

## COMMITTEE REPORTS

### A. Building & Grounds – Steve Montoya

The south side of the building was cleaned at a workday on November 1<sup>st</sup>. Congregational workdays will continue to be held on the first Sunday of each month.

### B. Worship – Ruth Montoya

Session VOTED to approve the following Communion schedule for 2015:

Communion will be served on the **first** Sunday of each month.

Communion will be served on the following dates:

February 18, Ash Wednesday

April 2, Maundy Thursday

April 5, Easter

May 31, Trinity Sunday

November 22, Christ the King Sunday

December 24, Christmas Eve

### C. Nominating – Iris Sandoval

Two elders are still needed to fill the slate of officers.

### D. Hospitality – Lynn Gatewood

Isabel Martinez donated 7 turkeys for the Session turkey dinner. Lynn circulated a thank you note to be signed by the Session.

### E. Evangelism & Membership – Emiko Chavez

50 year pins were presented at the November 9<sup>th</sup> Worship Service to Ida & Avenago Padilla, Ruth and Elifas Santillanes, Lorraine Romero, Yvonne Gallegos, and Beverly Chavez.

Session VOTED to remove the following names from the congregational role ~~due~~ to death (G-0.0204): Richard Duran, Jr., Nora Graeme, Max Esquibel, Edna Valverde Fowler, and Ramos Barela.

Session VOTED to remove the following name due to membership in another congregation.

(G-0.0204): Louisa Rael Padilla.

Session VOTED to remove the following name due to request (G.02040: Jerry Romero.

### F. Personnel – Toby Montoya

Session VOTED to approve vacation for Pastor Rob Woodruff December 29-31, 2014.

### G. Stewardship & Finance – John Van Dyke

Session VOTED to return a \$500.00 deposit given to the MHNS by Camino de Vida as terms of a contract with that organization.

The meeting was adjourned with prayer by Rev. Woodruff at 7:45 PM

Respectfully submitted,

Beverly Chavez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH  
CALLED SESSION MEETING  
January 17, 2015**

The Session of Second Presbyterian Church met after Officer Training on Saturday, January 17, 2015, in the Fellowship Hall of the Church. The meeting was called to order with prayer by Moderator Rob Woodruff at 1:50 PM.

Members present: Anita Abeyta, Lynn Gatewood, Alicia Montoya, Ruth Montoya, Steve Montoya, Toby Montoya, Trancito Romero, John Van Dyke, clerk Beverly Chavez, and moderator Rob Woodruff.

Elders-elect present: Anita Chavez, Kris Johnson, and Martha Powers.

Elders excused: Carol Lopez, Emiko Chavez, and Iris Sandoval.

Deacons present: Mario Romero, Ella Porragas, Sarah Keegan, Yvonne Gallegos, Sandra Duran, and Abel McBride.

Deacons-elect present: Gloria Montoya and Clarabelle Padilla.

The clerk declared a quorum present.

Session VOTED to begin examinations of elders and deacons.

The new elders and deacons shared their reasons for accepting the call to become elders or deacons. They were also given an opportunity to ask questions.

Session VOTED to suspend the examinations and VOTED to ordinate and install these candidates at the Worship Service on January 18, 2015.

The meeting was adjourned with prayer by Elder Trancito Romero at 2:15 PM.

Respectfully submitted,

*Beverly J. Chavez*

Beverly Chavez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH  
SESSION MEETING  
January 20, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, January 20, 2015 in the Fellowship Hall of the Church. After a potluck dinner, Rev. Rob Woodruff opened the meeting with devotion and prayer at 5:50 PM. He called the meeting to order at 6:00 PM.

Members present: Anita Abeyta, Anita Chavez, Lynn Gatewood, Kris Johnson, Carol Lopez, Alicia Montoya, Ruth Montoya, Toby Montoya, Steve Montoya, Martha Powers, Trancito Romero, John Van Dyke, moderator Rob Woodruff, and clerk Beverly Chavez.

Members excused: Emiko Chavez and Iris Sandoval

Also present: Youth leaders Francis and Susie Chang

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

## **ORDER OF THE DAY**

### **PRIVILEGE OF THE FLOOR**

Youth leaders Francis and Susie Chang reported that several of the youth will be going on a mission trip to Guatemala in the early part of June 2015. Session VOTED to allow the youth groups to have fundraiser meals on April 12, 2015 and May 10, 2015 (pancake breakfast). An eight week Confirmation class will be held and Confirmation will take place On May 24, 2015 (Pentecost Sunday)

The minutes of the Stated Meeting of the Congregation on Dec 14, 2014 and the Dec. 16<sup>th</sup> were approved

