

**SECOND PRESBYTERIAN CHURCH
SESSION MEETING
January 22, 2013**

The Session of Second Presbyterian Church met for their regular stated meeting on Tuesday, January 22, 2013, in the Fellowship Hall. After a dinner, Beverly Chavez opened the meeting with devotions and prayer at 5:55 PM.

Members present: Beverly Chavez, Susie Chang, Orlando Duran, Dora Martinez, Ruth Montoya, Martha Powers, Bob Romero, Iris Sandoval, John Van Dyke and Rob Woodruff, moderator. Also present were newly elected members: Emiko Chavez, Lynn Gatewood, Toby Montoya and Trancito Romero.

Members absent: Alma McBride, David Lopez and Alicia Montoya

Also present: Abel McBride, Chair of the Building Renovations Committee, Marie Kenny, Acting Director of Martineztown House, and Michael Mead, to request baptism for his daughters.

The Clerk declared a quorum present.

The Agenda was approved, by consensus, as presented.

Session granted privilege of the floor to the newly elected members and our visitors.

ORDER OF THE DAY

Request for Baptism: Michael requested permission to baptize his daughters: Madison, 4 years old, and Mackenzie, newborn.

Session VOTED to approve the baptism of them on Sunday, Feb. 17, 2013, pending Pastor Rob meeting with them to discuss baptism.

Childs name: Madison Marie Mead

Parents: Michael and Jo Anne Mad

Child's birth date: January 28, 2009

Place of birth: Albuquerque, New Mexico

God parents: Dominic Rivera and Paul Rivera

Childs name: Mackenzie Marie Mead

Parents: Michael and Jo Anne Mad

Child's birth date: December 26, 2012

Place of birth: Albuquerque, New Mexico

God parents: Abel and Alma McBride

Martineztown House Update

Marie Kenny, Interim Director, updated session on what has been happening at the House. The quite for the "Change of Occupancy Code" came in at \$3,7000 and session had agreed to pay half. A Computer Lab Project is underway--11 computers have been ordered and Brown Mackie College will provide interns to teach basic computer skills, job finding skills, resume writing, etc. Food boxes are still being given to the community and donations are still coming in.

Building Renovations Update

- a. Abel will be meeting with insurance agent to discuss the stained glass windows – should they be covered or not.
- b. The front sanctuary doors need to be weather stripped since there is quite a draft between them. Orlando will check on this.
- c. Abel is still working on getting estimates for gutters.
- d. Abel will look into getting a canopy over the front door. The pigeons are making quite a mess there.

MINUTES

The minutes of the Regular Session meeting of December 20, 2012 were approved, by consensus, as presented.

PASTOR'S REPORT

1. Communion report: On December 24, 2012, 128 people took communion and on January 6, 2013, 114 people took communion
2. Visitations: Anna Torres, Zulema Acquisto, Burt Montoya, George Vigil, Fred Martinez (3x), and Ella & Sam Porragas. He took communion to Fred Martinez on December 24, 2012 with Deacons Abel McBride and Sandra Duran.
3. Rob officiated at the following funerals:
 For Fred Martinez on January 3, 2013. He died on December 29, 2012
 For Zulema Acquisto on January 11, 2012. She died on January 4, 2013.
4. Rob reported that the Covenant between First Presbyterian Church, Camino de Vida, and Second PC was approved by First Church and Camino de Vida. He reported that they would like for people to visit each others churches. They want to have the following schedule:
 On March 10 – people from First and Second Churches will visit Camino de Vida
 On April 7 – people from First and Camino de Vida will visit Second Church
 On April 28 – people from Second and Camino de Vida will visit First Church
5. A joint Officer training will be held on Saturday, January 26, in our Fellowship Hall with Las Placitas PC and Westminster PC, Santa Fe. Drew Henry (Placitas) will teach a portion on Stewardship, Chester Topple (Westminster) will teach on the "nuts and bolts" of being an officer, and Rob will talk about being a 21st Century officer.
 Martha volunteered to serve a luncheon for a "Love Offering." Session members were asked to bring goodies for the Coffee Hour at the beginning.
 Session VOTED to approve having the Lord' Supper at the end of the training.

Session VOTED to hold a special meeting after the training to examine our new officers.

PARISH ASSOCIATE REPORT – Jaime Quinones

Visitations for December: Marie Vasquez, Tillie Arellano, Zulema Acquisto, Henrietta Van Maanen, Ruth and Elifas Santillanes, Fred Martinez, Raymond and Elsie Chavez, Pas Vigil and Salome George.

REPORT ON PRESBYTERY

The next Presbytery meeting will be held on February 22-23m 2013 at Las Placitas PC

ORGANIZATION OF RESPONSIBILITIES

By consensus, Session elected Dora Martinez as Clerk of Session for one year.

Session appointed the following people to the positions noted, by consensus:

Paying Treasurer: Mary Montoya

Receiving & Recording Treasurers: Dora Martinez and Judy Walls

Bookkeeper: John Van Dyke

Committee chairs:

Christian Education – Susie Chang

Mission – Trancito Romero

Evangelism and Membership – Emiko Chavez and Beverly Chavez

Stewardship and Finance – John Van Dyke

Nominating - Iris Sandoval with Beverly Chavez as the other session member. Iris will be the chair of the Nominating Committee.

Hospitality – Lynn Gatewood

Personnel – Toby Montoya

Building and Grounds – Orlando Duran

Music and Worship - Ruth Montoya

Live Wire – Alicia Montoya

Presbytery Commissioners

Alma McBride, Ruth Montoya and Orlando Duran

Alternate Presbytery Commissioners

Susie Chang, Dora Martinez, and Lynn Gatewood

Officers of the Corporation are as follows:

Trancito Romero, President

Martha Powers, Vice-president

Dora Martinez, Secretary

Mary Montoya, Treasurer

Session VOTED to appoint the following members to a committee to nominate members to the Nominating Committee: Martha Powers, Trancito Romero, and Toby Martinez

Session VOTED to allow Martha Powers and Bob Romero to keep the keys to the church since they will be opening/closing for various groups or in an emergency.

CLERK'S REPORT – Dora Martinez

1. Dora presented some correspondence and distributed pieces for all to read.
2. Dora reported she received a call from Micki Choi, from the Presbyterian Foundation, asking if we were going to borrow any more money from them for our renovations. She told her no, in fact we were sending a check to pay off what we had already borrow.
3. PW requests permission to hold their Birthday/Thank Offering Coffee after church on Sunday April 28, 2013 and have a Minute for Mission on Sunday, April 21, 2013.
Session VOTED to approve this request.
4. The following volunteered to open/close the church during the months noted in 2013. They will also provide devotions for session the month they open/close.

February	Dora Martinez	August	Susie Chang
March	John Van Dyke	September	Lynn Gatewood
April	Iris Sandoval	October	Iris Sandoval
May	Trancito Romero	November	Alicia Montoya

June
July

Toby Montoya
Beverly Chavez

December Ruth Montoya

5. Dora requested permission to review the minutes and insert any deaths she might have omitted from the minutes so that the records will reflect the correct information.
Session VOTED to approve this request

BOOKKEEPER'S REPORT – John Van Dyke

John presented the following reports and answered questions:

December 2012 Spending vs. Budget
December 2012 Spending
Income January 1- December 30, 2012
2012 Non-budget activity through December
Building Fund Running Status

COUNTING & RECORDING TREASURER'S REPORT – Dora Martinez

Dora distributed the income report for December, 2021 and answered questions.

2013 BUDGET RECOMMENDATION

John presented a draft of a budget for 2013 in the amount of \$213,269.00. The budget includes a 3% raise for staff. After reviewing pledges and discussion, Session VOTED to approve this budget for 2013.

COMMITTEE REPORTS

1. Christian Education – Susie Chang

- a. As part of the Year of the Child, the committee is hosting an intergenerational Chinese New Year event on Saturday, February 16, from 11:00 AM to 1:00 PM.
- b. The organizational meeting for VBS will be held on Sunday, February 17 at First PC after church. Olga Joyce, Karmen Van Dyke, Gloria Montoya and the Changs will represent Second Church.
- c. There are at least 4 young people who would meet the requirement for a Confirmation Class: Diego Chavez, Alexis Jaramillo, Sabrina Porragas, and Gabe Van Dyke. The committee will be working with David Martinez on this. They will also se about the possibility of a Youth sponsored Spring Talent Show.
- d. The third annual Eggstravanganza will be held on Saturday March 30.
- e. In May the committee hopes to have an Art Display of the children's art work.

2. Hospitality – Martha Powers

- a. Martha reported that the reception for David Martinez' Ordination went well. She asked if expenses for this event could be taken from someplace other than the budget line item.
Session VOTED to take the expenses from the Hospitality Reserve fund, # 223000.
- b. Martha will met with Lynn Gatewood, new Hospitality Chair, sometime next week.
- c. What do we do about Wings Ministry? Who will open now that Martha will no longer be on Session? Martha said she would help and several members agreed to help her out.
Session VOTED to ask WINGS to pay \$50.00 a month for the use of the building.
Rob will contact Ann Edenfield about this.

3. Mission – Bob Romero

Bob reported that several people attended the MLK Multi-cultural event where Arturo Castillo received the scholarship we had given. He is a student at the South Valley Academy.

4. Personnel – Beverly Chavez

The committee has prepared evaluation forms and will be sending them out soon.

5. Building and Grounds – Orlando Duran

Orlando reported that the Men's monthly meeting will be held the first Saturday of the month and that will also be a church workday. They hope to work on the Cry Room, complete work on the Sunday School rooms and do other needed projects.

6. Stewardship and Finance – John Van Dyke

John recommended that the following special offerings be taken on the dates noted:

OGHS Offering – Palm Sunday

Pentecost Offering – Pentecost Sunday

Peace Offering – World Communion Sunday

JOY Offering – Fourth Sunday of Advent

Session VOTED to approve this recommendation. Session also VOTED to have a moratorium on taking any special offering the 2 Sundays prior to each of these special offerings.

7. Worship – Ruth Montoya

- a. Ruth reported that the Menaul School Choir will sing for worship and the Fellowship hour on Sunday, January 27. She requested permission to have a free will offering for the choir during the fellowship hour.

Session VOTED to approve this request.

- b. Sunday, February 3 is Super Bowl Sunday and Ruth asked that we designate it as our Souper Bowl Sunday. We would ask the congregation to bring canned goods and other non-perishable food for the Storehouse on that day.

Session VOTED to approve this request.

- c. February 13 is Ash Wednesday and we will be having a joint worship service with First Presbyterian Church and Camino de Vida at 7:00 PM.

- d. On February 17 we will have a Healing Service and a Baptism.

NEW BUSINESS

1. February 10 will be the Session Turkey dinner. Lynn Gatewood will remind those that said they would provide turkeys. She and Martha will get together to plan the meal and let us know what we need to do.
2. Because of all the activities we are having and will have in the Fellowship Hall, should we consider protecting the Schuyler paintings with plexiglass? Orlando will check into the cost of doing this.

There being no further business, the meeting adjourned with prayer by Pastor Rob at 8:45 PM.

Respectfully submitted,



Dora V. Martinez, Clerk of Session



Church Report 2012

PIN Number	5089
Presbytery Number	380620
Church	Second Presbyterian Church
Address	812 Edith St NE
City/State	Albuquerque, NM 87102-2408
Phone	505-242-8005
Email	spchurch1002@qwestoffice.net
Web Site	www.secondpresabq.org
Fax	505-242-6097

Membership

Prior Active Members **223**

Gains

17 & Under

18 & Over **8**

Certificate **1**

Other

Total Gains 9

Losses

Certificate

Deaths **7**

Other

Total Losses 7

Total Active Members 225

Baptized **79**

Other Participants **50**

Total Adherents **354**

Female Members **131**

Average Attendance 140

Affiliate Members 1

Baptisms

Child Baptisms **5**

Adult Baptisms

Officers

Male Session **4**

Female Session **8**

Male Deacons **3**

Female Deacons **6**

Age Distribution of Active Members

Male

Female

25 & Under **25**

26 - 45 **35**

46 - 55 **29**

56 - 65 **55**

Over 65 **81**

Total Distribution 225

0

0

People with Disabilities

Hearing

Sight

Mobility

Other

Christian Education

Birth 3	2	Grade 7	2
Age 4	6	Grade 8	1
Kindergarten	2	Grade 9	3
Grade 1		Grade 10	3
Grade 2	2	Grade 11	
Grade 3	2	Grade 12	
Grade 4	2	Young Adults	4
Grade 5	3	Over 25	25
Grade 6	2	Teachers/Officers	18
Total	77		

Racial Ethnic	Membership	Elders	Deacons	Male	Female
Asian					
Black					
African American					
African					
Middle Eastern					
Hispanic					
Native American					
White					
Other	225	12	9	94	131
Totals	225	12	9	94	131

Potential Giving Units	155
Budgeted Income	186,087
Budgeted Expense	207,058

Receipts

Regular Contributions	199,622	Bequests	
Capital Building Fund	66,026	Other Income	13,734
Investment Income	7,200	Subsidy or Aid	

Expenditures

Local Program	167,750	Per Capital Apprt	7,359
Local Mission	9,313	Validated Mission	22,459
Capital Expenditures	109,981	Theological Fund	900
Investment Expenditures		Other Mission	896

**SECOND PRESBYTERIAN CHURCH
SESSION MEETING
February 19, 2013**

The Session of Second Presbyterian Church met for their regular stated meeting on Tuesday, February 19, 2013, in the Fellowship Hall. After a dinner, Dora opened the meeting with devotions and prayer at 5:55 PM.

