

Presbytery: Commissioner - Presbytery was held July 27, 1991, at Westminster Presbyterian Church, Gallup, New Mexico. Second Church was represented by Merlinda Gonzalez, LaVerne Leffler, Amarante Lucero and Larry Lucero. Adopted Per Capita for 1991 of \$74, 818.00 and a Per Capita of \$7.50 per member (to which will be added a GA Per Capita of \$4.32 and a yet to be adopted Synod Per Capita). Presented Carl Soderberg, ^{a plaque} on his retirement. Voted NOT to change the Standing Rules concerning dates of Presbytery Meetings. Defeated a motion to permit First Church, Albuquerque to change its quorum requirements for congregational meetings.

Pastor's Report: Rev. Jaime Quinones

Funeral: Aaron Archuleta, member of Second Church, died July 19, 1991; Service held July 21, 1991 at 9:00 A.M. at French Mortuary; Clergy: Rev. Jaime Quinones
Interment: Sunset Memorial Park. After the interment lunch was served to family and friends by the women of the church.

Lucy Romero, a member of Second Church, died July 21, 1991. Prayer service, July 23, 1991, at 7:00 P.M. at French Mortuary; Clergy: Rev. Tomas Gonzalez. Funeral service, at Second Church, July 24, 1991, at 10:30 A.M. Clergy: Rev. Manuel Rodriguez. Interment: Sunset Memorial Park. After the interment lunch was served to family and friends by the women of the church.

Communion: 168 persons were served communion on August 4, 1991. Only one worship service was held on this date, at 10:30 A.M. Clergy: Rev. Jaime Quinones and Rev. Anthony Chavez. No shut-ins were served.

Reception of Member: On August 11, 1991, Madgalena (Maggie Torres) was received publicly, into the fellowship of Second Presbyterian Church by Confession of Faith, at the 11:00 A.M. Worship Service. Clergy: Rev. Tomas Gonzalez.

Miscellaneous:

1. Clerk of Session thanked Elder Isabel Martinez for opening and closing the church, and getting things going for Lucy Romero's funeral.

2. Yellow Pages - Clerk on called Dora Martinez to give session more details (at the July 21 session meeting we voted not to participate in the unified ad). Dora said that Presbytery is going to include Second Church whether we participate or not. After much discussion Alice Jones moved that we pay \$25.00 a month to Presbytery for the ad, Trancito Romero seconded, motion carried.

3. After some discussion Ruth Barela was asked to check on getting a phone installed at the Manse for Rev. Chavez. (If we wait till he comes he won't be listed in the new phone directory.)

4. Elder Carmelo Rodriguez asked session to now reconsider the vote and request of the Joyners to baptize Dela Anne on November 10, 1991. Rev. Chavez will be the presiding Pastor, assisted by Rev. Carlos Lopez. After some discussion Carmelo moved the above, Trancito Romero seconded, motion carried.

5. Dora Martinez moved and Ruth Barela seconded that Rev. Quinones inform the Joyners of sessions' decision, meet with them and go over the policy and explain the process of baptism etc., motion carried. Clerk of Session will go with Jaime.

The meeting was adjourned with prayer by Moderator Jaime Quinones at 8:30 P.M.

Solema Newton
Solema Newton
Clerk of Session

August 4, 1991

Special Called Congregational Meeting

A Special Called Congregational Meeting was held in the sanctuary of Second Presbyterian Church, 812 Edith Blvd. N.E., Albuquerque, New Mexico, following the 10:30 A.M. Worship Service.

The meeting was called to order by Moderator Jaime Quinones, at 11:36 A.M. The meeting was opened with prayer by the moderator. It was established a quorum was present.

The purpose of this meeting was to vote whether or not the congregation wishes to accept the candidate who preached at the worship service on this date as the Pastor of Second Presbyterian Church.

Conrad Rocha, Chairperson of the Pastor Nominating Committee, gave a brief report on the many factors involved in the committee's work and the reasons for the selection of this candidate. He gave some background on the candidate.

After asking the constitutional question, Moderator Quinones recognized Larry Luceo, who moved that the congregation was ready to proceed with the election of the pastor. Motion was seconded by Solema Newton and voted upon favorably. The moderator declared that the name of Rev. Anthony Chavez, as submitted by the PNC was in nomination for the office of Pastor of Second Presbyterian Church.

Moderator Quinones appointed three (3) tellers to distribute the ballots and count the vote: Ambrosio Ortega, LaVerne Leffler, and Ralph Romero. He also stated that only active members in good standing could vote. The vote will be by secret ballot.

The report of the vote by the tellers was as follows: 118 - yes; 4 - no; Rev. Anthony Chavez was elected as Pastor of Second Presbyterian Church.

Arturo Madrid made a motion that the PNC (Conrad Rocha, Mary Montoya, Solema Newton, Sus DeHerrera, Reina Martinez, James Romero, Trancito Romero, Eva Ortega and Toby Atencio), be dismissed and commended for a job well done; Dora Martinez seconded, motion carried.

The meeting was adjourned with prayer by the moderator at 12:10 P.M.



Jaime Quinones
Moderator



Solema Newton
Clerk of Session

August 18, 1991

Special Called Congregational Meeting

A Special Called Congregational meeting was held in the Sanctuary of Second Presbyterian Church, 812 Edith Blvd., N.E., Albuquerque, New Mexico, at 10:30 A.M., between the two worship services.

The meeting was called to order by Moderator Jaime Quinones, at 10:32 A.M. It was established a quorum was present and the moderator opened the meeting with prayer.

The purpose of this meeting was to approve the terms of the call for the new pastor, authorize the PNC to sign the call and to elect 2 persons to prosecute the call before Presbytery on August 25, 1991.

The terms of the call were read by Solema Newton, Clerk of Session, as follows:

Salary - \$ 16,700.00; Housing - \$ 7,800.00; Utility Allowance \$ 3,500.00; for a total of \$ 28,000.00 with Benefits of Pension Plan \$7,280.00; Medical insurance deductible \$ 500.00; FICA \$ 2,142.00; Auto-Travel expenses \$ 2,000.00; Continuing Education/Books \$ 500.00; for a total package of \$ 40,422.00; to include 30 days vacation per year and 14 days continuing education per year.


She noted that this was in accordance with the guidelines of the Presbytery of Santa Fe and as approved by the Session on July 21, 1991.

Larry Lucero moved we accept the call as read, Solema Newton seconded, motion carried.

Dora Martinez moved that the PNC be authorized to sign the call, Larry Lucero seconded, motion carried.

LaVerne Leffler moved and Alice Jones seconded that Conrad Rocha and Solema Newton prosecute the call before Presbytery on August 25th, motion carried.

The meeting was adjourned at 10:43 A.M. with prayer by Moderator Jaime Quinones.


Jaime Quinones
Moderator


Solema Newton
Clerk of Session

September 15, 1991

The Session of Second Presbyterian Church held its regular monthly meeting on September 15, 1991 at 5:00 P.M., in the Session Room at 812 Edith Blvd. N.E., Albuquerque, New Mexico.

It was established a quorum was present and the meeting was opened with prayer by Moderator Jaime Quinones.

Elders Present: Alice Jones, Larry Lucero, Dora Martinez, Isabel Martinez, Adolph McCoy, Solema Newton, Ruth Quinones, Carmelo Rodriguez, Trancito Romero, and Carol Vasquez.

Elders Excused: Toby Atencio, Ruth Barela, Ben Montoya, and Lorraine Romero.

Elders Absent: Sus DeHerrera.

Guests: Art and Bonnie Esquibel (regarding baptism)
Yvonne and Yvette Gallegos (regarding baptism)
David and Lynn Gatewood (regarding baptism)

Before proceeding with the agenda time was given to Art and Bonnie Esquibel; they would like their son and daughter baptized on October 13, 1991 at the 9:30 A.M. Worship Service. Arthur Allan Esquibel was born August 18, 1991 in Albuquerque, New

Mexico; Tiffany Diane Kania was born June 13, 1985, in Albuquerque, New Mexico. Solema Newton moved the above and Ruth Quinones seconded, motion carried.

Next - Yvette Gallegos and her mother Yvonne Gallegos asked permission to baptize Yvette's daughter, Tiffany Michelle Gallegos-Wyman, on November 10, 1991 at the 9:30 A.M. Worship Service, with Rev. Carlos Lopez participating. Ruth Quinones moved the above with the understanding that all plans must be discussed with Rev. Anthony Chavez, the new Pastor of Second Church; Carol Vasquez seconded, motion carried.

