**Trinity Presbyterian Church**

**Stated Session Meeting (In-Person)**

**April 21, 2024**

**We Assemble in God’s Name**

**Members Present:** Stephanie Sorge, Moderator; Linda Bradley, Clerk of Session; Jason Brown; Dane Byers; David Carothers; Rick Comstock; Mark Dewey; Kandy Grant; Virginia Healy; Amy Lemmons; Susie Phend; Ginnie Reinhold; and Kim Shank, Associate for Pastoral Care.

**Excused/Absent**: Mary Lou McMillin and Bob Schminkey. Approved. A quorum was present.

**Call to Order:** Stephanie called the meeting to order at 4:00pm.

**Opening Devotion**: Rick shared a devotion based on the theme of Called to Be Community and played a video of "This is My Song," produced by the Presbyterian Peacemaking Fellowship, originally released for World Communion Sunday in 2020.

**Sharing Joys and Concerns:** Stephanie and Session members shared prayer concerns and joys for members and friends of the Trinity congregation. Other pastoral concern items are contained on the Session website. Stephanie led a moment of prayer.

**Consent Agenda**: Today’s docket, the minutes from the Stated Session Meeting on March 17, 2024, and the excused absences from today’s meeting were approved.

**Clerk’s Report:**

1. Communion was observed during online and in-person worship on Sunday, April 7, as previously approved. Rev. Bill Reinhold and Ginnie Reinhold served communion as an extension of the table to three persons at Bridgewater Retirement Community. As approved by Session and the Presbytery, our Camino de Santiago participants observed communion while on their trip.
2. The memorial service for Pat Churchman was held at Trinity on Saturday, March 23, at 2pm.
3. Galen Neal Brown was baptized during worship on Sunday, April 14.
4. Linda shared a recently received thank you note.

**Finance Team:**  Linda

For Information and Discussion

1. Edward Jones – The team met with Michael Swinson for the annual review of our Edward Jones investments. Michael noted that our investments are based on low-to-medium risk level and currently are invested at 40-50% in growth and 50-60% in equities. He recommended that we continue this same investment ratio. We had considerable discussion about reorganizing our accounts: possibly merging our two church accounts; merging the solar and memorial garden accounts and renaming the new account to include other environmental projects; and creating a new bequest/endowment account. Michael’s office will help with the syncing and renaming once we decide on the new structure.
2. Treasurer’s Reports – The Operating Budget Report shows that we had a total general income of $111,663 as of the end of March 2024 – which is 170% of the general income anticipated year-to-date. This figure includes pledges, loose offering, and building use.  Our actual expenses were $79,317 – which is 103% of our anticipated year-to-date expense. The Fund Activity Report shows a current balance of $ $59,500.70. Note that this report shows $124,102.50 in Undesignated Memorial Funds, which since has been transferred as appropriate to Edward Jones for investment.

Our March 2024 Edward Jones Investments balance was $530,533.62. Approximately $285,885 of this amount reflects the current status of two bequests from Bolling Nalle and Vivian Hevener. Approximately $119,645 is invested in capital reserves accounts. The remainder (approximately $125,002) reflects monies invested in music, parish nurse, music, garden, and Skip Whitmore funds. In addition, a money market account with Raymond James has a current balance of approximately $104,000 as part of the bequest from Vivian Hevener.

1. The team is working on developing a balance sheet that will provide a comprehensive picture of all finances, including assets, and liabilities.
2. The team reviewed the comments from PCUSA’s Sandra Moon and Karl Mattison related to Trinity’s endowment policy draft. They shared the updated draft for first review at this Session meeting, with a request for specific action in May. It was noted that the policy outlines operational guidelines only, but doesn’t establish an endowment fund. The possible establishment of a specific general endowment fund would be a separate request at a later date, and only after a period of extensive Session discernment, including the possibility that our church membership may be much smaller in the future. During today’s discussion, general comments indicated the policy was well written.
3. The next Finance Team meeting is Thursday, May 9, at 6:30pm.

