

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

April 18, 2017  
MEETING

The Session of First Presbyterian Church of Sheridan, Wyoming convened a regular meeting on Tuesday, April 18, 2017 at 7:01 p.m. in Westminster Fellowship Hall. Clerk of Session Carla White moderated the meeting.

**QUORUM**

**Ex Officio:** Financial Secretary Dennis Heizer, C.J. Clem, Minister to Youth and Children

**Elders present:** Jon Botten, Kim Kozel, Jerry Saunders, Carla White, Teresa Williams, Peggy Blaha, Beth Bailey, Jeri Joy, Loren Ruttinger, Doug Moore, John Lundberg, Tina Anderson, Dennis Schreffler, Sam Herring, Mary Ludemann, and Chad Quarterman

**Elders absent:** Aaron Gray, Bryan Luedtke, Linda Luegge, Janis DeVore

**WORSHIP**

C. J. Clem opened the meeting with prayer. She followed with a reflection and discussion about faith and doubt. She indicated that her Sunday sermon coming up this week will include discussion about doubt. Session members shared their own experiences about doubt and faith.

**INTRODUCTION**

The **AGENDA** was approved.

**CLERK'S REPORT**

The clerk's report and minutes of the last meeting were approved with no corrections or additions.

**TREASURER'S REPORT**

The financial reports were received. Dennis Heizer presented and explained them. He reported a loss for March of \$1,867.27 and a YTD gain of \$4,368.68. The March 2017 Balance Sheet reflects the following:

Total assets:	\$3,826,323.95
Total liabilities:	\$ 47,740.02
Reserves (Retained Earnings):	86,181.28

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

March 2017 Income:	\$24,076.31
March 2017 Expense:	\$25,943.58
March Net Income:	- \$ 1,867.27
YTD Net Income:	\$ 4,368.68

A motion was made by Jerry Saunders, seconded by Doug Moore, to pay Pastor Doug Melius for an additional day worked on April 16<sup>th</sup>. The cutoff day for payroll was April 15<sup>th</sup>. The motion carried.

## **COMMITTEE REPORTS**

### **Budget Finance & Stewardship** April 11, 2017

Beth Bailey reported and referred to the written report. She reported on financial figures reported above in the treasurer's report. Additionally, she reported final figures on the retirement party for Pastor Doug and Robin. An amount of \$3,000.00 was budgeted. Total final cost after collection of dinner donations against the budgeted amount was \$2,637.75. A motion was made by committee to session to withdraw 3% of the value of the Permanent Endowment Fund based on the fact that the fund is more than 10% of the value of our building reflected in account #1540.00. The withdrawn amount is expected to be around \$9,500.00. Per our bylaws and church articles of incorporation, half of the amount will be given to Missions Committee to decide what to do with it, and half to Properties Committee for improvement of the building and property determined by the committee. The motion carried.

A motion was made by committee to session to allow for the purchase of two computers, one for C.J. Clem, and one for Sue Storey. These will be paid for from line account 5810.05, which will also be reimbursed in the amount of \$1,300.00 from Presbytery. Total cost of the computers is \$2,300.00. See committee report for further detail. The motion carried. Additionally, the BF committee requested that they be given responsibility and control over purchase of computer equipment and software (accounts 5810.06 and 5810.04), so a comprehensive plan can be made and followed until a new permanent pastor is hired. A motion was made, seconded and carried to allow this.

A new credit card will be issued in the name of Interim Pastor, Paul Hayden on our church credit card account. The terms and limit of the card will remain the same. The credit card for Pastor Doug will be cancelled.

### **Personnel** April 11, 2017

Jon Botten reported. He referred to the written report. He reported that we will have a cake and coffee welcome reception for Pastor Paul Hayden and his wife Terri on April 30<sup>th</sup> after our 10:00 worship. Pastor Paul begins work on April 25<sup>th</sup>. Jim Lyon is researching an ad or newspaper article to announce pastoral changes at the church and will report back. A brief discussion was led by Jon Botten about changes and next steps, once the interim pastor arrives and we eventually form a committee to begin a search for new pastor. Much work in the way of self (church) examination, exploration, direction and goals needs to happen before that, however.

#### **Fellowship** April 11, 2017

Kim Kozel reported. Please refer to the written committee report. Upcoming activities include a movie night, golf outing and paint party. Other activities are listed on the written report as well.

