

**First Presbyterian Church  
Regular Meeting - Session Minutes**

Somerset, KY

April 20, 2023

**Moderator** Rev. Mike Chamberlin

**Elders Present** Kimberly King, Charlie Leveridge, Perry Waller, Zack Vaught, John Wright, Kelly Joplin, Forrest Brock

**Members Not in Attendance** Chris Phillips

**Guests** Sue Guffey, Jon Burlew, Suzanne Kidd

**Gathering in God's Name**

The Session of First Presbyterian Church met in the Fellowship Hall at 6:00 pm on April 20, 2023, for its stated regular meeting. Rev. Chamberlin called the meeting to order and opened with prayer. A quorum was present.

**Agenda**

**Approval of Minutes, Financial and Committee Reports**

**Consent Agenda - December Session Meeting**

A **Motion** to approve the Consent Agenda was made by Zack Vaught with the following correction: Elder of the Month for June should be Zack Vaught.

Seconded by Forrest Brock. Motion carried.

1. Motion: Approve the April 2023 Session Meeting Minutes
2. Motion: Approve April 2023 Financial Reports
3. Motion: Receive committee reports as information.

**Pastor's Report** Exit Interview conducted by Rev. Philip regarding Rev. Bowman Call at FPC Somerset.

**Clerk**

- Elder of the Month for June will be split between three people: Zack Vaught for Week 1-2, Charlie Leveridge Week 3 and Kelly Joplin Week 4.
- May meeting will be cancelled due to the Clerk being out of town.
- Formation of a Nominating Committee to select Elders, Deacons, and PNC.

**Motion was made by Charlie Leveridge for the session to form a Nominating Committee.**

**Second Zack Vaught.**

**Discussion: The Bylaws and the Book of Order will be checked. Perry Waller will be the representative from the Elders. Members of the congregation will be requested from the congregation as candidates. A member of the Deacons will also be asked to serve as a representative.**

**All in favor.**

**Motion Carries.**

- Booklet from the Presbytery called “Calling a Pastor” will be in the atrium in paper form and in the newsletter in electronic form will be available to the congregation on the pastoral transition process.
- The Church Secretary has completed digitizing the church records and documents such as By Laws, Book of Order, Session and Committee Documents, past PNC, MIF and Mission Study. The Church will be using Drop Box instead of Google Docs.
- Report will be made to the Congregation on the Pastoral Transition Process.

**Committee Reports**

**Property Committee**

- 1) Request to use the facility by outside groups. A motion to inform outside groups the session and church is in the process of identifying an interim pastor and will be in touch with those groups when the process is complete.

**Sharon Mandt**

**Zack Vaught**

**All in favor**

**Motion passes**

- 2) A presentation to the session was made by Jon Burlew and Paul Guffey for a new audio/visual system including a tasteful and discrete projector system. Analysis of the system was conducted, and the system failing demonstrated by Easter and Sunday after Easter where sound was lost for the online service and the company who assessed. The quotes and the service would include the integration of the loop system for those with hearing impairments through Bluetooth, 1 year of training and technical assistance, equipment, and installation. An anonymous donor reached out to J. Burlew and verbally committed to financial support with the congregations assistance. An appeal will be made to the congregation at Sunday service.

Motion to accept the quotes presented with an appeal and education piece to the congregation to secure the funds for new a/v system.

**Kimberly King made the motion.**

**Charles Leveridge seconded.**

**All in favor.**

**Motion carries.**

## **Personnel Committee**

- 1) Josh Jones has resigned as youth leader. His resignation was accepted by the session on May 10<sup>th</sup>, 2023. A BBQ was held to thank him for his service of 10 years to the church.

**Sharon Mandt made a motion to accept Josh Jones letter of resignation.**

**Zack Vaught seconded.**

**No discussion.**

**All in favor. Motion Carries.**

- 2) The committee did a cost benefit analysis of the bookkeeping service in consideration of the budget shortfall for the upcoming year and the projected increase in costs for preparing for a new minister, interim pastor, PNC search, and raises for the music department. Research found a bookkeeping firm would reduce costs for the church. A member of the congregation is willing to provide financial assistance between any transition.

**Motion was made to switch to a bookkeeping service by Sharon Mandt**

**John Wright seconded.**

**Discussion: Due to discussion of personnel matters and sensitivity of the subject matter. The session moved into the Executive Session.**

**All in favor.**

**Motion Carries.**

- 3) Personnel Committee to meeting May to work on the interim job description. The committee will meet at 2 pm. The session is invited to attend the committee meeting.

## **Session out of Executive Session**

### **Christian Education**

- 1) The Committee has asked Josh Jones to promote the middle and high school camps with the youth.
- 2) Concerns regarding confirmation for several youth next year and questions regarding if elders can do confirmation. If an interim is not in place the session will reach out to Rev. Phillip and Rev. Mike Chamberlin for pastoral support.
- 3) Discussion of several timely training courses at Montreal for emerging and changing congregations.

**Kelly Joplin made a motion for two elders to attend the Montreat training on the post pandemic church called *Holy Shift*.**

**Sharon Mandt seconded.**

**Discussion: Interest in the entire session receiving training. Sharon Mandt made a motion for the session to hold a retreat for session training on responsibilities.**

**Perry Waller seconded.**

**Discussion. Possibly in July. Dates would be sent via email with a poll feature.**

**Retreat would include a dinner with a facilitator from the Presbytery.**

**All in favor of both Session and Montreat Training.**

**Motion carries.**

### **Finance Committee**

- 1) Annual expenditure and income is on track with the monthly budget.
- 2) Rev. Bowman has given the Brush Arbor Fund funds (pastor housing allowance) back to the church.

### **New Business**

Rev. Mike Chamberlin liaison to the FPC spoke about resources such as the Calling a Pastor booklet and Chapter 4 for next steps. Discussion of financial support and staying the course with pulpit supply. Discussion of interim job description, a tentative timeline of May refining a job description with assistance from the liaison resources, use of the Ministry Information Form, June will begin the search with hopes of having a interim in place by August. In addition, the Mission Study Process was mentioned after the Interim process.

### **Next Meeting**

The next Stated Session Meeting will be on Thursday, June 15, 2023 at 6:00 pm in the Fellowship Hall.

**Kimberly King made a Motion to adjourn.**

**Charlie Leveridge seconded.**

**Motion carried.**

### **Time of Prayer**

The meeting was closed with prayer by Rev. Chamberlin.

*Kelly Joplin*

Submitted, Kelly Joplin, Clerk of Session