David and Lynn Gatewood requested permission to baptize their daughter on November 10, 1991 at the 9:30 A.M. Worship Service. Clerk of Session, Solema Newton informed David Gatewood that he had been placed on the inactive membership list on December 20, 1981; according to the Book of Order W-2.3014 "One parent shall be an active member of the congregation", whereupon David expressed his desire to be an active member of Second Church; Alice Jones moved, Trancito Romero seconded that David be received into the fellowship of Second Church by Reaffirmation of Faith, motion carried. David will be publicly received November 3, 1991 at the 9:30 A.M. Worship Service. David must with Rev. Chavez.

Carol Vasquez moved, Alice Jones seconded that David and Lynn Gatewood be given permission to baptize their daughter Nicole Pauline on November 10, 1991 at the 9:30 A.M. Worship service, with Rev. Carlos Lopez participating; all plans must be discussed with Rev. Anthony Chavez, motion carried.

Rev. Quinones spoke to the parents about taking an active part in the church and told them they must meet with Rev. Chavez and discuss the meaning of baptism.

Yvonne Gallegos asked if the three families baptizing children on November 10, could host the Fellowship Hour between the two Worship Services; Ruth Quinones moved and Carol Vasquez seconded, motion carried.

Minutes: The minutes of the regular monthly meeting of August 18, 1991 were approved with a minor correction, on a motion by Ruth Quinones, seconded by Larry Lucero, motion carried.

The minutes of the Special Called Congregational Meeting of August 4, 1991, were reviewed.

The minutes of the Special Called Congregational Meeting of August 18, 1991, were reviewed.

Correspondence:

1. Mountainview United Methodist Church--have received Letter of Transfer for Beth Castaneda.
2. Gideon International--wanting to fill our pulpit on November 27, 1991. No action.
3. Thank you from Menaul School for our gift to their General Fund.
4. James E. Andrews, Stated Clerk of General Assembly; Minutes of GA 1991 Part I Journal are now available. On consensus-we will not order, reports will be available at the Presbytery Office.
5. Bill Aber--regarding Per Capita--set for \$17.47 for 1992.
6. Albuquerque Senior Citizens, nomination form for Senior Hall of Fame, no action.
7. James Anderson, Stewardship & Communications Unit, Presytery of Santa Fe, information "Give A Percent", Stewardship Workshop etc. (Ruth Quinones and LaVerne Leffler attended workshop on September 7).
8. San Francisco Theological Seminary--info packet with theme "A Time to Lead".
9. Rev. Bruce Johnson, Raton Presbyterian Church, wondering what we are going to do with the computer they have stored for us for over a year. Solema will see if her brother in Trinidad, Colorado can pick it up.

10. Card informing us that Dick and Cindy Duchesne, have moved in our area; Clerk of Session wrote to them, but has not received a reply.

11. Letter from Alfredo Padilla, Mora/Chacon Presbyterian Church, regarding membership of Tillie Arellano. Clerk has written twice to Mrs. Arellano regarding her membership, but has not received a reply.

12. Michael J. Ferguson, Family Center of Albuquerque, with information regarding family health.

13. Marie Galloway, Chair, Mission Support and Communication Committee, Synod of the Southwest, with information regarding new emphasis in mission in the Synod of the Southwest.

14. Westminster Presbyterian Church, Santa Fe, announcing monthly Series of Conversations on Evangelism, starting on September 21.

15. Information on 1% Plan, Theological Education Fund.

16. Presbytery of Santa Fe, announcing Junior/Mid High Retreat, October 10, 11, 12--"Liking Myself so I Can Like You" - referred to Lorraine Romero, Christian Education Committee.

Treasurer's Report: Ruth Barela (Alice Jones)

Balance 7-30-91.....	\$ 490.77
Receipts.....	6,504.12
Disbursements.....	6,560.79
Balance 8-28-91.....	\$ 434.10

Savings:

Special Custom Investment Acct:

Per Capita.....	\$ 3,126.59
C. Suazo.....	1,400.36
PNC.....	4,500.00
Memorial Custom Investment Acct.....	7,488.47
Certificate of Deposit 8-23-91.....	12,911.44

TAC:

Balance 7-30-91.....	\$ 13,838.11
Receipts.....	3,172.90
Disbursements.....	6,418.95

Balance owed to Sunwest Bank as of 8-28-91 \$ 266,387.70

The Treasurer's Report was received and accepted on motion by Dora Martinez, seconded by Ruth Quinones, motion carried.

Alice Jones reported that the moving expenses for Rev. Chavez will be approximately \$1,200.00. Alice also stated that the Session should commend the PNC for saving the church a good sum of money, PNC members paid all telephone calls, paid for all meals, postage etc., while they searched for a Pastor. On consensus this will appear in the minutes.

Committee Reports: The following reports were given and ordered spread upon the minutes.

Christian Education: Lorraine Romero - Open house was held Septemer 8, 1991 in the Sunday School Rooms.

No new students or parents were present. Interested people came up to the rooms to see them.

All teachers were present. The program will start September 15, 9:30 to 10:30A.M. All three classrooms will be used. One class will be placed in the Multi-purpose

Room. The Spanish Adult Class is also on the look out for a new place to meet, to free the pastor's office.

A teachers meeting and Christian Education meeting will be held September 19, 1991. The committee needs help recruiting teachers for the 11:00 A.M. Sunday School.

I & S Committee: Ruth Quinones - The Stewardship Committee met September 9th. We completed plans for Peacemaking Sunday with Minute for Mission on September 29th. Definite plans for Fall Stewardship program were discussed.

Minute for Missions were planned for Sundays in October.

Sue Rhoades, Associate for Stewardship of Synod of the Southwest, will be on November 3, 1991, at both services.

A letter with the budget will be sent to the members in October. No every member canvas this year--the reasoning behind our decision is we feel it inappropriate to go into homes asking for money since the Evangelism Committee hasn't visited the homes during the year. Alice Jones moved the above, Dora Martinez seconded, motion carried.

The committee is concerned that John Brown has not attended the last two committee meetings, nor have the Browns been in church. Ruth has written him a couple of notes. Elders should try and make contact with the Browns.

Worship Committee: Dora Martinez - The committee met on September 21, 1991. We reviewed the calendar and noted special upcoming services:

World Wide Communion - October 8, 1991

World Food Day - October 16 (would like on Sunday before and after October 13th & 20th) to collect food for Martineztown House of Neighborly Service Emergency Food Shelf; with the Deacons promoting the project; Solema Newton moved Larry Lucero seconded, motion carried.

Mr. Chavez installation - November 3, 1991.

Thanksgiving Eve Service - November 28, 1991.

Christmas Cantata - December 15, 1991 - One Service at 10:30 A.M.

Christmas Eve Service - December 24, 1991, with communion/candlelight service.

We talked about some music to be used and other things we could do. We didn't do too much specific planning, cause we're waiting to work with the new pastor.

We also assigned people to secure lay readers thru the end of the year. I need Elders to sign up to serve communion on October 6, 1991.

Nominating Committee: Toby Atencio - (Read by Solema Newton) The nominating committee met on September 7, 1991 to select the slate for the October election; we submit the following names:

Elders Class of 1994

Victor Suazo

Martha Duran

David Joyner

Avenago Padilla

Dora Martinez (2nd term)

Deacons Class of 1994

Reina Martinez (2nd term)

Caroline Suazo (2nd term)

Larry Lucero moved and Carol Vasquez seconded that the slate be approved as presented by the nominating committee, motion carried.

Budget Committee: Ruth Barela (Presented by Alice Jones) The Proposed Budget for 1991 was given to all elders. There was discussion about changes that were necessary. Per Capita was discussed at length, after the committee met, Presbytery send a notice with Per Capita breakdown, we have to raise our Per Capita in the proposed budget to \$18.00. Dora Martinez moved and Ruth Quinones seconded that we

approve the Proposed Budget with the Change in Per Capita to \$18.00 for a Total of \$ 108,401.00. Motion carried.