**Pastoral Care Associate’s Report**

For Information

Kim logged, and was reimbursed for, about 140 miles for February and March. She averaged about seven in-person contacts a week, plus calls, emails, and travel time. She continues to attend Reaching Out House Church.

For Action

1. Kim requested permission to meet with counseling clients at Trinity in the fall as part of her counseling residency, outside of her Trinity work hours and supervised by the grant-funded Arrow Project housed in Staunton. She has her own liability insurance and would be willing to rent the space. Details of this proposal are on the Session website. After discussion regarding the church’s liability for any accidents or other events, the request was approved pending a check of Trinity’s Church Mutual insurance policy.
2. Kim requested permission to talk about her work at Trinity with her education supervisors. She is in contact with Dana Blaugh, a psychotherapist and counseling supervisor in Harrisonburg, to provide additional supervision for some of her Trinity work so that it can be counted toward residency hours. Her hours next year will also count towards supervised ministry, overseen by Stephanie and discussed with a proctor at the seminary. These professionals have strict confidentiality protocols in place and would help Kim jump through all the licensing and ordination hoops. Approved.

**Pastor’s Report:**

For Discussion and/or Action:

1. The planned follow-up discussion from our January retreat was postponed until next month.
2. The Board of Pensions has released a plan for restructuring its dues, starting in 2025. Stephanie has talked with our regional representative, participated in a town hall, and talked with colleagues who share many concerns about the plan’s details in terms of pricing and structures. She is looking at how it might impact Trinity, her family, congregations in our presbytery, and potential consequences for the larger church, especially for future leadership challenges and sustainability in ministry. She believes the Board of Pensions may be hoping that COMs will create policies to mandate what churches offer, and that our COM will be considering this along with conversations around any revisions to minimum terms of call. Please see her lengthier note on the Session website for more details.
3. Stephanie would like to celebrate that we’ve had some wonderful worship and ministry experiences this month! The Day of Remembrance went very well, and we had a number of community members outside of Trinity gather to participate in it. Galen’s baptism was joyous, and Easter was Easter! Pat Churchman’s service was also very meaningful. Many, many, many thanks to everyone who has given time, energy, and gifts through this busy but meaningful season.
4. Lizzie Healy has submitted an application for Presbytery 2024-25 scholarship. Rick made, and Amy seconded, a motion to approve her application and forward it to Presbytery. Approved.

For Information:

1. Stephanie presented a class on Gender at Sunnyside on April 18, which went amazingly well. Ditto for our ecumenical Earth Day worship today.
2. Preparation for General Assembly is starting to ramp up. There will be a lot to read and learn in advance!
3. Stephanie will be taking some comp time on Monday, April 29, to chaperone Isaac’s field trip to Jamestown.
4. A placeholder/reminder of the $200 from the Presbytery.
5. Stephanie will be at Montreat the second week of May. Kim will be here and on call for back-up and will be preaching the Sunday she is away.

Calendar Dates:

1. 2024 Vacation (subject to change) - June 7-15, July 22-August 4, November 22-30
2. 2024 Continuing Education - May 6-12 for a conference in Montreat and August 5-11 - Youth Mental Health First Aid training, watching videos from the Festival of Homiletics, and gathering with clergy friends for a short retreat
3. General Assembly - June 25-July 5 (including online committee meetings and in-person everything else)

**Present Ministries and Future Dreams**

**Task Forces**

Misconduct Policy Task Force Stephanie

 The task force has not met and is still waiting for templates to be provided by Presbytery.

Grounds for Hope Task Force Stephanic

1. The group will meet Monday afternoon at 5:30 to ‘walk the grounds’ of the Church House and ponder how the many ideas generated might ‘work’ in our present reality.

