

**MINUTES OF THE SESSION MEETING OF THE
FIRST PRESBYTERIAN CHURCH OF GRAND HAVEN, MICHIGAN
MONDAY, JULY 13, 2015**

1. The session of First Presbyterian Church of Grand Haven, Michigan assembled in God's name on Monday, July 13, 2015, at 7:00 pm in the lounge of the church located at 508 Franklin Street in Grand Haven, Michigan. The Clerk, Bill Bussell, determined a quorum was present. Rev. Linda Male called the meeting to order.
2. **Attendance:**
 - 2.1. Elders Present: Marge Coffey, Andrew LeFurge, Matthew Olds, Bill Scott, Eric Snyder, Scott Wagasky, Lee Brink, Sandie Enders, Brigette Kemink, Keli Olson, Bill Bussell, Megan Hayes (arrived at 8:10 pm), John Heritage, Nancy Levenburg (departed at 7:30 pm), Katie Neitring, and Sue VandenBosch.
 - 2.2. Elders Absent or Excused: Dianna Sahr, Jack Jansma, Craig Seaver, Tim Stoepker, and John Nametz,
 - 2.3. Teaching Elders Present: Rev. Linda Male.
 - 2.4. Teaching Elder Absent or Excused: None.
 - 2.5. Others Present: Rev. Steve Kaszar and Jay Moore, Elder.
3. **Call to Worship:** Rev. Male opened the meeting with prayer. Following Personnel's Report by Nancy Levenburg, Rev. Male read from Ephesians 1 using *The Message* as her source.
4. **Committee on Preparation for Ministry:** Rev. Steve Kaszar and Elder Jay Moore:
 - 4.1. Rev. Steve Kaszar and Elder Jay Moore were introduced. They represent Presbytery's Committee on Preparation for Ministry (CPM) and discussed the session's and the church's roles on a candidate's journey to ordination. Their presentation is precipitated by Brigette Kemink's decision to become an Inquirer which will ultimately lead to her ordination. After their presentation, they excused themselves from the meeting.
 - 4.2. Tim Stoepker will be Brigette's liaison.
 - 4.3. Brigette Kemink spoke about how important it is for our church to have a financial support structure in place for those seeking ordination. This topic will be revisited in the future.
5. **Clerk's Report:** Bill Bussell reporting:
 - 5.1. Upon motion and support, session approved the meeting docket.
 - 5.2. Upon motion and support, session approved its regular meeting minutes of June 1, 2015.
 - 5.3. Upon motion and support, session accepted the letter of transfer for Shirley Shipwell from University Presbyterian Church, Tempe, AZ.
 - 5.4. Upon motion and support, session accepted the June 2015 membership report.

First Presbyterian Church Membership Report

June 2015

Membership as of May 31, 2015	939
Deaths:	2
New Members Received:	0
Restored to Active Roll:	0
Removed from Active Roll:	0
Transferred from Active to Inactive Roll:	0
Transferred by Letter	0
Membership as of June 30, 2015	937

Additional Registers		Member #	Notes	
Marriages:				
6/20/2015	Eric Thomas Neal & Samantha Elizabeth Schoonover		#2015-0548	Rev. Scott Stanley
Deaths:				
		2		
6/10/2015	Betty Hansen	458	6/15/2015	Rev. Linda Male
6/21/2015	Louise Borta	1986	6/26/2015	Rev. Linda Male
Communion Served:		6/7/2015	8:45 & 10:30 a.m. Services	
Home Communion:		6/7/2015		
Chick Borta	Les Ennenga	Muriel Mersereau		
Louise Borta	Jo Ennenga	Cathleen Pranger		
Charlie Davis	Carol Fridsma	Sue Roper		
Millie Enders	Betty Hansen	Lamar VanHaften		
Louise Edwards	Helen LaVercombe	Gerry VanStratt		
Don Edward	Fern Mastenbrook	Ethel Slover		
Ruth Edward	Sue McClellan	Meryl Slover		

Action Items: Approved by July 13, 2015 Session				
Proposed Transfer In:				
			1	
7/13/2015	Shirley Hipwell	Transfer from University Presbyterian Church, Tempe AZ		

- 5.5. The clerk circulated a thank you note from Tom and Martha Cook for the reception honoring Tom's ministry and their gifts.
- 6. **Faith Biography/Committee of Focus:** There was no report this month.
- 7. **Shared Joys and Concerns –** The elders reported on their joys and concerns.
- 8. **Treasurer's Report:** Andrew LeFurge reporting:
 - 8.1. Andrew continues to be concerned about General Fund revenues as May's revenues were approximately \$28,000 below budget. Year-to-date revenues are nearly \$41,000 below budget.
 - 8.2. Expenses continue to track reasonably well with budget. Mission Committee's year-to-date favorable variance is expected to shrink with anticipated disbursements.
 - 8.3. Sue VandenBosch (Stewardship Committee chairperson) reported on the Matching Gift's campaign. Of the \$30,000 goal, a total of \$18,318 has been given or pledged through July 13 from 28 individuals or families.
 - 8.4. Various communications strategies were discussed.
 - 8.5. Financial data through May 2015:

	MTD Actual	MTD Budget	YTD Actual	YTD Budget
General Fund Revenues	\$66,599	\$94,787	\$354,559	\$395,340
General Fund Expenses	\$64,192	\$72,922	\$401,931	\$413,083
Joyful Noise Revenues	\$63,636	\$65,926	\$299,160	\$295,043
Joyful Noise Expenses	\$55,860	\$54,021	\$289,581	\$288,888

- 8.6. Upon motion with support, session accepted the Treasurer's Report.
- 9. **Omnibus Motion:** On motion and support, the following written committee reports were accepted by omnibus motion:
 - 9.1. Adult Education Committee minutes of June 9, 2015.
 - 9.2. Children's Committee minutes of June 9, 2015.
 - 9.3. Board of Deacons' minutes of June 22, 2015.
 - 9.4. Hospitality Committee minutes of June 16, 2015.
 - 9.5. Stewardship Committee minutes of June 16, 2015.
 - 9.6. Youth Committee Minutes of June 9, 2015.