Budget for 1992
Second Presbyterian Church
Albuquerque, New Mexico

Anticipated Income:

	1991	1992
1. Regular Giving (Pledges).....	\$ 87,684	\$ 100,000
2. Loose Offering.....	3,000	3,001
3. Per Capita.....	4,860	5,400
TOTAL	\$ 95,544	\$ 108,401

Anticipated Expenses:

1. Pastor's Salary.....	\$ 16,700	\$ 16,700
2. Housing.....	7,800	7,800
3. Utilities Allowance.....	3,500	3,500
TOTAL OF PASTOR'S COMPENSATION	\$ 28,000	\$ 28,000
4. Auto Allowance.....	1,800	2,000
5. Medical Insurance Allowance.....	-0-	500
6. Continuing Education for Pastor.....	300	500
7. Pension Premiums.....	5,600	7,560
(27% of Pastor's Compensation)		
8. Employer Portion of FICA (7.65).....	-0-	2,142
9. Guest Ministers.....	500	500
10. Salaries: (Church Employees)		
a. Organist.....	1,134	1,134
b. Director of Music & Organist....	3,150	3,150
c. Custodian.....	1,700	1,700
11. Workmen's Compensation.....	800	800
12. Withholding Tax.....	1,300	1,300
13. Office Supplies.....	3,000	3,000
14. Office Equipment.....	-0-	3,000
15. Telephone Advertisement.....	900	300
16. Christian Education.....		
a. Church School		
b. Camperships		
c. Upper Room Devotionals		
d. Vacation Church School		
e. Youth Program		
17. Church/Manse Property Maintenance...	3,000	12,000
18. Custodial Supplies.....	500	500
19. Church Insurance.....	3,000	4,800
20. Church Utilities.....	5,000	7,000
21. Board of Deacons.....	200	200
22. Music Material.....	400	400
23. Missions:		
a. Storehouse, Salvation Army and NM Conference of Churches.....	300	300
b. Church in Michoacan, Mexico.....	200	200

c. General Assembly Mission.....	4,400	4,445
d. Synod/Presbytery.....	6,600	6,670
e. Menaul School.....	1,800	1,800
f. Seminary Support.....	400	400
24. Per Capita-Presbytery, Synod and..		
General Assembly.....	4,860	5,400
25. Fellowship Committee.....	300	300
26. Pastor Nominating Committee.....	8,000	-0-
27. Miscellaneous.....	2,800	2,800

TOTAL	\$ 95,544	\$ 108,401
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PER CAPITA (per member)	\$ 16.20	\$ 18.00
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(For Per Capita Planning purposes
membership is based on 300)

Fellowship Committee: Carmelo Rodriguez - no report.

Ruth Quinones said the Menaul students are attending Second church and enjoy worshipping with us. The students are not fed breakfast before they bring them to church; Ruth Quinones moved that we serve coffee to the students before church starts, Solema Newton seconded, motion carried. Carmelo was asked to find someone to come and get things ready for when the students arrive.

Personnel Committee: Trancito Romero - no report.

Building & Grounds Committee: Larry Lucero - The committee met on Monday September 9, 1991. A. Members present: Larry Lucero, Amarante Lucero, Carlos Candelaria, Tom Newton, Elefio Montoya. Guest: Dan Vigil. B. Janitors Job Description was discussed, meeting with the McCoys will be set up, maybe at our next meeting. C. Committee members continue to work on the Property and Building Use Agreement with MHNS. Special meeting was held with the Presbytery on September 13th and the committee is meeting with MHNS on September 16th to finalize the agreement.

D. Status of current projects were discussed:

- | | |
|-------------------------------------|------------------------------|
| **1. Manse | 5. Choir Room Improvement |
| 2. Key System | *6. New Church Heater System |
| **3. Sealing of New Building Floors | +7. Repair Garbage Disposal |
| +4. Shut down cooler | +8. Repair Kitchen cabinet |

* Project Completed

** Partially Complete

+ New Project

We expect to have the manse completed by September 20, 1991.

New carpet, in one bedroom and the den will be installed 9-16-91. Clean up starts Tuesday.

E. I would like to thank the members of the Building & Grounds Committee, especially Tom Newton, for all their hard work getting the Manse ready for our New Pastor. Dan Vigil and Gilbert Medina also helped with the Manse.

F. We are in the process of getting prices on a New Heating system for the Church and testing the duct wrapping on the current system.

Memorial Committee: Ben Montoya - no report.

Presbyterian Coalition: Isabel Martinez - Eleanor Milroy has resigned as Peace Action Enable---funding is not available thru Presbytery. Chairmanship for the Coalition is vacant---possibly each church can take it for a six-month period, then pass it on. The Parking Lot Sale for Cuidando los Ninos will be September 21, at Covenant Presbyterian. There are lots of changes taking place at Cuidando, the director, has resigned; the program director and office receptionist are also leaving. Wally Ford (NMCC) has responded to the latest specification proffered by RTC and the negotiations continue.

Presbytery: Commissioners--All four commissioners were present at the adjourned meeting of Presbytery, August 24, 1991, at Immanuel Presbyterian, in Albuquerque. Solema Newton and Conrad Rocha reported on the work of the Pastor Nominating Committee, of Second Church; the calling of Rev. Anthony Chavez at the Congregational meeting on August 4, 1991. Presbytery voted to approve the Call of Rev. Chavez as full-time Pastor of Second Church. Presbytery voted to receive Rev. Chavez as a member of Presbytery upon the receipt of his credentials. Presbytery voted to receive Britt Johnson from Yukon Presbytery as a candidate for ministry. He spoke about his background and presented his statement of Faith. He will be ordained and installed on November 10, 1991, Westminster Presbyterian Church, Santa Fe, New Mexico.

Pastor's Report: Rev. Jaime Quinones

Visitation: Rev. Quinones and Rev. Gonzalez continue to visit all the sick.

Rev. Quinones has contacted Rev. Gonzalez and Rev. Medina and they will call on the sick etc. during the three week period that Jaime is gone and the time before Rev. Chavez arrives. We are only to call Rev. Rodriguez in an emergency.

Miscellaneous:

1. Toby Atencio and Ben Montoya will be opening and closing the church during October. Dora Martinez and Larry Lucero will do it in November.
2. Clerk of Session has a request from the Esquibels to use the Multi-purpose room to have a Family Coffee after they baptize the children on October 13. Solema Newton moved, Dora Martinez seconded, that we allow them to use the room in-between services and that we charge them \$50.00, motion carried.
3. Susie Velasquez has completed the paintings, on consensus Carlos Candelaria will accept the paintings and present them to the congregation on September 22, 1991 at the 11:00 A.M. Worship Service.
4. Solema Newton moved and Ruth Quinones seconded that the Presbyterian Women of Second Church be allowed to present a Minute for Mission on the Thank Offering, at both Worship Services on November 17, 1991; have a coffee and silver offering between the services in the Session Room, motion carried.
5. Carol Vasquez told us that the Diebold Mission in Mexico is desperate for funds; Carol moved that we send the \$200.00 we send at Thanksgiving time, now; Ruth Quinones seconded, motion carried.

The meeting was adjourned at 6:57 P.M. with everyone repeating the Lords Prayer

Solema Newton

Solema Newton

Clerk of Session

October 20, 1991

The Session of Second Presbyterian Church held its regular monthly meeting on October 20, 1991 at 6:00 P.M., in the Session Room at 812 Edith Blvd. N.E., Albuquerque, New Mexico.

It was established a quorum was present and the meeting was opened with prayer and devotions, Psalm 67, by Moderator Anthony Chavez.

Elders Present: Toby Atencio, Ruth Barela, Alice Jones, Larry Lucero, Dora Martinez, Isabel Martinez, Ben Montoya, Solema Newton, Lorraine Romero and Trancito Romero.

Elders Excused: Sus DeHerrera, Ruth Quinones, and Carol Vasquez.

Elders Absent: Adolph McCoy and Carmelo Rodriguez.

Guests: James and Melissa Romero (regarding baptism) .

The Agenda was approved as handed out by Clerk of Session, on a motion by Dora Martinez, seconded by Trancito Romero, motion carried.

Baptism: On a motion by Solema Newton, seconded by Alice Jones, permission was granted to James and Melissa (Jones) Romero to baptize their daughter Brittany Nicole, December 8, 1991, at the 9:30 A.M. Worship Service, motion carried. Brittany was born July 24, 1991, in Albuquerque, New Mexico. Rev. Chavez will meet with James and Melissa and discuss the meaning of baptism.

Minutes: The minutes of the regular monthly meeting of September 15, 1991 were approved with a minor correction, on a motion by Trancito Romero, seconded by Larry Lucero, motion carried.