### **PASTOR'S REPORT**

- 1 On January 4, 2015, 148 people were served Communion at the Worship Service.
2. Visits: Tillie Arellano and Margaret Perea.
3. An update was given on the utilization of the J.I. Candelaria Wing. It is mainly being used for Sunday School.
4. It was suggested that we find someone who could do Quick Book entries for the collections.
5. The grant funding the Fiestas Cooking Class held on Thursday evenings (Adelante) was not renewed. Session VOTED to fund the class \$250.00 for a six week class beginning in March.
6. A Fiestas Grocery Buying Club is interested in using the the kitchen and one room in the J.I. Candelaria Wing once a month to distribute food to its members.
7. There was discussion on pursuing the Sanctuary Church Movement. Information and research was sent back to the Mission Committee.
8. Session VOTED to renew Rev. Jaime Quinones's Parish Associate for one year (February 1, 2015 – February 1, 2016). The contract for Rev. Jamie Martinez will be reviewed by the Personnel Committee.
9. There is an ongoing discussion on the Pulpit Exchange with Cuba. A Guest Pastoring Shepherding Committee was appointed. Ruth Montoya and Anita Abeyta are on the committee. This committee would help the ministers coming to Albuquerque, as well as organize other members of the congregation to help.
10. The Annual Congregational Meeting will be held on Sunday, January 18, 2015 for the purpose of electing one elder, Harry Hogan, and distributing the Annual Reports.

of electing one elder, Harry Hogan, and distributing the Annual Reports.

#### **PARISH ASSOCIATE'S REPORT – Rev. Jaime Quinones**

December Visits: Elifas and Ruth Santillanes (2x), Eligio and Alice Cruz, Salome George (2x), Tom Gonzales, Jr. (2x), Barbara Trujillo (2x), Marie Vasquez, Margaret Perea, Tillie Arellano, Ambrosion Ortega, Ray and Elsie Chavez, and Juanita Rendon.

#### **REORGANIZATION OF RESPONSIBILITIES**

1. Election of Clerk: Beverly was elected by consensus
2. Election of Paying Treasurer: Mary Montoya was elected by consensus.
3. Bookkeeper: John Van Dyke was elected by consensus
4. 2015 Committee Chairpersons:
  - Building and Grounds: Kris Johnson
  - Christian Education: Anita Abeyta
  - Evangelism and Membership: Emiko Chavez and Carol Lopez (co-chairs)
  - Hospitality: Anita Chavez
  - Live Wire: Alicia Montoya
  - Mission: Martha Powers
  - Music and Worship: Harry Hogan
  - Nominating: Lynn Gatewood
  - Personnel: Toby Montoya
  - Stewardship and Finance: Steve Montoya
5. Commissioners to Presbytery: Anita Chavez, Lynn Gatewood, and Solema Newton
6. Alternate Commissioners: Carol Lopez and Ruth Montoya
7. Officers of the Corporation: President: Trancito Romero, Vice-President: Toby Montoya  
Secretary: Kris Johnson, Treasurer: Mary Montoya
8. Appointed elders to a committee to nominate members to the Nominating Committee:  
Carol Lopez and Martha Powers

#### **CLERK'S REPORT**

1. Several items of correspondence were circulated.
2. Volunteers to open and close the building on Sunday mornings and for special services”  
These people will also have devotions for the Session Meeting that month.  
February: Martha Powers, March: Bev Chavez, April: Kris Johnson, May: Alicia Montoya  
June: Toby Montoya, July: Carol Lopez, August: Martha Powers, September: Lynn Gatewood,  
October: Anita Abeyta, November: Anita Chavez, December: Harry Hogan  
January: Emiko Chavez.

#### **BOOKKEEPER'S REPORT – John Van Dyke**

John distributed the following reports and answered questions.

- 2014 December Spending
- Income Recap
- 2014 Non-Budget Activity through December
- December 2014 Checks
- Income January 1<sup>st</sup> through December 31, 2014

## COMMITTEE REPORTS

1. Building and Grounds – Steve Montoya  
 Abel Otero, a friend of the Montoya family, completed the following work pro bono:  
 Unclogged the water fountain in the Fellowship Hall  
 Fixed the pipe under the sink (north end of kitchen)  
 Per discussion with the Christian Ed chair, the CE Committee, Rev. Rob Woodruff, and Gil Solis, it was decided to revert the shower in the upstairs bathroom in the Candelaria Wing, to its original state. It has been used for storage for the Sunday School program. Mr. Otero will continue to work on projects (light in the stairwell and finishing the bathroom) in the Candelaria Wing. The Building & Grounds Committee will give Mr. Otero a gift card and a thank you card for the work he has done for our church.

The meeting was adjourned with prayer by Rev Woodruff at 9:50 pm.

Respectfully submitted,

*Beverly J. Chavez*  
 Beverly Chavez, Clerk of Session

### PRESBYTERY OF SANTA FE

#### Session Minute Review

Session ABQ Second  
 Review Period 6/2013 to 1/2015

☒ Approved

☐ Not approved

Review listed in minutes of Presbytery

dated 3/14/15

Attest: *William White*  
 Chair: Session Review Team



## Church Report 2014

<b>PIN Number</b>	<b>5089</b>
<b>Presbytery Number</b>	<b>380620</b>
<b>Church</b>	<b>Second</b>
<b>Address</b>	<b>812 Edith Blvd NE</b>
<b>City/State</b>	<b>Albuquerque, NM 87102-2408</b>
<b>Phone</b>	<b>505-242-8005</b>
<b>Email</b>	<b><a href="mailto:spchurch1002@qwestoffice.net">spchurch1002@qwestoffice.net</a></b>
<b>Web Site</b>	<b><a href="http://www.secondpresabq.org">www.secondpresabq.org</a></b>
<b>Fax</b>	<b>505-242-6097</b>