Members present: Beverly Chavez, Emiko Chavez, Susie Chang, Orlando Duran, Lynn Gatewood, Dora Martinez, Ruth Montoya, Alicia Montoya, Toby Montoya, Trancito Romero, Iris Sandoval, John Van Dyke and Rob Woodruff, moderator.

Also present: Stephanie Hope, Community Garden; LeRoy and Sylvia Vasquez and their children Page and LeRoy, II.

The Clerk declared a quorum present.

The Agenda was approved, by consensus, as adjusted.

MINUTES

The Minutes of the January 22, 2013 meeting were approved with minor corrections.

Session VOTED to grant privilege of the floor to Stephanie Hope, LeRoy and Sylvia Vasquez.

ORDER OF THE DAY

Request for Baptism: LeRoy Vasquez and Sylvia Gomez-Vasquez requested that their son, LeRoy Daniel, II, be baptized.

Session VOTED to approve the LeRoy's baptism Sunday, March 17, 2013, pending Pastor Rob meeting with them to discuss baptism.

Child's name: LeRoy Daniel

Parents: LeRoy Vasquez and Sylvia Gomez-Vasquez

Child's birth date: March 9, 2010

Place of birth: Albuquerque, NM

God parents: Veronica Vasquez and Moses Martinez

Deacons

Rob reported that the deacons have served communion to shut-ins during the last communion Sunday and after Ash Wednesday. He encouraged elders to go along with the deacons when possible. He also noted that the Helpline was not getting many calls and wondered if we should continue the line.

Community Garden

Stephanie reported that she is now working for "Project Feed the Hood" and hopes to have them partner with us with the garden. She would like to begin working on the garden soon by planting seedlings in mid. She would like to begin talking with community partners and possibly hold community meetings. She will need a new key for the gate since the lock has been replaced. She asked if it would be alright for volunteers to work in the garden when the gate is open. Session said it was okay.

PASTOR'S REPORT

1. Communion report: On February 6, 2013, 95 people took communion; on Ash Wednesday, February 13, communion was taken by intinction.
2. Visitations: Bennie Vasquez (2x), Martha Powers, Barbara Trujillo, Ambrosio Ortega, Richard & Mary Duran. Served Communion with Jaime on January 23 to Marty, Yvonne and Yvette Gallegos. Officiated at an on February 9 at Sunset Memorial Gardens for Marcia Lucero.

PARISH ASSOCIATE REPORTS

Rev. Jaime Quinones made the following visitations in January: Mary Duran, Ruth & Elifas Santillanes, Maria Barela, Ton Gonzalez, Jr., Raymond and Elsie Chavez, Pas Vigil, Barbara Trujillo, Salome George, Bennie & Marie Vasquez.

CLERK'S REPORT – Dora Martinez

1. Dora presented some correspondence and distributed pieces for all to read.
2. Dora reported she has been working on the annual statistical report and it is almost complete. She passed a copy of what she had around and asked that it be approved pending completion.

Session VOTED to approve the report.

3. Dora asked if the sub-committee to nominate a Nominating Committee has been working. They asked if Martha should be replaced since she is no longer on session.

Session VOTED to add Ruth Montoya to the sub-committee, with Trancito to be the convener. Toby Montoya is the other member of the sub-committee.

4. We had a request from Albuquerque Interfaith to meet in our Fellowship Hall on the following Sundays from 4:00 PM to 6:00 PM: February 24, March 3, and March 10.

Session VOTED to allow Albuquerque Interfaith to meet here and the following people will open/close for them: On Feb. 24, Dora Martinez; on March 3, Beverly Chavez; and on March 10, John Van Dyke.

BOOKKEEPER'S REPORT – John Van Dyke

John presented the following reports and answered questions:

January 2013 Spending vs. Budget
 January 2013 Spending
 Income January 2013
 2013 Non-budget activity for January
 Building Fund Running Status
 Balance Sheet for 2012

COUNTING & RECORDING TREASURER'S REPORT – Dora Martinez

Dora distributed the income report for January, 2013 and answered questions.

COMMITTEE REPORTS

1. Evangelism and Membership – Beverly Chavez and Emiko Chavez
 - a. The committee provided corsages for those being ordained/installed and also flowers for the baptism.
 - b. Beverly noted that we have to work on the membership roll.
 - c. She also noted that she will regularly send notes to visitors.

- d. Bev reminded everyone to wear their nametags and to encourage all members to do the same. We need to come up with an easy to access them so people won't be resistant to using them.
2. Hospitality – Lynn Gatewood
 - a. Lynn noted that the Turkey dinner went very well. Dora will let everyone know how much each should pay to cover the cost of the food.
 - b. Session VOTED to set the following schedules for fund raising dinners in 2013:
 - March 10 – Presbyterian Men
 - April 14 – Presbyterian Women
 - June 9 – Mission Committee and Deacons
 - August 11 – Building & Grounds and Presbyterian Men
 - September 8 – Youth
 - October 13 – Choir
 - December 7 – PW's Annual Mexican Dinner and Bazaar
3. Mission – Trancito Romero
 - a. Trancito noted he still needs members for his committee.
 - b. He attended a meeting with the Mayor on homelessness
 - c. There are 12-13 people going on the Guatemala Mission Trip.
Session VOTED to hold a fund raiser to sell "stock" in the trip to Second Church members to benefit those from our church who will be participating.
4. Personnel – Toby Montoya
 - a. Toby said he has 4 members on the committee and still needs one.
 - b. He reported that Rob has requested vacation time from March 7 -12, 2013, which will include one Sunday.
Session VOTED to approve this request.
 - c. Rob recommended that we renew the Parish Associate contract for Rev. Quinones with the same terms and Rev. Jamie Martinez' with a few changes. We agreed to increase her remuneration by \$300 a year.
Session VOTED to approve the contracts.
5. Building and Grounds – Orlando Duran
 - a. Orlando noted that we should consider protecting the Schuyler painting with Plexiglass. It would cost us about \$74 a sheet plus \$20-\$12 to have the holes drilled. Concern was expressed that maybe there should be some space between the Plexiglass and the paintings. Orlando will look into this.
 - b. The committee has set their meeting for the 4th Saturday of the month, the same time as men's meeting.
 - c. The MHNS code update: It looks as if they will need to redo bathrooms, the steps out to the street, doors, etc. They are still getting estimates for the work.
6. Stewardship and Finance – John Van Dyke

John reminded us that the OGHs Offering will be taken on Palm Sunday. He asked for names of people who might do a Minute for Mission. Jaime Quinones was suggested since he has worked with SDOP and the Hunger Program.
7. Worship – Ruth Montoya
 - a. Ruth reported that PACE Audio will be evaluating our audio system on Thursday. She will have them give us an estimate on upgrading our system and possibly hanging 2 mics over the chancel. Also she'd like to know if we need to enlarge our sound board.
 - b. There will be a Healing Service on February 24.

- c. The committee is working on plans for Holy Week and Easter.
- d. Rob noted he received a request to baptize Minnie Olivas' great-grand children.
Whenever they come to visit Minnie, they attend our church, but they live in Colorado.
After discussion, Session VOTED to grant this request.
- e. The Choir has almost completed recording their CD. They would like to have a concert, after which they would sell the CD's, on May 5, 2013.
Session VOTED to approve this event.

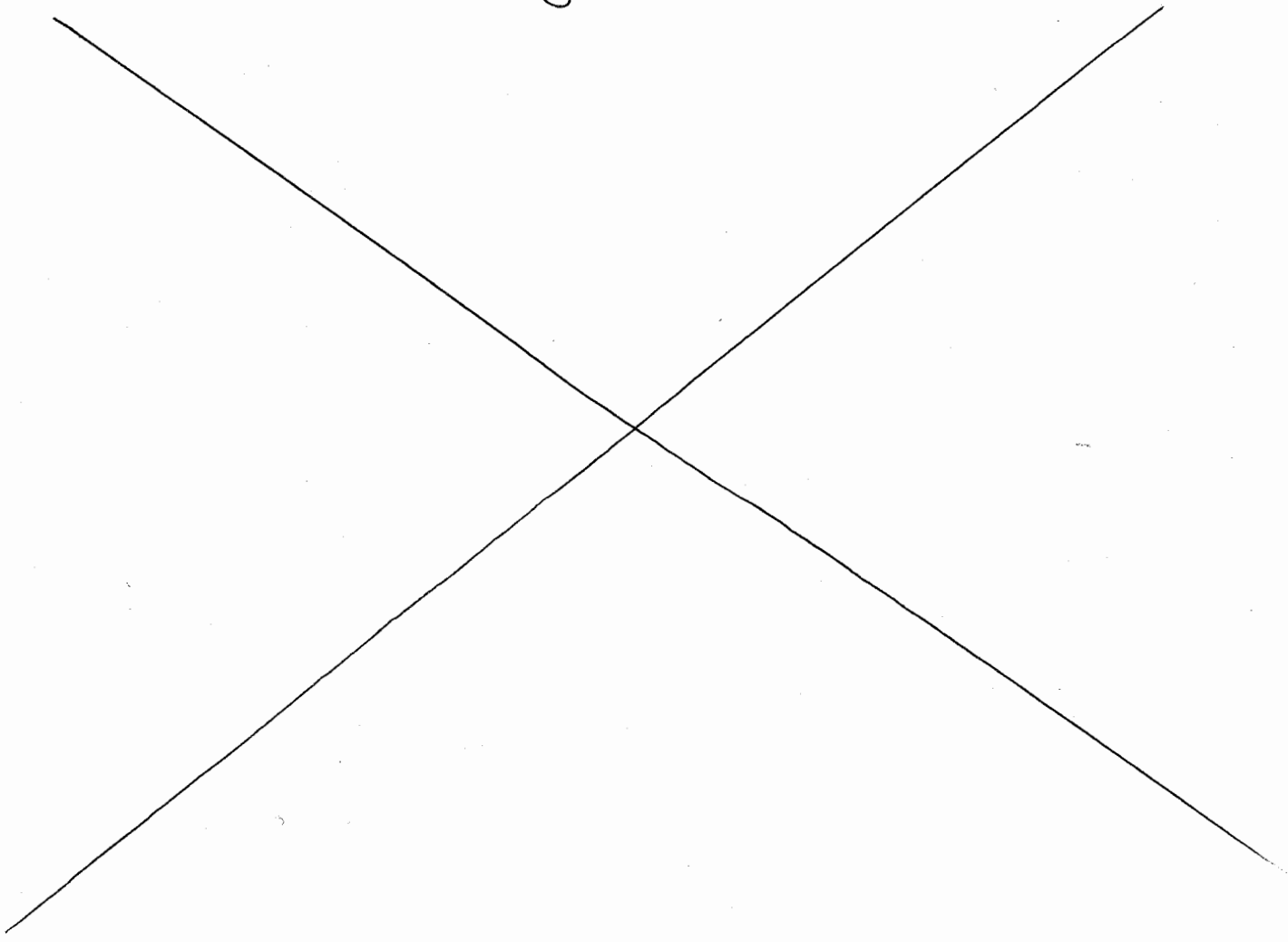
8. Christian Education – Susie Chang

- a. Susie reported that the Chinese New Year celebration went very well.
- b. VBS plans are being made with First PC. The theme will be: Athens.
- c. The Third Annual Eggstravanganza will be held on March 30.
- d. The Youth Triennium will be held this summer. We have 4 of our youth who are interested in going: Marcus, Julian, Gabe and Nicole. The cost will be between \$1000 – 12000. The family will be asked to contribute \$300. The kids will probably need to do some fundraising.
Session VOTED to authorize one fund raiser for this event.

There being no further business, the meeting adjourned with prayer by Pastor Rob at 8:55 PM.

Respectfully submitted,


Dora V. Martinez, Clerk of Session



SECOND PRESBYTERIAN CHURCH
SESSION MEETING
March 19, 2013

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, March 19, 2013 in the Fellowship Hall of the church. After a potluck dinner, John Van Dyke opened the meeting with devotions and prayer at 5:55 PM. Moderator Rob Woodruff called the meeting to order at 6:00 PM

Members present: Susie Chang, Beverly Chavez, Orlando Duran, Lynn Gatewood, Dora Martinez, Ruth Montoya, Toby Montoya, Trancito Romero, John Van Dyke, Alicia Williams and Rob Woodruff, moderator.

Members excused: Iris Sandoval

Members unexcused: Emiko Chavez

Also present: Alfred Sanchez, Leah Sanchez, Marie Kenny and Devon Cannady

The Clerk declared a quorum present.

The Agenda was approved with some additions.