Correspondence:

1. Bruce Johnson, pastor Raton Presbyterian Church--regarding computer--Solema has contacted her brother in Trinidad and he is going to pick it up.
2. The clerk has not received a reply from the Duchesne and Tillie Arellano, regarding the transfer of membership.
3. Menaul School, Elias Valdez, Development Committee Chair--information on Menaul School--asking us to keep Menaul in our 1992 budget.
4. United Church of Los Alamos, announcing the Stephen Series Caring Ministry Workshop, Saturday, November 23, 1991.
5. David K. Sallee, Campus Minister, New Mexico State University, Las Cruces, New Mexico, wanting to know names of students attending NMSU, from our church.
6. Charles Diebold, information on videos available showing the work of C. H. Diebold Missions; thanking Second Church for its check of \$200.00.
7. Jaime Quinones, Presbytery, Youth Triennium, July 7-12, 1991, Purdue University, Lafayette, Indiana--referred to Christian Education committee.
8. Rachel B. Duran--requesting permission to be married at Second Church, July 25, 1992. Rev. Chavez will meet with them.
9. Menaul School--thank you for our gift to the General Fund.
10. Albuquerque Rescue Mission, Inc.--need help with food donations so they can provide baskets for low income families during Thanksgiving and Christmas. No action. We help MHNS with their baskets.
11. New Mexico Elder Care--support for the living Christmas Tree. No action.
12. A letter from Michael Baca, a member and Elder of Second Church, telling us of his marriage to Linda Roberts. Linda worked in our church.

Treasurer's Report: Ruth Barela

Balance 8-28-91.....	\$	434.10
Receipts.....		8,062.41
Disbursements.....		5,022.23
Balance 9-30-91.....	\$	3,474.28

Savings:

Special Custom Investment Acct:

Per Capita.....	\$ 434.10
C. Suazo.....	1,474.74
Special Acct.....	4,100.00
Memorials-Custom Investment Acct.....	7,745.06
Certificate of Deposit 8-23-91.....	12,911.44

Balance owed to Sunwest Bank as of 9-30-91 \$263,716.12

The Treasurer's report was received and accepted on consensus.

Alice Jones told of the need of a new copy machine; she has been talking to Albuquerque Duplicator Co., the company that services the machine we have now, regarding trade in of the IBM and the old mimeograph. Jerry has quoted her a good price. After much discussion Larry Lucero moved and Ruth Barela seconded that Alice negotiate with Jerry, that we make the down payment in 1991 and pay the balance in 1992; we use money from the "Special Account" and the \$200.00 given specifically for the copier, motion carried.

Committee Reports: The following reports were given and ordered spread upon the minutes.

Christian Education: Lorraine Romero - On October 10, 1991 the committee met; four members were present. The following items were discussed:

1. Cora Atencio is looking into ideas for a Christmas Program, to be put on by the Sunday School. As in years past the decorating of the Christmas Tree may take place the same evening. The Adult Spanish Class will be asked if they want to participate. If this is agreeable a date should be set---on consensus the tree will be decorated December 8th in the afternoon and the program will be on Wednesday, December 18th, time to be set later.

2. A calendar for tending the Baby Nursery has been made out for two months. We hope to have it printed in the News Letter as a reminder to the people scheduled.

3. On October 27th the teachers will gather the children to have refreshments and give some background information on the day celebrated as all Saints Day, Halloween.

4. The Sunday School teachers have made a request for new Bibles, in a modern language to use in Sunday School. They can probably be purchased from the CE Budget.

An approximate expense for the new Sunday School Year (Sept. 1991 to June 1992) is under forty dollars. We are finally benefiting from the recycleable material we purchased three years ago.

5. A member of Second church, Barbara Evans, called me this fall on behalf of Danna Larson to ask if Second Church had any old material that was not being used that Menaul School could use. I told her there was much that was not being used and felt that a lot would never be used again. We met to have a look at what was around the Sunday School closets and the basement. There was a lot that would be useful to Danna Larson. I told her to make a list of a reasonable amount and give the list to me so I could inform the session of our actions. I have a list of what she took. Some of it I will get back; some I would like the session to look over; if no objections I will let Danna keep for the school. This is the understanding that we agreed upon. I truly feel we will never use or miss what she took and it would be put to good use. On consensus, Lorraine was given a vote of confidence, to do what she feels is right with the material.

I & S Committee: Ruth Quinones - no report - except that the Stewardship Letter has been set to the Congregation with the Pledge Cards for the General Fund and the Building Fund.

Worship Committee: Dora Martinez - We met on Thursday, October 17, 1991. We reviewed assignments for scheduling lay leaders and ushers for November and December including special services that will be held. Mr. Chavez will work on Christmas Eve Service and Advent meditations and will discuss them with us at our next meeting.

We will meet on Saturday, December 14, 1991 to decorate the sanctuary with poinsettias. Members were encouraged to attend the Big Event - especially the workshop on the Liturgical Year.

Nominating Committee: Toby Atencio - no report.

Budget Committee: Ruth Barela - no report.

Evangelism Committee: Sus DeHerrera - no report.

Fellowship Committee: Carmelo Rodriguez - no report.

Personnel Committee: Trancito Romero - no report.

Building & Grounds Committee: Larry Lucero - The committee met on Monday, October 7, 1991.

A. Members Present: Larry Lucero, Amarante Lucero, Carlos Candelaria, Tom Newton Horace Romero, Ray Barela, Ben Montoya, Elefio Montoya and Tony Chavez. Guest- Dan Vigil.

B. Janitors Job Description was discussed, letter and copy of New Job Description will be sent, requesting a formal meeting with our custodian.

C. Committee members continue to work on the Property and Building Use Agreement with MHNS. The only items remaining are the pro-ration of insurance cost and utilities. We will complete these items and mail copies for next meeting.

D. Status of Current Projects were discussed:

- | | |
|------------------------------|--------------------------------|
| * 1. Manse | 10. Choir room Improvements |
| 2. Key System | + 11. New Church Heater System |
| ** 3. Sealing of New floors+ | 12. Repair Garb. Disposal |
| * 4. Shut down coolers | + 13. Repair kitchen cabinet |
| * 5. Replace Church Lights | **14. Weed Problems |
| * 6. Start up Heaters | + 15. New Signs - Alarm System |
| + 7. Donated Painting | + 16. Buzzer/Door Bell |
| * 8. Shelving Pastors off.* | 17. Walk-thru gate S. Side |
| * 9. Church/old choir | + 19. Telephone System |
| room lock | |
| * Project Completed | |
| ** Partially Complete | |
| + New Project | |

Additional items @ Manse
Received 10-7-91

1. Master BR Shower leaking
2. Gabrage disposal not working
3. Drain in bathtub slow and need stopper
4. Oven does not work

Memorial Committee: Ben Montoya - The committee met on Tuesday, October 15, 1991. The required number was present to conduct business. Members present: Adalia Sanchez, Toby Atencio and Ben Montoya. Ruth Barela was absent due to my failure to notify her of the meeting. For this I apologize.

The main order of business was two-fold: (1) Finalize a letter which will appear in the Church Newsletter urging the membership to donate in the manner of Memorial gifts to pay for urgently needed items, i.e.: (1) New Furnace, (2) a sound system for the Sanctuary and (3) a copier.

(2) The other item under discussion was finalizing a list of persons who donated towards the purchase of furniture and equipment for the new building addition to the church. A plaque will be bought that will contain the names of each donor. If donors gave in memory of a person or persons, the plaque will, of course include them also.

I am hoping that we are on the threshold of achieving these two important objectives. I believe I share the feelings of the other members of the committee, when I state that final action is way overdue.

Presbyterian Coalition: Isabel Martinez - The Flea Market, to benefit Cuidando lo Ninos, was a huge success. Victoria Lopez is the temporary chairperson of the Coalition for the next few months.

Presbytery: Commissioners - Second Church was represented by Solema Newton, LaVerne Leffler, and Merlinda Gonzalez. It was held at Ghost Ranch on September 27-28, 1991. Many issues were discussed, including the request of George Easley United Church, Los Alamos, to dissolve the pastoral relationship so he might retire effective January 31, 1992. Bill Sawyer told about the Korean congregation. Mr. Jhun resigned. Presbytery voted to dissolve the Koren NCD and members of that congregation be given the option to stay at Immanuel Church or transfer to a church of their choice. Rev. Chavez was introduced to the Presbytery; he spoke about his background. It was a good meeting.

Pastor's Report: Rev. Chavez

Funeral: John Diaz Villa, not a member of Second Church, Drucilla Villa's husband. Died September 23, 1991. Services at Second Church, September 17, 1991, at 11:00 A.M. Clergy: Rev. Tony Chavez and Rev. Tomas Gonzalez. Interment: Santa Fe National Cemetery; Clergy: Rev. Eliud Ortega. After the interment the women of the church served lunch to family and friends.

Communion: October 6, 1991, World Wide Communion, 191 persons were served communion. One Service was held at 10:30 A.M. Total 191

October 9, 1991 with Elder Conrado Gutierrez assisting, the pastor served communion to Walter Link, Nancy Monte, Nora Duran, Ely and Mercedes Martinez.

October 10, 1991 with Elder Toby Atencio assisting, the pastor served communion to Amalia Cruz, Celia Salazar and Clorinda Martinez. Total shut-ins served 8.

