

BONHOMME PRESBYTERIAN CHURCH
14820 Conway Rd., Chesterfield, Missouri
Stated Meeting of the Session
November 20, 2007

Moderator: Dr. Tom Pfizenmaier
Clerk of Session: Jane Kostelc

Place: Chapel
Time: 7:00 p.m.

Elders Present: Cindy Brussee, Cindy Deffenbaugh, Paris Disper, Brad Fabbri, Dave Giffin, Terry Grogan, Bill Hemberger, Kurt Johnson, Mary Lewis, Laura Lucas, John Vann, and Jerry Wilson

Elders Excused: None

Elders Absent: None

Ministers Present: Rev. Kyle Erickson, Dr. Gary Ferbet, Dr. Tom Pfizenmaier, and

Ministers Excused: None

Staff and Others Present: David Bailey, Sharon Goedeke, John Holbrow, Jim Kilby, Don Klingler, Greg Kramer, Laura Staufenbiel, John Steffen, Barb Whiteaker

CALL TO ORDER:

The meeting called to order at 7:00 p.m., and the moderator opened the meeting with prayer. A quorum was declared.

DEVOTIONAL TIME:

Following the spirit of the season, Tom read from Psalms and gave a message on giving thanks to God. Session members recounted things they were thankful for, including the success of the capital campaign.

SPECIAL REPORTS AND UPDATES

A. Annual Report, Counseling Center Project

1. Dr. David Bailey presented a written report summarizing 13 years of service provision with a section devoted to counseling services provided in the last 12 months. Dr. Bailey also provide copies of the Mutual Agreement instituted between Bonhomme and Dr Baiely in 1997 and a letter explaining the impact of his ordination on the Mutual Agreement and services to Bonhomme members.
2. **Moved to accept.** Kurt Johnson moved that Dr. Bailey's report be accepted without discussion, in the absence of the report from the Counseling Services Task Force and due to the length of the agenda. Motion was accepted.
3. Dr. Bailey stated his desire to work with the Session and answer any questions. He requested that he be present when the project was discussed and that the Session work with the exiting Counseling Center Advisory Committee.

B. Building and Grounds Ministry Report on Egress Requirements for Bonhomme Nursery School Facilities

1. **Moved to accept.** Brad Fabri made the following motions.
 - Motion 1: The B&G Ministry is authorized and directed to select a contractor or contractors and purchase items as required to modify the Yellow and Orange Rooms to allow 1) the Kids Day Out program to occupy the Yellow Room and 2) the Preschool to occupy the Orange Room. This is to satisfy the new Fire Marshal requirements of proper egress for a room used for infant care. The B&G Ministry is further authorized to spend up to \$15,000 in excess of its current budget, in addition to \$15,000 currently in its budget, to pay for the 1) construction, 2) incidental costs for the move, and 3) addition of a classroom aid for the Preschool to assist in bathroom breaks for the relocated students.

- Motion 2: The session directs the Building Oversight Committee to make a top priority the design and execution of direct outside access for the Orange Room, in accordance with the master plan and BPC's Egress Committee's Action Plan. This is to meet new regulations recently imposed by the State Fire Marshall, causing severe program disruptions being placed on the Preschool, KDO, and Sudnay School programs. This plan is to be executed by the end of the Summer 2008.
2. Greg Kramer, Deacon, chair of B&G, reported on discussions with the Fire Marshal over that last several years regarding the egress requirements. Bonhomme is required to be in compliance by February 2008. Greg further described the necessary changes.
 3. The Moderator invited Barb Whiteaker, Kids Day Out program director, and Sharon Goedeke, Nursery School Board, to speak to the motions. Barb said the Kids Day Out Board fully supports the plan, although every plan has drawbacks. Sharon also stated support for the plan; without the modifications the Nursery School can't get liability insurance.
 4. Greg is going to try once again to contact the Fire Marshall and explain that our building plan is about to be implemented and ask for an extension.
 5. Motion 1 was approved.
 6. Motion 2 was also approved.

