

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

December 19, 2017

The Session of First Presbyterian Church of Sheridan, Wyoming convened a regular meeting on Tuesday, December 19, 2017 at 7:15 p.m. at 75 Hillcrest Court, Sheridan, Wyoming, the home of Pastor Paul Hayden. Pastor Hayden, Transition Pastor, moderated the meeting. The session members not only gathered for session business, but an informal session Christmas party.

#### QUORUM

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

**Elders present:** Jon Botten, Carla White, Jeri Joy, John Lundberg, Loren Ruttinger, Dennis Schreffler, Linda Luegge, Peggy Blaha, Teresa Williams, Kim Kozel, Beth Bailey, Tina Anderson and Jerry Saunders

**Elders absent:** Mary Ludemann, Sam Herring, Doug Moore and Janis DeVore

#### WORSHIP

After a short time of fellowship, Pastor Paul opened the meeting with prayer.

#### INTRODUCTION

Pastor Paul opened the meeting with a discussion, along with Tina Anderson. Tina reported on a visit to the Girls School, and particularly the depth of thinking of a young girl whom she visited with.

#### AGENDA

The agenda was approved with a motion from Jerry Saunders and a second from Teresa Williams. The motion carried.

#### CLERK'S REPORT

The Clerk's report and minutes of the last session meeting were approved. The motion to approve was made by John Lundberg, seconded by Dennis Schreffler and carried.

#### TREASURER'S REPORT

Dennis Heizer presented a balanced budget for 2018 in the total amount of \$334,441.20. A discussion followed and it was noted by Jon Botten that that figure will be down slightly, due to the fact that Sue Storey administrative assistant, will drop to permanent part time basis. A committee motion was made to accept the budget with corrected totals for the administrative assistant and wording changes (noted in the BF&S committee report below). The motion carried. The past monthly financial reports were received. Dennis Heizer, financial manager,

presented and explained them. A committee motion was made to receive and accept them, and the motion carried. The November Balance Sheet reflects the following:

|                               |                |
|-------------------------------|----------------|
| Total assets:                 | \$3,801,970.49 |
| Total liabilities:            | \$ 48,893.92   |
| Reserves (Retained Earnings): | 79,369.41      |

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

|                    |               |
|--------------------|---------------|
| November Income:   | \$29,772.99   |
| November Expense:  | \$31,229.11   |
| November Net Loss: | - \$ 1,456.12 |
| YTD Net Loss:      | - \$14,326.81 |

Beth Bailey suggested we receive future financial reports electronically, and each member will be required to print their own unless there is a problem they cannot do so. In that event, our church secretary will supply a copy. Session members agreed to this arrangement. This will save time, money, paper and printing costs for the church.

## **COMMITTEE REPORTS**

### **Budget Finance & Stewardship** December 12, 2017

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

1. Accept financial reports as presented. They were accepted by session and evidence is in the Treasurer's report above.
2. Recommend session approval of revised 2018 budget with a wording change under Properties 530.05: change "Inside Maintenance and Repair Accrual" to "Major Capital Expense Accrual." Please note the motion in the Treasurer's Report and acceptance of the budget.

### **Personnel** December 12, 2017

The written report and an oral report were presented by Jon Botten. The following session action was requested:

1. A motion by Personnel Committee, for insurance purposes as discussed in the November 2017 Session meeting, that Session adopt the attached policies (presented in the session packet)—the Standards of Ethics Policy, and the Sexual Misconduct Policy, both being in the form of Presbytery of Wyoming policies that are currently in effect. The motion carried. Jon discussed with session much detail about the attached policy. We must follow appropriate processes according to Jon.

### **Fellowship** December 12, 2017

Dennis Schreffler reported. No session action was requested. Please refer to the written committee report for detail on activities. Upcoming activities will/may include Bar J Wranglers, PIGGS, Couples Paint Post, Valentine's Day event, Grownup Prom, Cookie Bake-Off, and Cross Country Ski outing. Pastor Paul noted that the Fellowship Committee has done an excellent job of promoting a variety of fun events for everyone this year.

**Properties** December 12, 2017

A written report was presented in the absence of Doug Moore. No session action was requested. The written report reflected various repairs made or suggested, all of which fall within budget of the committee.