PRIVILEGE OF THE FLOOR

Session granted privilege of the floor, by consensus, to Alfred & Leah Sanchez, to request baptism; Marie Kenny and Devon Cannady, MHNS update.

ORDER OF THE DAY

1. Martineztown House update

Devon Cannady reported that he is the architect that has been working with Martineztown House to get the occupancy code changed to A3, general use for churches. There is a problem because of the stage in the large room. Between the church and MHNS the occupancy is 300. If the stage is kept it would require a much large occupancy number. It was decided to remove the stage. The door that leads to the street from the large room needs to have the steps redone and a railing added. Two of the bathrooms will also need to be remodeled. It was decided to get all this work done and to request a separate occupancy code for Martineztown House and the church.

2. Request for baptism

Alfred and Leah Sanchez would like to have their son, Joaquin, baptized. They have met with Rob and discussed baptism. Their two daughters, Sophia and Olivia have already been baptized in our church.

Child's name: Joaquin Alfred Sanchez

Parent's names: Leah Antoinette Sanchez and Alfred Juan Sanchez

Child's birth date: April 9, 2012

Place of birth: Albuquerque, NM

Godparents: Dawn Bascue and Brandon Bascue

After talking to them, Session VOTED to approve the baptism which will take place on Sunday, May 12, 2013.

3. Live Wire Report- Alicia Williams

- a. George Huggins continues to help with updating our webpage and has added quite of number of names to the email distribution list.
- b. Alicia maintains the Facebook page by adding pictures of church activities.
- c. There will be a Young Adult Dinner at the church on Saturday evening.
- d. Alicia has contacted M & J Signs about possibly getting a digital sign for the church. They brought a sign, last month, to demonstrate what can be done with one of their signs. If we purchased one, it would be located on the Lomas side of the parking lot and the trees would block the sign. It was discussed that we could remove the trees, if necessary. Alicia reported that the cost of a sign 4' x 8' x 3', 19mm with all colors would cost \$ 34,432.00. A mono color sign would cost \$22,756.

Session asked Alicia to do some more research and get other estimates.

- e. Alicia noted that there will be an ad in the newspaper that will list Holy Week and Easter activities.

MINUTES

The minutes of the Session meeting of February 19, 2013 were approved, with minor corrections, by consensus.

PASTOR'S REPORT

1. Communion was taken by 128 people on March 3, 2013.
2. Rob reported he made the following visitations: Bennie Vasquez, Adolph McCoy, Marie Vasquez & family, Ruthie Blea and Frank Salazar, Zoe Ann Palmer.
3. Rob officiated, along with the Rev. Quinones, at the funeral of member, Bennie Vasquez on March 6, 2013. Bennie died on February 28, 2013.
4. Rob asked that we keep David Lopez in our prayers. He has gone to Ogden, Utah to look for a job.
5. Rob reported that Wings Ministry has received a \$500 grant from the city to plant trees and they want to know if we would like them to plant them on our property. If so, on April 25, someone from the mayor's office and from Keep Albuquerque Beautiful would come to a celebration. However, we were already considering digging out some trees, do we don't need anymore.
6. The Covenant between us, First PC, and Camino de Vida has been doing well. However, as a session we need to find a way to better understand and work together.

Session decided, by consensus, to place this relationship under the auspices of the Mission Committee.

PARISH ASSOCIATE'S REPORT

Visitations made by Jaime Quinones in February: Bennie and marie Vasquez (many times), George Vigil, Barbara Trujillo, Bert Montano, Ruth and Elifas Santillanes, Pas Vigil and Salome George.

CLERK'S REPORT

1. Dora distributed several pieces of correspondence for members to read.
2. Dora noted that we had not taken action on what to do with the offering taken on Ash Wednesday. At the last minute, along with First PC, it was suggested that the offering be taken for the Rio Grande Food Project.

Session VOTED to approve sending the offering to the Rio Grande Food Project.

3. The Nominating Committee sub-committee has reported that they are ready to nominate the following: Ella Porragas, Lorraine Jimenez, Steve Montoya and David Lopez.
Since David has moved to Utah, he will need to be replaced so the sub-committee was asked to replace him. It was also suggested that it be someone from our minority membership.

Session VOTED to call a Congregational meeting for Sunday, April 14, 2013, after the worship service, for the purpose of electing a Nominating Committee.

4. We have received a request from Albuquerque Interfaith to meet in our Fellowship Hall on April 4, 2013 from 5:00 PM to 8:30 PM.

Session VOTED to approve this request. This is a Thursday and choir will be meeting during that time.

5. Dora reported that each session member's share of the expense for the Turkey Dinner will be \$10.00.

BOOKKEEPER'S REPORT:

John presented the following reports and answered questions:

- 2013 Spending and Budget through February, 2013
- February, 2013 spending
- Income for January – February, 2013
- Income for non budget items through February, 2013
- 2013 non budget activity through February, 2013

COUNTING AND RECORDING TREASURER'S REPORT

Dora presented a report on the income for February, 2013, and answered questions.

COMMITTEE REPORTS

1. Mission – Trancito Romero reporting
 - a. The new committee met to get acquainted and talk about their work.
 - b. The Guatemala Trip plans are going well. The fund raiser will be to sell stock in the trip and First PC will do all the paper work for this.
 - c. Members of First PC and Second PC attended worship at Camino de Vida on March 10.
2. Personnel – Toby Montoya reporting
 - a. The committee has begun to update the personnel files of all employees
 - b. The committee will help Rob do staff evaluations
 - c. We were reminded that we need to keep the custodian informed of all the extra activities that happen in the church so he doesn't come to work and find he can't do what he needs to do.
 - d. Rob has requested leave to go to Ann Arbor to help with their interns on may 18-19, 2013.

Session VOTED to approve this request if Rob can make this trip fit into his schedule.

3. Evangelism & Membership – Beverly Chavez reporting
The committee has been providing flowers for the baptisms, is sending cards to visitors, and been working to keep the Cry Room clean.
4. Building and Grounds – Orlando Duran reporting
 - a. The committee had a work day after the Presbyterian Men's meeting and they cleaned up around the church. They plan to do more work in the Rose Garden.

- b. Orlando noted concern about all the pigeons which have been making such a mess at the front of the church. He would like to ask Frank, our custodian, to power wash the steps on a regular basis.

Session VOTED to ask Frank to add this job to his regular schedule of cleaning.

- c. Concern was raised about having someone come in to do cleaning of the kitchen 2 times a year because this has not been officially approved by the session. Presbyterian women have been paying for this and this year asked the Presbyterian Men's group to help by paying for one time.

Session VOTED to approve that PW and PM pay for someone to clean the kitchen this year. Next year, the Hospitality Committee will include this cost in their budget.

5. Worship – Ruth Montoya reporting

- a. Ruth presented a sign-up sheet for elders to volunteer to open for Wings on the second and fourth Mondays of the month. By consensus it was agreed that we would do this and the sign-up sheet was passed around.
- b. The committee had PACE Audio come to look at our sound system to evaluate if it was sufficient for our needs. They also were asked to evaluate the speakers for the organ and their placement.

Southwest organ also came to evaluate the organ speakers since they work with Allen Organs. They suggested purchasing 2 Allen speakers and placing them on the wall on either side of the Good Shepherd window at a cost of \$ 3,500.

Session VOTED to table making a decision on this until we can identify where we would get the funds to do this.

- c. Ruth reported that the Choir will have a concert on Sunday, May 5 at 3:00 PM to market the new CD they have put together.

6. Christian Education – Susie Chang reporting

- a. Susie noted that Anita Chavez had been out of town and taught her Sunday School by Skype.
- b. Vacation Bible School is scheduled for June 10-14 at Menaul School. It will begin at 5:30 PM. The training session has been planned for June 2 at our church. Church participating this year are Second, First, La Mesa and St. Andrew. We will only be responsible for one meal this year and the men's group will serve burritos.
- c. The third annual Eggstravaganza is all planned and ready to go on March 30.
- d. The children will provide the children's moment on Mother's Day. They will present a puppet show about Noah.
- e. Jeannie Hogan will teach an Adult Sunday School class for 4 weeks in May on funerals.
- f. Susie has felt that the committee has so much to do with educating our children and youth that the adults have not received the attention needed. Harry Hogan has agreed to spearhead a sub-committee dealing only with adult education. Susie suggested that session consider splitting CE into adult and children education and that each be headed by an elder.

7. Hospitality – Lynn Gatewood reporting

- a. Lynn is concerned about recycling and hopes to encourage recycling of all kinds.
- b. Lynn also had a concern about our kitchen and if we were in compliance with the code. She will research this.

There being no further business, the meeting adjourned with prayer by Lynn Gatewood at 9:00 PM.

Respectfully submitted,



Dora V. Martinez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH
SESSION MEETING
April 23, 2013**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, April 23, 2013 in the Fellowship Hall of the church. After a potluck dinner, Iris Sandoval opened the meeting with devotions and prayer at 5:55 PM. Moderator Rob Woodruff called the meeting to order at 6:00 PM

Members present: Susie Chang, Beverly Chavez, Emiko Chavez, Orlando Duran, Lynn Gatewood, Dora Martinez, Ruth Montoya, Toby Montoya, Trancito Romero, Iris Sandoval John Van Dyke and Rob Woodruff, moderator.

Members excused: Alicia Williams

Also present: Martha Powers, Marie Kenny and Devon Cannady

The Clerk declared a quorum present.

The Agenda was approved by consensus.

MINUTES

The minutes of the Session meeting of March 19, 2013 were approved, by consensus, as presented.

PRIVILEGE OF THE FLOOR

Session granted privilege of the floor, by consensus to Martha Powers, Marie Kenny and Devon Cannady, MHNS update.

ORDER OF THE DAY

Martineztown House update

Devon Cannady reminded us that MHNS is requesting that the occupancy code be changed to A3, general use for churches. We will have to decide what would be the most cost effective way of making the needed changes to be in compliance. A fire wall between the church and MHNS is needed, bathrooms need to be changed for adult use, and stairs and a railing need to be built for the south exit from the "pink" room of MHNS. The stage can now stay because the church and MHNS will each have an occupancy of 300. Devon felt that the overall cost won't be more than \$20,000. Once we know the exact cost we will decide on how it is to be paid.

PASTOR'S REPORT

1. Communion was taken by 237 people on March 31, 2013 and 140 people took communion on April 7, 2013
2. Rob reported he made the following visitations:
3. Rob officiated, along with the Rev. Quinones, at the funeral of member, Medardo "Marty" Gallegos on April 17, 2013. Marty died on April 12, 2013.
4. Rob reported that we have been invited to attend the Wings for Life Banquet on Friday, May 3, 2013 from 6:00 – 9:00 PM. The cost is \$25.00 per person or we can buy a whole table. It was decided that Beverly Chavez will go and we will also ask Martha Powers if she'd like to go.

Session VOTED to pay for Bev & Martha's tickets from the Session line item

5. Rob reported that he received a request from Vanderbilt University to use our facilities again for their Alternative Spring Break next year, March 1-9, 2014. They really appreciated using our facilities.

Session VOTED to approve this request.

6. Rob reminded us of Cipriana Hurtado from Westminster PC, Santa Fe, who had received asylum from Mexico. On May 7, 2013, about 50 people will be caravanning through Albuquerque to call attention to the Immigration issue, and they would like to spend the night in our Fellowship Hall.

Session VOTED to allow up to 30 people to stay here and MHNS.

7. Rob received a request from Joyce Carlson-Leavitt to promote and solicit pledges for the NAMI Walk where she, Jonathan, and Karin will be walking.

Session VOTED to approve this request.

8. Rob expressed thanks to Wings for their participation in the grant received to help landscape our parking lot. Flowers were planted around the trees which are planted in the south parking lot.
9. Rob received a request from Bianca Morales Silva for financial support for her to study in Mexico. Session felt that we could not approve this request because it could set a precedence for non-members to solicit funds.
10. The Presbytery of Santa Fe is holding a Planned Giving seminary, "Culture of Generosity", on Friday and Saturday, May 3-4, 2013 at First Presbyterian Church. All are invited to attend.

PARISH ASSOCIATE'S REPORT

Visitations made by Jaime Quinones in March: Rev. William Hedrick, Ruth Blea, Mary & Richard Duran, Adolph McCoy (3x), Tillie Arellano, Arthur Lucero, Marie Vasquez, Tom Gonzalez, Carlitos Woodruff.

CLERK'S REPORT

1. Dora distributed several pieces of correspondence for members to read.
2. Dora distributed a paper for session members to sign if they would like a new program calendar.
3. We have received a request from Albuquerque Interfaith to meet in our Fellowship Hall on May 2, 2013 from 5:00 PM to 8:30 PM.

Session VOTED to approve this request.

4. Dora noted that she is taking some time off to visit her family in Austin. She will be gone from May 6 – June 16, 2013. Beverly Chavez has agreed to act as Clerk for the May 21, 2013 meeting. She has also agreed to run the bulletins and answer phones while Dora is

gone. Toby Montoya and Esther Lopez have agreed to count the money while Dora is gone. Session has approved Esther Lopez to help counting, but we need to approve Toby.