**Marks Groups and House Churches**

Reaching Out Kim

No report

Sanctuary Ginnie

No report

Backpack

 No report Virginia

Centering Space

1. Judi Coleman led a group of 7 persons in a Watercolor Class on 4/13 as part of our ‘2nd Saturday Series of Expressions.
2. Our next session is: Saturday, May 11 from 9:30 – Noon: Circle of Care with Ashley Isernhagen. Recommended fee for this session is $30.
3. Future sessions: Saturday, June 8, from 9:30 – Noon: Inspiration through Collage with Liz Forney. Recommended fee for this session is $30.
4. Saturday, July 13, from 9:30 – Noon: Circle of Care with Ashley Isernhagen. Recommended fee for this session is $30.
5. The Tuesday night nurture study *Flourishing on the Edge of Faith* is underway and has three more sessions. It is on Zoom from 7-8pm.
6. Yoga classes with Robin Atwood continue: New class runs April 23-May 28.
7. The Poverty in America study is still anticipated as a summer offering…more on this later.
8. The six Pilgrims who walked the Camino are home safely….grateful for the amazing leadership provided by Mark Dewey at every step along the way! Mark Facknitz suffered a torn rotator cuff from a ‘tumble’ he took on the first day out. He is awaiting an MRI to determine if surgery will be necessary. Lisa Wilson’s feet are hopefully healing from the stress of walking. Teresa Harris is also ‘nursing a swollen ankle’ and battered toe. But ALL experienced a Buen Camino!
9. Centering Space Marks Group will meet again on Tuesday afternoon, April 23, at 4:00 pm

Clothes Closet Susie

No report

Hearts and Hands Linda

1. The group continues to meet monthly over Zoom and has shared several prayer shawls. Planning is underway for a blessing of shawls during worship soon.

Turning Tables Kim

1. Turning Tables had a very busy Easter, and their planning for the many Easter activities is much appreciated.

Valley Interfaith Action Bob

 No report

**Seasonal Teams**

Lent/Easter Rick

 No report

Pentecost Amy

For Action:

1. The team requested that 40% of our Pentecost offering be designated for Blue Ridge CASA’s ministry with at-risk youth. Approved.

The team will meet again this week.

**Other Teams**

Benevolences Kandy

 No report

Building and Grounds Dane

For Discussion and Action:

1. 5’ round plastic tables to replace our existing wooden tables in the Commons are available through Wayfair (~$1400) and Amazon (~$1500) for 10 tables. Open Doors might use old ones. Dane proposed, and Amy seconded, a motion to purchase 10 “non-folding” tables. Approved.

For Information:

1. Landscaping adjacent to church: Frances Sale and Kathy Gillette met with Phil Knicely of Fine Earth for natural landscaping around the church, plus Memorial Garden. We’re waiting on the plan and estimate.
2. New plaques for the outside sign/plaque for the Memorial Gardens have been completed by Eddie Edwards’ Signs and are now on.
3. Painting estimates will be arranged later this month.
4. Work on creating fire exit signs around the church will begin later this month. Anyone familiar with this could help and would be appreciated. There is a need to work on AED signs and instructions as well. Development of a policy on safety measures will be addressed later.
5. Grass cutting, trimming and blowing has begun this month.

Matthew 25 Kandy

 No report

Nominating Jason

 No report

Outreach Mark D.

 No report

Pastoral Care

For Information:

1. The committee met briefly on April 1st. Please check the Friday email for April 19 for updates on the congregation’s prayer concerns.

Personnel Susie

For Action: The Personnel Team discussed via e-mail the revised job description for Kim Shank, Pastoral Care Associate. The Personnel Team unanimously voted to put forth the following motion:

That Session approve the revised job description and contract for Kimberly Shank, Pastoral Care Associate, which includes increasing her hours to 20-25 hours per week. The start date would be June 1, 2024. Approved.

Presbytery Meeting

The next presbytery meeting is Tuesday, May 14, 9:30am-2:30 pm at Westminster Presbyterian, Waynesboro. The REC will be Mary Lou. The alternate will be Virginia. Approved.

Processing the Meeting

It was helpful to have finance report placed at beginning of meeting.

Next Meeting: Sunday, May 19, 4-6pm, in person. Susie Phend will have the devotional.

Adjournment: The meeting was adjourned with prayer at 6:00pm.

Respectfully submitted,

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Linda Bradley, Clerk of Session Stephanie Sorge, Moderator

Attachments:

1. Revised Pastoral Care Associate Position Description
2. Revised Pastoral Care Associate Contract June 1, 2024