### Membership

Prior Active Members 233

#### Gains

17 & Under

18 & Over 1

Certificate 3

Other

**Total Gains 4**

#### Losses

Certificate 1

Deaths 6

Other 3

**Total Losses 10**

**Total Active Members 227**

Baptized 96

Other Participants 50

Total Adherents 373

Female Members 145

**Average Attendance 145**

**Affiliate Members 1**

### Baptisms

Child Baptisms 2

Adult Baptisms

### Officers

Male Session 5

Female Session 7

Male Deacons 2

Female Deacons 7

### Age Distribution of Active Members

25 & Under 28

26 - 45 40

46 - 55 34

56 - 65 19

Over 65 105

**Total Distribution 226**

#### Male

0

0

0

0

0

0

#### Female

0

0

0

0

0

0

**People with Disabilities**

Hearing

Sight

Mobility

ther

**Christian Education**

Birth 3	9	Grade 7	4
Age 4	1	Grade 8	2
Kindergarten	2	Grade 9	1
Grade 1	5	Grade 10	2
Grade 2	3	Grade 11	4
Grade 3	2	Grade 12	2
Grade 4	1	Young Adults	
Grade 5	3	Over 25	15
Grade 6	7	Teachers/Officers	12
<b>Total</b>	<b>75</b>		

Racial Ethnic	Membership	Elders	Deacons	Male	Female
Asian	2			0	0
Black				0	0
African American	0	0	0	0	0
African	0	0	0	0	0
Middle Eastern	0	0	0	0	0
Hispanic	201	9	8	64	137
Native American	1			0	1
White	23	3	1	5	18
Other				0	0
<b>Totals</b>	<b>227</b>	<b>12</b>	<b>9</b>	<b>69</b>	<b>156</b>

**Potential Giving Units 163**

**Budgeted Income 199,006**

**Budgeted Expense 209,989**

**Receipts**

Regular Contributions	187,756	Bequests	
Capital Building Fund	11,420	Other Income	5,640
Investment Income	5,100	Subsidy or Aid	

**Expenditures**

Local Program	165,191	Per Capita Apprt	7,689
Local Mission	6,742	Validated Mission	16,641
Capital Expenditures	3,431	Theological Fund	400
Investment Expenditures		Other Mission	

**ANNUAL CONGREGATIONAL/CORPORATION MEETING**  
**Sunday, February 1, 2015**

The meeting of the Congregation/Corporation of Second Presbyterian Church was held on Sunday, February 1, 2015. The meeting was called to order at 11:45 AM and opened with prayer by moderator, Rob Woodruff.

The clerk declared a quorum present.

MINUTES

The clerk reported that the minutes of the Stated meeting of the congregation of December 13, 2015 were approved by the Session as requested.

The clerk MOVED that we ask the Session to approve the minutes of this meeting and that this be reported to the congregation at the next meeting. The motion was seconded and passed.

The purpose of this meeting was to

- 1 receive the Annual Reports,
2. election of Elder in the class of 2017 member Harry Hogan.

ANNUAL REPORTS

The annual reports were distributed and any questions were directed to the appropriate committee of Session.

John Van Dyke, the bookkeeper, summarized the financial report. As has been noted before, our program is growing faster than our giving. In 2014 the Session noted that donations made by others for the use of the building really should be used to help pay expenses instead of just being added to the savings account. On the income report near the bottom \$3,600.00 of cumulated building use donations applied to 2014 income. The Session also voted to use almost \$6,000 of operating reserves to complete the picture of 2014 Budget spending. The 2015 Budget process is not done. The budget requests are in.

The congregation VOTED to receive the reports as distributed.

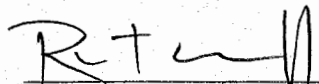
The following name was placed in nomination to be elected as Elder for the Class of 2017: Harry Hogan.

There being no nominations from the floor, the congregation VOTED to close nominations and to elect Harry by acclamation. He will be installed in Worship on a Sunday morning very soon.

The meeting was adjourned with prayer by Rev. Jaime Quiñones at 12:00 p.m.

Respectfully submitted,

Beverly Chavez, Clerk of Session

  
Rev. Dr. Robert Woodruff

**SECOND PRESBYTERIAN CHURCH**  
**SESSION MEETING**  
**February 17, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, February 17, 2015 in the Fellowship Hall of the church. After a potluck dinner, Martha Powers opened the meeting with devotions and prayer at 5:50 p.m. Moderator Rob Woodruff called the meeting to order at 6:00 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff, Ruling Elders Anita Abeyta, Anita Chavez, Lynn Gatewood, Harry Hogan, Kris Johnson, Carol Lopez, Toby Montoya, Steve Montoya, and Martha Powers.

**Excused:** Ruling Elders Emiko Chavez and Alicia Montoya.

**Also Present:** Bookkeeper John Van Dyke and Deacon Gloria Montoya.

The Clerk reported that a quorum was present.

**ORDER OF THE DAY**

Session VOTED to grant Order of the Day to Gloria Montoya who for a report on Communion to the Farther Pew.

