

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

May 16, 2017

The Session of First Presbyterian Church of Sheridan, Wyoming convened a regular meeting on Tuesday, May 16, 2017 at 7:03 p.m. in Westminster Fellowship Hall. Pastor Paul Hayden, Transitional Pastor, moderated the meeting.

**QUORUM**

**Ex Officio:** Financial Secretary Dennis Heizer

**Absent:** C.J. Clem, Minister to Youth and Children

**Elders present:** Jon Botten, Kim Kozel, Jerry Saunders, Carla White, Teresa Williams, Peggy Blaha, Jeri Joy, Doug Moore, John Lundberg, Tina Anderson, Sam Herring, Mary Ludemann, Linda Luegge, Janis DeVore

**Elders absent:** Aaron Gray, Bryan Luedtke, Dennis Schreffler, Beth Bailey, Chad Quarterman, Loren Ruttinger

**WORSHIP**

Pastor Paul opened the meeting with prayer.

**INTRODUCTION**

Pastor Paul led a discussion on transition. He indicated he has recently learned from a visit with Presbyter Steve Shive that we no longer refer to interim pastors, but rather they are now referred to as transitional pastors. Ministry transitions are common in scripture. We discussed some transitions in the Bible, such as Samuel, Saul, David, David to Solomon is another, Moses to Joshua, the Jewish to the Gentiles. Pastor Paul compared Pastor Doug Melius to Moses as he prepared for the transition to Pastor Paul. We were reminded of the following while in transition:

1. Allow God to work
2. Acknowledge the leadership
3. Affirm the people
4. Accept responsibility for the affirmation
5. Anticipate the blessings

Discussion was held on the change of order of worship and how our congregation members are accepting and handling it. Only positive responses have been heard.

## **AGENDA**

The agenda was approved. The motion was made by Jerry Saunders, seconded by Linda Luegge, and the motion carried.

## **CLERK'S REPORT**

The clerk's report and minutes of the last meeting were approved. A motion was made by Teresa Williams, and seconded by Mary Ludemann and carried.

## **TREASURER'S REPORT**

The financial reports were received. A motion was made to accept them by John Lundberg, seconded by Jeri Joy, and carried. Dennis Heizer presented and explained them. He reported a gain for April of \$848.54 and a YTD gain of \$5,217.22. The April 2017 Balance Sheet reflects the following:

Total assets:	\$3,826,638.82
Total liabilities:	\$ 51,850.15
Reserves (Retained Earnings):	81,537.48

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

April 2017 Income:	\$28,826.44
April 2017 Expense:	\$27,977.90
April Net Income:	- \$ 848.54
YTD Net Income:	\$ 5,217.22

A discussion was held about memorial accounts which have been on the balance sheet for a lengthy time. Dick Birkholz has agreed to peruse those accounts and contact family members if necessary, in order to perhaps consolidate them (the undesignated ones) into other church accounts for more immediate use. Since some of our reserve account monies have recently been used, perhaps these memorial monies which are not designated could fund some improvements we are currently considering.

## **COMMITTEE REPORTS**

### **Budget Finance & Stewardship May 9, 2017**

Teresa Williams reported and referred to the written report. She reported on financial figures reported above in the treasurer's report. Once again, she mentioned session decision last month to withdraw 3% of the value of the Permanent Endowment Fund based on the fact that

the fund is more than 10% of the value of our building reflected in account #1540.00. The withdrawn amount is expected to be around \$9,500.00. Per our bylaws and church articles of incorporation, half of the amount will be given to Missions Committee to decide what to do with it, and half to Properties Committee for improvement of the building and property determined by the committee. This check is on the way, but has not yet been received.

She also noted that we received an additional \$200 from Presbytery for our computer purchases. This was due to an increased cost of the computers. Teresa indicated Dick Birkholz will be updating our memorial board in the Narthex.

#### **Personnel** May 9, 2017

Jon Botten reported. He referred to the written report. Personnel issues were discussed, and the need for filing a vacant custodial/maintenance position. Various ways of covering the duties were discussed. As of yet, no firm decisions have been made about hiring. CJ will be hiring the person(s). Teresa also discussed operation of the nursery and the fact that it is very well run. The committee will not be meeting in the months of June and July, unless a reason arises requiring action.

#### **Fellowship** May 9, 2017

Kim Kozel reported. Please refer to the written committee report. Upcoming activities include a movie night, golf outing, Sabbath walk, and paint party. Other activities are listed on the written report as well.

#### **Properties** May 9, 2017

Doug Moore reported. Air duct cleaning will be delayed until construction across the street from the church is done. The window blind proposal which was accepted by session last meeting was discussed, as there will be additional monies (approximately \$350) added to it, due to change in design. A motion was made, seconded and carried to approve the additional funds. The lights in the sanctuary will be replaced in the coming couple of weeks.

