

**MINUTES OF THE SESSION MEETING OF THE
FIRST PRESBYTERIAN CHURCH OF GRAND HAVEN, MICHIGAN
MONDAY, AUGUST 3, 2015**

1. The session of First Presbyterian Church of Grand Haven, Michigan assembled in God's name on Monday, August 3, 2015, at 7:10 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, Lee Brink, Sandie Enders, Craig Seaver, Bill Bussell, John Heritage, Nancy Levenburg, John Nametz, and Sue VandenBosch.
 - 2.2. Elders Absent or Excused: Matthew Olds, Dianna Sahr, Bill Scott, Eric Snyder, Scott Wagasky, Jack Jansma, Brigitte Kemink, Keli Olson, Tim Stoepker, Megan Hayes, and Katie Neitring.
 - 2.3. Teaching Elder Present: Rev. Linda Male.
 - 2.4. Teaching Elder Absent or Excused: None.
 - 2.5. Others Present: Rev. Nancy Clodfelder (arrived at 8 pm) and Rev. Jill VanderWal.
3. **Call to Worship:** Rev. Male read excerpts from Ephesians 1 using *The Message* as her source and then opened the meeting with prayer.
4. **Introduction of Guest:** Rev. Male introduced Rev. Jill VanderWal who is a candidate for the interim associate pastor position.
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 July 13, 2015 with the following corrections:
 - 5.2.1. In paragraph 10.3, the word "Bring" was corrected to read "Brink".
 - 5.2.2. In paragraph 13.1 (second line), the word "past" was corrected to read "pastor".
 - 5.2.3. In a separate motion, the session accepted the reports of the following committees that were withheld from the July 13, 2015 omnibus motion but discussed on that date: Personnel, Mission, Trustees, Worship, and Nominating.
 - 5.3. Upon motion and support, session approved the transfers of Richard and Katie Norton to Faith Presbyterian Church, 8170 Hague Road, Indianapolis, IN.
 - 5.4. Upon motion and support, session accepted the July 2015 membership report with the addition that Rev. Dale Swihart served communion on July 24, 2015, on Isle Royale, Michigan, during a backpack trip. The session previously granted approval to Rev. Swihart for this.

First Presbyterian Church Membership Report
July 2015

Membership as of June 30, 2015	937
Deaths:	0
New Members Received:	1
Restored to Active Roll:	0
Removed from Active Roll:	0
Transferred from Active to Participant (Inactive) Roll:	0
Transferred by Letter	0
Adjustment to match ACS	0
Membership as of July 31, 2015	938

Additional Registers		Member #	Notes
	<i>Transfer In</i>	1	
7/13/2015	Shirley Hipwell	5727	From University Presbyterian, Tempe, AZ
Communion Served:	7/5/2015	8:45 & 10:30 a.m.	
	7/24/2015	Rev. Dale Swihart, Isle Royale, Michigan	
Home Communion:	7/5/2015		
Chick Borta	Les Ennenga	Ethel Slover	Carol Winton
Charlie Davis	Jo Ennenga	Meryl Slover	Evelyn Wood
Millie Enders	Fern Mastenbrook	Lamar VanHaaften	
Louise Edwards	Sue McClellan	Gerry VanStratt	

Approved by August 3, 2015 Session			
	<i>Transfer Out:</i>	2	
8/3/2015	Richard Norton	Transfer to Faith Presbyterian, Indianapolis, IN	
	Katie Norton	Transfer to Faith Presbyterian, Indianapolis, IN	

- 5.5. The clerk circulated a thank you letter from Alma College for the church's recent gift of \$2,550.
6. **Faith Biography/Committee of Focus:** Bill Bussell shared his faith biography.
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 June's year-to-date revenues are approximately \$63,000 below budget.
 - 8.2. Expenses continue to track reasonably well with budget. Andrew would like each committee to forecast its projected expenses for the remainder of 2015.
 - 8.3. Sue VandenBosch (Stewardship Committee chairperson) reported on the Matching Gift campaign. Of the \$30,000 goal, a total of \$29,133 has been given or pledged through August 3 from 40 individuals or families. Sue hopes to have this campaign completed by August 31.
 - 8.4. Various communications strategies were discussed.
 - 8.5. Financial data through June 2015:

	<u>MTD Actual</u>	<u>MTD Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>
General Fund Revenues	\$62,683	\$85,323	\$417,242	\$480,663
General Fund Expenses	\$90,480	\$72,922	\$492,411	\$486,004
Joyful Noise Revenues	\$53,808	\$54,642	\$352,969	\$349,685
Joyful Noise Expenses	\$55,666	\$52,312	\$345,247	\$341,199

- 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 as reported in August 2015 Presbyterian Tidings.
 - 9.2. Children's Committee minutes of July 16, 2015 (distributed at the meeting).
 - 9.3. Hospitality Committee minutes of July 21, 2015.
 - 9.4. Nominating Committee minutes of July 15, 2015.
 - 9.5. Stewardship Committee minutes of July 22, 2015.