Communion was taken to the members: Lena De Herrera, Ruth and Elifas Santillanes, Josephine Ringling, Ernestine Arndt, Fred and Mabel Reincke, and Marie Vasquez (Rev. Quinones and Deacon Gloria Montoya).

The minutes of the December 14, 2014 Stated Congregational Meeting and the January 20, 2015 Regular Session Meeting were approved by consensus.

**PASTOR'S REPORT**

1. 155 people were served Communion at the Worship Service on February 1, 2015.
2. Visits: Ambrosio & Eva Ortega, Ernestine Arndt.
3. Anna Torres would like to be on the Guest Pastor Shepherding Committee (with Ruth Montoya and Anita Abeyta).
4. Session VOTED to invite Trancito Romero and Solema Newton to be added as check signers on behalf of the church.
5. The Mobile Food Pantry, which is held in the south parking lot of the church on the 2<sup>nd</sup> Tuesday of the month, continues to be serving many people. Brad Brown would like to apply for a La Cosecha grant of \$2500.00. Session VOTED to allow Brad in his pursuit to get a grant and use our 103C, and share copies of any paper work with the church.

**CLERK'S REPORT**

Several items of correspondence were circulated.

**BOOKKEEPERS REPORT:** John Van Dyke

John distributed the following reports and answered questions.

1. 2014 January Spending
2. Income recap
3. 2015 Non-Budget Activity through January
4. January 2015 Checks

**COMMITTEE REPORTS****Worship** – Harry Hogan

Harry reported that he is busy learning what the committee does. Ruth Montoya, the former chair of the committee, has been helping him.

**Live Wire** - Alicia Montoya

1. Email Blasts are going out via George Huggins including the weekly bulletin announcements and misc. events. Please notify Alicia Montoya if you have information you would like to send out via email blast.
2. Each committee's information was printed in brochures format for Committee day. Please submit changes, edits, recommendations for pamphlets to Alicia. The pamphlets will be displayed under pictures of committee chairs. A second Committee day will be scheduled at the end of summer.
3. 3. Children and Youth Programs Brochure to be finalized and printed. Print Mart (Jayseph Griego) gave us a quote of \$.30 a brochure on glossy paper. Requesting to print 250 copies for a cost of \$75.00.
4. Next project: Sermons and have them on display in Fellowship Hall for congregation members to take.
5. Live Wire requests the Nominating Committee's help in recruiting more Live Wire Committee members.

**Building and Grounds** – Kris Johnson

There will be a workday on the first Saturday in March.

**Christian Education** – Anita Abeyta

1. The Cry room was discussed at length. Our suggestions were: Children in the first grade and higher who don't sit with their parents should sit with an adult in the pews on the south side of the sanctuary.  
The adult will have paper and crayons for them and will also help them follow the bulletin. We also want to have more child involvement in the Worship Service. We will have a meeting with the Music and Worship Committee.
2. Infant through 4 or 5 year olds can be in the Cry Room with their parents or designated adult. Some of the noisier toys will be removed.

3. Anita reported on the 4 year olds through 2<sup>nd</sup> Grade Music Class. It is a complete success. The children are benefiting from Natalie's instruction. They are learning about tone and notes and they don't even know it. She and Karmen have been providing a healthy snack to keep the energy level up. The class meets after Sunday School at 11:30 AM. The children will sing during the Worship Service on March 15<sup>th</sup> and 29<sup>th</sup>. There will be a meeting with the parents on March Feb. 22 to evaluate the program.

#### Personnel – Toby Montoya

Session VOTED to approve vacation for Pastor Rob Saturday, March 7 – Tuesday March 10, 2015 and Saturday, March 14. Session also VOTED to approve Continuing Ed for Monday April 13 – Sunday April 19, 2015.

Progress is being made on updating the Policy and Procedures manual by Toby Montoya and Ruth Montoya. They are meeting weekly on Thursdays.

#### Stewardship & Finance – Steve Montoya

1. Steve spent a lot of time analyzing the budgets for past year and presented the following Budget Summary for 2015:

2. Prior year actual income	\$ 187,296
Known changes in pledges	1,852
Expected income	\$ 189,148
 Budget request	 (219,107)
Anticipated underspending (6%)	13,146
Additional costs for JCW	(5,604)

**Expected amount needed from Reserves \$ (22,417)**

#### Known Changes in Pledges for 2015

New pledges	\$ 3,360
Increases in pledges	7,372
Decreases in pledges	(2,680)
Lost Pledges	<u>(7,200)</u>
	\$ 1,852

#### **Strategy and Options to Address Anticipated Shortage**

Increase income by implementing the following action steps:

1. Rent building space and parking lot.
2. Increase fund raising activities
3. Charge for parking space to neighborhood businesses
4. Stewardship campaign efforts

The meeting was adjourned with prayer by Rev. Rob Woodruff at 9:00 p.m.

Respectfully submitted,

*Beverly J. Chavez*

Beverly Chavez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH  
SESSION MEETING  
March 17, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, March 17, 2015 in the Fellowship Hall of the church. After a potluck dinner, Beverly Chavez opened the meeting with devotions and prayer at 5:55 p.m. Moderator Rob Woodruff called the meeting to order at 6:00 p.m.