Session VOTED to approve Toby Montoya to count money.

5. Dora reported that a choir member wanted us to honor Karmen Van Dyke at the concert on May 5. We had talked about this in the past, but a date had not been set. It was felt that May 5 was soon to organize this festivity.

Session VOTED to set Sunday, September 8, 2013 as "Karmen Van Dyke Day".

BOOKKEEPER'S REPORT:

John presented the following reports and answered questions:

2013 Spending and Budget through March, 2013

March, 2013 spending

Income for January – March, 2013

Income for non budget items through March, 2013

2013 non-budget activity through March, 2013

COUNTING AND RECORDING TREASURER'S REPORT

Dora presented a report on the income for March, 2013, and answered questions.

COMMITTEE REPORTS

1. Personnel – Toby Montoya reporting
Toby reported that the committee is working on updating the personnel manual and the job descriptions for employees.
2. Evangelism & Membership – Beverly Chavez reporting
 - a. The committee has continues to send cards to visitors and is keeping the nursery clean and tidy.
 - b. Beverly has ordered the Presbyterians Today magazine on what it means to be a Presbyterian.
 - c. A new member class is being planned in the near future.
3. Building and Grounds – Orlando Duran reporting
 - a. Orlando reported that the landscape project went well and there was plenty of help. People were there from Wings, the city and the church.
 - b. The magnet on the front door seems to be working better.
 - c. Orlando noted that instead of an awning over the front door, it might be better to extend the roof from the rafters to help with the pigeon poop. Also, we still need to replace the security light at the front of the church.
4. Stewardship Committee – John Van Dyke
Pentecost is coming and we will be promoting it over the next few Sundays.
5. Worship Committee – Ruth Montoya
 - a. Ruth noted that we had a very inspiring Easter and the decorations were well received by the congregation.
 - b. May will be a very busy month, as follows:
 - May 5 – Youth will be confirmed during worship and the Choir concert will be at 3:00 PM
 - May 12 – Mother's day and Baptism of Joaquin Sanchez
 - May 19 – Pentecost Sunday - Guatemala participants will be commissioned
 - May 26 – Trinity Sunday
 The graduates will be honored sometime in May or June.

- c. Ruth noted that they would like to have the confirmands serve communion on Sunday, May 5.

Session VOTED to allow the confirmands to serve communion on May 5.

- d. Concern was expressed about cell phones ringing during worship. Rob will ask everyone to turn off their phones at the beginning of each worship service. Concern was also expressed about the youth who sit in the balcony disrupting the service and about latecomers coming to worship for joint services.

6. Christian Education – Susie Chang reporting

- a. The Eggstravaganza was a big success with 25 children participating. We are grateful for the Young Adults help in organizing the egg hunt.
- b. Vacation Bible School is scheduled for June 10-14 at Menaul School. The theme is "Bible Times in Athens." Second Church will host a lunch and volunteer training on June 2 in MHNS.
- c. Nicole Castellano will be attending the Youth Triennium at Purdue University in July. Her trip is being funded as follows:

From Nicole's family	\$ 75.00
Gift from Anita Chavez	500.00
Second Church	<u>625.00</u>
Total	\$ 1,200.00

- d. So far we have names of 4 graduates: Tiffany Gallegos, Nicole Gatewood, Jordan Lopez and Roken Cotie.
- f. Jeannie Hogan will be teaching an Adult Sunday School class for 4 Sundays in May on Planning Funerals and End of Life Issues.

7. Hospitality – Lynn Gatewood reporting

- a. Lynn reported that the Gallegos family was extremely grateful and impressed with our church during Marty Gallegos funeral service and the meal we provided.
- b. Lynn is concerned about the bug situation. Orlando will look into having an exterminator spray on a regular basis.
- c. Lynn is working on getting a bin so we can recycle plastics. She may work on recycling other things later on.

8. Mission – Trancito Romero reporting

- a. Trancito reported that he and folks from MHNS met with Adan Garcia from the UNM Communications Department. He would like to do a PBS documentary on Martineztown which would include MHNS and Second Church.

Session VOTED to allow Adan access to our history wall and members to be interviewed.

- b. Trancito also met with the Deacon from San Ignacio Catholic Parish and he seemed very open to working with our church.
- c. There are 10 people from Second Church participating in the Guatemala Mission Trip.

OLD BUSINESS

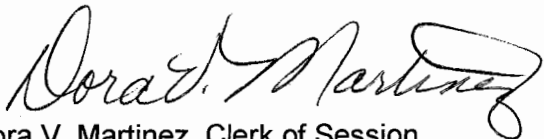
It was VOTED to remove the issue of the Organ Speakers from the table. Session VOTED to proceed to purchase the Organ Speakers and if the way be clear to use the funds from Memorial funds, 397000 and 399500.

NEW BUSINESS

It was decided to set the dates for the Session Retreat as July 19-20, 2013. We will check with the Dixon Church and the Canossian Center to see if they are available.

There being no further business, the meeting adjourned with prayer by Rob at 8:10 PM.

Respectfully submitted,



Dora V. Martinez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH
SPECIAL CALLED SESSION MEETING
April 27, 2013**

The Session of Second Presbyterian Church met for a special called meeting on Saturday, April 27, 2013 in the Fellowship Hall of the church. Moderator Rob Woodruff called the meeting to order, with prayer, at 11:00 PM.

Members present: Susie Chang, Beverly Chavez, Orlando Duran, Lynn Gatewood, Dora Martinez, Ruth Montoya, Toby Montoya, John Van Dyke and Rob Woodruff, moderator.

Also present: Tanya Quintana, Sabrina Porrugas, Gabriel Van Dyke, and Diego Chavez, confirmands; the Rev. David Martinez; Lorraine Romero

The Clerk declared a quorum was present.

PRIVILEGE OF THE FLOOR

Session granted privilege of the floor, by consensus, to Tanya Quintana, Sabrina Porrugas, Gabriel Van Dyke, Diego Chavez, Rev. David Martinez and Lorraine Romero.

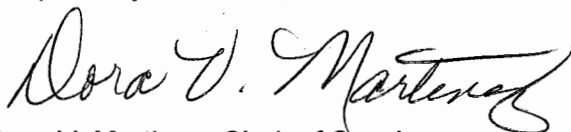
Rob noted that the purpose of the meeting was to examine the confirmands, receive them as members, and set a time when they would be presented to the congregation.

Rob thanked everyone for being there and had David explain what had happened during the confirmation classes. The young people shared some of the things they'd learned and explained why they wanted to join Second Church. Session had an opportunity to ask questions.

Session VOTED to cease the examination and to receive Tanya, Sabrina, Gabe, and Diego into the membership of Second Church. Sabrina, Gabe and Diego will be publically received on Sunday, May 4, 2013. Tanya will be out of town, so she will be baptized and received publically at a later date.

There being no further business, the meeting adjourned with prayer by Rob at 11:55 AM.

Respectfully submitted,



Dora V. Martinez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH
SESSION METING
MAY 21, 2013**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, May 21, 2013 in the Fellowship Hall of the church. After a potluck dinner, Trancito Romero opened the meeting with devotions and prayer at 6:00 PM. Moderator Rob Woodruff called the meeting to order at 6:05 PM.

Members present: Susie Chang, Emiko Chavez, Beverly Chavez, Orlando Duran, Lynn Gatewood, Alicia Montoya, Toby Montoya, Trancito Romero, John Van Dyke, and Rob Woodruff, moderator.

Members excused: Dora Martinez, Ruth Montoya, and Iris Sandoval.

Also present: Liz Bryant, Sylvia Gomez Vasquez, Becky Johnson, Kris Johnson, Sandra McBride, Sharon Oler, Anita Romero Torres, and Anna Torres, communicant class members; and Sandra Duran, deacon.

The Clerk pro tem declared a quorum present.

EXAMINATION OF NEW MEMBERS:

The following have attended the membership class and area ready to be examined for membership:

Liz Bryant, by Reaffirmation of faith
Sylvia Gomez Vasquez, by Profession of faith
Becky Johnson, transfer from La Mesa Presbyterian Church
Chris Johnson, transfer from La Mesa Presbyterian Church
Sandra McBride, by Reaffirmation of faith
Anita Romero Torres, by Reaffirmation of faith
Anna Torres, by transfer from Las Placitas Presbyterian Church
Oler, Sharon, by transfer from La Mesa Presbyterian Church
Ron Romero has already met with session and will be received by Reaffirmation of faith

Session VOTED to begin the examination of the 8 communicant class members. Introductions were made and questioning began. Session VOTED to cease examination and to receive the communicant class members into the membership of the church. We will receive them publicly on June 2, 2013.

DEACONS' REPORT

Sandra Duran gave an update on Communion to the Farthest Pew. It has been expanded to include several more members who are unable to attend worship services.

The Agenda was approved by consensus.

MINUTES

The minutes of the April 23, 2013 Session meeting were approved with minor corrections.

The minutes of the April 27, 2013 Special Called Session Meeting were approved as presented.

PASTOR'S REPORT

1. Communion was taken by 106 people on May 5, 2013.
2. Rob reported he made the following visitations: Richard Duran and Verne Gonzales.
3. Rob was asked by Dr. Gary Dill about renting office space for recruitment for the University of the Southwest, which is based in Hobbs, NM.

Session VOTED to rent the office Guillermo used to the University of the Southwest for \$2000.00 for one year beginning June 1, 2013 through May 30, 2014.

CLERK'S REPORT

Several items of correspondence were distributed for members to read.

BOOKKEEPER'S REPORT

John reported the following reports and answered questions

2013 spending through April 2013

April 2013 Spending

2013 Non-Budget Activity through April

2013 Spending and Budget compare April

Income January 1– April 30, 2013

John also reported that our spending is surpassing our income at this point. Three of the last four years' income exceeded spending. The budget went up and the realistically expected income isn't up.

COUNTING AND RECORDING TREASURER'S REPORT

The report on the income for April 2013 was presented.

COMMITTEE REPORTS

1. Evangelism and Membership – Emiko Chavez
 - a. A new member class was held on May 11, 2013. There were eight people in attendance: Liz Bryant, Sylvia Gomez Vasquez, Becky Johnson, Kris Johnson, Sandra McBride, Sharon Oler, Anita Romero Torres, and Anna Torres.
 - b. The committee continues to send cards to visitors.
 - c. A rose was given to Joaquin Alfred Sanchez at his baptism on May 12, 2013.
2. Hospitality - Lynn Gatewood
 - a. A thank you card and donation was received from the Marty Gallegos family.
3. Christian Education - Susie Chang
 - a. The graduates will be honored on June 9, 2013.
 - b. Vacation Bible School will be held June 10 – 14, 2013 at Menaul School.
 - c. Nicole Castellano will be going to Triennium in July.
4. Stewardship and Finance - John Van Dyke
 - a. Session VOTED to add the 40% of this years Pentecost Offering that we keep to the \$274.56 from past Pentecost offerings (209820) and designate it for the Camino de Vida Music Program
5. Building and Grounds - Orlando Duran
 - a. The volunteers from Wings of life and church members did a great job on the landscaping on the south side of the church.
 - b. Frank Cavalier will service the swamp coolers on the building.
 - c. The sprinklers on the trees need to be checked.
6. Worship – Ruth Montoya
 - a. The services on May 5, 12, and 19, were reviewed and all felt that they went well.
 - b. Rev. Quinones will preach on May 26, Trinity Sunday.

7. Mission - Trancito Romero

- a. The Mission Trip to Guatemala is set to go.
- b. The committee voted to give MHNS \$1500.00 for their Music Program. \$500 will be taken from the Wings of Change account and \$1000 will be taken from the reserve fund.

There being no further business the meeting was adjourned at 8:15 pm.