C. Next Steps in Implementing the Facilities Master Plan

1. Kurt Johnson began the discussion of next steps in implementation of the Facilities Master Plan given the outcome of the capital campaign.
2. Tom called together a master plan team comprised of Kurt Johnson, Jim Kilby, John Holborow, and Bill Hemberger. This team will combine with the architectural oversight committee to produce a project plan. Session will be asked to adopt project goals, project scope, budget and the project organization next month.
3. Discussion centered around making sure that project budget estimates were accurate and accounted for inflation, and maintaining good communication with the congregation.
4. **Motion.** Kurt summarized the discussion. At the next Session meeting the team will 1) present project budgets for \$9 million and \$10 million and 2) present project priorities for construction of the West Module, the Center Module, upgrades to the Sanctuary, and upgrades to the Great Hall. He moved that the team be authorized to develop next steps for the Session's consideration. Motion was approved.

APPROVAL OF MINUTES:

It was voted to approve: The minutes of the October 23, 2007 Session meeting as amended.

CORRESPONDENCE:

A. Routine letters of transfers and deletions:

It was voted to approve: That the following name(s) be deleted from the rolls of the church, at the request of the member and a certificate of transfer be issued, per G-10.0302, b (1) and G-4.0404:

Name	Status	Membership #	Transfer To
Raymond Gower	Active	7421	Trinity Presbyterian Church, McKinney, TX
Sandra Gower	Active	7422	Trinity Presbyterian Church, McKinney, TX
Kristie Stewart	Active	7900	First United Methodist Church, Sedalia, MO

B. It was voted to approve: That the following names be transferred from/to the Active and the Inactive rolls of the church, per G-10.0302a. (3) (b):

Name	Transfer To	Member #	Reason
Jim Van Nest	Inactive	8153	At Member's Request
Scott Van Nest	Inactive	8154	At Member's Request
Sally Hanson	Inactive	6478	At Member's Request
Tim Hanson	Inactive	6479	At Member's Request
Jennings Olson	Inactive	1435	At Member's Request
Mona Olson	Inactive	1436	At Member's Request

C. It was voted to approve: That the following names be deleted from the rolls of the church, due to his/her death, per G-10.0302b. (8):

Name	Status	Date of Death	Register Number
Jackie Moyer	Active	11/10/2007	7124

D. OTHER CORRESPONDENCE: None

MISSION & COMMITTEE REPORTS

Worship-

Communion was served to 460 in Traditional Services and; "0 shut in" Communion services were held during the period October 23, 2007 – November 20, 2007 per W-2, 4012 and W-3, 6102.

It was voted to approve: That the following baptisms be approved, per W-2.3012 a. & b.:

Name	Birth Date	Parent Membership
Emily Elizabeth Peterson, daughter of Julie and Jim Peterson	4/25/2007	Mother is a member
Lauren Victoria Shuert, daughter of Keri and Steve Shuert	9/24/2007	Mother is a member

It was voted to approve that the following marriage(s) be registered, per G-10.0302c(2):

Name	Wedding Date	Officiated By
Jeffrey Nixon & Michelle Chalfant	October 26 th , 2007	Kyle Erickson
August Buehner & Judith Dugger	November 10 th , 2007	Gary Ferbet

It was voted to approve: That the following baptisms be registered, per W-2.3012 a. & b.:

Name	Date of Baptism
Elijah May Mesina	November 11, 2007
Isaac Yates Campbell	November 11, 2007

MINISTRY UPDATES: (Minutes from Deacon Ministries should be submitted to Cheryl Holland by the second Monday of each month. They are in the Session Stated Meeting packet for information.)

Budget & Finance:

CHURCH FINANCIAL STATEMENT AS OF October 31, 2007

DATE: November 14, 2007

OPERATING INCOME

- A. Actual monthly collections total \$247,399 compared to \$168,122 budgeted.
- B. Year to date income is \$3,726 over budget.

OPERATING EXPENSES

- A. Actual monthly expenditures total \$163,367 compared to \$171,046 budgeted.
- B. Year to date operating expenditures are \$101,296 under budget.

