

BONHOMME PRESBYTERIAN CHURCH
14820 Conway Rd., Chesterfield, Missouri
Stated Meeting of the Session
December 18, 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, Dave Giffin, Terry Grogan, Bill Hemberger, Kurt Johnson, Mary Lewis, Laura Lucas, John Vann, and Jerry Wilson

Elders Excused: Brad Frabri

Elders Absent: None

Ministers Present: Rev. Kyle Erickson and Dr. Tom Pfizenmaier

Ministers Excused: Dr. Gary Ferbet

Staff and Others Present: John, Holbrow, Jim Kilby, Mary Oldfield, Rex Redfern, Laura Stauffenbiel, John Steffen

CALL TO ORDER:

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

DEVOTIONAL TIME:

Tom shared a story about a young sailor's expression of the Christmas spirit that influenced the lives and celebration of others.

SPECIAL REPORTS AND UPDATES

A. AUDIT REPORT

Rex Redfern and Bill Stafford performed the annual audit of church finances. Rex presented the auditors' report, which contained an unqualified opinion without reservations. The moderator received the report and thanked Rex and Bill for their service.

B. TLC MINISTRY

1. Dave Giffin brought a report from the TLC Ministry as requested. The TLC Ministry contacts members who have been absent from Worship and seeks to identify needs those members might have. After 8 weeks of absence, a volunteer calls the member. If needs are identified, the staff follows up.
2. Dave reported that of 134 calls, four out of ten respondents reported the reasons for their absence as other commitments, a busy schedule, or work commitments.
3. Tom offered encouragement to TLC volunteers and thanked Dave for the report.

C. BUILDING OVERSIGHT COMMITTEE

1. Cindy Bursee reported that the committee was working with the architects to decide how much of the plan can be built with the level of pledges received. The committee presented four building scope options detailing parts of the original Facilities Master Plan that could be constructed for different budget amounts.
2. **Motion.** Terry Grogan moved the adoption of Scenario 1, which would include construction of the West Core; renovations to the CE Building, Sanctuary, Great Hall, Fellowship Hall, and A-Wing; code upgrades; utility relocations; parking lot modifications; and landscaping for a total expenditure of \$9,510,000. Motion was seconded and approved.
3. The session will consider if there is need for additional financing after further consultation with the architects.

D. BUILDING PROJECT ORGANIZATION

1. As requested, Kurt Johnson presented a flow chart detailing the organizational structure of a project leadership team for the construction phase of the project.
2. Letters advocating hiring a professional construction project manager were received from Tom Clemens, John Hillhouse, Jim and Carol Henry, Tom Iversen, Mike and Carolyn Kolman, Robert Potter, and Daniel Whyman. The moderator requested that they be read at this point in the meeting.
3. **Motion.** Kurt Johnson moved that the project leadership team be created as presented and be commissioned to hire a project manager to be the owner's representative, subject to approval of that individual by the Session. Motion was seconded and approved.

APPROVAL OF MINUTES:

It was voted to approve: The minutes of the November 20, 2007 session meeting as amended.

CORRESPONDENCE:

A. BOOK OF ORDER PROCEDURAL ITEMS:

1. **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):

| Name | Transfer To | Member # | Reason | |
|----------------|-------------|----------|--------|---------------------|
| Kelli Matthes | | Inactive | 6711 | At member's request |
| Richard Ramage | | Inactive | 7980 | At member's request |

2. **It was voted to approve:** That the following people be received into Bonhomme Church and placed on its Active Members' Roll:

by letter of transfer:

- Charlotte O'Brien Cherry Hill Presbyterian Church, Dearborn, MI

B. MISSION & COMMITTEE REPORTS: Worship

1. Communion was served to 419 in Traditional Services and; "0 shut in" communion services were held during the period November 20, 2007 – December 18, 2007 per W-2, 4012 and W-3, 6102.

2. **It was voted to approve:** That the following baptisms be approved, per 10.0302 c. (2):

| Name | Birth Date | Parent Membership |
|--|------------|--------------------|
| Brandon Samuel Barrett, son of Barbara Barrett | 10/27/2007 | Mother is a member |

3. **It was voted to approve** that the following marriage(s) be registered, per G-10.0302 c (1):

| Name | Wedding Date | Officiated By |
|-------------------------------------|----------------------------------|---------------|
| Scott Schumacher and Audrey Daniels | November 24 th , 2007 | Gary Ferbet |

C. OTHER CORRESPONDENCE: As noted above.

BUDGET AND FINANCE

CHURCH FINANCIAL STATEMENT AS OF September 20, 2007

DATE: December 11, 2007

OPERATING INCOME

- A. Actual monthly collections total \$144,496 compared to \$161,122 budgeted.
- B. Year to date income is \$12,900 under budget.

OPERATING EXPENSES

- A. Actual monthly expenditures total \$186,408 compared to \$191,933 budgeted.
- B. Year to date operating expenditures are \$106,822 under budget.

