

**SESSION NOTES
FIRST PRESBYTERIAN CHURCH (PCUSA)
HELENA, MONTANA**

August 21, 2018

The Session of the First Presbyterian Church of Helena met on Tuesday, August 21, 2018 at 6:30 PM at the Church. Rev. Scott Wipperman opened with worship and communion in the sanctuary. Reverend Wipperman (Scott) moderated the meeting. Meeting was postponed one week as Pastor Scott was attending General Assembly. The Session

There was a quorum with the following Elders present: Linda Bench, Marvin Carpenter, Kathy Chambers, John Coefield, Marshall Gingery, Dianna Goodman, Joe Steffens, John Warren and Mary Wright. Excused were Mary Craigle and Matthew Richards. Absent was Judy Birch. Also, in attendance: Clerk of Session Elaine Gingery, CRE Butch Plowman, and Deacon Joy Edgar.

Guests: Ok-Kee Kim, Choonil Kim, William Norris, and Mary Norris of Basin. Church members Mary Stiles, John Gneckow, and Carol Gneckow.

Housing for Merry Widow Health Mine Chapel Pastor: Pastor Ok-Kee Kim, Pastor of the Merry Widow Health Mine Chapel and Basin, presented information on housing needed for him and his family. He conducts worship for people at the mine and another service for people living in Basin. The current housing is no longer available, and Bill Norris has a home that can be used but it needs much work. Glacier Presbytery will lend \$12,000 to remodel the house. They are looking for labor to work on the house. Some members of this church will be working on this mission.

PASTOR'S REPORT: Printed report attached. Pastor Scott reported that in lieu of a Ministry Fair this fall, each Committee will have a month in which they will present their committee to the congregation. The church has switched over to Quick Books On-Line. July was a relatively strong month financially. Pastor Scott will be presenting a repeat of his informational meeting on General Assembly on October 14 for those who missed the original presentation.

CLERK'S REPORT: The Clerk read a letter from Pastor Dan Krebill requesting names of students from this congregation attending MSU. There was also a thank you from Angel Fund for the Stuff the Bus supplies.

The annual review of church records is approaching. The Clerk of Session will be sending the 2017 minutes to the Presbytery Stated Clerk for review. Several items for the report were confirmed from the by-laws which included:

- A quorum for a congregational meeting is 1/10 of the members.
- Adequate public notice for a congregational meeting is two Sundays.
- The composition of the congregational nominating committee is: two Elders, one Deacon, and three members of the congregation.
- Portions of an administrative manual have been completed and it is a work in progress.
- The Clerk of Session is voted upon annually.
- This church has policies/processes for sexual misconduct.
- There is not a policy for yearly financial review.
- A quorum for a Session meeting is four Elders and the Moderator.

COMMITTEE REPORTS:

Administration Committee: Elder Marshall Gingery reported. There are two printed reports. The 2019 Grass Roots budget will be presented to Session.

The Book of Order states (G-2.0404) that elders and deacons may serve two consecutive 3-year terms, or up to six years. With respect to elders, our bylaws state that an elder may serve only one term, unless the previous term was a partial term. With respect to deacons, the bylaws say that a deacon may serve consecutive terms, but do not provide for the six-year maximum.

Our bylaws also state that any amendments must be approved by the Congregation at a regular or special meeting. The next annual meeting is during the first quarter of 2019. A special meeting earlier than that would give the Nominating Committee and the Congregation more choices for elder and fewer for deacon.

Action Item: The Admin Committee recommends to Session that they take this to the Congregation at the Annual Meeting to make the change to our By-Laws to conform with the Book of Order. The Clerk of Session will notify the congregation of this proposed change to the By-Laws.

The motion was seconded and carried.

A procedure for signing checks and mailing of bills is being worked on by John Gneckow.

Building and Grounds: Elder Marvin Carpenter reported, and a printed report is in the packet. An agreement with Spanglish is being worked on for the next year. Security cameras have been purchased and are waiting for installation. Stonework has been completed and looks great. Working on a bid to reseal and paint the parking lot.

The kitchen is going to be professionally cleaned.

Deacon Mary Stiles reminded the Session that the kitchen is for the whole church and is not the sole responsibility of Presbyterian Women. She is proposing a budget line item for kitchen maintenance and cleaning. Groups using the kitchen will contribute to this line item, including those groups who have paid for the use of the kitchen.

Education Committee: Elder Dianna Goodman reported. Printed report is attached. Plans for the fall Sunday School classes were discussed. Considering extending Sunday School to 75 minutes.

Scott and Dianna are attending a ministry fair at Carroll College.

Pumpkins for Pumpkin Patch will be coming on October 5th and the 19th.

A \$2500 donation has been made to the youth program.

Action Item: Proposal to appoint Joy Edgar as a member of the Education Committee. Motion carried.

Congregational Fellowship: Elder Mary Wright reported. A printed report is attached. Upcoming Fellowship Activities include: September 30 – Pot Luck Inquirer's Class and a Communication Workshop on September 27.

Mission Committee: Elder Kathy Chambers reported, and a printed report is attached. Donations of \$200 to Intermountain Children's Home and \$300 to Family Promise will be made this month. Family Promise has a new Executive Director. To date we have collected \$565 for the Farm Bundle Mission. This will conclude at the end of September. The Peace and Global Witness offering will be collected on October 7.

Personnel Committee: Elder John Warren reported. Employee reviews will take place in September. The job description for the Christian Education Director was finalized.

Worship Committee: Elder Dianna Goodman reported. Printed report attached. Pastor Scott will be out of the pulpit on September 2. There will be an outdoor worship service on September 9.

Deacon Report: Deacon Joy Edgar reported. A printed report was distributed detailing hospital visitations and home communion served as well as cards sent, and meals served. The minutes of the May, June, July, and August meetings were included in the packet.

Unfinished Business:

Solar Energy: Pastor Scott discussed the possibility of installing solar panels on the church roof. It has also been recommended that we replace many of the light fixtures for a cost and energy savings. The recommendation is to consider the condition of the roof before deciding to put solar panels on it. The items will be further investigated. There is a potential donor to cover these items.

2019 Budgets: The Grassroots budget was reviewed. It is a 2.2% increase over last year's budget for a total of \$286,910. John Coefield moved to accept the Grassroots Budget as the Proposed 2019 Budget. John Warren seconded, and the motion carried.

Next Session Meeting: September 18, 2018 at 6:30 pm.

Elaine Gingery
Clerk of Session