ACTUAL INCOME VERSUS ACTUAL EXPENSE THROUGH October 31, 2007

Year to date total income	\$1,649,973
Year to date total expense	<u>\$1,600,195</u>
Surplus/Deficit year to date	\$ 49,778

BALANCE IN RESERVE FUND AS OF October 31,2007

Balance as of 01/01/07	\$379,170
Year to date surplus/deficit	<u>\$ 49,778</u>
Reserve Fund 04-30-07	\$428,948

<u>TOTAL CHURCH OPERATING FUNDS:</u>		<u>OPERATING FUNDS ATTRIBUTED TO:</u>	
Checking Acct	\$469,015	Operating Cash	\$ 46,591
M/M Account	\$294,177	Amt. Due Dedicated	\$213,849
Cert. of Deposit	\$ 86,591	Capital Campaign	\$346,801
Dedicated Invstmnts.	\$186,406	Reserve Fund	\$428,948
Total Church Funds	\$640,848	Total	\$ 1,036,189

OTHER FUNDS NOT BUDGETED BY SESSION:

Nursery School	\$124,915
Kids Day Out	\$ 63,665
Old Stone Church	\$188,208
Total	\$377,408

BUDGET STATUS

The operating budget for 2008 will be brought before the Session at the January meeting. At present pledging looks to be on target, with \$1.7 million pledged by 460 pledging units. More pledges are expected before the end of the year. Many 2007 pledges are incomplete. Tom sent a letter to those who pledged in 2007 reminding members of their pledge commitments.

VITAL SIGNS

Kurt Johnson presented data describing the church through measures such as worship attendance, average pledges and new members, for years 1998 through 2007 to date. Discussion centered around the appropriate time interval to sample to avoid seasonal trends and capture current information. Further work will be done on reporting of vital signs to the session.

ADMINISTRATION AND PERSONNEL COMMISSION:

- A. **Moved to accept.** Jerry Wilson moved the accept the Commission's report. Motion was accepted.
- B. Jerry reported progress in recruiting new members to serve on the Commission.

OLD BUSINESS:

- A. Authorization and Expense Policy.

Moved to accept. Gary Ferbet moved that the session accept the Authorization and Expense Policy as amended. Bill Hemberger moved that the motion be tabled to the next meeting. Motion to table was accepted.

- B. Counseling Services Task force.

The task force to consider the over all needs of the congregation for counseling services is not able to meet until after the first of the year. A report will be made at the January Session meeting.

- C. Attendance at Session meetings

Dave Giffin reported that he met with John Vann and Bill Hemberger to consider best practices for elders. They will bring a short report before the Session at the December meeting.

NEW BUSINESS

- A. Marketing Team report

Laura Lucas reported that the Marketing Team had approved a logo and tag line from the contracted design firm. The logo represents Bonhomme's stained glass windows. The tag line is "Where faith grows." A post card announcing Bonhomme's Christmas services and programs will be sent to targeted zip codes.

- B. Treasurer appointment

Moved to accept. Bill Hemberger moved that the Session approve the appointment of Al Clubb to serve as Treasurer January 1 to December 31, 2008. Motion was accepted.

- C. Russian Mission Trip Fund Raiser

Moved to accept. Gary Ferbet moved that the Session give permission for the Russia mission trip participants to hold a fundraiser. Motion was accepted.

D, Approval of Communion to shut-ins.

Moved to accept. Jerry Wilson moved that the Session approve serving of Communion to shut-ins for the coming year. Motion was accepted. The subject will be further discussed at the next Session meeting.

E. Acknowledgement of Tom's leadership during the capital campaign.

1. **Moved to accept.** Dave Giffin moved that the session publicly acknowledge and applaud the leadership of Pastor Tom Pfizenmaier during the Together for Tomorrow campaign. Motion was accepted.
2. Session members shared their personal reflections and thanks with Tom.
3. Tom acknowledged the leadership team and all those who volunteered. He lifted up Lynn Packwood and Howard Sheppard for their worship leadership and their efforts during the service celebration which ended the campaign.

ADJOURNMENT:

The meeting was adjourned, on motion, at 9:40 p.m. and was closed with prayer, peace and harmony prevailing.

Approved by Session: _____
Rev. Tom Pfizenmaier, Moderator

Jane Kostelc, Clerk