Baptism: The pastor met on October 6, 1991 with the Joyners, Gatewoods, and Gallegos; On October 9, 1991 he met with the Esquibels; he discussed the meaning of baptism with them.

On October 13, 1991, Arthur Allan son of Arthur and Bonnie Reagan Esquibel, was baptized at the 9:30 A.M. Worship Service. Clergy: Rev. Chavez. Arthur Allan was born August 18, 1991 in Albuquerque, New Mexico.

October 13, 1991, Tiffany Diane Kania, daughter of Brian Anthony Kania and Bonnie Reagan Kania (Esquibel) was baptized at the 9:30 A.M. Worship Service. Clergy: Rev. Chavez. Tiffany was born June 13, 1985 in Albuquerque, New Mexico.

Rev. Chavez told the session he and his family are very excited about being in Albuquerque. They know they made the right decision in accepting the call to come to Second Church. Everyone has made them feel welcome and feel a part of the church family.

He has held pre-marital conferences with Diane Candelria and Daniel Hamby

Farnk McCoy has scheduled his wedding for November 29, 1991 - will use the Multi-purpose Room.

He has visited with Bonnie and Art Esquibel and they are anxious to get involved in the life of the church. They are making plans to start a youth group.

Miscellaneous:

1. On consensus, Rev. Chavez will hold a training session for **ALL ELDERS AND DEACONS** on November 16, 1991, from 9:00 A.M. to 12:00 P.M.; everyone should bring a sack lunch. Toby Atencio and Solema Newton will work with Rev. Chavez with the plans.

the meeting was adjourned with prayer at 8:18 P.M.

Solema Newton
Solema Newton
Clerk of Session

October 27, 1991

Stated Congregational/Corporation Meeting

The Stated Congregational/Corporation Meeting of Second Presbyterian Church was held in the Sanctuary, 812 Edith Blvd. N.E., Albuquerque, New Mexico.

Having established a quorum was present, Moderator Anthony Chavez called the meeting to order at 10:32 A.M.

The meeting was opened with prayer by Moderator Anthony Chavez.

The moderator stated the purpose of the meeting was to elect five Elders and two Deacons for the Class of 1994 and to present the Budget for 1992.

In the absence of Toby Atencio, Moderator of the Nominating Committee, Mary Montoya, a member of the committee, presented and placed in nomination, as approved by session, the following names:

Elders for Class of 1994

Martha Duran	David Joyner
Dora Martinez	Avenago Padilla
Victor Suazo	

There being no nominations from the floor Priscilla Candelaria moved that nominations cease and that the above mentioned persons be elected Elders to the Class of 1994 by acclamation. Motion was seconded by Alice Jones and carried.

Deacons for Class of 1994

Reina Martinez
Caroline Suazo

There being no nominations from the floor, Ben Montoya moved that nominations cease and that the above mentioned persons be elected Deacons to the Class of 1994 by acclamation. Motion was seconded by Dora Martinez, and carried.

Ruth Barela, Chairperson of the Budget Committee, presented the Budget for 1992, as approved by the session, for the amount of \$108,401.00

The pastors call was approved for 18 months at the August 18, 1991 Special/ Called Congregational Meeting, so no action was needed at this time.

The Stated Congregational/Corporation Meeting was adjourned with prayer by Modertory Anthony Chavez at 10:42 A.M.

Anthony Chavez

Anthony Chavez
Moderator

Larry Lucero

Larry Lucero
President of
Corporation

Ray Barela

Ray Barela
Secretary of
Corporation

Solema Newton

Solema Newton
Clerk of Session

November 17, 1991

The Session of Second Presbyterian Church held its regular monthly meeting on November 17, 1991 at 6:00 P.M. , in the Multi-Purpose Room, 812 Edith Blvd. N.E., Albuquerque, New Mexico.

It was established a quorum was present and the meeting was opened with prayer and devotions Psalm 18, 1-6, by Moderator Anthony Chavez.

Elders Present: Toby Atencio, Ruth Barela, Sus DeHerrera, Alice Jones, Isabel Martinez, Ben Montoya, Solema Newton, Ruth Quinones, Lorraine Romero and Trancito Romero.

Elders Excused: Larry Lucero, Dora Martinez and Carol Vasquez.

Elders Absent: Adolph McCoy and Carmelo Rodriguez.

Guests: Caroline and Victor Suazo (Regarding Love Offering)

The Agenda was adjusted to give time to the Suazos, on a motion by Ruth Quinones, seconded by Sus DeHerrera and carried.

Caroline and Victor Suazo, want to thank the congregation for all it has done for the, during Caroline's illness and her Liver Transplant. They appreciate all the support, love, personal concern and prayers the congregation has showed them. Since Caroline has been able to get Medicare and financial aid from the Liver Foundation, they find that they will not need to use the "Love Offering" the members of Second Church gave. Caroline would like to give half of the money to TAC, and the other half as the Session designates. After some discussion Alice Jones moved and Ruth Quinones seconded that an Emergency Assistance Fund for Medical Related Needs-For Church Members Only, be established with the other half of Caroline Suazo's "Love Offering". Motion carried.

Minutes: The minutes of the regular monthly meeting of October 20, 1991 were approved as read, on a motion by Ruth Quinones, seconded by Ben Montoya, motion carried.

The minutes of the Stated Congregational/Corporation Meeting of October 27, 1991 were reviewed.

Correspondence:

1. GA per Capita Apportionment due December 31, 1991--\$5,013.89, referred to Treasurer.

2. Board of Pensions of the Presbyterian Church (USA)---the board approved increase for total dues of 27 percent of salary.

3. New Mexico Conference of Churches--regarding The Week of Prayer for Christain Unity, January 18-25, 1992. No action.

4. St. Andrew Presbyterian Church--2 page questionnaire, regarding Singles; referred to Christian Education Committee.

5. Clerk of session reported that she had written a letter to MHNS informing them, that we had purchased a copier for the use of Second Church; we relinquished our share of the copy machine to MHNS and as of November 4, 1991 they were responsible for all bills incurred for the copy machine.

Treasurer's Report: Ruth Barela

Balance 9-30-91.....	\$ 3,474.28
Receipts.....	6,372.50
Disbursements.....	<u>8,030.18</u>
Balance 10-30-91.....	\$ 1,816.60

TAC:

Balance 9-30-91.....	\$ 10,918.50
Receipts.....	3,186.56
Disbursements.....	<u>10,176.64</u>
Balance 10-30-91.....	\$ 3,928.42

SAVINGS:

Special-custom Investment Account:

Per Capita.....	\$ 4,824.43
C. Suazo.....	1,474.74
Special Account.....	4,052.71
Special-Memorials Custom Investment Acct.....	7,824.75

Certificate of Deposit Balance 8-23-91 \$12,911.44

Balance owed to Sunwest Bank on Loan as of 10-30-91 \$256,019.51

The Treasurer's Report was received and accepted on a motion by Trancito Romero, seconded by Ruth Quinones, motion carried.

On consensus the treasure will leave the CD at Sunwest Bank when it matures on November 22, 1991.

Solema Newton moved and Isabel Martinez seconded, that the treasure give Rev. Chavez a check for \$125.00 towards his hospital deductible, motion carried. (This is 1/4% for 1991, as per his call.)

Committee Reports: The following reports were given and ordered spread upon the minutes.

Christian Education: Lorraine Romero - The committee met on November 14, 1991. Cora Atencio told us of the plans she has for the Christmas Program for Sunday School. The tree will be decorated on December 8, at 12:00 P.M., all interested persons are invited to help; sack lunches should be brought or food to share. Youth Group - Bonnie and Art Esquibel have started; about 10 youth attended the older group; about 20 attended the 6 to 12 group.

The Adult Class is without a place to meet; after much discussion - the Adult Class should try using the Session Room in the back of the Sanctuary until something more permanent can be worked out.

I & S Committee: Ruth Quinones - Stewardship Sunday was stressed on November 3, 1991, with Susan Rhoads preaching at both services. Pledge cards have been distributed to all members, but only a small percentage have been returned. This will be addressed in the Newsletter.

For the next 2 Sundays we will use bulletin inserts provided by Synod on the theme "Come and See What God Has Done".

Minute for Missions on Pensions and Minority Education in preparation for the Christmas Joy Offering will be given by Rev. Jaime O. Quinones and Rev. Sarah Armstrong-Hart on December 1 and 8th. We need permission to receive the Joy Offering on December 15, 1991; Ben Montoya moved, Isabel Martinez seconded, motion carried.