Respectfully submitted,

Beverly J. Chavez
Beverly Chavez, Clerk pro-tem

PRESBYTERY OF SANTA FE

Session Minute Review

Session Area Second

Review Period 1/2012 to 3/2013

☒ Approved

☐ Not approved

Review listed in minutes of Presbytery

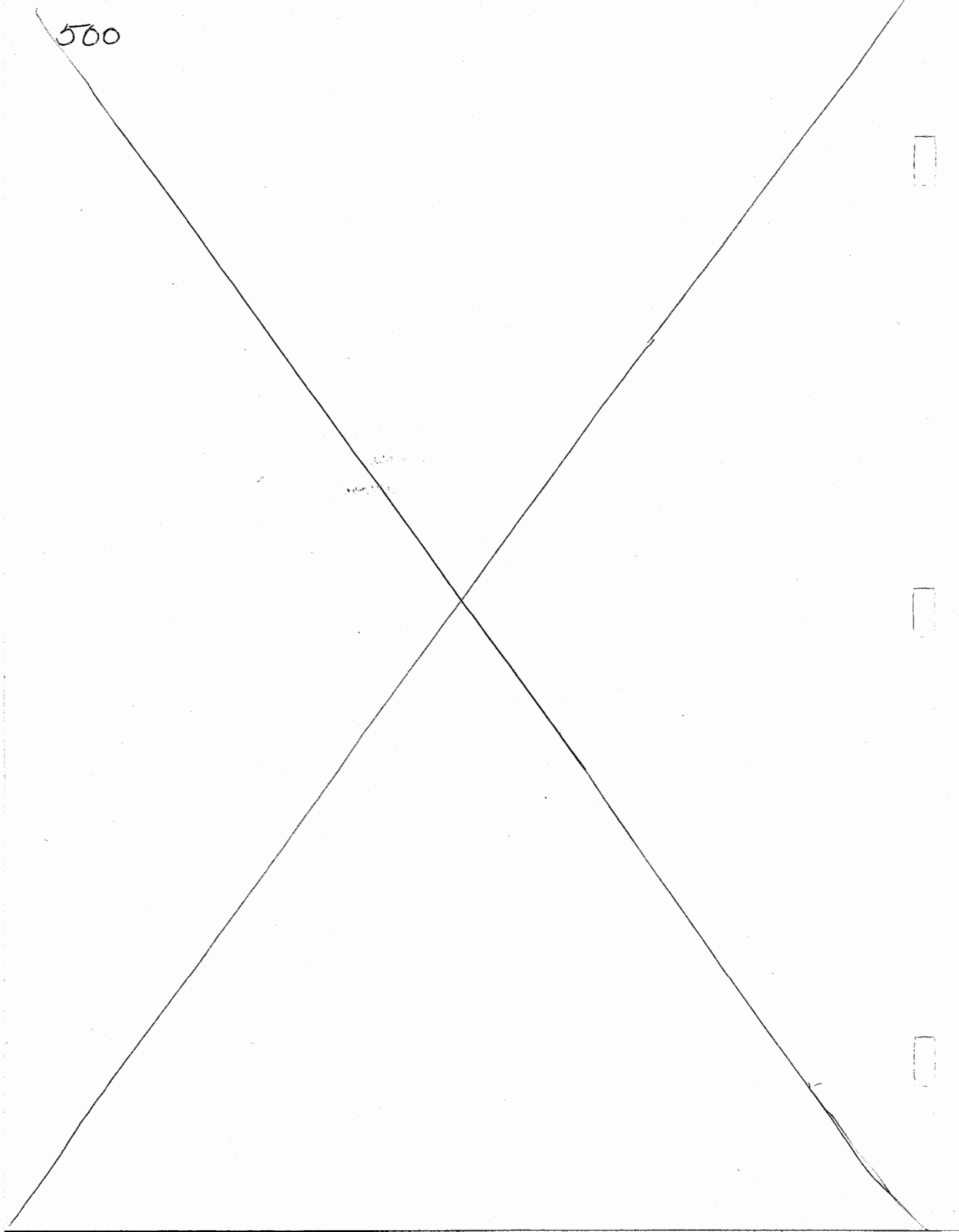
dated 9/14/13

Attest: *[Signature]*

Chair: Session Review Team

[Signature]
stated Clerk

500



**SECOND PRESBYTERIAN CHURCH
SESSION MEETING
June 18, 2013**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, June 18, 2013 in the church's Fellowship Hall. After a potluck dinner, Toby Montoya opened the meeting with devotions and prayer at 5:55 PM. Moderator Rob Woodruff called the meeting to order at 6:00 PM.

Members present: Beverly Chavez, , Susie Chang, Emiko Chavez Orlando Duran, Lynn Gatewood, Alicia Montoya, Ruth Montoya, Toby Montoya, Trancito Romero, Iris Sandoval, John Van Dyke, and moderator Rob Woodruff.

Member excused: Dora Martinez and Emiko Chavez

Also present: Martin and Jennifer Wilson

Session VOTED to appoint Beverly Chavez clerk pro tem.

The clerk declared a quorum was present

The agenda was approved by consensus.

ORDER OF THE DAY

PRIVILEGE OF THE FLOOR

Session granted privilege of the floor, by consensus, to Martin and Jennifer Wilson, to request baptism.

Martin and Jennifer Wilson would like to have their daughter Kera Selena Wilson baptized.

They have met with Rob and discussed baptism.

Child's name: Kera Selena Wilson

Parent's names: Martin Wilson and Jennifer Wilson

Child's birth date: December 12, 2011

Place of birth: Albuquerque, NM

Godparents: Tisha Wilson and Quentin Atencio

After talking with the parents Session VOTED to approve the baptism which will take place on Sunday July 7, 2013.

The minutes of the Regular Session meeting of May 21, 2013 were approved.

PASTOR'S REPORT

- On May 26, 2013, 103 people were served communion.
- On June 1, 2013 150 people were served communion
- Rob visited Verne Gonzales
- Officiated at the wedding of Matthew Van Dyke and Charmaine Trujillo.
- Officiated at the Baptism of Tanya Lyn Quintana at the Worship Service on June 9, 2013.

PARISH ASSOCIATE'S REPORT – Rev. Jaime Quiñones

Visitations for May: Elifas and Ruth Santillanes, Horace and Lydia Romero, Marie Vasquez, Salome George, Maria Barela, Marty Martinez, Richard Duran (3x), Pas Vigil, Margaret Perea, Ernestine Arndt, Carlos Candelaria, Raymond and Elsie Chavez, Tillie Arellano, and Arthur Lucero.

CLERK'S REPORT

- Session VOTED by consensus to let the Albuquerque Interfaith use the Fellowship Hall on July 11, 2013 at 5:30 PM
- Various items of correspondence were circulated.

BOOKKEEPER'S REPORT- John Van dyke

John reported the following reports and answered questions

- 12013 spending through May 2013
- May 2013 Spending
- 2013 Non-Budget Activity through May
- 2013 spending and budget compare May
- Income January 1 – May 31, 2013

COUNTING & RECORDING TREASURER'S REPORT

The report on the income for May 2013 was reported.

COMMITTEE REPORTS**1. Live Wire – Alicia Montoya**

The committee is working on up-dating the website.

2. Worship – Ruth Montoya

Ruth gave a summary of the Worship Service in June, including Trinity Sunday on May 26, 2013. Rev. Jaime Quiñones was at the pulpit that Sunday.

3. Christian Education – Susie Chang

Vacation Bible School was held June 10 – 14, 2013. There was a good attendance.

4. Membership and Evangelism - Beverly Chavez

Nine people were received publicly into the membership of Second Presbyterian Church on June 2, 2013: Liz Bryant, Sylvia Gomez Vasquez, Becky Johnson, Chris Johnson, Sandra McBride, Sharon Oler, Anita Romero Torres, Anna Torres, and Ron Romero.

5. Mission – Trancito Romero

The Mission Trip to Guatemala was very rewarding. Eighteen people went on the trip.

6. Hospitality – Lynn Gatewood

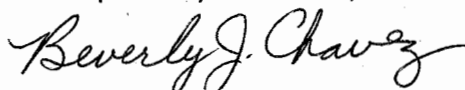
The committee continues to serve food during the Fellowship time.

7. Personnel – Toby Montoya

The committee met to review the Pastor's Evaluation.

The meeting was adjourned with prayer by Rev. Woodruff at 8:15 PM

Respectfully submitted,



Beverly J. Chavez, Clerk pro tem

**SECOND PRESBYTERIAN CHURCH
SESSION MEETING
July 23, 2013**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, July 23, 2013 in the Fellowship Hall of the church. After a potluck dinner, Pastor Rob and Beverly Chavez opened the meeting with devotions and prayer at 5:55 PM. Moderator Rob Woodruff called the meeting to order.

Members present: Susie Chang, Beverly Chavez, Lynn Gatewood, Dora Martinez, Alicia Montoya, Ruth Montoya, Toby Montoya, Trancito Romero, Iris Sandoval, John Van Dyke and Rob Woodruff, moderator.

Members excused: Emiko Chavez

Members absent: Orlando Duran,

Also present: Steve Montoya

The Clerk declared a quorum present.
The Agenda was approved by consensus.

Session VOTED to grant privilege of the floor to Steve Montoya.

ORDER OF THE DAY

Steve and Alicia Montoya would like to baptize their daughter, Julia, on August 18, 2013. Opportunity was given for session members to question Steve and Alicia on the meaning of baptism

Session VOTED to cease the examination and approve the baptism of Julian on August 18, 2013. Steve and Alicia would like to have a time of fellowship after the service and invited the whole congregation to join them for lunch.

Child's name: Julia Doratea Nettie Montoya

Parent's names: Stephen and Alicia Montoya

Date of birth: October 12, 2012

Place of Birth: Albuquerque, NM

God parents: Dora Montoya and Marcus Williams

MINUTES

The minutes of the Session meeting of June 18, 2013 were approved, by consensus, as presented.

PRIVILEGE OF THE FLOOR

Session granted privilege of the floor, by consensus, to Alfred Martha Powers, Marie Kenny and Devon Cannady, MHNS update.

PASTOR'S REPORT

1. Communion was taken by 156 people on July 7, 2013.
2. Rob reported he made the following visitations: Ernestine Arndt (2x), Cinthia Hall, Tillie Arellano, Carlos Candelaria, Lisa Parlato and Clark Brown. He also served communion to Adolph & Jessie McCoy on July 22 with Rev. Quiñones.
3. Rob also reported that Ernestine Arndt broke her arm; he visited with Cynthia Hall and learned that her son Jeremy had gotten married; and he attended the funeral service for Verne Gonzalez, Beverly Molo's mother in Las Vegas, NM.
4. Rob noted that the Deacons are doing a great job taking communion to the 'farthest pew.' It was decided that it session would like a report on those to whom they take communion.
5. Rob noted that a man named John, from Arizona, had asked for help since his car broke down. He needs to replace his car. It was felt we couldn't help with a car purchase, but maybe we could help with a car rental, if he needed that.
6. Concern has been raised that people in the congregation did not know of Verne Gonzalez' passing. Since she was not a church member, the deacons did not call. Maybe we could send out emails or phone texts about things like this.

CLERK'S REPORT

1. Dora distributed several pieces of correspondence for members to read.
2. We have received a request from Albuquerque Interfaith to meet in our Fellowship Hall on August 1 5:00 PM to 7:30 PM.

We've also received a request from Camino de Vida to use our parking lot for a yard sale on July 27, from 7:00 AM to 4:00 PM.

Session VOTED to approve both these requests.

3. Dora asked if she always had to bring these kinds of request to session, especially if there is nothing already scheduled.

Session VOTED to allow Dora and Rob to schedule meetings in the building with our regular partners.

BOOKKEEPER'S REPORT:

John presented the following reports and answered questions:

- 2013 Spending and Budget through June, 2013
- June, 2013 spending
- Income for January – June, 2013
- Income for non budget items through June, 2013
- 2013 non-budget activity through June, 2013

COUNTING AND RECORDING TREASURER'S REPORT

Dora presented a report on the income for June, 2013, and answered questions.

COMMITTEE REPORTS

1. Nominating – Iris Sandoval reporting

Iris reported that the committee will meet soon. She was reminded we will need nominees for Elders and Deacons for the November 10 Congregational Meeting. It was noted that in the Class of 2013, Beverly Chavez is completing her second term; Alicia Montoya, Susie Chang and Dora Martinez are completing their first term. Also, Orlando Duran, Class of 2015 has resigned.

2. Worship – Ruth Montoya reporting
 - a. The committee is preparing for the family hymn sing and potluck on Thursday, August 25 at 5:30 PM.
 - b. For the music camp being held at First Church, we have 9 children attending. Karmen and James Yeager have planned a great week of music instruction for the children.
 - c. Karmen will be assisting with the youth mission trip to Dixon on August 24-25, 2013. She has made arrangements to have an accompanist for our church on the 25th. It will be the choir's first Sunday back.
3. Ruth noted that the floral sign up sheet is up and she also distributed a sign up sheet to open for Wings.
4. Building and Grounds – Orlando Duran reporting
 - a. Orlando reported that the landscape project went well and there was plenty of help. People were there from Wings, the city and the church.
 - b. The magnet on the front door seems to be working better.
 - c. Orlando noted that instead of an awning over the front door, it might be better to extend the roof from the rafters to help with the pigeon poop. Also, we still need to replace the security light at the front of the church.
5. Stewardship Committee – John Van Dyke
Pentecost is coming and we will be promoting it over the next few Sundays.
6. Worship Committee – Ruth Montoya
 - a. Ruth noted that we had a very inspiring Easter and the decorations were well received by the congregation.
 - b. May will be a very busy month, as follows:
 May 5 – Youth will be confirmed during worship and the Choir concert will be at 3:00 PM
 May 12 – Mother's day and Baptism of Joaquin Sanchez
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 May 26 – Trinity Sunday
 The graduates will be honored sometime in May or June.
 - c. Ruth noted that they would like to have the confirmands serve communion on Sunday, May 5.
 Session VOTED to allow the confirmands to serve communion on May 5.
 - d. Concern was expressed about cell phones ringing during worship. Rob will ask everyone to turn off their phones at the beginning of each worship service. Concern was also expressed about the youth who sit in the balcony disrupting the service and about latecomers coming to worship for joint services.
7. Christian Education – Susie Chang reporting
 - a. The Eggstravaganza was a big success with 25 children participating. We are grateful for the Young Adults help in organizing the egg hunt.
 - b. Vacation Bible School is scheduled for June 10-14 at Menaul School. The theme is "Bible Times in Athens." Second Church will host a lunch and volunteer training on June 2 in MHNS.
 - c. Nicole Castellano will be attending the Youth Triennium at Purdue University in July. Her trip is being funded as follows:

From Nicole's family	\$ 75.00
Gift from Anita Chavez	500.00
Second Church	<u>625.00</u>
Total	\$ 1,200.00

- d. So far we have names of 4 graduates: Tiffany Gallegos, Nicole Gatwood, Jordan Lopez and Roken Cotie.
- e. Jeannie Hogan will be teaching an Adult Sunday School class for 4 Sundays in May on Planning Funerals and End of Life Issues.
- 8. Hospitality – Lynn Gatewood reporting
 - a. Lynn reported that the Gallegos family was extremely grateful and impressed with our church during Marty Gallegos funeral service and the meal we provided.
 - b. Lynn is concerned about the bug situation. Orlando will look into having an exterminator spray on a regular basis.
 - c. Lynn is working on getting a bin so we can recycle plastics. She may work on recycling other things later on.
- 9. Mission – Trancito Romero reporting
 - a. Trancito reported that he and folks from MHNS met with Adan Garcia from the UNM Communications Department. He would like to do a PBS documentary on Martineztown which would include MHNS and Second Church.

