

Session Meeting Summary
November 16, 2023

Beginning at 6:30 p.m., George Johnston (Ruling Elder) opened the meeting with prayer.

Building Report on Fire Recovery: Phil Toops

Jay Macklin is laying flooring in the bathrooms. Floors needed leveling. Plumbers are lined up to work when Jay is finished. Setting the stools, also the sinks in the kitchen. The carpet has been torn in the front of the sanctuary. Phil has pictures and will be checking into who is responsible and getting it fixed. Office doors are in. Office area nearing completion except for cabinetry (L-shaped counter/bookcase in workroom). These items are being made now. Also, the bookcase in pastor office. A punch list is being put together with items to be completed. Carpenters are working inside finishing up small jobs (staining/bulletin boards/doors ordered). Rachelle Cekander/Eric Light/FTS working on sound system. Taking readings and measurements. Wright's sent a bill to the church for \$4726. Proposal was paid through Servpro. Phil will be taking this bill to Servpro to check with Wright's to see why the church was sent a bill. Blinds will not be ordered through Wright's until the flooring bill issue is resolved. Pew cushions will be coming from the contents portion of the insurance, not the building coverage. Will be holding off on ordering cushions until later. Phil checking into furniture for the office at a company in Champaign. Debbie Nolan, our office manager, is also contributing ideas.

Clerk's Report:

- **ACTION:** Approved Minutes of the October 25, 2023, Stated Session Meeting

Membership: The current membership roll was reviewed. Those members we have not seen and have not financially supported the church in two years or who we are aware have relocated will be sent a letter asking if they wish to continue to be an active member. Discussion took place of what it means to be a Friend of the Church when they are not members. A Friend of the Church is someone who participates in worship and/or activities of the church. A Friend of the Church is not tied to financial giving.

Treasurer and Finance Committee Report:

Financial Review - Tom Henderson reported Total Envelopes are up from last year at this time by almost \$12,000. Although 2023 general donations are \$10,000 above donations from November 2022, the church is still \$35,000 behind the budget that was established for 2023. Total Income is up almost \$10,000 and Total Expenses are down about \$48,000.

ACTION: Accepted the financial statements.

Budget Review – Tom Henderson reviewed the 2024 proposed budget. Highlights were:

- Total budget is \$253,160 (an increase of 5% over 2023)
- There is a compensation increase to staff of 3%
- Mission Pledge will remain the same at \$17,000.
- There are no expenses budgeted for the fire claim – all expenses will be handled or reimbursed out of the insurance claim account.

ACTION: Approved the 2024 budget.

Insurance Review – Tom Henderson

There were five insurance plans and the associated coverages reviewed.

1. Property & Liability – As a result of the fire claim, premiums have increased by 60% for three years. We might be a little low on both building and property coverage. **ACTION:** A motion was approved to increase the Building coverage to \$3.4 million (approximately \$1800 increase in the premium) and increase the Property coverage to \$300,000 (approximately \$300 increase in the premium). This will be effective immediately.

2. Worker's Compensation & Employers Liability
3. Commercial Liability Umbrella
4. Auto

Presbytery Meeting – Kristen Schoonover

The Presbytery of Southeastern Illinois via zoom on November 9, 2023. We received the report of the Session Minutes and Records Review Sessions for 2023, adopted the 2024 budget, approved the PSEI sexual misconduct prevention policy 2023, approved the PSEI Policy and Procedures for addressing harassment, Approved the PSEI Child and Youth Protection Policy 2023, and approved the PSEI Family Leave Policy 2023. The General Council requested that the Presbytery grant them authority to negotiate with professional accounting services to provide general bookkeeping and payroll services to the Presbytery at an annual rate not to exceed \$10,500.00. The Treasurer's term ends on December 31st and no potential nominees have been able to serve in this role. Presbytery approved the dates for Stated Presbytery Assembly meetings and Big Conversations 2024. We elected Teaching Elder Deborah Slack of Tolono, first as the Teaching Elder General Assembly 2024 Commissioner (Macy Ruple of Danville, First as alternate), and Ruling Elder Dan Selock of Marion, First as GA 2024 Commissioner (DeAna Manns of Centralia, First United as alternate). No Young Adult Advisory Delegate applications were received. In regard to the new structure of the Presbytery, we approved the Discerning and Claiming our Callings. We approved the proposed schedule for Second Reading of each section of the proposal and vote concerning implementation of that section in 2024.

We endorsed the application of Monticello, First for Local Historic Landmark designation by the Monticello Historic Preservation Commission.

We approved action items of Commission on Ministry moving Reverend Connie Bandy to Retired membership status and Reverend Katie Orth to At-Large member. We also approved the motion that PSEI examine Candidate Toby Montgomery for ordination on November 12th at Mattoon, First, and when the way is clear following ordination, transfer him to the Presbytery of East Iowa to take up a call as Pastor to the First Presbyterian Church in Independence, IA, effective Nov. 15th.

We elected individuals to begin 2024 terms to the Presbytery.

I do have information regarding the new structure. Any questions, please let me know, I am happy to discuss it.

Committee Reports

Deacons Report - There have been no in-home communions given since the last report.

Presbyterian Women – No Report

Administrative & Worship – Chair Sharon Macklin – Liaison Roger Stevenson

Next Communion is November 26, 2023.

Summary of Meeting Notes:

- Manual Of Operations: The Mission statement on page three, last paragraph was reworded to read: "There shall be four ruling elders" and "There shall be four deacons"

The Presbyterian Women Funeral Meals service was restated on page 46.

- Administration & Worship 2024 Budget: Under the "Office – Technology" item: Roger Stevenson will check with Deb to determine our lease agreement for Windows Power Point, Word and Excell. The Church's ISP provider annual charges will also be determined.

