

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

Somerset, KY

March 16, 2023

Moderator Rev. Andrew Bowman

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

Members Not in Attendance Chris Phillips, Forrest Brock, Bill Fountain

Gathering in God's Name

The Session of First Presbyterian Church met in the Fellowship Hall at 6:00 pm on March 16, 2023, for its stated regular meeting. Rev. Andrew Bowman 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 Perry Waller and seconded by Charles Leveridge and the Motion carried.

1. Motion: Approve the February 2023 Session Meeting Minutes.
2. Motion: Approve February 19th Called Meeting Minutes
3. Motion: Approve February Financial Reports
4. Motion: Receive committee reports as information.

Clerk

Elder of the Month for March is Charles Leveridge and April is John Wright.

Rev. Bowmans last Sunday will be March 19, 2023

Zack Vaught and John Wright will be swapping weeks as Elder for April 9, 2023.

Guest Speaker Rev. Philip Lotspeich from the Transylvania Presbytery was present to discuss the Pastoral Transition Process. Highlights are as follows:

- Mike Chamberlin is FPC Somerset's Presbytery Liaison.
- Discussion of next steps are exit interviews with Rev. Bowman and congregation in April
- Identified the need for Personnel to develop an Interim Job Description and coordinate with Finance for salary needs.
- Worship Committee, Naomi Judy has secured the pulpit supply until the end of May
- Discussion of increasing time for office manager to coordinate additional responsibilities.

- Increase in responsibilities for the Deacons in terms of congregation care: K. King and S. Mandt to follow up with Deacons.
- Inquire how the Choir Director's role and needs will change during this time.
- Kelly Joplin/Clerk to give monthly updated and communicate with congregation.
- Kelly Joplin/Clerk will follow up with Liaison to inquire about a moderator for the session until an Interim is hired.

Notice of Sacraments

March 19, 2023. Rev. Bowman preformed a dedication of Christian faith ceremony for Titus Jones, son of Mr. and Mrs. Josh Jones.

Pastor's Report

1. A. Bowman made a request for four days of vacation before the end of his projected final day. The request was granted by Finance.
2. A. Bowman shared his final thoughts and emphasized the strengths of the church and committed membership and will continue to pray for us during our transition.

New Business

Rev. Bowman reported he had been approached by the local Contra Dance Group to use the Fellowship Hall on the 3rd Friday of each month starting in September or October 2023 Discussion. The session will continue to discuss the idea and possibly decide on a nominal fee. Tabled till April.

Committee Reports

Christian Education

Zack Vaught reports: The committee has a finalized canvas questions and will be surveying soon. Zack Vaught shared a digital version of the survey.

Fellowship

Lent lunch is coming up on April 3. Information about Easter lunch will be coming soon.

Finance

Kimberly King reports: New surround sound quotes are being gathered. The history and intention of the Brush Arbor Fund was defined and outlined for the session. The fund would be a recruiting incentive when hiring a minister and provide a down payment for housing/real estate. Upon Rev. Bowman's house closing on March 30, the bank will be cutting a check to FPC at the closing table of \$17,500. The remainder of the amount in the Arbor Brush Fund designated for the purchase of home items will be delivered via personal check to Carol Henderson, FPC

bookkeeper. Special thanks to FPC member Allison Gates at Citizens who is assisting K. King with this transaction. K. King has several recommendations regarding the Arbor Brush Fund. 1) Better documentation in the future 2) A copy of the Arbor Brush Fund Agreement should be in ministers Personnel File.

K. Joplin thought we should consider renaming the fund to the Norrie Wake Pastor Housing Fund. Tabled to Future.

K. King also advocated to add a third check signer since the two current signers are often out of town. K. King offered to be the 3rd check signer to ensure checks can be signed for the church in a timely manner.

Motion: A motion was made to add Kimberly King as a new check signer for FPC by Charles Leveridge and the motion was seconded by Zack Vaught. No Discussion. All in Favor. Motion passed.

Mission

Perry Waller reports: The Blessing Box is being installed for food insecure in the community. Thanks to Dan Carpenter who built the box. John Joplin has arranged to have someone install the Blessing Box at the bottom of the West Columbia stairs.

Personnel

Sharon Mandt reports: Volunteers are currently cleaning the church and the church is being cleaned by the hour. K. King suggested the committee consider giving Teresa Kiby a raise in light of increased expectations and coordination during the pastoral transition. Discussed an increase in hours for Julia, FPC Office Manager. Committee will be working on locating a template to develop job descriptions for interim pastor, staff, and new minister with specific terms of calling. The committee also will be locating an evaluation form for regular evaluations with minister and staff.

Property

Charles Leveridge reports: Stripping and waxing is happening the new two weeks on Mondays and Tuesdays. Motion sensing light are being installed in stairwell from fellowship hall to the basement. Felt caps are being added to the chairs and tables to protect the floor. Landscaping and mowing should be completed by Easter by contractor Blue Heron and Miracle Lawn. There were 2 pieces of fascia from a door from windstorm contracted to be repaired. C. Leveridge also made session members aware of stress cracks in fellowship hall and water damage.

Worship

A supply pastor has been secured through May. Thank you to Naomi Judy from Worship who led the effort.

Old Business

Next Meeting

The next Stated Session Meeting will be on Thursday April 20, 2023, at 6:00 pm in the Fellowship Hall.

Charles Leveridge made a **Motion** to adjourn. Perry Waller seconded. Motion carried.

Time of Prayer

The meeting was closed with prayer by Rev. Bowman.

Kelly Joplin

Submitted, Kelly Joplin, Clerk of Session