



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

September 18, 2018

The Session of First Presbyterian Church of Sheridan, Wyoming convened a regular meeting on Tuesday, September 18, 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

Elders present: Doug Beagle, Jeri Joy, Judy Garber, Loren Ruttinger, Tod Windsor, Kim Kozel, Doug Moore, Jean Morgan, Tina Anderson, Peggy Blaha, Kathy Lundberg, Carla White, Carol Davis, Beth Bailey, Janis DeVore, Linnet McGoodwin and Jim Lyon

Elders absent: David Motsick, Gareth Dixon, Teresa Williams, Ted Knapp

WORSHIP

Pastor Paul opened the meeting with prayer.

INTRODUCTION

Pastor Paul opened with a discussion on prayer for enlightenment as we take the light into the world. He mentioned the Girls School especially. Attendance has fallen at our events with them, and we may have to reevaluate our mission at the school. Additionally, he asked for prayers of grace, forgiveness, and understanding as we progress through the work of the Pastoral Nominating Committee while they seek a new pastor. During this time, tension is often felt and seen in the church, as members may see change they do not anticipate or like. We must seek stability and must work together and like each other. He referred to Mark, chapter 10 to tie the discussion together and offer a lesson on humility.

CAMP STORY REPORT

No report was given.

AGENDA

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

CLERK'S REPORT

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

TREASURER'S REPORT

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

Total assets:	\$3,848,070.19
Total liabilities:	90,659.85
Reserves (Retained Earnings):	37,707.61

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

August Income:	27,405.52
August Expense:	25,977.47
August Net Gain:	1,428.05
YTD Net Loss:	-451.23

Dennis distributed budget information and asked the committees to begin their work on their committee budgets. He offered to print off detailed account information if that is helpful. He will e-mail those reports to committee chairs if requested. Additionally, he informed the session that no more line item accounts/balances would appear under \$250.00. They will become combined with another. Dennis also reminded session of the transfer of \$25,000 to an account for PNC from Reserves.

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

COMMITTEE REPORTS

Budget Finance & Stewardship September 11, 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.

Beth also reported on the recent financial review and audit. She indicated there were only minor exceptions. There were seven instances when sheets were signed by only one usher. These were noted exceptions, and Beth urged people to take care and not violate this rule. The rule is that an usher cannot count the collection plates and then do the final cash count also. Dennis is continuing to work to refine and set up the online giving process.

Personnel September 11, 2018

Jim Lyon reported with an oral and written report. No session action was requested. He reported the completion of Lisa Lunbeck's three month review. The committee is reviewing the job description for the administrative assistant position. They are also reviewing staff evaluation forms.

Technical and Communications September 11, 2018

Tod Windsor presented a written and oral report for the committee. No session action was requested. Tod discussed equipment needs, donated equipment which will be made possible through Jae Satterlee, and ongoing research for sound board repairs. He also explained finalized locations of Wi-Fi antennas, routes for office, library, and sound booth CAT 6 cable. Pastor Paul has recently refreshed website content.

Fellowship September 11, 2018

Kim Kozel reported. No session action was requested. Please refer to the written committee report for detail on activities. Kim reported that we will rename the PIGGS program to "Friends Eating and Sharing Together (FEAST)". Upcoming activities will include the Adams Family Gala at the WYO Theater, pancake breakfast, Oak Ridge Boys Concert in Casper, and a church talent show.

Properties September 6, 2018

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

1. Request session to take responsibility of budget matters for purchasing requests by committees, or as a general policy/procedure and clarify what/which committee is responsible for expenditures when requested. Properties is not responsible for making building furniture/equipment purchases, but rather committees will be. Properties is responsible for building maintenance. (For this reason, Properties has denied requests by CE committee to purchase a diaper changing table and to cut a door structure into two pieces as a Dutch door. Altering the door would be a violation of fire code as well.)

Committee discussion and work included landscaping improvements and general maintenance issues.

Membership and Evangelism September 12, 2018

Tina Anderson reported. No session action was requested. Tina reported the committee is having 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. She reported that PW has requested a more prescribed process for funerals and receptions. Pastor Paul is working to refine a process/procedure for these.

Mission and Outreach September 11, 2018

Peggy Blaha reported and referred to the written report. No session action was requested. She reported a change of name for a line item titled "Little Red Schoolhouse" to "School Ministry" in our budget. Peggy reported the next months will be very busy as the committee works to determine how to spend Mission money. They will use the Mission Study Report and mission statement in working to come to final decisions. The committee wants to buy Bibles for college kids. She asked for rides for Esther McKenzie, and reminded us of the Just Coffee Tasting event on Oct. 7th.

Worship September 11, 2018

Loren Ruttinger reported. No session action was requested. World Communion Sunday is Oct. 7th, as well as "Invite Someone to Church." Breads from around the world will be used for communion on this Sunday. The congregation is invited to sign up to make the breads. They are looking for people to sign up to be worship leaders as well as assist at Brookdale Worship. Loren also discussed when it is appropriate to clap in church and directed us to a link for further reading on the subject: <https://robwebster.net/2011/11/06/why-you-should-clip-in-church/>.

Christian Education September 4, 2018

Janis DeVore presented a written and oral report. No session action was requested. She reported on the study classes which will operate until year end, along with the books, authors and times they will be held. Background checks are being obtained for all teachers and Logos volunteers. She reported 16 children in Sunday School on the past Sunday, and 22 children in Logos the same week. Confirmation classes will begin in October, with Confirmation Sunday to be April 28th. Janis reported with regret and thanks, the resignation of Mitzi Knapp from the committee after many years of faithful service.

Presbyterian Women June, July 2018

No report was presented.

C.J. Clem, Coordinator of Family and Youth Programs May/June 2018

A written report was presented from C.J. The report outlines upcoming activities including the start of LOGOS, Pool Party, a Pancake Feed in November, a Senior High Retreat in Casper, Youth Christmas Program, and Confirmation training activities.

Pastor Paul's Report June-August 2018

Pastor Paul presented an oral and written report. His report reflects a month full of activities, events and visits. He also spoke of areas we need to address. Specifically he mentioned, the Nursery, the Library, and PW. Perhaps these need to be assigned to a committee for oversight and or direction. The committee would then be responsible to the Session for the decisions made in regards to that area of church life. Paul mentioned that Christmas lights will go on the large pine tree toward the back of the church in October.

Other Business

REFLECTION and WORSHIP

Pastor Paul directed session into the sanctuary for a time for growth. He covered usher responsibilities and what they do, and explained the processes fully. New usher instructions will be sent to all session members. Additionally, he explained the Theology of the Lord's Supper and Communion. He spoke of the symbols of bread and wine and also the ritual by different denominations. He described our processes in detail.

Pastor Paul closed with prayer in the sanctuary.

SESSION ADJOURNED

A motion to adjourn was made, seconded and carried. The meeting adjourned at 9:01.

ATTEST:



Carla J. White, Clerk of Session