Worship Committee: Dora Martinez (read by the Clerk) The committee met on Thursday, November 14, 1991. We reviewed plans for Thanksgiving and Advent. Mr. Chavez had prepared the readings to be used by families to light the Advent Candles. We will be contacting families to do this at both services.

I would like to recommend that we order "Vanguard" - a bulletin for Church Officers. Cost: 5 subscriptions for \$9.95; its published 5 times a years. Solema Newton moved that we order it for 1 year and it be circulated among the officers, Ruth Quinones seconded, motion carried.

Nominating Committee: Toby Atencio - no report.

Budget Committee: Ruth Barela - no report.

Evangelism Committee: Sus DeHerrera - no report.

Personnel Committee: Trancito Romero - The committee met on Thursday, November 14, 1991, with all members present. Most of the meeting was spent on a discussion of the committee's duties. We agreed to meet quarterly. The next meeting will be held in January at which time we will help the Pastor develop his goals and objectives for the coming year. We will also write a performance form. The pastor would like a discussion of his strong and weak points at every meeting.

Building & Grounds Committee: Larry Lucero - Ben Montoya reported that some members of the committee met with the McCoys on Saturday, November 16th, regarding their Job Description; the meeting went well and the McCoys were favorable to the description.

Memorial Committee: Ben Montoya - The memorial plaque has been postponed for a couple of months.

Presbyterian Coalition: Isabel Martinez - The Coalition met on October 21. There were quite a few that were upset because Cuidando did not mention anything in the Newsletter about the parking lot sale. The total was \$2,038.00.

Sharon Prewitt send tickets for a raffle. They are raffling the new items that were not sold at the parking lot sale.

It was suggested that the new director for Cuidando be invited to the next meeting.

Report from the Spaghetti Dinner will be given at the next meeting.

Frank Iske reported that the contract with the RTC has been reviewed again; NMCC and RTC are operating within a 60 day limit. The closing should be November 26. The RTC is restricting the deed to 50% low income so that the cash flow would be easier. In the original application the NMCC proposed 100% of the apartments for low to moderate income people. Also a "furniture bank" is being proposed, and it will share with The Storehouse. Interviews for the resident manager of the apartments will be soon. The salary will be \$16,000.00, plus apartment.

Eleanor Milroy suggested we gather input from our past meetings regarding what churches can do to help the Housing Project and give it to the Housing Management Committee.

Eleanor reported that the Guatemalan family stay at Menaul is about up: they have no place to live. It is very difficult to find an apartment for 10 people; they cannot afford 2 apartments. They are good candidates for the NMCC Housing the Project--Eleanor will talk to Wally Ford.

Pastor's Report: Rev. Chavez

Reception of Member: David Gatewood was received into the fellowship of Second Presbyterian Church on November 3, 1991. David was received by Reaffirmation of Faith, at the 9:30 A.M. Worship Service.

Installation: November 3, 1991, Dr. Rev. Anthony Chavez was installed as Pastor of Second Presbyterian Church at 4:00 P.M., in the Sanctuary, followed by a reception in the Multi-purpose Room, hosted by the PNC.

Baptism: Dela Anne Joyner, daughter of David and Annette Candelaria Joyner, was baptized on November 10, 1991 at the 9:30 A.M. Worship Service.

Clergy: Rev. Anthony Chavez and Rev. Carlos Lopez.

November 10, 1991, Nicole Pauline Gatewood, daughter of David and Lynn Culman Gatewood was baptized at the 9:30 A.M. Worship Service.

November 10, 1991, Tiffany Michelle Gallegos-Wyman, daughter of David Alen Wyman and Yvette Renne Gallegos, was baptized at the 9:30 A.M. Worship Service. Clergy: Rev. Anthony Chavez and Rev. Carlos Lopez.

Wedding: Diane Candelaria, Albuquerque, New Mexico and Daniel Hamby, Alaska, were married at 5:00 P.M. at Second Presbyterian Church. Clergy: Rev. Anthony Chavez and Rev. Carlos Lopez. Witnessess: Joanne Candelaria and Donald Eide. County: Bernalillo, Record Book No. 292, Page #183800.

Activities: Attended the new pastor orientation sponsored by the Presbytery of Santa Fe, MHNS Board Meeting, Big Event at Menaul. Provided premarital counseling for Diane Candelaria and Dan Hamby. Gave a morning devotional for the Junior Highs at Menaul. Gave a self defense class at MHNS. Participated and assisted in the planning of the Joyner, Gallegos and Gatewood baptisms; also the Candelaria-Hamby wedding. During this time I also made home and hospital visits.

Recommendations: That a member of the session mke a follow-up visit to John and Gloria Brown; Solema Newton will do this. (B) Need one elder to go with me to take communion to shut-ins on Sunday afternoon, December 1, and an elder to go with me on the following day; Toby Atencio will go on the 1st and Isabel Maartinez will go the 2nd in the morning. (C) Would like to request 1 week vacation from December 26 to 31; Solema Newton moved, Ben Montoya seconded, motion carried. (D) Tom Gonzalez, Jr. approached me to volunteer to coordinate the "One Great Hour of Sharing - referred to I & S Committee. (E) Permission to have a small note card printed with the church's logo on it to send to visitors and for short communications. On consensus agreeable if the cost is reasonable. (F) An interest sheet will be done and inserted in the Sunday Bulletin.

Miscellaneous:

1. Picture Taking--reinforced the policy on picture taking during the Worship Service--taking pictures during the worship service is prohibited; it detracts and distracts from the worship.
2. Reaffirmed the policy that weddings shall not be performed on Sundays. Baptisms shall be performed on the Sunday following communion. There Will Be No Exceptions To This Policy. Solema Newton, moved the above, Ruth Quinones seconded and motion carried.
3. For information-the copier has been purchased and delivered. Total price

for the copier and cabinet \$3,245.00. (Action taken at the October 21, 1991 meeting).

The meeting was adjourned at 8:02 P.M. with prayer by Moderator Anthony Chavez.

Solema Newton
Solema Newton
Clerk of Session

December 15, 1991

The Session of Second Presbyterian Church held its regular monthly meeting on December 15, 1991 at 6:00 P.M., in the Multi-purpose Room, 812 Edith Blvd. N.E., Albuquerque, New Mexico.

It was established a quorum was present and the meeting was opened with prayer and devotions, Isaiah 42: 1-9, by Moderator Chavez.

Elders Present: Toby Atencio, Ruth Barela, Alice Jones, Larry Lucero, Dora Martinez, Isabel Martinez, Ben Montoya, Solema Newton, Carmelo Rodriguez, Lorraine Romero.

Elders Excused: Ruth Quinones

Elders Absent: Sus DeHerrera, Adolph McCoy and Trancito Romero.

Guests: David Joyner, Avenago Padilla and Victor Suazo (New elders Class of 1994)

The Agenda was approved as handed out by Clerk of Session, on a motion by Larry Lucero, seconded by Carmelo Rodriguez, motion carried.

Minutes: The minutes of the regular monthly meeting of November 17, 1991 were approved on a motion by Alice Jones, seconded by Dora Martinez, motion carried.

The telephone poll by Clerk of Session the week of December 1-7, 1991 were ratified. All elders were contacted, regarding the request of MHNS Board to use the Multi-purpose Room on January 22, 1992, for the Great Italian Dinner. All elders voted in the affirmative.

On a motion by Dora Martinez, seconded by Solema Newton, that Conrad Rocha and Alice Jones be approved as Counting Treasurers for 1992, motion carried.

Motion was made by Ben Montoya, seconded by Larry Lucero, that Ray and Ruth Barela be approved as Treasurers in charge of Paying and General Records. Motion Carried.

Moderator Chavez welcomed the new elders, David Joyner, Avenago Padilla and Victor Suazo. Training Session was held on November 16, 1991 by Rev. Chavez. All newly electd Elders and Deacons were in attendance, as well as the other elders and deacons. There will be another training session at Immanuel Presbyterian Church on January 4, 1992.

Reorganization of Session Committees: The following Elders were elected as Chairperson of the following committees and Clerk of Session, and this action was ordered spread upon the minutes.