10. Committee Reports Withheld from the Omnibus Motion:

- 10.1. Personnel: Craig Seaver reporting:
 - 10.1.1. Rev. Jill VanderWal was excused from the meeting.
 - 10.1.2. Copies of Rev. VanderWal's Statement of Faith and proposed "Covenant with an Interim Associate Pastor" were circulated. Craig and Rev. Male discussed the anticipated position's role and responsibilities. Upon motion and support, the session unanimously voted to approve the contract for Rev. VanderWal to serve as this church's interim associate pastor. It is noted that the annualized cost of position is within the church's budget for this position.
 - 10.1.3. Rev. VanderWal rejoined the meeting and was welcomed by Rev. Male to the staff. Rev. Male then led session in a prayer.
 - 10.1.4. The session thanked the Personnel Committee for their work on this important task.
- 10.2. Worship Committee: Marge Coffey reporting:
 - 10.2.1. Upon motion and support, session approved holding one Sunday worship service at 10 am on two upcoming dates: September 13, 2015 (church picnic) and December 27, 2015 (two days after Christmas).
 - 10.2.2. Upon motion and support, session approved holding Wednesday night Advent services on December 2, December 9, and December 16. These services will likely be quiet, contemplative, and have a short message (similar to Lent services) followed by a soup and bread dinner.
 - 10.2.3. Upon motion and support, the session approved holding a "Service of Light and Hope" on Sunday, December 20, 2015. This service will likely be held in the late afternoon or early evening.
 - 10.2.4. The Worship Committee has learned about sound system difficulties during contemporary worship. More information will be gathered and additional training may be requested.
- 10.3. Upon motion and support, the session accepted the reports of the Personnel and Worship Committees.

11. **Unfinished Business:** There was no unfinished business.

12. New Business

- 12.1. Lee Brink reported that the Trustees are continuing to evaluate which trees to remove and are waiting on at least one more quotation before any action can be taken. One large tree is dead, poses a safety issue, and needs to be removed.
- 12.2. Rev. Nancy Clodfelder, our representative to the Presbytery's Committee on Ministry, sought session's exit interview comments (strengths, weaknesses, positives, negatives, etc.) about Rev. Thomas Cook's ministry at this church.
- 12.3. Rev. Clodfelder's presence in the role cited above precipitated a discussion about the potential timing a Pastor Nominating Committee. Opinions were shared but there is no firm date for the formulation of a PNC.
- 12.4. Upon motion with support, the session authorized the payment of \$724 to Midwest Ministry Development to be charged to the Mission Committee. This is the church's three-eighths share of the cost of a required assessment for Brigitte Kemink to become an Inquirer.

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

- 13.1. Rev. Male expressed her continuing appreciation and thanks to the staff and the session for their support.
- 13.2. Rev. Male welcomed Rev. VanderWal once again.

14. Action Items Recap:

- 14.1. Approved the August 3, 2015 meeting docket.
- 14.2. Approved regular session meeting minutes of July 13, 2015 with two corrections and one addition.
- 14.3. Approved the transfer of Richard and Katie Norton.
- 14.4. Accepted the July 2015 membership report with an addition.
- 14.5. Accepted the Treasurer's report.

- 14.6. Under an omnibus motion, accepted the following committees' written reports: Adult Education, Children's, Hospitality, and Stewardship.
 - 14.7. Approved the "Covenant with an Interim Associate Pastor" agreement with Rev. Jill VanderWal.
 - 14.8. Approved holding one worship service on September 13, 2015, and December 27, 2015.
 - 14.9. Approved three Wednesday evening Advent services (December 2, 9, and 16, 2015).
 - 14.10. Approved a "Service of Light and Hope" for December 20, 2015.
 - 14.11. Accepted the reports and July 2015 minutes of the Personnel and Worship Committees.
 - 14.12. Authorized \$724 for the required assessment for Brigette Kemink (Inquirer).
 - 14.13. Adjourned the meeting.
15. **Adjournment:** On motion and support, the session adjourned at 9:35pm with the Lord's Prayer. The next scheduled meeting is September 14, 2015, at 7 pm in the church lounge.

William Bussell
Clerk of Session