Present: Moderator, Teaching Elder Rob Woodruff, Ruling Elders Anita Abeyta, Anita Chavez, Lynn Gatewood, Harry Hogan, Kris Johnson, Carol Lopez, Toby Montoya, Steve Montoya, and Martha Powers.

Also present: Deacon Clarabelle Padilla, Bookkeeper John Van Dyke, and member Jennifer Wilson.

Excused: Ruling Elders Emiko Chavez and Alicia Montoya.

The Clerk reported that a quorum was present.

The agenda was approved by consensus.

**ORDER OF THE DAY**

**A. REQUEST FOR BAPTISM**

Jennifer Wilson, member, requested to have her daughter Isabella Rene Wilson, baptized. Session examined Jennifer on the meaning of baptism and VOTED to approve the baptism of Isabella on Sunday, May 12, 2015.

Child's name: Isabella Rene Wilson

Parents: Jennifer G. Wilson and Martin D. Wilson

Child's birth date: May 7, 2014

Place of birth: Albuquerque, NM

Godparents: Samuel G. Wilson and Jennifer D. Wilson

Stanley Nazario and Brandy Atencio

**B. REPORT FROM THE DEACONS**

Ten people were served Communion by the deacons (Communion from the Farthest Pew).

Ernestine Arndt, Josephine Ringling, Barbara Trujillo, Mabel and Fred Reincke, Maria Barela, Ida Herrera, Ruth and Elifas Santillanes, and Lena de Herrera.

**APPROVAL OF MINUTES:**

The minutes of the January 17, 2015 Called Session Meeting were approved. The minutes of the February 17, 2015 monthly Session Meeting were approved with the following correction: The Mobile Food Pantry meets on the second Wednesday of the month, not the second Tuesday.

## **PASTOR'S REPORT**

1. On March 1, 2015 139 people were served Communion at the Worship Service.
2. Visits: Joyce & Chris Leavitt
3. The Cuba Pulpit Exchange may take place July 22, 2015 – August 16, 2015. Session VOTED approve the new dates pending Karla Woodruff's vacation leave.
4. We still need to find a person to input the data for the Sunday Collections.

## **CLERK'S REPORT**

1. Session VOTED to appoint Ruling Elders Martha Powers, Toby Montoya and Beverly Chavez to serve on the Auditing Committee

## **BOOKKEEPER'S REPORT – John Van Dyke**

John reported the following reports and answered questions.

February 1 – 28, 2015 spending

2015 Non-Budget Activity through February

February 2015 Income

Income January 1<sup>st</sup> - February 28, 2015, 2015.

## **COMMITTEE REPORTS**

### **A. Worship – Harry Hogan**

1. Palms from Eco-Palms for Palm Sunday have been ordered.  
Plans are being made for the Communion and foot washing service on Maundy  
There will be a Service on Good Friday at Second Presbyterian with the joint choirs of  
Church of the Risen Savior and Second Presbyterian Churches.

### **B. Building & Grounds – Kris Johnson**

1. There will be a congregational workday on March 8, 2015.
2. Kris inspected the church grounds and buildings and reported that there are a many repairs that need to be done.

### **C. Stewardship & Finance – Steve Montoya**

1. After discussing the finances of Second Presbyterian Church, Session VOTED to request a realtor to assess the Candelaria Wing, prepare possible rental options and promotional material. No promotion to public regarding rental of the space will take place until after the Congregational Meeting on April 26<sup>th</sup>, 2015.
2. Session VOTED to take the four National Offerings during 2015—One Great Hour of Sharing, Pentecost Offering, Peacemaking Offering, and the Joy Offering.

### **D. Evangelism and Membership – Carol Lopez**

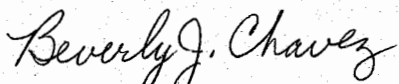
1. Plans are being made for the new member class on March 21, 2015.
2. The names are ready to be engraved on the Memorial Plaque.
3. The discussion regarding our visitor procedures to make sure the green cards are being used.

**E. Personnel – Toby Montoya**

1. Work continues on the Policies and Procedures Manual.

The meeting was adjourned with prayer by ruling elder Harry Hogan at 9:05 p.m.

Respectfully submitted,



Beverly Chavez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH  
CALLED SESSION MEETING  
April 12, 2015**

The meeting was opened with prayer by Rev. Dr. Rob Woodruff at 9:20 a.m.

Members present: Moderator, Rob Woodruff; and ruling elders Anita Abeyta, Lynn Gatewood, Harry Hogan, Steve Montoya, Alicia Montoya, Toby Montoya, Kris Johnson, Martha Powers, Carol Lopez, and Clerk, Beverly Chavez.

Member excused: Emiko Chavez

Also present: Don Bixby, Pat Bixby, Patricia Gilberto, Carol Leavitt, Petra Martínez, and Susan Romero Chavez.

The clerk declared a quorum present.

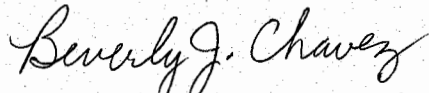
The purpose of the meeting was to examine six people for membership.

