, the committee met with CJ regarding the change of responsibilities and expectations moving from Head of Staff to Youth Minister.

Pastor Paul will begin interviews soon for the maintenance position which remains open. Work continues on updating job descriptions and responsibilities for all employees. Louise Semino has indicated she wants to step down from Choir Director next year.

Technical and Communications April 13, 2018

Tod Windsor presented a written and oral report for the committee. No session action was requested. Tod reported that the upgrade is complete on our internet service, and speed has increased from 1.5/3.0 to 10/50 maximum. We also have guest Wi-Fi available. He reported that our TV which is on rollers, can be connected to laptops to do video conferencing. He indicated the projector in the fellowship hall can no longer be used until it has hard wiring, rather than extension cord connection. The committee is still working to provide live streaming of sermons. An installation team made up of committee members will continue to work to finish various equipment installation. Tod is managing the final stages of development of the church logo. The website structure is complete. Some pictures and content still need to be added. Donation software issues are ongoing.

Fellowship April 10, 2018

Kim Koziel reported. No session action was requested. Please refer to the written committee report for detail on activities. Upcoming activities will include Cubs/Rockies game, Prayer Breakfast, folk dancing lessons, Holy Spirit Evening Dessert, golf event, and a church talent show.

Properties April 5, 2018

Doug Moore presented a written and oral report. The following session action was requested:

1. Approval of a request from Kathy Lundberg for the use of church facilities for a meeting of 20-25 people on the 3rd Sunday of each month from 4:00 to 6:00 pm. This will be for a two year period starting on May 20th. The unnamed group is a non-profit group with a mission that fits within the church mission. No fee will be charged. The motion was seconded and carried.

Committee action taken during the month included acceptance of a donation from Ron Patterson of locks and installation, approved site for future expansion of columbarium/memorial gardens project, approved Northern Lights to fix our "Cross Lighting", approved Kabota to repair our tractor and discussed donation of a van to the church for possible Camp Story use. It was reported that Scott Hollingsworth has named the church as a beneficiary of his life insurance, with the purpose of the proceeds to possibly be used for columbarium expansion and memorial garden implementation. There are 30 niches left in our columbarium. It is about half full. Each niche can hold two urns. There is a cost of \$450.00 per urn placement.

Membership and Evangelism April 11, 2018

Tina Anderson reported. No session action was requested. Committee work during the month included reviewing greeter schedules and processes, how to introduce newly transferred or

reinstated members to the congregation, creating a volunteer list for the committee, and reviewing church registration pads for those persons who want to be contacted.

Mission and Outreach April 10, 2018

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

1. A committee motion to approve an invitation to Jerimiah and Katana Pate. They will be offered the opportunity to make a three minute presentation or do the entire sermon on July 22nd. There may be a onetime specific offering to benefit them. Pastor Paul will be gone that Sunday, and this would be a way to fill the pulpit. The motion carried.

In other committee action, Compassion Sunday will be designated on May 6th, with a special offering basket for one time donations to Compassion in category of Health. In addition, the committee is working to populate the website with Mission information. Doug also reported that we have sold \$1500 worth of Just Coffee, and have been very successful. The committee is planning a coffee tasting event next fall to present new flavors of Just Coffee, in addition to the current ones.

Worship April 10, 2018

Loren Ruttinger reported. The following action was requested of session:

1. Beginning June 1st, we will offer only one worship service on Sundays at 9:00 am. during the summer months. The motion was made by Teresa Williams, seconded by Doug Moore, and carried.

The committee has approved the changing of the name of the Altar Guild to Flower Guild. Organ maintenance will take place in May. May 13th will be the last choir before summer. Concerns have been expressed about the reliability of technology. Jae and Jennifer Satterlee are donating the money for a more compatible desktop PC with MediaShout for the projector. Music Appreciation Sunday will take place May 20th.

Christian Education April 10, 2018

Judy Garber presented a written and oral report. No session action was requested. The committee has approved the purchase of blankets as graduation gifts for seniors. An informational meeting was held recently for youth interested in Triennium. Various fundraisers are being considered in the upcoming months to raise funds. She reported 80 people are participating in the small group studies on the Holy Spirit. The study will conclude the week of May 13th. Senior Sunday will be May 20th. Chance Quarterman and Brandon Fitzpatrick will be recognized. We will be participating in a multi-church Vacation Bible School, along with the Trinity Lutheran Church, St. Peter's, First Christian and United Methodist churches. Pastor Paul will provide music during the week.

Presbyterian Women April 2018

No report was presented.

C.J. Clem, Minister to Youth and Children Report March 2018

A written report was present from C.J. The report outlines upcoming activities including VBS, Senior Sunday, Youth Serving Lunch Together, and mobile VBS. Logos will start up again in the fall. It was announced that the 30 Hour Famine has been cancelled.

Pastor Paul's Report March 2018

Pastor Paul presented an oral and written report. Pastor Paul again noted National Day of Prayer will be on May 3rd. We will host a breakfast at the church on that day. We are seeking volunteers to assist with several areas, and interested persons should contact Peggy Blaha or Jeri Joy. Set up will take place the night before, with breakfast at 7:00 am. on the day.

Other Business

Pastor Paul announced that we will be covering the topic of church safety at our next meeting.

CAMP STORY DISCUSSION

No report was given. Director Alicia Ford, was not in attendance. Tina Anderson requested that session be given an update on the financial status of the camp at the next meeting. Pastor Paul will arrange for one to be given.

REFLECTION

WORSHIP

Pastor Paul closed with prayer.

SESSION ADJOURNED

A motion to adjourn was made by Doug Moore, seconded by Jeri Joy and carried. The meeting adjourned at 8:55.

ATTEST:



Carla J. White, Clerk of Session