#### **Properties** April 11, 2017

Doug Moore reported. He reported on a replacement bid obtained by C.J.Clem for replacement of blinds in her office, the sitting room and the pastor's office windows. One bid was obtained from Budget Blinds in the approximate amount of \$1,900.00. It was suggested that these be paid for out of endowment account income which we will get soon. A motion was made by Mary Ludemann and seconded by Peggy Blaha that we accept the bid and the motion carried. The money will come from account 2140.13. Three bids have been obtained from electric companies for lighting replacement in the sanctuary. LED lighting will replace the lighting currently there. Bids were received from Price Electric, Wyoming Electric and Northern Lights. Northern Lights will be awarded the bid. Scott Davis explained the one piece lights chosen and showed examples of them to session. Doug Moore made a motion we go ahead with the work, Carla White seconded it, and the motion carried. The payment for lighting will come from our reserve account. A discussion was held about replacement of pastor side chairs for the pastor's office. Other repair items are listed on the written report.

#### **Membership and Evangelism** April 11, 2017

Mary Ludemann reported and referred to the written report. A motion from committee was made and carried to remove the name of Julie Szwec from the church rolls per her letter of request. A motion was made and request of approval for baptisms for three of our recent confirmands. Baptisms will be performed for Zach Luedtke, Brandon Fitzpatrick, Nathan Fitzpatrick on Easter Sunday, April 16<sup>th</sup>. The motion carried. Our confirmands on April 16<sup>th</sup> were Brandon Fitzpatrick, Ally Baxter, Izabel Clem, Rudy Osborne, Nathan Fitzpatrick, Katie Turpin, Jack McMahan, Aiden Milne, Zachary Luedtke, Nathanael Heronimus and Carter Steidley.

#### **Mission and Outreach** April 11, 2017

Peggy Blaha reported and referred to the written report. The Mark Adams family will visit our church on Jun 10-11. We support them as a mission family in Mexico at Frontera de Cristo. In

the future we will serve coffee at coffee fellowship from their mission, Just Coffee. Tina Anderson has offered them housing and accommodations during their visit here. We will continue to support our missionary Pam Schubert in Turkey through Antioch Partners.

### **Worship** April 11, 2017

Loren Ruttinger reported. Pastor Paul Hayden will give his first sermon on April 30<sup>th</sup>. There will be a cake reception to welcome our interim pastor on that Sunday. We are all encouraged to wear our name tags to assist Pastor Paul and his wife. Music appreciation Sunday will be May 14<sup>th</sup>. Nancy Rains has been the coordinator of Homebound Communion. She and her husband will be moving from Sheridan soon and has requested this service be placed perhaps under the wings of the Worship Committee for sign up and coordination. Additionally it was suggested that Sugarland Worship and the Girl's School Worship be placed under Worship Committee direction also. The written report reflects many other actions and work.

### **Christian Education** April 11. 2017

C. J. Clem reported. The theme for this summer's VBS is "Deep Sea Discovery". We are looking for teachers and seeking help for building sets. Sunday School is currently not being held as children have stopped attending. Session and committee members discussed possible reasons. C. J. is planning to send a survey through Survey Monkey, to parents to better determine reasons for attendance decline. C. J. discussed curriculum published by PCUSA called "Teaching Children Worship in the Sanctuary". The written report reflects extended information on current bible study groups and CE activities.

### **Presbyterian Women** April 2017

There will be a PW luncheon on May 3<sup>rd</sup>.

### **C.J. Clem, Minister to Youth and Children Report** April 2017

C.J. referred to her written report and reported on many activities including a book study coming up which she will teach. Vacation bible school will be held in June.

### **Pastor Doug's Report** April 2017

Pastor Doug presented a written report as a former pastor. He thanked the church for the retirement gifts and celebration, as well as 18 good years of work with the congregation and the opportunity to worship together as a church family.

### **Other Business**

Carla White explained that our website needs some information updated on it. Information such as "who to contact", corrected names and update our history information. She will work with Sue Storey to get this job completed.

## **CAMP STORY DISCUSSION**

C. J. Clem reported there 43 kids preregistered. She reported that the Camp is looking for camp counselors and perhaps someone to act as a nurse/counselor. Additionally they are looking for an administrative assistant for the camp director. Camp Story will celebrate its 100<sup>th</sup> anniversary this summer in August. There will be a Camp Story Jubilee meeting Apr. 25<sup>th</sup>.

## **REFLECTION**

## **WORSHIP**

## **CLOSED WITH PRAYER**

Carla White closed the meeting in prayer.

**SESSION ADJOURNED** at 8:20 p.m.

## **ATTEST:**



---

Carla J. White, Clerk of Session