Carol Lopez introduced each member of the new member class and informed the session that all of them had attended a new member class on March 21, 2015. The elders introduced themselves and told what committee of session they chaired. Session VOTED to begin the examinations. The new members introduced themselves and told about their faith journey and what brought them to our church. Some of them had connections to Second Church through relatives, Manual High School, and one had been a former member.

Session VOTED that the examinations cease and that they be accepted into the membership during the 10:30 Worship Service today. By Letter of Transfer: Don & Pat Bixby, and Carol Leavitt; By Affirmation of Faith: Pat Gilberto, Petra Martinez, and Susan Romero Chavez.

The meeting was adjourned with prayer at 9:50 AM by ruling elder Harry Hogan.

Respectfully submitted,



Beverly Chavez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH  
SESSION MEETING  
April 21, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, April 21, 2015 in the Fellowship Hall of the church. After a potluck dinner, Rev. Rob Woodruff opened the meeting with devotions and prayer at 5:50 p.m. He called the meeting to order at 6:00 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff, Ruling Elders Anita Chavez, Lynn Gatewood, Harry Hogan, Carol Lopez, Toby Montoya, Steve Montoya, Martha Powers, and Clerk Beverly Chavez

**Excused:** Ruling Elders Emiko Chavez, Kris Johnson and Alicia Montoya.

**Also Present:** Bookkeeper John Van Dyke and youth leaders Susie and Francis Chang.

**Guests Present:** Brad Brown and Michael Griego; and Julie Skelton, director of Family Promise of Albuquerque, Mary Brown, Board Chair, and several board members.

The Clerk reported that a quorum was present.

**ORDER OF THE DAY**

1. Brad Brown and Michael Armijo
2. Family Promise of Albuquerque

**PRIVILEGE OF THE FLOOR**

Session VOTED to grant Privilege of the floor to Brad Brown and Michael Armijo. Brad gave a brief history of how the Mobile Food Pantry, which takes place the second Wednesday of the month in the church's south parking lot, came about. Session members will volunteer to help on July 8, 2015.

**YOUTH LEADERS' REPORT**

Francis and Susie Chang reported that the activities for the youth have been well attended. There are 7 youth attending the Confirmation class. They will be taking them to Doc Long's picnic grounds on Saturday, April 25, 2015. The youth group will be sponsoring a Gourmet Pancake Breakfast and Silent Auction on May 10<sup>th</sup> (Mother's Day). The proceeds will go toward the Guatemala Mission trip, which some of the youth will be going on.

Session VOTED to grant Privilege of the floor to representatives of Family Promise of Albuquerque. The organization is interested in renting space in the J.I. Candelaria Wing. The director, Julie Skelton gave a history of the organization in Albuquerque which was opened in 2003.. The board members who were present answered questions. Family Promise of Albuquerque has given the Session a proposal for renting space, which would include some remodeling.

The minutes of the Annual Congregation/Corporation Meeting of February 1, 2015, the Regular Session Meeting of March 17, 2015, and the Called Session Meeting of April 12, 2015 were approved by consensus.

### **PASTOR'S REPORT:**

1. 247 people were served Communion at the April 5, 2015 Worship Service (Easter Sunday)
2. Visits:
3. Officiated at the Memorial Service for Joe V. Trujillo on April 28, 2015 at Second Presbyterian Church. Date of Death: April 10, 2015.

### **CLERK'S REPORT:**

1. Planning Calendar orders were taken.

### **BOOKKEEPER'S REPORT** - John Van Dyke

The following reports were presented by John and he answered questions.

1. March 2015 Spending
2. Income January 1<sup>st</sup> – March 31, 2015
3. 2015 Non-Budget Activity through March
4. 2015 Spending March

### **AUDIT COMMITTEE REPORT**

1. The Audit Committee, Beverly Chavez, Martha Powers, and Trancito Romero met on April 14, 2015 and reviewed the books for the Presbyterian Women, Presbyterian Men, Deacons, Paying Treasurer, and Counters, and found them to be in good order.

### **COMMITTEE REPORTS**

1. Building & Grounds – Kris Johnson

The congregational workday will be held on Saturday, April 25, 2015 instead of May 2, 2015.

2. Stewardship & Finance – Steve Montoya

Steve presented hard copies of the power point he will present to the congregation at a Called Congregational Meeting on April 26, 2015. The presentation will be on Budget Projection, Programming and Strategies.

#### Budget Projection 2015

Prior year actual income	\$ 187,296
Known changes in pledges	<u>1,852</u>
Expected income	\$ 189,148

Budget request	(218,750)
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Anticipated underspending (6%)	13,125
Additional costs for JCW	<u>(5,604)</u>
Anticipated spending	(211,229)

**Expected amount from reserves** \$ (22,081)

3. Personnel – Toby Montoya

Pastor Rob requests vacation for May 4, 5, 7, and 9, 2015 (no Sunday). Also June 12 – 18, (one Sunday). He will be on the Guatemala Mission trip during June 2-0. During this period, he will be on the clock every day with no days off. He is eligible to take two days off per week and requests the days of June 10 & 11 as these authorized off days.

Session VOTED to grant May 4, 5, 5, and 9 and June 12 – 18 as vacation days for Pastor Rob.