Under the "Office – Worship" item: the annual expense for Supply Pastors could approach \$13,000.

Under the "Office – Supplies" item: the annual expense will depend on the supplies salvaged by Serve Pro.

- Christmas Morning and Evening Services: The goal is to find an ordained minister for the Christmas morning service to fill the pulpit and serve communion.

For the evening service(s), the goal is to find an individual to fill the pulpit for one or two services. If they agree on two services, the committee proposes the church provide overnight lodging and a meal. The time of service(s) would be at the individual's discretion.

ACTION: Session Approved

- To offer lodging and a meal for Christmas Eve evening service provider.

Additional Session Discussion – A minister has been found for a morning Christmas Eve service and we are waiting for a response from someone on evening service(s). The question came up at what point do we determine not to have communion at the evening service(s) if a minister is not found.

Faith Formation – Kristen Schoonover

Summary of Meeting Notes:

Youth Education:

Elementary Kid's Club K to 5th Grade- We have 7 tickets left for the Polar Express Interactive movie experience. Kristen is looking at sending a google form to see what might work best for the parents and families for this age group. We would like to plan a Christmas movie and crafts on December 10th at Lana's. The Children's Christmas Program is Sunday, December 17th during worship.

Junior High and High School youth group- We would like to start doing some fundraisers for Montreat. Our committee thought selling Bracelets would be an easy fundraiser. We are looking at designs. We would also like to have a Christmas party at Lana's on December 10th following the Elementary kids' event. Also, we would like to go to Dahnke Family Farms in Martinsville on December 3rd. Leaving at 1:30 PM from the church.

Adult Education & Activities:

The Gathering Group: College Age/Young adult (18 to Twenties) Skipping November- maybe go to St. Louis Zoo in December. Christmas Lights at the zoo.

Chicks on Lit (Ladies Book Club)- We are reading 2 books for November 20th meeting at Kathy Schmidt's. *Mad Honey* and *Happy Place*

JOY (Just Older Youth 55+)- January Activity. Laura suggested a Fondue night at church in either January or February.

"Stages Not Ages" (All Adults)

- Branson Christmas Show block of tickets for November 18th 7:30 pm show. First come first serve we have 11 tickets left to sell.

Dinner club:

- December: Progressive Dinner is planned for Friday, December 1st. Hors d'oeuvres will be at Laurel Light's, Dinner at Nancy Joslyn's, and Dessert at Henderson's. We will start at 6:30 PM.
- January: Firefly- 2 Nights- Lisa will get reservations.
- February: Country Club if possible
- March: Rosatti's

ACTION: Session approved

- December 10th- Youth Christmas Parties
- December 3rd - Youth to Dahnke Family Farms
- Approval for a fundraiser to sell bracelets (ex. Below), & approval look into possible BINGO Fundraiser. Bracelets would sell for \$5.00



Mission – Theresa Harner – Amy Hoffmeister Session Liaison

Summary of Meeting Notes

- Manna Closet – November is socks and throw blankets.
- Christmas Joy Offering – This offering is 50% Assistance Program of the Board of Pensions and 50% Leadership development and education at Presbyterian-related schools and colleges equipping communities of color. Bulletin inserts and envelopes are free through PC(USA) store.
- Church On-The-Go - On October 22 we had 16 volunteers to work 4 locations + cards to prayer list and shut-ins. There were six who returned to the park for pizza.
- Operation Christmas Child – Ellen set a deadline of November 13 for monetary donations. Checks can be made to the church and Ellen has receipts to be reimbursed. She will also accept cash. There were 210 boxes prepared.
- Church Directory – We will wait until we are back in our building. We will contact Lifetouch as they were the company we used last time and we were pleased with how easy it was.

ACTION: Session Approved

- To collect Joy Offering at Christmas Eve services.

Buildings and Grounds – Ellen Ritz

Summary of Meeting Notes:

Many things happening in the church reconstruction. Counters/sinks in bathrooms/kitchen in, working in office area. Looking into getting bids for furniture in Broom lounge. The City worked on the Maple Street culvert. Yew trimming around the church is finished. Hose & reel put away. Certain yews will be pulled between the inspiration garden & the church. Planning on trimming trees between upper/lower parking lot, cleaning up inspiration garden & then burn pile after everything finished for the fall. Looking into hiring someone to clean the church when we are back. Camera at arbor pulled due to no recent activity.

No Requests of Action by Session

OLD BUSINESS - None

NEW BUSINESS

Defining and installing 2024 Elders and Deacons

- The Congregational meeting December 3, 2023 (per by-laws) will be after the worship service. It will be announced two Sundays before the meeting. Areas to be covered at the Congregational Meeting include:
 - Budget Review
 - Vote on Elders, Deacons, and Personnel
 - Take four volunteers for 2024 Nomination Committee (committee to consist of two Session members, four at-large members, one teen member, PW Moderator and one Deacon).

Nominations for class of 2025 **Personnel committee** (2-year term)

- JoAnn Wear

Nominations for class of 2026 **Deacons** (3-year term)

- Marge Lancaster (stay on for 2nd term)
- Lana Henderson (stay on for 2nd term)
- Nedra Mesnard
- Jessica Larsen

Nominations for class of 2026 **Session** (3-year term)

- Kristen Schoonover (stay on for 2nd term)
- Kathy Schmidt
- Sharon Macklin
- Joe Freimuth
- Kendyll Schoonover (Youth 1-year term)

- An Exit Interview is still being planned with Pastor Katie. While COM has plans for an exit interview also, we do not need to wait for that one to be conducted before having one of our own.
- Staff Reviews are still pending.

Stated meeting adjourned at 8:17 p.m. with closing prayer by George Johnston

Next meeting is December 21, 2023, 6:30 p.m.