ACTUAL INCOME VERSUS ACTUAL EXPENSE THROUGH SEPT. 30, 2007

| | |
|------------------------------|-------------|
| Year to date total income | \$1,794,468 |
| Year to date total expense | \$1,786,602 |
| Surplus/Deficit year to date | \$ 7,866 |

BALANCE IN RESERVE FUND AS OF APRIL 30, 2007

| | |
|------------------------------|-----------|
| Balance as of 01/01/07 | \$286,167 |
| Year to date surplus/deficit | \$ 7,866 |
| Reserve Fund 04-30-07 | \$294,033 |

TOTAL CHURCH OPERATING FUNDS:

| | |
|---------------------|-------------|
| Checking Acct | \$1,071,896 |
| M/M Account | \$ 295,313 |
| Cert. of Deposit | \$ 86,591 |
| Dedicated Invstmts. | \$ 184,256 |

Total Church Funds \$ 1,638,056

OPERATING FUNDS ATTRIBUTED TO:

| | |
|--------------------|---|
| Operating Cash | \$ 58,005 |
| Amt. Due Dedicated | \$411,765 |
| Capital Campaign | \$874,223 |
| Reserve Fund | \$294,063 |
| Total | \$1,638,056 |

OTHER FUNDS NOT BUDGETED BY SESSION:

| | |
|------------------|--|
| Nursery School | \$124,915 |
| Kids Day Out | \$ 80,965 |
| Old Stone Church | \$ 183,921 |
| Total | \$ 389,801 |

BUDGET STATUS

1. Kurt Johnson reported that the budget for 2007 is close to being balanced.
2. Laura Staufenbeil pointed out new line items for reporting income and expenditures from the capital campaign that will appear on the financial report each month.
3. At its January meeting the session will adopt the budget for 2008.

ADMINISTRATION AND PERSONNEL COMMISSION:

A. ASSOCIATIVE PASTOR NOMINATING COMMITTEE

John Hall will present the Church Information Form to the session at the January meeting.

B. **Moved to accept:** Jerry Wilson moved the acceptance of the Minutes of the Administration and Personnel Commission as presented. Motion passed.

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.)

OLD BUSINESS:

A. ATTENDANCE AT SESSION MEETINGS

The report from the committee considering attendance of elders at Session meetings was postponed until the January meeting.

B. YEARLY APPROVAL AND SERVING COMMUNION TO SHUT-INS

A housekeeping item. This approval is given each year at the June Session meeting. Discussion underscored the commitment of the Session to this responsibility.

C. APPROVAL OF THE AUTHORIZATIONS AND EXPENSE POLICY

1. **Motion.** Kurt Johnson moved the Session accept the Authorizations and Expense Policy presented by the Budget and Finance Ministry. Motion did not pass.
2. Bill Hemberger expressed his continuing concerns with the policy.
3. **Motion.** Jerry Wilson moved and it was seconded that Bill Hemberger take comments to Mike Dunfee of the Budget and Finance Ministry. Motion was accepted.
4. Dave Giffin requested that new changes to the policy be highlighted in the next revision so the Session could see what had changed.

NEW BUSINESS

A. COMMUNITY AND WORLD SERVICE MINISTRY REQUEST FOR SPECIAL OFFERING ENVELOPS

1. Dave Giffin brought a request from The Community and World Service Ministry to place offering envelopes in the pew racks on Sundays when a Minute for Mission is presented so that the congregation could contribute to the organization that was being featured.
2. **Motion.** Dave Giffin moved that the Session approve the placement of a generic Minute for Mission envelop in the pews for the purposes of contributing to ministry being presented. Motion was accepted, with directions to Dave to work out the logistics with the accounting staff.

B. OFFICER NOMINATIONS

Bill Hemberger announced that the Church Nominating Committee would begin the process of seeking nominations for church officers in January.

C. CE BUILDING MODIFICATIONS FOR KDO AND NURSERY SCHOOL

Bill Hemberger reported that Greg Kramer, chair of the Building and Grounds Ministry, had had discussions with the architects and the committee was again considering the option of constructing a ramp to provide egress from the KDO infant and toddler room. The committee will continue its work.

D. COMMUNICATIONS MINISTRY

1. Laura Lucas reported that a postcard had been sent to households in designated zip codes detailing Bonhomme's schedule of services for Christmas and inviting visitors. She asked that church officers remember to park in the parking garage and to give up seats for visitors. Several members complimented the ministry on the design of the post card.
2. Laura also reported the Communications Ministry was making plans for keeping the congregation informed regarding decisions and progress on the Together for Tomorrow building renovations and expansion.

E. NATIVITY SCENE AND EXTERIOR LIGHTING

Mary Lewis expressed her appreciation of the new lighted nativity scene on the south wall of the CE Building facing Highway 40. Elders reported comments from friends and neighbors who have seen it from the highway. Tom thanked Vic and Cindy Wendt and others who initiated and completed the project.

F. CHANGE IN WORSHIP SCHEDULE

1. The Community and World Service Ministry is sponsoring a speaker, Dr. Harold Kurtz, on Mission Sunday, March 2nd. The plan is to hold two services that Sunday, traditional worship at 8:30 and contemporary worship at 11:00, with a special emphasis on mission.
2. Cindy Deffenbaugh questioned whether the Session needed to approve a change in the schedule of worship services that Sunday to allow Dr. Kurtz to speak to both traditional and contemporary services,
3. Tom stated his opinion that the Session did not need to approve the change in schedule if it involved only one Sunday for a special event, as long as the Worship and Community and World Service Ministries agreed on the schedule.
4. Tom also stated his support for the schedule change, feeling combined services for this purpose would be unifying for the congregation.

ADJOURNMENT:

The meeting was adjourned, on motion at 10:05 p.m., and was closed with prayer, peace and harmony prevailing.

Approved by Session: _____

Rev. Tom Pfizenmaier, Moderator

Jane Kostelc, Clerk