Please let Toby Montoya or Ruth Montoya know of any policies you wish to include in the up-dated policy manual..

4. Christian Education – Anita Abeyta

The Eggstravaganza went well. There weren't many in attendance but they enjoyed the activities.

Attended the Family Promise board meeting to see what space they have in mind of renting.

5. Worship & Music – Harry Hogan

Harry reported on the Palm Sunday Service, the Maundy Thursday Communion/footwashing Service, and the Easter Service.

He also invited people to join the Worship & Music Committee. A list of duties was offered.

6. Mission Committee – Martha Powers

1. A meeting was held on April 20, 2015. The committee discussed the panel presentation on becoming a Sanctuary Church. Approximately 45 people attended the discussion. The consensus was that the Mission Committee request approval to continue the conversation, A possibility for the presentation would be May 3, 2015 after the Worship Service., again with a light lunch. The possible topic to be considered is insurance and liability.

2. The committee is asking permission to possibly have a plant sale and/or stock sale if necessary to continue raising funds for the Guatemala Mission Trip. Session VOTED to let the youth have a plant sale and a stock sale.

3. Every five years Congress must authorize the Child Nutrition Programs. Congress will be considering this bill in September, so we are asking permission to participate in the "Feed Our Children" Campaign by placing inserts in the Sunday Bulletin and having our various organizations and Sunday School write letters to our senators and representatives. A sample letter will be provided. Letters must be mailed by Sept. 30, 2015. Postage will be covered by the Mission Committee.

7. Evangelism & Membership – Carol Lopez

1. A new member class was held on March 21, 2015. Six people attended the class. They will be received at the Worship Service on April 12, 2015.

8. Hospitality – Anita Chavez

Everything is going well. Food is still being served at the Fellowship Time on Sunday morning after the Worship Service.

The meeting was adjourned with prayer by Rev. Woodruff at 8:35 p.m.

Respectfully submitted,

*Beverly J. Chavez*

Beverly Chavez, Clerk of Session.

**SECOND PRESBYTERIAN CHURCH  
CALLED CONGREGATIONAL MEETING  
April 26, 2015**

The meeting was called to order with prayer by Moderator Robert Woodruff at 11:45 AM.

The Clerk declared a quorum was present.

The purpose of the meeting was to elect a Nominating Committee for 2015 and up-date the congregation on matters of stewardship.

The clerk reported that the minutes of the Stated Meeting of the Congregation/Corporation of December 14, 2014 and the minutes of the Annual Congregation/Corporation Meeting of February 15, 2015 were approved by the Session as requested. The congregation VOTED that the Session be authorized to review and approve the minutes of this meeting.

Ruling Elder Carol Lopez, representing the Nominating Committee was called forward. The following names were placed in nomination as members-at-large of the Nominating Committee: Eli Lopez, Nancy Montoya, Beverly Molo, John Van Dyke and Trancito Romero.

As there were no nominations from the floor the congregation VOTED to close nominations and elect the members by acclamation.

Ruling Elder, Steve Montoya, was called forward to present a power point on Budget Projection, Programming, and Strategies. Steve then answered questions from members of the congregation.

Budget Projection 2015

Prior year actual income	\$187,296	Anticipated underspending (6%)	\$13,125
Known changes in pledges	+ 1,852		
Expected income	\$189,148	Additional costs for the J.I.C. Wing	\$5,604
		Anticipated spending	\$211,229)
Budget request	(\$218,750)	<b>Expected amount from reserves</b>	<b>\$ 22,081)</b>

There being no further business, the meeting was adjourned with Prayer by Rev. Woodruff at 12:20 PM.

Respectfully submitted,

*Beverly J. Chavez*

Beverly Chavez, Clerk of Session

*R. T. Woodruff*

Rev. Dr. Robert Woodruff

**SECOND PRESBYTERIAN CHURCH  
SESSION MEETING  
May 19, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, May 19, 2015 in the J.I Candelaria Wing of the church. After a potluck dinner, Rev. Rob Woodruff opened the meeting with devotions and prayer at 5:50 p.m. He called the meeting to order at 6:00 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff, Ruling Elders Anita Abeyta, Anita Chavez, Lynn Gatewood, Kris Johnson, Carol Lopez, Toby Montoya, Steve Montoya, and Clerk Beverly Chavez

**Excused:** Ruling Elders Emiko Chavez, Martha Powers and Alicia Montoya.

**Also Present:** Bookkeeper John Van Dyke and Mario Romero representing the Deacons.

**Guests Present:**

1. Erica and Brian Ferns and their daughters Eliana and Elicia.
2. Tanya Bazan and her daughter Khloe Bazan and Tanya's mother Dolores Sanchez.

The Clerk reported that a quorum was present.

Session VOTED by consensus to grant Order of the Day to Erica and Brian Ferns and Tanya Bazan.

**ORDER OF THE DAY**

1. Erica and Brian Ferns requested to have their daughter Elicia Makenna Ferns baptized  
Birth date: August 20, 2013. Parents: Erica Ferns and Brian Ferns.  
Session VOTED to baptize Elicia on Sunday, June 21, 2015.
2. Tanya Bazan requested to have her daughter Khloe Savannah Bazan baptized.  
Birth date: October 21, 2014. Parents: Leroy and Tanya Bazan.  
Session VOTED to baptize Khloe on Sunday, May 31, 2015.