Session VOTED to allow Adan access to our history wall and members to be interviewed.
 - b. Trancito also met with the Deacon from San Ignacio Catholic Parish and he seemed very open to working with our church.
 - c. There are 10 people from Second Church participating in the Guatemala Mission Trip.

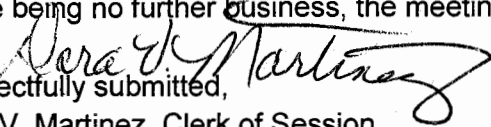
OLD BUSINESS

It was VOTED to remove the issue of the Organ Speakers from the table. Session VOTED to proceed to purchase the Organ Speakers and if the way be clear to use the funds from Memorial funds, 397000 and 399500.

NEW BUSINESS

It was decided to set the dates for the Session Retreat as July 19-29, 2013. We will check with the Dixon Church and the Canossian Center to see if they are available.

There being no further business, the meeting adjourned with prayer by Rob at 8:10 PM.


Respectfully submitted,
Dora V. Martinez, Clerk of Session

SECOND PRESBYTERIAN CHURCH SESSION MEETING August 20, 2013

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, August 20, 2013 in the Fellowship Hall of the church. After a potluck dinner, Dora Martinez opened the

meeting with devotions and prayer at 5:50 PM. Moderator Rob Woodruff called the meeting to order at 6:00 PM.

Members present: Beverly Chavez, Emiko Chavez, Dora Martinez, Alicia Montoya, Ruth Montoya, Toby Montoya, Trancito Romero, Iris Sandoval, John Van Dyke and Rob Woodruff, moderator.

Members excused: Susie Chang, Orlando Duran, and Lynn Gatewood,

Also present: Gil Solis

The Clerk declared a quorum present.

The Agenda was approved by consensus.

PRIVILEGE OF THE FLOOR

Session VOTED to grant privilege of the floor to Gil Solis.

ORDER OF THE DAY

Gil Solis came representing the Presbyterian Men's group. At their previous meeting, the men had Jeannie Hogan speak to them about all that is involved in planning for funerals and he noted how expensive caskets are. The men would like to build simple wooden caskets for a cost of about \$175.00, and want permission to store 1 or 2 in the basement. These caskets would be available at cost, or if necessary at no cost, to members of the church.

Session VOTED to approve their request to store one or two caskets in the basement.

MINUTES

The minutes of the Session meeting of July 23, 2013 were approved, by consensus, as presented.

PASTOR'S REPORT

7. Communion was taken by 104 people on August 4, 2013.
8. Rob noted he had a conflict with our regular session meeting, September 17, and asked if we could postpone it until September 24.
Session VOTED to move the meeting to September 24, 2013, by consensus.
9. Rob reported that he received a Thank You note from Nicole Castellano for helping her attend the Youth Triennium. She will report about her experience at a later date. Rob also heard from Lisa Esquibel and she sent greetings.
10. Kay and George Huggins will be visiting on World Communion Sunday. They asked if there could be some way for them to engage with members of the congregation.
11. Rob has been working with Judith Todd to see if she would teach a class on Theology at the Norbertine Center.
12. Newsletter deadline is Friday, August 23rd.
13. Rob reported that MHNS has been trying to keep their programs going and are having difficulty with the funding. They only have money for about 6 months and may have to close. However, the University of the Southwest, who is currently renting an office in our building, is seeking to expand their recruitment efforts and have expressed interest in possibly leasing the MHNS Building. They will be teaming up with Savant Learning Systems to expand their Criminal Justice program for police officers. They are looking to lease a facility for 5 years.

There are some issues:

What about the computer classes MHNS now has?

What about Camino de Vida and their program?

What are the tax implications?

What about having police officers around often?

Session felt it would be good to speak with key members of the community such as the Martineztown/Santa Barbara Community Organization and Loretta Naranjo-Lopez.

Session expressed interest in this possibility and VOTED to appoint an Ad Hoc Committee to deal with any issues that may come up. Members are: Beverly Chavez, Toby Montoya, Iris Sandoval, and Dora Martinez.

14. Rob reported that Brad Brown, who has been heading up the Mobile Food Pantry on the second Wednesday of each month in our parking lot, would like to let go of the reigns of this project and have someone else take over. It's pretty well organized and the volunteers are doing a great job. Do we know someone who would be interested in doing this?

CLERK'S REPORT

Dora distributed several pieces of correspondence for members to read.

BOOKKEEPER'S REPORT:

John presented the following reports and answered questions:

2013 Spending and Budget through July, 2013

July, 2013 spending

Income for January – July, 2013

Income for non budget items through July, 2013

2013 non-budget activity through July, 2013

Building Fund status as of July, 2013

COUNTING AND RECORDING TREASURER'S REPORT

Dora presented a report on the income for July, 2013, and answered questions.

COMMITTEE REPORTS

1. Nominating – Iris Sandoval reporting

Iris reported that the committee will meet soon. She was reminded we will need nominees for Elders and Deacons for the November 10 Congregational Meeting. It was noted that in the Class of 2013, Beverly Chavez is completing her second term; Alicia Montoya, Susie Chang and Dora Martinez are completing their first term. Also, Orlando Duran, Class of 2015 has resigned.

2. Worship – Ruth Montoya reporting

a. The committee is preparing for the family hymn sing and potluck on Thursday, August 25 at 5:30 PM.

c. For the music camp being held at First Church, we have 9 children attending. Karmen and James Yeager have planned a great week of music instruction for the children.

d. Karmen will be assisting with the youth mission trip to Dixon on August 24-25, 2013. She has made arrangements to have an accompanist for our church on the 25th. It will be the choir's first Sunday back.

e. Ruth noted that the floral sign up sheet is up and she also distributed a sign up sheet to open Wings.

3 Building and Grounds – Orlando Duran reporting

a. Orlando reported that the landscape project went well and there was plenty of help. People were there from Wings, the city and the church.

b. The magnet on the front door seems to be working better.

c. Orlando noted that instead of an awning over the front door, it might be better to extend the roof from the rafters to help with the pigeon poop. Also, we still need to replace the security light at the front of the church.

4. Mission – Trancito Romero reporting

d. Trancito reported that he and folks from MHNS met with Adan Garcia from the UNM Communications Department. He would like to do a PBS documentary on Martineztown which would include MHNS and Second Church.

Session VOTED to allow Adan access to our history wall and members to be interviewed.

e. Trancito also met with the Deacon from San Ignacio Catholic Parish and he seemed very open to working with our church.

f. There are 10 people from Second Church participating in the Guatemala Mission Trip.

OLD BUSINESS

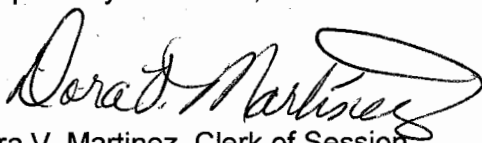
It was VOTED to remove the issue of the Organ Speakers from the table. Session VOTED to proceed to purchase the Organ Speakers and if the way be clear to use the funds from Memorial funds, 397000 and 399500.

NEW BUSINESS

It was decided to set the dates for the Session Retreat as July 19-29, 2013. We will check with the Dixon Church and the Canossian Center to see if they are available.

There being no further business, the meeting adjourned with prayer by Rob at 8:10 PM.

Respectfully submitted,



Dora V. Martinez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH
SESSION MEETING
September 24, 2013**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, September 24, 2013 in the Fellowship Hall of the church. After a potluck dinner, Dora Martinez opened the meeting with devotions and prayer at 5:55 PM. Moderator Rob Woodruff called the meeting to order.

Members present: Susie Chang, Beverly Chavez, Emiko Chavez, Orlando Duran, Dora Martinez, Alicia Montoya, Ruth Montoya, Toby Montoya, Trancito Romero, Iris Sandoval, John Van Dyke and Rob Woodruff, moderator.

Members excused: Lynn Gatewood,

Also present: Abel McBride, Devon Cannady, and Marie Kenny.

The Clerk declared a quorum present.

The Agenda was approved by consensus.

PRIVILEGE OF THE FLOOR

Session VOTED to grant privilege of the floor to Abel McBride, Devin Cannady, and Marie Kenny.

ORDER OF THE DAY

1. Report of the Building Renovations Committee – Abel McBride
 - a. Abel reported that he has been trying to contact the roofers to check the roof. We've had some leaks due to all the recent rain. He will have them come check the roof as soon as possible.
 - b. Abel is working with the man who made the front doors to the sanctuary. The doors need to be sealed and the bottom of the door frame needs to be fixed.
 - c. They will be replacing the door at the west end of the hallway with a fire door which will be labeled "Fire Door." He will check with the Fire Marshall to check on specifications.
 - d. Abel will be meeting with the Building Renovations Committee and will recommend that the committee not be dissolved yet so they will be available to do whatever may come up.
2. Deacon Report – Abel McBride
 - a. The Deacons will be meeting soon and Abel is planning to have the Deacons change the assignments of who they will be calling for special events, funerals, etc. Session felt that it would be better to keep the same assignments so people can get to know their deacon.

Session VOTED to request that the deacons not change assignments for at least a year.

 - b. Plans for World Communion are made and various kinds of bread will be used. The World Communion Banner will be put up soon.
3. MHNS Update – Marie Kenny and Devon Cannady
 - a. MHNS has set October 5 as a work day when then plan to clean up the area south of the building, shred papers, and clean out the shed.

- b. Marie asked session if they would be willing to have a joint fundraiser, in January or February, to help them earn money to pay for the change in occupancy code.
- c. Devon reported that the building code would change from a Day Care to Adult Education and Community/church use (A3). He has also been working with MHNS and the City to get plans for the firewall and bathrooms. The will also put an exit stairway at the door on the south side of the large room. He reported the total cost will be \$23,750.00. Marie reminded us that we previously had been asked to pay half of this expense.
- d. Orlando asked Devon what a Fire Report was and how can we get one for the church. This is something the Fire Marshall had requested when he came to inspect the church facilities. Devon said he would get this for us.

MINUTES

The minutes of the Session meeting of August 20, 2013 were approved, by consensus, as presented.

The minutes of the Congregational/Corporation meeting of April 14, 2013 were approved as presented. (Dora had forgotten to distribute these minutes at the April Regular Session meeting.)

PASTOR'S REPORT

- 1. Communion was taken by 116 people on September 1, 2013.
- 2. Rob visited the following: Anita Abeyta (2x), Eligio Cruz, Edna Valverde Fowler, Ernestine Arndt, and Eva and Ambrosio Ortega.
- 3. Rob reported that Ella Porragas had surgery and is doing well. Anita Abeyta is also doing well. She has friends helping since she can't drive for 6 weeks.
- 4. Next year, 2014, our church will celebrate it's 125th anniversary. Shall we celebrate this? How? The charter date was January 27, 1889. Session appointed the following to a committee to make plans for a celebration:
Beverly Chavez, Iris Sandoval, and Rob Woodruff. Beverly will contact others who would be interested in doing this.
- 5. The Board of Pensions has a program called Credo, which invites ministers for a week long event that will help ministers become better in their work, personal and spiritual lives. Rob has been invited to attend one in March and he is currently planning to attend.
- 6. Dora and Rob both have conflicts with the October meeting date.
Session VOTED to move the meeting to October 15, 2013.
- 7. Rob thanked session for the Shower that we gave for Jamie and David Martinez.

PARISH ASSOCIATES REPORTS

Rev. Jaime Quiñones visited the following members in August: Richard Duran, Salome, George, Ruth and Elifas Santillanes, Ernestine Arndt, Gil and Gloria Solis, Tom Gonzalez, Tillie Arellano, Joe and Barbara Trujillo, Harry and Jeannie Hogan. He also served Communion to Margaret Perea, and Elsie and Raymond Chavez.