**Membership and Evangelism** December 12, 2017

Linda Luegge reported and referred to the written report and also gave an oral report. Session action was requested as follows:

1. Motion to place the following members on inactive status:

|                         |                         |
|-------------------------|-------------------------|
| <b>Jeff Brettin</b>     | <b>Bill Porter</b>      |
| <b>Barb Brettin</b>     | <b>Lynn Porter</b>      |
| <b>Ron Callentine</b>   | <b>Trey Porter</b>      |
| <b>Peggy Callentine</b> | <b>Gwen Roberts</b>     |
| <b>Cheri Dollison</b>   | <b>Mike Stadick</b>     |
| <b>Mike Fricke</b>      | <b>Pauline Stadick</b>  |
| <b>Cody Heizer</b>      | <b>Drew Milner</b>      |
| <b>Scott Forrister</b>  | <b>Mark Morel</b>       |
| <b>Lonna Forrister</b>  | <b>Lauren Roberts</b>   |
| <b>Zach Grey</b>        | <b>Bernice Jennings</b> |
| <b>Rachel Kawulok</b>   | <b>Brandy Shiffrar</b>  |
| <b>Fielding Phillip</b> | <b>Michael Shiffrar</b> |
| <b>Judy McDowell</b>    | <b>Jessica Kane</b>     |
| <b>Charlie Newcomer</b> | <b>Jilla Mace</b>       |
| <b>Lynn Newcomer</b>    |                         |

The motion also included dropping these members from the church rolls: **Lisa Milner, Drew Milner, and Barbara Townsend**. The motion carried to place these members on inactive or dropped status accordingly. Three new potential members have taken the new members class in December. They are Carley Jo Motsick, John Jackson and Sue Rappeye. Action will be taken on them in January.

**Mission and Outreach** December 12, 2017

Peggy Blaha reported and referred to the written report. The committee requested no session action. She reported on the Angel Tree project and gifts to families throughout the Christmas holidays. Eight turkeys were given to eight families. Families were also given \$200 gift cards for Ridley's. Additionally, CJ Clem reported that 40 gift tags were filled just yesterday for deserving

persons at the last minute. She and Darcie Lyon shopped and wrapped all, and distributed them.

**Worship** December 12, 2017

Loren Ruttinger reported. The following session action was requested:

1. Approval of communion dates for 2018 as presented.

**Christian Education** December 12, 2017

C.J. Clem reported. No action was requested from session. She reported an adult Sunday School will begin on January 7<sup>th</sup> at 9:00 to 9:45, and run for a 20 week period. Study will begin on the book of Acts. Following Lent study and Easter, we will begin another small group study on April 8<sup>th</sup>, to run through May 13<sup>th</sup> on the Holy Spirit. CE will also sponsor a silent auction at the Chili Cook Off on January 21<sup>st</sup>.

**Nominating Committee** December 2017

Carla White reported. She reported the committee work is complete and listed the following as new session nominees and Mission Study committee nominees:

**Session:**

**Jim Lyon**  
**Jean Morgan**  
**Ted Knapp (1 year term)**  
**Tod Windsor**  
**David Motsick (1 year term)**  
**Kathy Lundberg**  
**Carol Davis**  
**Doug Beagle**  
**Judy Garber (2 year term)**

**Mission Study:**

**Rex Arney**  
**Miriam Nance**  
**Kathy Lundberg**  
**Linnet McGoodwin**  
**Brooke Holstedt**  
**Dave Engels**  
**Mitzi Knapp**

Each session member will serve a three year term unless otherwise noted. The new Nominating Committee (selected at the upcoming congregational meeting) will have the duty of selecting members to serve on the Pastor Nominating Committee (PNC). This committee will likely be formed in late summer. Training of new session members will begin in January.

**Presbyterian Women** December 2017

No report was presented.

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

C.J. presented an oral and written report. She detailed many past and upcoming activities including the Keepsake Christmas, Kid's Christmas Program, upcoming Lock In, beginning of Logos, Chili Cook-off on Jan. 21<sup>st</sup>. She added that the Cook-off may include a silent auction to

raise money for Camp Story tuition for children. The chili cook-off proceeds will benefit a kid's mission trip. There may be a possible mission trip for kids this summer.

**Pastor Paul's Report**      November 2017

Pastor Paul presented an oral and written report. Paul Paul noted a very large number of contacts on his activity report, including meetings, worships, counsel, classes, visits, funeral, and other contacts.

**Other Business**

A committee has formed to explore protection for the church and congregation during worship services. Paul raised concerns after the recent Texas church shooting. Dave Motsick, Howie and Sandy Fitzpatrick, and John Lundberg will serve on the committee. The Fitzpatrick's will explore elements of the "ALICE" active shooter response course, a course used in our public school system. Apparently this is a training program which can be used for schools, government, businesses and churches as well. The committee will determine what can be used by our church. In the future, their work will be presented to the congregation and session in different ways. Our church is initiating this work, and hopes to open the door to other churches for their use. In the future, session will need to determine if concealed weapons can be carried, along with answering other questions which will arise, including knowledge of gun laws. Pastor Paul noted that in the near future, we will begin discussion between programming and ministry. We will also be discussing the life cycle of the congregation.

Pastor Paul thanked the session members whose terms are expiring. He thanked them for their leadership and asked another session member to say a special prayer individually for each one during our closing prayer.

**CAMP STORY DISCUSSION**

No report was given.

**REFLECTION**

**WORSHIP**

Pastor Paul closed the meeting with prayer. Session members prayed for outgoing members individually as well.

**SESSION ADJOURNED**

The meeting adjourned at 8:55.

**ATTEST:**



---

Carla J. White, Clerk of Session