Clerk of Session for 1992 - Solema Newton

1. Christian Education: Lorraine Romero
2. Interpretation & Stewardship: Larry Lucero
3. Worship: Dora Martinez

4. Nominating: Moderator - Toby Atencio
Vice Moderator - David Joyner
5. Budget: Victor Suazo
6. Evangelism: Isabel Martinez
7. Fellowship: Carmelo Rodriguez
8. Personnel: Trancito Romero
9. Building & Grounds: Ben Montoya
10. Memorial: Avenago Padilla
11. Membership: Solema Newton
12. Presbyterian Coalition: Isabel Martinez and Avenago Padilla
13. Auditing Committee: Carmelo Rodriguez, Chair, Victor Suazo, and Larry Lucero.
14. Commissioners to Presbytery: Solema Newton, Ruth Quinones, Laverne Leffler, Isabel Martinez.
Alternates: Larry Lucero and Dora Martinez

Correspondence:

1. Sunwest Bank--thanking us for continued support.
2. Carl R. Soderberg Stated Clerk of Presbytery, with information about the Statistical Report.
3. Letter from Rev. Tomas Gonzalez, confirming the date for use of the Multi-Purpose room (12-29-91, from 2-5 P.M.).

Treasurer's Report: Ruth Barela

Balance 10-30-91.....	\$ 1,816.60
Receipts.....	6,967.32
Disbursements.....	7,421.55
Balance 11-25-91.....	\$ 1,362.37

Savings:

Special Custom Investment Account:

Per Capita.....	\$ 4,847.58
Medical Emergency Fund.....	739.98
Special Account.....	2,983.24
Memorial-Custom Investment Account.....	7,851.17
Certificate of Deposit 11-23-91.....	\$ 13,088.48

TAC:

Balance 10-30-91.....	\$ 3,928.42
Receipts.....	3,842.76
Disbursements.....	5,260.49
Balance 11-26-91.....	\$ 2,510.69

Balance owed to Sunwest Bank as of 12-1-91 \$ 253,250.74

The Treasurer's Report was received and accepted on a motion by Carmelo Rodriguez, seconded by Isabel Martinez, motion carried.

Ruth Barela, Chairperson of the Budget Committee reported that the compensation of all employees has been reviewed, according to the Book of Order (G-10.0102m).

Committee Reports: The following reports were given and ordered spread upon the minutes.

Christian Education: Lorraine Romero - The Sunday School presented their Christmas program on December 11, 1991, with 35 children participating. Cora Atencio did a good job; she made sure each child had a speaking part. After the program refreshments were served and the children were given a gift.

I & S Committee: Ruth Quinones - no report.

Worship Committee: Dora Martinez - The committee met on December 12, 1991. We completed scheduling families to light the Advent Candles.

Reported that Bill Aber will preach on December 29, 1991. Tessie Lopez will be the Layleader at the 9:30 A.M. service; Conrad Rocha will be the Layleader at the 11:00 A.M. service.

We began making plans for Lent. We would like session to approve the following services:

March 4	Ash Wenesday - 7:30 P.M.
April 12	Palms Sunday - 2 services - as usual
April 16	Maundy Thursday - Communion 7:30 P.M.
April 17	Good Friday - Tenebrae 7:30 P.M.
April 18	Seder Meal - Communion - 6:30 P.M.
April 19	Easter - Sunrise Service 6:00 A.M.
	Cantata - 1 service at 10:30 A.M.

The above was passed on consensus.

We discussed having new Paraments made for the church. Ernestine Arndt volunteered to make them if we let her know what we want. We'll be working on designing them.

We assigned people to get Layleaders and ushers thru May 1992.

Nominating Committee: Toby Atencio - Elder elect, Martha Duran has resigned as elder of Second Church, because her husband recently was diagnosed with a serious illness, and this will take most of her time.

I will call a meeting of the nominating committee, so we can present a new nominee by the next session meeting.

Membership Committee: Solema Newton - The committe (Alice Jones, Solema Newton and Rev. Chavez) met on November 26, 1991. The committee reviewed the membership roll: Clerk of Session recommends, that the following actions be taken:

1. The following members have died and that their name be deleted from the Church Register, according to Book of Order, Chapter x, G-10.0302b (8):

1. Sam Roybal	6. Isabel Maestas
2. Celia Quintana	7. Aaron Archuleta
3. Josefina Chavez	8. Cayetano Lucero
4. Sam Maestas	9. Lucy Romero
5. Teofilia Rivera	

2. That the following members have had their certificate of membership transfered and that their names be deleted, according to Book of Order, Chapter X, G-10.0302B (1):

1. Andres Wallace
2. Alice Quinones Bellini

3. That the following members have not participated or attended church for over a year, the clerk wrote to same, explaining their duties and obligations as church members if they do not respond by December 31, 1991, the clerk recommends that they be placed on the Inactive Roll according to Book of Order chapter X, G-10.0302b (7) (they will have 3½ weeks to respond).

1. Lillian Lopez Alvarez	10. Nestor Mendez
2. Veronica Cebada	11. David Mendez
3. Chris Cushman	12. Estella Mendez
4. Steve Cebada	13. Jacob Mendez
5. Antonio Duran	14. Armida Mendez Mackey
6. Bernardo Garcia	15. Carmela Randle Smart
7. Betty Gronewald	16. Ron Romero
8. Patrick Gronewald	17. Conchita Martinez Sandoval
9. Marie Velasquez Kenny	18. Rose Marie Lopez Zellers

4. That the following person has moved out of state and that his name be deleted according to Book of Order Chapte X, G-10.0302b (4):

1. Jose Luis Munoz

5. That the following persons have been on the inactive list for two years or more and that they be deleted from the roll, according to Book o Order, Chapter X G-10.0302b (7): Deliah Marlow, Richard Candelaria, Emily Candelaria, Peggy Esquibel, Annie Ortega, James Ortega, Barbara Ortega Paez, Daniel T. Salazar, James Tabor, Martha Tabor, Sally Ruybal, Jerry Janow, Michael Romero, Randy Salazar, Arnaldo Castro, Nelda Castro, Benny Martinez, Margaret Martinez, Henrietta Lucero, Daniel Vasquez, Michael Eichwald, Dorothy Vigil Gutierrez, Maraia Gamboa, Leticia Gamboa, Marie Lopez, Tom Newton, Jr., Bruce Newton, Evelyn S. R. Leyba, Daniel Salazar, Orlando Sanchz, Diane Salazar, George Santillanes, Lupita Garcia, Karen Garica, Kathleen Garcia, Lupita Gassner Larry J. Garcia, Monty, Midyette, Joana Santana, Sandra Janow, Johnny Romero, Linda Romero, Nerva, Llenera, Evelyn B. Chavez, Donald Gatewood, Noemi Llanes, Carlos Llanes, Victor Salevarria, Olga Salevarria, Lucy Benavidez, Albert Barnum, Florence Barnum, Albert Barnum, Jr., Marcos Romero, Tony Garcia, Lorraine Garcia, Tina Garcia, Kathleen V. Herrera, Rosinaldo Herrera, Beatrice Herrera, Bernice Sanchez, Robert M. Gutierrez, Tillie Gutierrez, Rose Salazar, Melissa Alvarez, Patricia Gronewld, Brian DeHerrera, David Chavez, Viriginia Chavez, Tony Garzon, Jenny Garzon, Maria Montoya, Pamela Sanchez, Abran Santana, Eva Santana, Eddie Olguin, Orlando Duran, Sandra Duran and Marcella Lucero.

Larry Lucero moved, Ruth Barela seconded that we pass all recommendations of the Membership Committee, motion carried.

Fellowship Committee: Carmelo Rodriguez - no report.

Evangelism Committee: Sus DeHerrera - no report.

Personnel Committee: Trancito Romero - no report.

Building & Grounds Committee: Larry Lucero - The committee met on Monday November 4, 1991 and december 9, 1991.

A. Janitor Job Description was discussed, letter and copy of the New Job Description was sent, requesting a formal meeting with our custodian. Meeting was held on November 16th, please review new job description for approval next month.

B. Committee members continue to work on the Property and Building Use Agreement with MHNS. The only items remaining are the pro-ration of insurance cost and utilities. These items were completd on 12-9-91 copies will follow for approval next meeting.

C. Status of current projects were discussed:

- | | |
|---------------------------------|------------------------------|
| ** 1. Manse - Re-roof | ** 9. Roof Barrier |
| 2. Key System | + 10. Telephone System |
| ** 3. Sealing New Build. Floors | + 11. S. S. windows/doors |
| 4. Choirroom Improvements | + 12. Computer System |
| 5. New Church Heater | + 13. P.A. System |
| * 6. Motor Replacement | + 14. Basement cleanup |
| ** 7. Weed Problems | + 15. Manse oven not working |

* Project Completed

** Partially Complete

= New Project

D. 1992 N.M. Non-taxable certificates were discussed, we will come up with of vendors by 1-1-92. We will ask the Presbytery to usue these certificates for us.