CLERK OF SESSION REPORT

- 1. Dora distributed various pieces of correspondence for members to read.

2. Dora Reported that the Session Records have been reviewed and were approved with minor exceptions.
3. The Presbytery of Santa Fe is meeting on October 19-20 at Ghost Ranch. Ruth Montoya and Orlando Duran plan to attend. Dora will contact Alma McBride to see if she will be attending.
4. Dora reminded the Audit Committee that there some books that still need to be reviewed.
5. Dora noted that there are a number of people on our rolls that have died, some quite a while ago. They have not been counted in the active membership, but need to be removed. She asked permission to remove them from the rolls. They are:

Jose Miguel Romero, died on 3/15/2003	Lucy Gutierrez, died on 3/18/2005
Caroline Suazo, died on 4/28/2005	Eufemia Romero, died on 5/8/2005
Gertrude Ortega, died on 1/8/2006	Rebecca Martinez, died on 10/28/2007
Helen Sanchez, died on 10, 16, 2008	Mary Allie, died 1/29/2010
Frank McCoy, Jr., died on 5/13/2010	Martha Duran, died 9/27/2010
Mercedes Martinez, died on 5/ 22/2011	Alfonso Esquibel, died on 8/12/2011
Ruth Quiñones, died on 11/23/2011	Merlinda Gonzalez, died on 3/6/2012
Dan Vigil, died on 3/15/2012	Reyna Salazar, died on 3/26/2012
Josephine Lucero, died on 6/15/2012	Dorothy McConkey, died on 9/21/2012
Federico Martinez, died on 12/29/2012	Lucy Rorex, died 1/3/2013
Zulema Acquisto, died 1/4/2013	Bennie Vasquez, died 2/28/2013
Odella Medina, died 4/8/2013	Medardo "Marty" Gallegos, died 4/12/2013

We don't have dates of death for the following:

Gilbert Chavez
 Virginia Chavez
 Lee Schuyler
 Eloy Duran
 Enoch Martinez
 Gilbert Medina

Session VOTED to remove these members from the rolls

BOOKKEEPER'S REPORT – John Van Dyke

1. John expressed concern that through August we are about \$10,000 overspent. However, we had designated money from the previous years
2. John presented the following reports and answered questions:
 - 2013 Spending and Budget through August, 2013
 - August, 2013 spending
 - Income for January – August, 2013
 - Income for non- budget items through August. 2013
 - 2013 non-budget activity through August, 2013

COUNTING AND RECORDING TREASURER'S REPORT

Dora forgot to print her report, but will get it to you via your mailboxes.

COMMITTEE REPORTS

10. Christian Education – Susie Chang reporting

- a. The background checks on adults working with children are almost complete. We are still waiting for the Sunday School roster to be filled before asking Presbytery to run the last 2 people.
- b. A Christmas Pageant is being planned, tentatively for December 8. This will be followed by lunch and Christmas caroling.
- c. A meeting has been scheduled after church on September 29 for parents and interested adults concerning the creation of a year-long calendar for the Youth Group.
- d. Presbytery is sponsoring a Mid-high Retreat on November 8-10 at Las Placitas Presbyterian Church. Cost is \$60.00 per youth.
- e. The Sunday Adult Education class is being organized by Harry Hogan and is attracting a respectable group of people – 16-20 attendees.
- f. Wednesday night Bible Study is also going well. The class will be “self-lead” while Jamie Martinez is on maternity leave.
- g. The children will be decorating grocery sacks for people to bring food for the Storehouse on World Communion Sunday.

11. Stewardship and Finance – John Van Dyke

- a. The committee will be meeting soon to make plans for the Stewardship campaign.
- b. John would like to have a minute for mission twice a month to let people know what is happening at Second Church, ie, Wings, Project Share, MHNS, Mobile food bank, etc.

12. Building and Grounds – Orlando Duran reporting

- a. The fire inspector came to check our facilities. Several things need to be done before he comes back to re-inspect.
- b. Orlando noted that they need to put an irrigation system for the plants around the South parking lot. Several plants have died and this needs to be done before you replace them.
- c. Noted that the front doors need to be re-finished. They are exposed to the weather and it would be good to have an awning to help protect them.
- d. The light over the steps leading to the Sunday School classrooms in MHNS needs to be replace.

13. Mission – Trancito Romero reporting

- a. For the past several years we have been giving a \$1000.00 scholarship to a deserving student through the Martin Luther King, Jr. Multicultural Council.

Session VOTED to approve a scholarship again next year to be taken from the Mission Reserve Fund.

- b. The committee joined Bread for the World and they have been asked to participate in petitioning the President to pass legislation to end hunger. They will get more information on this before deciding to do this.
- c. Martha Powers reported to the committee that when we last participate in Project Share they served about 165 people, usually it had been 80-90 people. We will need to increase the number of casseroles we send which will impact next year's budget.
- d. Plans are underway to hold a Halloween Party at our church for the children of the community. This will be a along with MHNS.

14. Membership and Evangelism – Beverly Chavez reporting
 - a. Beverly and Emiko cleaned the Cry Room
 - b. They met with the Clerk to review the rolls and they plan to contact those who have not been attending church for a while.
15. Live Wire – Alicia Montoya reporting
 - a. The list of the congregations names and addresses will stay out for corrections until the pictures for the directory have been complete. Alicia will then enter the information in a Word document to be proof reading. Once complete it will be disseminated to Dora, Raymond at Kim Jew and members of session and deacons.
 - b. Alicia met with Raymond at Kim Jew(Moji) last week to review several issues:
 - A white background for the pictures will be used to correct cropping issues
 - If there are a lot of names for pictures a smaller font has to be used.
 - Proofing of Directory will be done from a printed copy this time and distributed to session and volunteers for corrections. Timeliness of input is essential.
 - We may not be able to have 10 pages for "Slice of Life" photos, so we will have to make sure we have good quality photos to use for the various activities.
 - Will try to keep 7 pages for staff and groups.
 - c. On October 1 Alicia will get posters and handouts for advertisement of the times photos will be taken.
 - d. Appointments will be booked online and Alicia will be available on October 27 and November 3 after church to book appointments. Groups will also have to book appointment times.
 - e. Text messages and/or emails will be sent to members to remind them of their appointments.
 - f. Appointments will be no longer than 10 minutes and cannot have more than 10 people, unless it's a group as previously noted.
 - g. The photographer will take pictures of the group and then individual pictures. Staff, volunteers, teachers and ministers must NOT refuse to take their individual picture.
 - h. Moji will return in mid-December to set out portraits for people to purchase.
16. Nominating – Iris Sandoval reporting

The committee is in process of contacting people to serve as Deacons and Elders. They have been having problems because many numbers are incorrect or people are not returning calls.
17. Worship – Ruth Montoya reporting
 - a. Plans are being made for World Communion Sunday, October 6, and Youth Sunday on October 13.
 - b. The committee met with PACE Audio to talk about placing screens/monitors in the sanctuary. Plans and estimates for cost will be coming soon.

OLD BUSINESS

1. Rob reminded us that we have been asked by MHNS if we would split the cost of getting the Occupancy Code change.

Session VOTED to approve paying half of the cost to get the Occupancy Code changes. It would be about \$12,000. At our next meeting, John will make a recommendation about which account this money should be taken.

There being no further business, the meeting adjourned with prayer by Rob at 8:25 PM.

Respectfully submitted,



Dora V. Martinez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH
SESSION MEETING
October 15, 2013**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, October 15, 2013 in the Fellowship Hall of the church. After a potluck dinner, Iris Sandoval opened the meeting with devotions and prayer at 5:55 PM. Moderator Rob Woodruff called the meeting to order.

Members present: Susie Chang, Beverly Chavez, Orlando Duran, Dora Martinez, Ruth Montoya, Toby Montoya, Trancito Romero, Iris Sandoval, John Van Dyke and Rob Woodruff, moderator.

Members excused: Lynn Gatewood and Alicia Montoya

Members absent: Emiko Chavez

Also present: Sandra Duran

The Clerk declared a quorum present.

The Agenda was approved by consensus.

PRIVILEGE OF THE FLOOR

Session VOTED to grant privilege of the floor to Sandra Duran.

MINUTES

The minutes of the Session meeting of September 24, 2013 were approved, by consensus, as presented.

PASTOR'S REPORT

1. Communion was taken by 156 people on October 6, 2013, World Communion Sunday.
2. Rob visited the following: Ruth and Elifas Santillanes, Solema Newton, Bud Romero, Victor Suazo, Sam and Ella Porragas, Pas Vigil, and Ray and Elsie Chavez.

3. Rob reported that so far we don't have anything definite about Southwest University leasing the MHNS building.
4. Rob noted that Las Placitas Presbyterian Church is submitting an Overture to Presbytery that would allow ministers to perform same sex marriages in places where it is legal for same gender people to marry.
5. It was noted that our commissioners to Presbytery will be Ruth Montoya, Orlando Duran and Dora Martinez, alternate for Alma McBride. Gloria Mirabal will also be attending.

CLERK OF SESSION REPORT

1. Dora distributed various pieces of correspondence for members to read.
2. Dora noted that the Books of Order and the Books of Confession she ordered are in. Cost 3. for the Books of Order is \$8.50 and for the Books of Confession, \$ 6.50. See her if you want a copy of either.

BOOKKEEPER'S REPORT – John Van Dyke

John presented the following reports and answered questions:

2013 Spending and Budget through September, 2013

September, 2013 spending

Income for January – September, 2013

Income for non- budget items through September, 2013

2013 non-budget activity through September, 2013

COUNTING AND RECORDING TREASURER'S REPORT

Dora presented the income report for September and the one for August was in the elders' mailboxes. She answered questions.

COMMITTEE REPORTS

1. Personnel – Toby Montoya reporting

- c. The job descriptions for the Administrative Assistant (formerly the Secretary), the Music Director, the Church Musician/Organist, the Janitor and the Youth Coordinator were reviewed and updated by the Committee. It was suggested that the committee show the updated/revised job description to the people who are in the various positions.

Session VOTED to approve the job descriptions.

- d. Toby noted that the Committee will recommend to the congregation that we increase the pastor's salary by 5% .
- e. The committee is also discussing the future evaluation for the pastor.
- f. Toby requested that we approve vacation for Rob from November 20-25, 2013.
Session VOTED to approve vacation for Rob from November 20-25, 2013.

2. Stewardship and Finance – John Van Dyke reporting

- a. The committee has planned Minutes for Stewardship leading up to Dedication Sunday on November 24. Rob and Drew Henry, pastor at Las Placitas PC, will change pulpits on November 17. Rob will preach a stewardship sermon on November 10.
- b. A mailing is planned to go out to friends and members on November 12 which will include a brochure and a pledge card.
- c. John noted that he feels that we should do an every member canvass next year.

d. Orlando felt that it was a good thing when we called all the church members, just to check in and to let them know of upcoming events.

It was decided that February would be a good time to do this. Just before Lent.

3. Building and Grounds – Orlando Duran reporting

e The fire inspector came to check our facilities. Several things need to be done before he comes back to re-inspect.

f. Orlando noted that they need to put an irrigation system for the plants around the South parking lot. Several plants have died and this needs to be done before you replace them.

g. Noted that the front doors need to be re-finished. They are exposed to the weather and it would be good to have an awning to help protect them.

h. The light over the steps leading to the Sunday School classrooms in MHNS needs to be replace.

4. Mission – Trancito Romero reporting

a For the past several years we have been giving a \$1000.00 scholarship to a deserving student through the Martin Luther King, Jr. Multicultural Council.

Session VOTED to approve a scholarship again next year to be taken from the Mission Reserve Fund.

b. The committee joined Bread for the World and they have been asked to participate in petitioning the President to pass legislation to end hunger. They will get more information on this before deciding to do this.

c. Martha Powers reported to the committee that when we last participate in Project Share they served about 165 people, usually it had been 80-90 people. We will need to increase the number of casseroles we send which will impact next year's budget.

d. Plans are underway to hold a Halloween Party at our church for the children of the community. This will be a along with MHNS.

5. Membership and Evangelism – Beverly Chavez reporting

a. Beverly and Emiko cleaned the Cry Room

b. They met with the Clerk to review the rolls and they plan to contact those who have not been attending church for a while.

6. Live Wire – Alicia Montoya reporting

a. The list of the congregations names and addresses will stay out for corrections until the pictures for the directory have been complete. Alicia will then enter the information in a Word

b. document to be proof reading. Once complete it will be disseminated to Dora, Raymond at Kim Jew and members of session and deacons.

c. Alicia met with Raymond at Kim Jew (Moji) last week to review several issues:

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- Will try to keep 7 pages for staff and groups.

d. On October 1 Alicia will get posters and handouts for advertisement of the times photos will be taken.

e. Appointments will be booked online and Alicia will be available on October 27 and November
 f. after church to book appointments. Groups will also have to book appointment times.
 g Text messages and/or emails will be sent to members to remind them of their appointments.
 h Appointments will be no longer than 10 minutes and cannot have more than 10 people, unless
 it's a group as previously noted.

i. The photographer will take pictures of the group and then individual pictures. Staff, volunteers, teachers and ministers must NOT refuse to take their individual picture.

j. Moji will return in mid-December to set out portraits for people to purchase.