10. Committee Reports Withheld from the Omnibus Motion:

- 10.1. Personnel: Nancy Levenburg reporting (Nancy's report was at the meeting's opening as she asked to be excused early):
 - 10.1.1. Nancy provided an update on her committee's search for an interim associate pastor. Personnel Committee will meet on July 22.
- 10.2. Mission Committee: Bill Scott reporting:
 - 10.2.1. Upon motion and support, session authorized that the church's \$15,000 donation to Habitat for Humanity for 2015 be re-designated from new home construction to purchase trucks.
- 10.3. Trustees' Committee: Lee Bring reporting:
 - 10.3.1. The Trustees continue to monitor the church's General Fund revenue shortfall.
 - 10.3.2. The brick tuck pointing project is complete.
 - 10.3.3. The chapel air conditioning is moving forward.
 - 10.3.4. A meeting of all invested parties was held regarding the church's boilers. A maintenance contract will be required in order to assure this system performs properly.
 - 10.3.5. The Trustees are looking to recruit additional members to conduct the church's 2014 financial review. They hope to start work in September.
 - 10.3.6. Lee advised that some trees will be removed from the church's campus.
 - 10.3.7. The sanctuary's light fixtures (chandeliers) will be re-wired as the insulation is failing.
 - 10.3.8. Lee asked each committee to update its responsibilities and mission/purpose statement so that the church's operations manual can be updated. Lee wants this information by September 1, 2015.
 - 10.3.9. The Trustees heard a presentation/request from Tri-Cities Ministries about the church owned building the church provides for them. The Trustees are seeking additional information before making any recommendations.
- 10.4. Worship Committee: Marge Coffey reporting:
 - 10.4.1. Upon motion and support, session approved adding David Thornsen as a member of this committee.
 - 10.4.2. The Worship and Hospitality Committees are forming a Super Pac similar to the one employed by the education committees. They will work collaboratively on events such as the church picnic, Advent, and Lent.
 - 10.4.3. John Heritage discussed the possibility of holding one worship service on the Sunday of the church picnic. Various Elders shared their thoughts about time, location, accessibility, and logistics. The Worship and Hospitality Committees will discuss this at their upcoming meeting.
- 10.5. Nominating Committee: Matt Olds reporting:
 - 10.5.1. Matt reported on the difficulty in recruiting members to serve as Deacons. Possible changes to make this position more attractive are to reduce the term to two years and/or restructure individual Deacons responsibilities to be less broad.

11. Unfinished Business: There was no unfinished business.

12. New Business

- 12.1. Upon motion with support, the session authorized the baptism of Norah Elizabeth Cook, daughter of active members Jacob and Sarah Cook, on August 16, 2015.
- 12.2. Upon motion with support, the session approved the following Elders to conduct an exit interview with Rev. Dr. Thomas Cook: Nancy Levenburg, Craig Seaver, Matt Olds, and Bill Bussell. Rev. Male advised that a report of this exit interview is to be prepared and who is to receive copies.

13. Moderator's Comments – Rev. Male reporting:

- 13.1. Several Deacons have stepped up their visitation of sick and shut-ins while we are without and interim associate past. Revs. Dale Swihart, Karin Fowler, and Scott Stanley are helping with the pastoral care needs in the congregation.
- 13.2. The staff has been very supportive of Rev. Male as she assumes interim senior pastor responsibilities.
- 13.3. Rev. Male is thankful for session prayers and words of support as we move ahead.

14. Action Items Recap:

- 14.1. Approved the July 13, 2015 meeting docket.
 - 14.2. Approved regular session meeting minutes of June 1, 2015.
 - 14.3. Accepted the letter of transfer for Shirley Shipwell.
 - 14.4. Accepted the June 2015 membership report.
 - 14.5. Accepted the Treasurer's report.
 - 14.6. Under an omnibus motion, accepted the following committees' written reports: Adult Education, Children's, Board Deacons, Hospitality, Stewardship, and Youth.
 - 14.7. Approved re-designating the church's Habitat for Humanity donation.
 - 14.8. Approved adding David Thorsen to the Worship Committee.
 - 14.9. Authorized the baptism of Norah Elizabeth Cook.
 - 14.10. Approved Nancy Levenburg, Craig Seaver, Matt Olds, and Bill Bussell to conduct session's exit interview with Rev. Dr. Thomas Cook.
 - 14.11. Adjourned the meeting.
- 15. Adjournment:** On motion and support, the session adjourned at 9:10 pm with the Lord's Prayer. The next scheduled meeting is August 3, 2015, at 7 pm in the church lounge.

William Bussell
Clerk of Session