



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

August 21, 2018

The Session of First Presbyterian Church of Sheridan, Wyoming convened a regular meeting on Tuesday, August 21, 2018 at 7:01 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

Others present: Alicia Ford, Camp Story Director

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

Elders absent: Ted Knapp, Jim Lyon, Linnet McGoodwin

WORSHIP

Pastor Paul opened the meeting with prayer.

INTRODUCTION

Pastor Paul opened with a discussion on 1 Corinthians, Chapter 3 for spiritual development. He addressed us as church leaders, and our responsibility as such. He discussed how we make the church grow and what our role is. We need to live as Christians, while planting seeds, nurturing and watering, sowing the crops. How do we do this? This can be done by participation in prayer, Bible Study, Sunday School, promoting camp attendance, smiles, kindness, helping our fellow man. We discussed other examples of helping our fellow man with small ways of service.

CAMP STORY REPORT

Alicia Ford, Camp Director, reported that 90 children registered and attended camp this summer. Nine camps were held and two sessions had to be cancelled. The camp was operated with five staff members. Children and parents reported very positive experiences. Alicia reported there were 10 rentals this summer. She reported that Sheridan and Gillette colleges are interested in Camp Story use, since they will be selling their own camp, Spear-O-Wigwam. Joel Winship from Presbytery Nationwide Church Camps visited for a two day period. He spoke

of various funding for camps across the US and the fact that camps are not funded by registrations, but by ministry.

AGENDA

The agenda was presented and approved with a motion by Tod Windsor, a second by Doug Moore, and carried.

CLERK'S REPORT

The Clerk's report and minutes of the last session meeting were approved as corrected. The record was corrected to reflect Beth Bailey was present at the meeting. A motion was made by Kathy Lundberg, followed with a second by Tod Windsor, and carried. Additionally, the Minutes of Special Meeting on June 17, 2018, held to review the Mission Study Report, were approved. Further, the minutes of a Special Congregational meeting held on July 1, 2018, were approved. A motion was made, seconded and carried for approval. This meeting was held specifically to give final approval to the Mission Study Report, distribute the report, and elect members for a Pastor Nominating Committee.

TREASURER'S REPORT

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

Total assets:	\$3,845,058.62
Total liabilities:	64,076.33
Reserves (Retained Earnings):	62,707.61

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

June-July Income:	44,306.43
June-July Expense:	51,261.38
June-July Net Loss:	- 6,954.95
YTD Net Gain:	-1,879.28

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

COMMITTEE REPORTS

Budget Finance & Stewardship August 14, 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. Motion to establish a new special funds account 2110.51 for Pastor Nominating Committee Expenses, and transfer \$25,000 from Reserves to fund the account. Any unused funds will be transferred back to Reserves. The motion carried. Beth will

prepare a short report to give to the congregation explaining this expense account and how we proceed. It was mentioned that it is critical that we replenish reserves as soon as possible and practical. Ideally, we hope to have at least six months expenses in Reserves at all times.

3. Motion for FPC to proceed with setting up electronic giving through the Presbyterian Foundation after forms can be completed. The transaction fee for this service is 2%, and the Foundation provides all reporting for gifting. The motion carried.

Personnel August 14, 2018

Teresa Williams reported with an oral and written report. No session action was requested. The only thing she reported is Pat Weber's three month evaluation has been done.

Technical and Communications August 14, 2018

Tod Windsor presented a written and oral report for the committee. The following action was requested of session:

1. Repairs to the sound board and replace Juice Goose, both due to lightning strike damage. Several channels are currently disabled on the system. Total cost would be about \$1228.00. Discussion on the request included checking for memorial or worship funds which might be available, asking for special contributions, and of course, checking for warranty or insurance claims which might cover costs. The committee motion carried, however, investigation from payment from others sources will be done before commencing with the work.

Fellowship August 14, 2018

Kathy Lundberg reported. No session action was requested. Please refer to the written committee report for detail on activities. Upcoming activities will include folk dancing, Bluegrass Concert, Camp Story Worship & Potluck, PIGGS picnic, and Pancake Feed, to name a few.

Properties August 2, 2018

Doug Moore gave an oral and written report. The following session action was requested:

1. Approve long term lease (2 year) agreement with AA. They will use the building on Wednesdays from 7:30 to 8:30 p.m. and on Sundays from 6:00 to 7:00 p.m. No smoking will be allowed on the premises including outdoors. The motion carried with a unanimous vote.

Committee discussion and work included landscaping improvements, plants and hoses, purchase of Fellowship Hall tables and tower fans.

Membership and Evangelism August 14, 2018

Tina Anderson reported. No session action was requested. Tina reported the committee is going to have a Church Information Class on September 29th. They will also be doing a review

of Church Rolls soon. Additionally, October 7th will be "Invite Someone to Church" Sunday. There will be a Just Coffee tasting event that day also.