7. Nominating – Iris Sandoval reporting

The committee is in process of contacting people to serve as Deacons and Elders. They have been having problems because many numbers are incorrect or people are not returning calls.

8. Worship – Ruth Montoya reporting

a. Plans are being made for World Communion Sunday, October 6, and Youth Sunday on October 13.

b. The committee met with PACE Audio to talk about placing screens/monitors in the sanctuary. Plans and estimates for cost will be coming soon.

OLD BUSINESS

2. Rob reminded us that we have been asked by MHNS if we would split the cost of getting the Occupancy Code change.

Session VOTED to approve paying half of the cost to get the Occupancy Code changes. It would be about \$12,000. At our next meeting, John will make a recommendation about which account this money should be taken.

There being no further business, the meeting adjourned with prayer by Rob at 8:25 PM.

Respectfully submitted,



Dora V. Martinez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH
 STATED CONGREGATION/CORPORATION
 November 10, 2013**

The meeting of the Congregation/Corporation of Second Presbyterian Church, 812 Edith Blvd. NE, Albuquerque, NM was held on Sunday, November 10, 2013. The meeting was opened with prayer by Pastor Rob Woodruff at 11:45 AM.

Rev. Woodruff appointed Beverly Chavez to be the Clerk pro tem.
 The Clerk declared a quorum was present.

The Congregation VOTED that the Session be authorized to review and approve the minutes of this meeting.

The moderator noted that the purpose of this meeting was to hear the report of the Nomination Committee and elect Elders and Deacons, and to vote on any changes to the Pastor's Call.

Iris Sandoval, chairperson of the Nomination Committee, placed in nomination the following people:

Class of 2016: Alicia Montoya
Anita Abeyta
James Graham

Iris noted that we still have two vacancies for the Class of 2016.

There being no nomination from the floor, these nominees were elected by acclamation.

Iris also placed into nomination the following people to be elected as Deacons to the Class of 2016:

Class of 2016: Yvonne Gallegos
Sara Keegan
Ella Porragas

There being no nominations from the floor, these nominees were elected by acclamation.

Rob recognized the outgoing Elders and thanked them for their service. They are Susie Chang, Orlando Duran, Beverly Chavez, Dora Martinez, and Alicia Montoya.

Toby Montoya, chairperson of the Nomination Committee, proposed a 5% increase in the pastor's effective salary for 2014. Following is the breakdown of how the proposed increase will affect the pastor's salary package.

Salary	\$38,810.00
Housing	17,000.00
Child Care reimbursable	3,150.00
403(b) Contribution	1,164.00
Total effective salary	60,124.00

Auto reimbursable	1,100.00
Professional expenses	1,500.00
Continuing Education	2,000.00
Medical reimbursable (HRA)	2,000.00
½ SECA	4,599.49
BoP Pension	6,613.64
BoP Medical	13,828.52
Total Package	\$92,366.65

Rev. Woodruff appointed Rev. Jaime Quiñones to moderator before he left the room. There being no further discussion, the congregation VOTED to approve the recommended changes in the Pastor's terms of call.

Rob returned to the sanctuary and the meeting was adjourned with prayer by Rev. Quiñones at 11:57 AM.

Respectfully submitted,

Beverly J. Chavez
Beverly J. Chavez, clerk pro tem

Rev. Rob woodruff
Moderator

**SECOND PRESBYTERIAN CHURCH
SESSION MEETING
November 19, 2013**

The Session of Second Presbyterian church met for a regular meeting on Tuesday, November 19, 2013 in the fellowahip Hall of the church. After a potluck dinner, Alicia Montoya opened the meeting with devotions and prayer at 5:50 PM. Moderator Rob Woodruff called the meeting to order at 6:00 PM.

Members present: Trancito Romero, John Van dyke, Iris Sandoval, Emiko Chavez, toby Montoya, Ruth Montoya, Lynn Gatewood, Alicia Montoya, Susie Chang, Beverly Chavez, and moderator Rob woodruff.

Member excused: Orlando Duran

Session VOTED to appoint Beverly Chavez clerk pro tem.

The Clerk declared a quorum present.

The Agenda was approved by consensus.

PASTOR'S REPORT

1. On November 3, 2013, 134 people were served communion.
2. Visitations: Dora Martinez (6x), James Vigil, Henrietta Van Maanan, Richard Duran, Gilbert Miranda (2x), Edna Fowler, David and Jamie Martinez, Max and Peggy Esquibel.
3. There has been a concern that the cross in the Peace Garden is at eye level for children and could be a safety issue. Building and Grounds will look into this.
4. Second Presbyterian Church will host the Presbytery Meeting in February.
5. After a discussion on the future of the Martineztown House of Neighborly Service, a transition team composed of Toby Montoya, Iris Sandoval, Beverly Chavez, and rev. rob Woodruff will meet to establish a procedure for closing the MHNS. Marie Kenny will be invited to this meeting. The meeting will be held on Tuesday, November 26, 2013 at 1:30 PM.

CLERK'S REPORT: Various items of correspondence were circulated.

COMMITTEE REPORTS**A. Christian Education – Susie Chang**

1. Susie reported that Sunday school classes for adults and children has been going well.
2. by consensus it was decided that Susie or Francis Chang will be authorized to write vouchers for the youth. Also, Susie will keep a key and fob for the building after her term as elder is over.

B. Live wire – Alicia Montoya

1. Alicia reported that photograph session went well and the next step in the process of publishing the new directory is editing. a link will be sent and it will be printed for session members and volunteers to edit.

C. Nominating – Iris Sandoval.

1. Iris reported that three elders (James Graham, Alicia Montoya, and Anita Abeyta, and three deacons (Yvonne Gallegos, Sarah Keegan, and Ella Porragas) were elected at the Congregational Meeting on November 10, 2013. There are still 2 elder position vacancies.

D. Hospitality: Lynn Gatewood

1. Lynn reported that she is learning the system as hospitality chair and appreciates her helpers on Sunday morning who prepare for the fellowship time.

E. Worship – Ruth Montoya

1. Ruth reported that the committee met on November 12 and planed the worship services through December 1, 2013.
2. Session VOTED to order 200 of the new Glory to god Hymnals at a cost of \$20.00 each, as well as an online version. Session VOTED to invite members and friends of the congregation to "donate" a hymnbook in honor/memory of a loved one, family member or self, to help defray the total cost of the books.

F. Stewardship and Finance: John Van Dyke

1. The stewardship mailing went out on November 16, 2013. Dedication Sunday will be on November 24, 2013.
2. Committee chairpersons need to turn in their budget requests as soon as possible.

G. Personnel: Toby Montoya

1. Toby suggested that we need more elders trained to count money. Session VOTED to train Iris Sandoval, Alicia Montoya, Lynn Gatewood, Francis Chang, Emiko Chavez, and Trancito Romero as counters.

After the committee reports, Pastor Rob asked all the members of the session to give him insight on how they are feeling mentally and spiritually with the time and work they are putting on their committee work and involvement.

The meeting was adjourned with prayer by Pastor Rob Woodruff at 8:45 PM.

Respectfully submitted,

Beverly J. Chavez
Beverly Chavez, Clerk pro tem

**SECOND PRESBYTERIAN CHURCH
SESSION MEETING
December 17, 2013**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, December 17, 2013 in the Fellowship Hall of the church. After a potluck dinner, Ruth Montoya opened the meeting with devotions and prayer at 5:55 PM. Rev. Woodruff called the meeting to order at 6:00PM.

Members present: Susie Chang, Emiko Chavez, Beverly Chavez, Lynn Gatewood, Alicia Montoya, Ruth Montoya, Toby Montoya, Trancito Romero, John Van Dyke, and Rev. Rob Woodruff.

Members excused: Orlando Duran, Dora Martinez, and Iris Sandoval

Also present: Lorrie Martinez and Iliana Sophia Martinez

Beverly Chavez, clerk pro tem, declared a quorum was present.
The Agenda was approved by consensus.

PRIVILEGE OF THE FLOOR

Session granted privilege of the floor, by consensus, to Lorrie Martinez.

Request for Baptism: Lorrie Martinez requested permission to baptize her daughter Iliana.

Child's name: Iliana Sophia Martinez

Parents' names: Lawrence M. Martinez and Lorrie M. Martinez

Child's birth date: February 27, 2013

Place of birth: Albuquerque, NM

Godparents: Natalia Gurulé and Emilio Juri-Martinez

After visiting with Lorrie, Session VOTED to approve the baptism, which will take place on Sunday, January 5, 2014.

MINUTES

The minutes of the regular Session Meeting of November 19, 2013 were approved with minor corrections. The minutes of the Congregational Meeting of November 10 were approved.

PASTOR'S REPORT

1. On November 24, 2013, 87 people were served Communion (it was a snowy day). On December 1, 2013, 140 people were Communion.
2. Visitations: Dora Martinez, Joe and Barbara Trujillo, Edulia Romero, Edna Fowler, and Donna Graham.
3. It was decided by consensus that the January Session Meeting will be held on Tuesday, January 28, 2014.

PARISH ASSOCIATE'S REPORT

Rev. Jaime Quiñones visited Tillie Arellano, Margaret Perea, Dora Martinez, Maria Barela, Richard Duran, Juanita Lucero, Sarah Maestas, Salome George, Gilbert Miranda, Edna Fowler, Raymond and Elsie Chavez, and Pas Vigil.

CLERK'S REPORT: Various items of correspondence were circulated.

BOOKKEEPER'S REPORT: John Van Dyke

John presented the following reports and answered questions:

November 2013 Spending

2013 Spending and Budget compare November

Income Recap November 2013

Income January 1st – November 30, 2013

2013 Non-Budget Activity through November

2013 Non-Budget Activity through October

COMMITTEE REPORTS**A. Live Wire – Alicia Montoya**

- The committee is waiting for people to finish getting their pictures taken at the studio so that work on the church directory can continue.
- Alicia plans on taking a web design class at the Hispano Chamber of Commerce.

B. Membership and Evangelism – Emiko Chavez

- The committee is working on updating the Memorial Plaque

C. Hospitality – Lynn Gatewood

- Lynn helped with a reception for the family of Dan Sosa after Dan's Memorial Service. Dan was not a member of our church.

D. Personnel – Toby Montoya

- The committee is recommending a 3% raise for all church staff. Toby also advises that more people need to be trained to be money counters (offering).

E. Christian education – Susie Chang

- There will be a Christmas Pageant with the children participating during the Christmas Eve Service.
- A lock-in is planned for the youth on Saturday, January 4, 2014.

F. Stewardship and Finance – John Van Dyke

- John reported that about 75% of the pledges for 2014 have come in.

G. Worship – Ruth Montoya

- Ruth reported that the Advent Worship Services have been going well.

H. Mission – Trancito Romero

- A discussion on charging the wings organization \$50.00 a month for using the fellowship Hall two times a month took place. A decision to pursue this was tabled until further study takes place.

OLD BUSINESS:

An update on the transitioning of the Martineztown House of Neighborly Service was given by Rev. Woodruff. MHNS will be closed by January 31, 2014. The church will be taking over the utilities and insurance.

The meeting was adjourned with prayer at 8:15 PM.

Respectfully submitted,

Beverly J. Chavez
Beverly Chavez, Clerk pro tem

SECOND PRESBYTERIAN CHURCH

ANNUAL CONGREGATIONAL/CORPORATION MEETING
January 26, 2014

The meeting of the Congregation/Corporation of Second Presbyterian Church was held on January 26, 2014 and called to order at 11:45 AM. The meeting was opened with prayer by Rev. Woodruff.

The clerk pro tem, Beverly Chavez, declared that a quorum was present. She also stated that the minutes of the Stated Congregational Meeting of November 10, 2013 had been reviewed and approved by the Session. The congregation VOTED that Session be authorized to review and approve the minutes of this meeting.

The purpose of this meeting is to:

1. elect 2 Elders
2. receive the 2013 annual Reports
3. hear a short report on the closing on the Martineztown House of Neighborly Service

The Nominating committee chairperson, Iris Sandoval, placed the following names in nomination to fill the vacancies on the Session: Carol Lopez, for the class of 2015 and Steve Montoya, for the class of 2016.

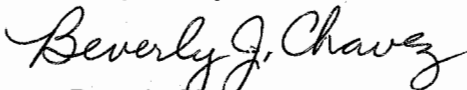
The congregation VOTED to accept these nominations.

A Motion was made and seconded to approve the 2013 annual Reports as presented. The congregation VOTED to approve the reports.

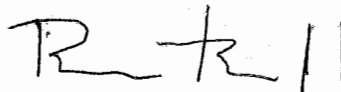
Rev. Woodruff gave a short report on the closing of the Martineztown House of Neighborly Service. In the near future there will be a meeting or forum on uses for the building space.

The meeting was adjourned with prayer by Rev. Jaime Quiñones at 11:55 AM.

Respectfully submitted,



Beverly Chavez,
Clerk pro tem



Rev. Robert Woodruff
Moderator