A Request for Use policy and forms (for the church building/property) is in the session packet and has been updated. A motion was made to accept the RFU policy, **however, the motion was tabled** until next meeting. Session needs to come up with a policy for long term use requests also. The van windshield also needs to be replaced. Discussion was held about the need to set up accrual accounts for ongoing maintenance for capital repair and replacement improvements for certain church property. Ongoing repairs are taking place to repair areas of damage to the church kitchen from a recent stove fire. Damage was very minimal. Plans were discussed to replace the kitchen floor since the stove will be out and removed. Bids will be obtained to determine cost and if it is feasible to do.

Sam Herring brought forth his feeling of disappointment in recent personnel handling and how it affected the Properties Committee adversely.

### **Membership and Evangelism** May 9, 2017

Mary Ludemann reported and referred to the written report. Since CE will be doing an adult education class in the fall, it would work nicely for a new member's class to take place at the end of this class.

### **Mission and Outreach** May 9, 2017

John Lundberg reported and referred to the written report.

A motion was presented by committee to allow Mark Adams to preach at our church on Jun 11<sup>th</sup>. The motion carried. . The Mark Adams family will visit our church on Jun 10-11. We support them as a mission family in Mexico at Frontera de Cristo. Mark and his family will be preparing a traditional Mexican dinner in the fellowship hall on the Saturday evening before service. We will begin selling and serving "Just Coffee" during our fellowship hours. Mothers of Preschoolers (MOP's) have asked for a donation from committee and it will be assessed at a later date.

CJ stated she would like our church to host a program called Soul Shop. It is a Biblically based suicide prevention workshop. Total cost of the program is approximately \$3,000 which includes speaker, transportation and housing. Other churches would pay for persons to attend. Session gave approval for CJ to move forward and report again as to progress at the June meeting. The approval was given so we can get the presenter booked for an August date. The motion was made by John Lundberg, seconded by Jerry Saunders and carried. Part of Vacation Bible School money could be used here, as we will not be having VBS this summer.

Mission will give to \$300 to Cara Semino for expenses and supplies to make glasses as she works as a missionary to Peru through her optometry school. She is a former youth member of our church. Discussion also was held on Head Start and Community Connections.

Peggy Blaha reported on the updated Compassion Kids bulletin board in the narthex and the children sponsored by members also.

### **Worship** May 9, 2017

Jeri Joy reported. The following motions were presented:

1. A committee motion was presented to have a worship honoring Camp Story on May 21<sup>st</sup>. The motion carried. Pastor Paul Hayden will be gone on May 21<sup>st</sup>. CJ Clem will be doing the service that day, and it will honor Camp Story.
2. A second committee motion was made that we have one worship service during the summer from the first Sunday of June through the Sunday of Labor Day. The time will

be 9:00 am. The motion carried. Two worship services will commence on Sunday, September 10<sup>th</sup>.

3. A third committee motion was made that communion for the 8:00 am worship be moved to May 28<sup>th</sup> when Pastor Paul is back in town. The motion carried.

May 14<sup>th</sup> is the last day for choir before the summer break. Louise Semino will be taking a break over summer as well. She is hoping to give her pinched nerve a chance to heal. Discussion occurred on whether we need a Christian Copyright License International (CCLI) license as well. We do not have one. This license allows for easier (and legal access) to Christian music and other worship assists.

#### **Christian Education** May 9, 2017

Janis DeVore reported. She reported vacation bible school has been cancelled due to lack of volunteers. Seniors were honored on Senior Sunday recently. She also reported on Pastor Paul's suggestion of selecting a curriculum to be discussed in small groups of no more than 12 people for approximately six weeks. We will do this beginning this fall. A discussion was held on Christian faith building for children and the challenges involved. Janis asked for prayer guidance for all of our youth programs.

#### **Presbyterian Women** May 2017

PW Women held a luncheon on May 3<sup>rd</sup>. It was at this time that the oven platform caught fire while the oven was in use. The fire department was called, minimal damage done. Scott Davis will repair the wall and paint it. Additionally he is working to obtain a new stove platform.

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

C.J. was absent, but a written report was presented. It reported on many activities including a book study coming up which she will teach.

#### **Pastor Paul's Report** May 2017

Pastor Paul presented a written report and oral report. He listed 58 events in which he participated this month. These included visits, church related events, community events, Presbytery, Worship, classes, counsel and a funeral. Additional other activities were not counted. Pastor Paul has hit the ground running very quickly and is serving our congregational needs very well. He has reached out to be in community involvement also.

#### **Other Business**

Jeri Joy presented discussion about joining the local Chamber of Commerce and the benefits it would give the church. It was moved by Kim Kozel, seconded by John Lundberg, and carried, to join the Chamber.

## **CAMP STORY DISCUSSION**

It was reported there 43 kids preregistered. The Camp is looking for camp counselors and perhaps someone to act as a nurse/counselor. Recently an assistant for the director has been hired for work on the 100<sup>th</sup> anniversary this summer in August.

## **REFLECTION**

## **WORSHIP**

Pastor Paul Hayden closed the meeting in prayer.

## **SESSION ADJOURNED**

A motion was made by Doug Moore, seconded by Teresa Williams, and the meeting adjourned at 9:45.

## **ATTEST:**



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Carla J. White, Clerk of Session