Mission and Outreach August 14, 2018

Peggy Blaha reported and referred to the written report. No session action was requested. Peggy reported the committee has approved \$750.00 for bus tickets, with the money taken from the Endowment Fund 2125.41. Also, a matching fund with a cap of \$2,500 for youth attending Triennium in 2019. She reported Oct. 7th has been set for the JUST Coffee tasting event.

Worship August 14, 2018

Loren Ruttinger reported. The following session action was requested:

1. Approval of the World Wide Gathering Worship Service to be held on Sept. 30th. The motion carried.

In other committee discussion, Loren reported the pianos in the choir room and Sanctuary will be tuned in September. It was also noted, choir will perform a Cantata on Dec. 16th. The Children's program will be held on Dec. 2nd.

Christian Education July 17 and August 14, 2018

Janis DeVore presented a written and oral report. The following action was requested:

1. The committee requested Properties Committee to purchase a wall mounted folding diaper changer for the bathroom between two classrooms.
2. Requested Properties Committee to have the doors to the Nursery and Classroom 2 cut into Dutch doors for child safety and visibility reasons.

After discussion, there was no formal motion was made for the above two action requests. However, it was suggested that the Properties Committee come up with reasonable solutions to present session to meet the requests before we proceed. Therefore, the motions were tabled.

In other discussion, it was decided to keep the Nursery in the same location. Children over 2 ½ to pre-K will be placed in separate classrooms across from the Fellowship Hall and age appropriate curriculum will be available for them during the 10 a.m. service. Sunday School will be available for youth K-12 at 9 a.m. The committee also decided that in order for a youth to receive 1/3 of the cost of Triennium from FPC funds, the youth must be from a member family or be actively involved in church activities in the year prior to Triennium. There will be several study class times for adults this year, however no church-wide study as last year. There will be a Lenten study in the spring. A confirmation class will be offered this year as well. Janis reported Darci Lyon has agreed to be the Sunday School Superintendent.

Presbyterian Women June, July 2018

No report was presented.

C.J. Clem, Minister to Youth and Children Report May/June 2018

A written report was presented from C.J. The report outlines upcoming activities including the start of LOGOS, Pool Party, start of Sunday School, ROCCS Retreat and a Pancake Feed in November.

Pastor Paul's Report June-August 2018

Pastor Paul presented an oral and written report. He reported many events, visits and activities. One of the most important ones is the creation of a Spiritual Care Program for Sheridan College students. The goal of the project is to have a place where students can connect spiritually, or have questions and concerns answered. The center will be open three days a week for two hours and will be staffed on a volunteer basis with pastors and other volunteers from the community. The work within this program is in response to the Mission Study Team identification and suggestion.

Pastor Paul also participated in a promotion ceremony for Ryan Laughton. Ryan is the son of Gary and Sherry Laughton, active members. He has been promoted to Lt. Colonel in the Air Force. We extend our congratulations to him.

Other Business

Tod Windsor made a Security Plan and Church Safety presentation. He presented proposals, suggested training scenarios, implementing non-training proposals, discussed resources and the next steps to take. Approval to proceed with the following steps were requested by session action as follows:

1. a. One full day of AED/CPR/First Aid Training.
- b. One half day of Active Shooter Response and Fire Extinguisher Training.
- c. Optional half day session on utilization of deadly force in populated close quarters.

A motion was made and carried to approve the above training. The motion included items #a and #b to be required, with item #c to be optional. Persons who will be required to take the training are outlined in item #2 shown below.

2. a. All members of session must take the one day AED/CPR First Aid course and Active Shooter Response and Fire Extinguisher Training.
- b. Members of Staff and Congregation may participate in any or all of the training sessions.
- c. To participate in the use of deadly force training, the other training sessions are required.
- d. It is recommended that all staff take the Fire Extinguisher training and Active Shooter training.
- e. An individual may who has physical limitations or moral objections to some or all of these trainings may opt-out by submitting a letter or having a personal conversation with the pastor or clerk.

A motion was made and carried to approve sub-items a, b, c, d, and e as shown and stated above.

3. a. Full day of AED/CPR/First Aid training to be held on a Sunday in October.
- b. If Sunday training time is not available, Active Shooter may be held separately during an evening.
- c. We will try to combine Fire Extinguisher training with another session, but if unavailable, we will look for a time either late or early during the week.
- d. Optional use of deadly force training will be scheduled depending upon interest.

A motion was made and carried to approve sub-items a, b, c, d.

4. Training fees to be paid in part by participants. Fees expected to be \$25 to \$30 cost to participants. On full days, lunch will be provided.

A motion was made and carried to approve this payment arrangement.

5. Session to direct Properties to create Emergency Exit mapping for utilized rooms. Also session to direct ComTech to proceed with video cameras and monitoring.

A motion was made and carried to direct Properties and ComTech to carry forth the work in item #5.

REFLECTION

WORSHIP

Pastor Paul closed with prayer.

SESSION ADJOURNED

A motion to adjourn was made, seconded and carried. The meeting adjourned at 9:05.

ATTEST:



Carla J. White, Clerk of Session