

BONHOMME PRESBYTERIAN CHURCH  
14820 Conway Rd., Chesterfield, Missouri  
Stated Meeting of the Session  
March 18, 2008

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

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

Elders Present: Cindy Brussee, Cindy Deffenbaugh, Brad Fabbri, Dave Giffin, Terry Grogan, Kurt Johnson, John Vann,

Elders Excused: Paris Disper, Bill Hemberger, Mary Lewis, Laura Lucas, and Jerry Wilson

Elders Absent: None

Ministers Present Dr. Gary Ferbet, Dr. Tom Pfizenmaier, and

Ministers Excused: Rev. Kyle Erickson,

Staff and Others Present: Mike Boland, Ken McDonald, Laura Staufenbiel

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:

Tom shared a reflection on compassion from *The Way of the Heart* by Henri Nouwen.

SPECIAL REPORTS AND UPDATES

A. CONNECTING REPORT UPDATE

1. Mike Boland and Ken McDonald presented a report on volunteer ministry in the church.
2. In August of 2006 a task force on volunteer ministry presented its report to the session. Mike and Ken return to ask the session to reflect on the success and progress of volunteer ministry at this time.
3. Recommendations from the task force included those for leadership and for the church body.
4. Progress toward objectives for each of those areas was discussed by the elders. Concerning leadership, there has been training for church staff and leaders, sermons series, Minutes for Mission during worship services, the creation and support of a lay ministry coordinator position, and expanded use of the church data base. For the church body, Tom has changed his presentation to new members and spiritual gifts inventory continues to be part of the new member class, a cultural change to increased expectations for new and current members is being supported, and some face-to-face interviews with members have taken place. Discussion produced other examples of progress toward goals.
5. Challenges were also noted. Cultural change takes time, and church resources have not supported some plans such as an expansion of the church data base.
6. The session requested an increased level of reporting and quantitative feedback through ministry reports and quarterly reports to assess if volunteer ministry is on track. The session's desire is to keep recommendations and progress front and center in awareness.

B. ARCHITECTURAL OVERSIGHT TASK FORCE.

1. Cindy Brussee reported that a contract had been signed with Creative Construction Solutions of Chesterfield to serve as owners' agent.
2. Jim Kilby has been designated to serve as point person to work with the project manager.
3. Chiodini and Associates will outline tasks and responsibilities for the architectural firm and the project manager by the end of the week.
4. Good progress toward construction is being made.

C. COUNSELING CENTER TASK FORCE

1. Cindy Deffenbaugh reported that the task force is continuing its work.
2. Coordinating schedules to find meeting times is a challenge.
3. The task force is in the process of surveying counseling arrangements at different churches.

APPROVAL OF MINUTES:

**It was voted to approve:** The minutes of the February 19, 2008 stated session meeting as amended.

CORRESPONDENCE:

A. BOOK OF ORDER PROCEDURAL ITEMS: Routine letters of Transfers and Deletions:

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
Bob Lynch	Inactive	2/26/2008	5944

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
Ethel Wareham	Inactive	4474	First Presbyterian Church, Jefferson City, MO

**B. COMMISSION & COMMITTEE REPORTS**

1. Worship- Communion was served to 217 people on March 2, 2008 at scheduled Traditional worship service and 600 in the Contemporary Worship service; "8 shut in" communion services were held during the period February 19, 2008 – March 18, 2008 per W-2, 4012 and W-3, 6102.

**C. OTHER CORRESPONDENCE:**

1. A letter was received from elder Jerry Wilson submitting his resignation from the session and asking to be removed from the church rolls.
2. **Motion.** Dave Giffin moved acceptance of Jerry's resignation. Motion was approved.
3. **Motion.** Dave Giffin moved that two members of the session meet with Jerry regarding his request to be removed from the church rolls. Motion was approved. Cindy Brusee and Brad Fabbri will meet with Jerry to offer support to resolve differences and heal relationships, with the hope that Jerry can remain part of the congregation.

BUDGET STATUS

1. Gary presented a report from Al Clubb, Treasurer. Al reports a budget deficit of \$66,066 in the first three months of the year and cautions the session to monitor budget and expenses.
2. Discussion followed regarding borrowing money to finance part of the building project. It was noted that interest rates were favorable. Cindy Brusee noted that the next six weeks will be spent nailing down construction expenses and a cash schedule with the architects. The owners' agent CCS is very thorough with regard to expense items.
3. Laura Stauffenbiel noted that many details must be in place, such as blueprints, that pose restrictions on borrowing. Laura will begin reporting the investment schedule of funds from the capital campaign to the session.

VITAL SIGNS

ADMINISTRATION AND PERSONNEL COMMISSION:

A. **Motion.** John moved acceptance of the minutes of the Administration and Personnel Commission as presented. Motion was accepted.

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 February 29, 2008

DATE: March 13, 2008

OPERATING INCOME

- A. Actual monthly collections total \$139,439 compared to \$149,976 budgeted.
- B. Year to date income is \$21,565 under budget.

OPERATING EXPENSES

- A. Actual monthly expenditures total \$157,627 compared to \$165,259 budgeted.
- B. Year to date operating expenditures are \$21,388 under budget.

ACTUAL INCOME VERSUS ACTUAL EXPENSE THROUGH DECEMBER 31, 2007

Year to date total income	\$258,786
Year to date total expense	<u>\$324,852</u>
Surplus/Deficit year to date	(\$ 66,066)

BALANCE IN RESERVE FUND AS OF DECEMBER 31, 2007

Balance as of 01/01/08	\$324,159
Year to date surplus/deficit	<u>(\$ 66,066)</u>
Reserve Fund 04-30-07	\$258,093

TOTAL CHURCH OPERATING FUNDS:

Checking Acct	\$ 346,775
Capital Campaign Check.	\$ 464,811
M/M Account	\$ 298,438
Cert. of Deposit	\$ 55,000
Dedicated Invstmnts.	\$ 123,480
Capital Campl. Invstmnts	\$1,276,765
Total Church Funds	<u>\$2,656,269</u>

OPERATING FUNDS ATTRIBUTED TO:

Operating Cash	\$ 142,487
Amt. Due Dedicated	\$ 399,780
Capital Campaign	\$1,741,576
Reserve Fund	\$ 258,093
Captl Expen Resvr	\$ 23,333

Total \$ 2,565,269

Capital Campaign	\$1,519,419
Total Operations	\$2,479,739

OTHER FUNDS NOT UNDER DIRECT SESSION CONTROL:

Nursery School	\$ 124,537
Kids Day Out	\$ 73,613
Old Stone Church	\$ 172,822
Total	<u>\$ 370,972</u>

OLD BUSINESS:

A.

NEW BUSINESS

A.

ADJOURNMENT:

The meeting was adjourned, on motion, and was closed with prayer, peace and harmony prevailing.

Approved by Session: April 13, 2008

Jane Kostelc, Clerk of Session

End of Minutes