- E. Reviewed the property tax statements sent to us for proper documentation of lots and to assure that all lots remain on a tax free status.
- F. Reviewed Church insurance policies at the renewal date 11-29-91.
- G. ACTION ITEMS NEEDED:

1. Approval Janitors Job Description
2. Approval Joint Bldg. Use Agreement
3. Approval Manse Re-roof - Los Techos \$3,260.00 + tax
4. Approval New Telephone System
5. Approval to seek a Computer System
6. Approval to work on P.A. System

No action on 1,2,3. On a motion by Ben Montoya, seconded by Isabel Martinez, motion carried, the committee will proceed with the installation of a phone system at a cost of approximately \$500.00 (#4).

On consensus the committee will work on #5 (Larry may get one free) and #6.

Memorial Committee: Ben Montoya - The committee did not meet this month, but Rev. Medina is now ready to continue talks regarding the Memorial Window in memory of Doris V. Medina.

Presbyterian Coalition: Solema Newton - The Coalition met on December 9, 1991. The main topic is the apartments acquired by the New Mexico Council of Churches. Some of the main guidelines automatically exclude the very group that needs help. Committee members will be talking to Wally Ford (MNCC) with our concerns.

Old Business:

1. Dora Martinez, moved and Ruth Barela seconded, that the session enable and support the Pastor to attend the April meeting of Presbytery (Saturday-Sunday); session make his attendance possible by supplying the pulpit; motion carried.

New Business:

1. New Elders David Joyner, Victor Suazo and re-elected elders Avenago Padilla and Dora Martinez, having completed officers training on November 16, 1991 were examined, according to Book of Order, G-14.0205; where upon Larry Lucero moved that the examination end and that the elders and deacons be ordained and installed on January 5, 1992, at the 11:00 A.M. Worship Service, Solema Newton seconded and motion carried.
3. Dora Martinez, Victor Suazo and Toby Atencio were appointed as a committee to write guidelines regarding the use of the copy machine. Dora will be the convener.
4. On consensus the Annual Reports do not have to be ready for Session on January 19th.

Pastor's Report: Rev. Chavez

Training: Officers training was held on November 16, 1991, the following Elders were present: Ben Montoya, Trancito Romero, Lorraine Romero, Isabel Martinez, Alice Jones, Toby Atencio and Solema Newton. Deacons attending were Dorothy Romero, Reina Martinez, Tessie Lopez and Caroline Suazo.

Elders Class of 1994 attending were Martha Duran, David Joyner, Avenago Padilla and Victor Suazo. (Dora Martinez will attend training 1-4-92).

Communion: December 1, 1992 - 40 persons participated in communion at the 9:30 A.M. Worship Service. 72 persons participated at the 11:00 A.M. Worship Service. Total 112.

December 3, 1991 with Elder Isabel Martinez assisting, the following shut-ins were served: Celia Salazar, Mary Alice Salazar, Amalia Cruz,

and Clorinda Martinez.
 December 4, 1991 with Elder Toby Atencio assisting the following were served: Nora Duran, Nancy Monte, Manolo Rodriguez, Walter Link, Ely and Mercedes Martinez. Total Shut-ins 10..

Baptism: December 8, 1991 Brittany Nicole Romero, daughter of James and Melissa (Jones) Romero, born July 24, 1991, in Albuquerque, New Mexico, baptized at the 9:30 A.M. Worship Service. Clergy: Rev. Anthony Chavez

Activities: Wednesday evening Bible Studies.

Conducted Bibles Studies for 2 circles.

Attended called Presbytery meeting on November 21, 1991. MHNS Board meeting, November 26, 1991.

Counseled with James and Melissa Romero regarding baptism.

Visited members with particular attention to those members who are ill or hospitalized.

The meeting was adjourned with prayer by Moderator Chavez at 8:55 P.M.

Solema Newton
 Solema Newton
 Clerk of Session

SESSION ANNUAL STATISTICAL REPORT

Year Ending December 31, 1991

Did the Congregation review with the Pastor the adequacy of her/his compensation for the year 1991? Yes

Did the Church review the salaries of any church worker who are not ordained ministers? Yes

A. Membership (PCUSA)

1. Active Membership December 31, 1991..... 287

2. Gains for 1991

a. Profession of Faith.....	<u>5</u>	
b. Certificate.....	<u>0</u>	
c. Other.....	<u>0</u>	
d. Total Gains (Add 2a,b,c,).....		+ <u>5</u>

3. Subtotal of Line 1 & 2d..... = 292

4. Losses for 1991

a. Certificate.....	<u>2</u>	
b. Death.....	<u>9</u>	
c. All other Losses.....	<u>17</u>	
d. Total Losses (Add 4a, b,c).....		- <u>28</u>

5. Total Active Membership 12-31-91 (Line 3 minus 4d).... = 264

6. Femal Members..... 155

7. Inactive Members..... + 27
8. Baptized Members..... + 16
9. Total Adherents (Add 5,7 & 8..... = 307
10. Age Distribution of Active Members under 25 30, Ages 26-45 64
Ages 46-55 38, Ages 56-65 53, Over 65 79
11. Average Attendance at Sunday Worship..... 215

12a. Church School Enrollment by Age Group

Birth - 3	0	Age 4	3	Kindergarten	3
1st Grade	<u>7</u>	2nd Grade	<u>2</u>	3rd Grade	<u>7</u>
4th Grade	<u>1</u>	5th Grade	<u>9</u>	6th Grade	<u>1</u>
7th Grade	<u>3</u>	8th Grade	<u>0</u>	9th Grade	<u>3</u>
10th Grade	<u>0</u>	11th Grade	<u>0</u>	10th Grade	<u>0</u>
Young Adults (under 25)	<u>4</u>	Ages 25 and older	<u>10</u>		
Teachers and church-school officers			<u>11</u>		

b. Total Church School Enrollment..... 64

13. 1991 Baptisms

a. Infant 10 b. Adults 0

14. Active Officers

Men	Women	Total
7	8	15
1	5	6

Elders
Deacons

15. Are the trustees members of the session?

Yes

16. Persons with a disability

a. Hearing Impairment 6

b. Mobility impairment 17

c. Sight impairment 1

d. Other 19

RACIAL ETHNIC COMPOSITION OF CHURCH

Congregation	Asian	Black	Hispanic	Native American	White	All Other	Total
Session	0	0	237	4	23	0	264
Deacons	0	0	13	0	2	0	15
	0	0	6	0	0	0	6

B. Finances

(Use Whole Dollars Only, Do Not Use cents)

17. Beginning Balance 1-1-91

\$ 82,173

18. Receipts

a. Contributions.....\$ 87,522

b. Capital And Building Funds..... 45,541

c.	Investment and Endowment Income.....	\$ 2,911	
d.	Bequests.....	0	
e.	Other Income.....	0	
f.	Subsidy or Aid.....	0	
g.	BiCentennial Funds.....	0	
19.	Total Receipts (Add 18a thru g).....		+ <u>135974</u>
20.	Expenditures		
a.	Local Program.....	46,958	
b.	Local Mission.....	2,763	
c.	Capital Expenditures.....	117,437	
d.	Investment Expenditures.....	0	
e.	Per Capita Apportionment.....	5,013	
f.	Validated Mission.....	13,533	
g.	G. A. Theological Education Fund.....	545	
h.	Other Mission.....	0	
i.	Bicentennial Fund Disbursements.....	0	
21.	Total Expenditures (Add 20a thru i).....		- <u>186249</u>
22.	Ending Balance or Balance on Hand (Line 17 plus Line 19 minus Line 21).....		<u>31898</u>

Solema Newton
 Solema Newton
 Clerk of Session

Summary of Important Action Taken at Congregational/Corporation Meetings

Second Presbyterian Church had four (4) Congregational/Corporation Meetings in 1991.

January 27, 1991: Annual Congregational/Corporation Meeting for the purpose of presenting the Annual Reports for 1991; Electing a Nominating Committee for 1991 and Presentation and Approval of Financial Report for 1990. (see pp. 370-371)

August 4, 1991: Special Called Congregational Meeting for the purpose of electing a pastor. (see pp. 2)

August 18, 1991: Special Called Congregational Meeting for the purpose of approving the terms of call for the new pastor, authorize the PNC to sign the call, and elect 2 persons to prosecute the call before Presbytery on August 25, 1991. (see pp. 3)

October 27, 1991: Stated Congregational/Corporation Meeting for the purpose of electing five elders and two deacons for the class of 1994; present and approve the Budget for 1992. (see pp. 14-15)

January 19, 1992

The Session of Second Presbyterian Church held its regular monthly meeting on January 19, 1992 at 6:00 P.M., in the Multi-purpose Room, 812 Edith Blvd. N.E., Albuquerque, New Mexico.