The Minutes of the April 21, 2015 monthly Session Meeting were approved.

**PASTOR'S REPORT:**

1. 151 people were served Communion at the May 3, 2015 Worship Service
2. Visits: Juanita Valdez (2x), Jonelle & Gilbert Miranda, Vicki & Miguel Ojeda (2x), Tessie Lopez, Ray & Elsie Chavez.

**CLERK'S REPORT:**

1. Planning Calendar orders were taken.

**BOOKKEEPER'S REPORT** - John Van Dyke

The following reports were presented by John and he answered questions.

1. April 2015 Spending (checks)
2. Income January 1<sup>st</sup> – April 30, 2015
3. 2015 Non-Budget Activity through April
4. 2015 Spending April

**COMMITTEE REPORTS**

1. Building & Grounds – Kris Johnson  
There will be a congregational work day on Saturday, June 6, 2015.
2. Stewardship & Finance – Steve Montoya
  - a. John Van Dyke, Steve Montoya and Rev. Rob Woodruff met and came up with a counter building use proposal for Family Promise. After discussion by the Session it was decided to have a Called Session Meeting on Thursday May 28, 2015 at 4:00 p.m.
3. Personnel – Toby Montoya
  - a. Reverends David and Jamie Martinez were asked to be Parish Associates for Second Church. Session VOTED to accept Jamie and David's contracts. The contracts will be forwarded to the COM.
  - b. The Presbyterian Women's Association will be hosting a fund raising luncheon on June 14<sup>th</sup> and they are requesting permission to put Hunger Cans on the tables at this luncheon and all future luncheons. Session VOTED to grant permission to put Hunger cans on the tables. Session VOTED to grant permission to the PWA to collect a combined Birthday and Thank offering during a future social hour.

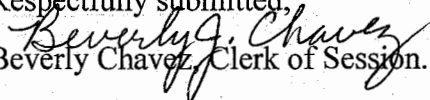
4. Christian Education – Anita Abeyta

- a. There will be Sunday School for 4year olds through 2<sup>nd</sup> Graders during the summer.
- b. Vacation Bible School will be held 5:30 p.m. – 8:00 p.m. June 15 – 18 at Hart Park on the Menaul High School campus. The theme this year is “The Great Family of Abraham and Sarah”

5 Evangelism & Membership – Carol Lopez

1. Dorothy and Trancito Romero will be taking the updated Memorial Plaque to have the names engraved.

The meeting was adjourned with prayer by Rev. Woodruff at 9:30 p.m.

Respectfully submitted,  
  
Beverly Chavez, Clerk of Session.

**SECOND PRESBYTERIAN CHURCH  
CALLED SESSION MEETING**

May 24, 2015

The meeting was opened with prayer by Rev. Rob Woodruff at 9:35 a.m.

Members present: Moderator Rob Woodruff; and ruling elders Anita Abeyta, Anita Chavez, Lynn Gatewood, Alicia Montoya, Steve Montoya, Toby Montoya, Martha Powers, and Clerk Beverly Chavez.

Members excused: Emiko Chavez, Harry Hogan, Kris Johnson, and Carol Lopez.

Confirmands: Gary Lucero Jr., Ayanna Reid, Annika Reid, Amanda Castellano, Leyla Cocio, Reina Bencomo, and Oriah Teran.

Also present: Youth leaders Francis and Susie Chang and sponsors Marie Kenny, Olga Joyce, Lorraine Romero, Trancito and Dorothy Romero, and Ruth Montoya.

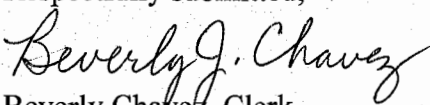
The clerk declared a quorum present.

The purpose of the meeting was to examine the confirmands for membership into Second Presbyterian Church.

Susie and Francis Chang gave highlights of the Confirmation classes, which included mission projects, a lock in, breakfast in the mountains with their sponsors, and a retreat at the Chang's home, as well as Confirmation classes held on Sunday mornings. They have been working on their faith statements with their parents and sponsors.

Session VOTED to begin the examination. After hearing introductions and reasons for joining the church, Session VOTED that the examination cease and they be accepted into the membership during the 10:30 a.m. Worship Service today.

The meeting was adjourned with prayer by Rev. Woodruff at 10:00 a.m.

Respectfully submitted,  
  
Beverly Chavez, Clerk

**Second Presbyterian Church**  
**Called Session Meeting**  
May 28, 2015

The meeting was called to order with prayer at 4:00 p.m. by moderator Rob Woodruff.

Members present: Moderator Rob Woodruff and ruling elders Anita Chavez, Lynn Gatewood, Carol Lopez, Alicia Montoya, Steve Montoya, Toby Montoya, Martha Powers, and Clerk Beverly Chavez

Members excused: Anita Abeyta, Emiko Chavez, Harry Hogan, and Kris Johnson.

The purpose of the meeting was to continue the discussion on renting space in the J.I. Candelaria Wing to the Family Promise of Albuquerque non-profit organization.

The two major topics were

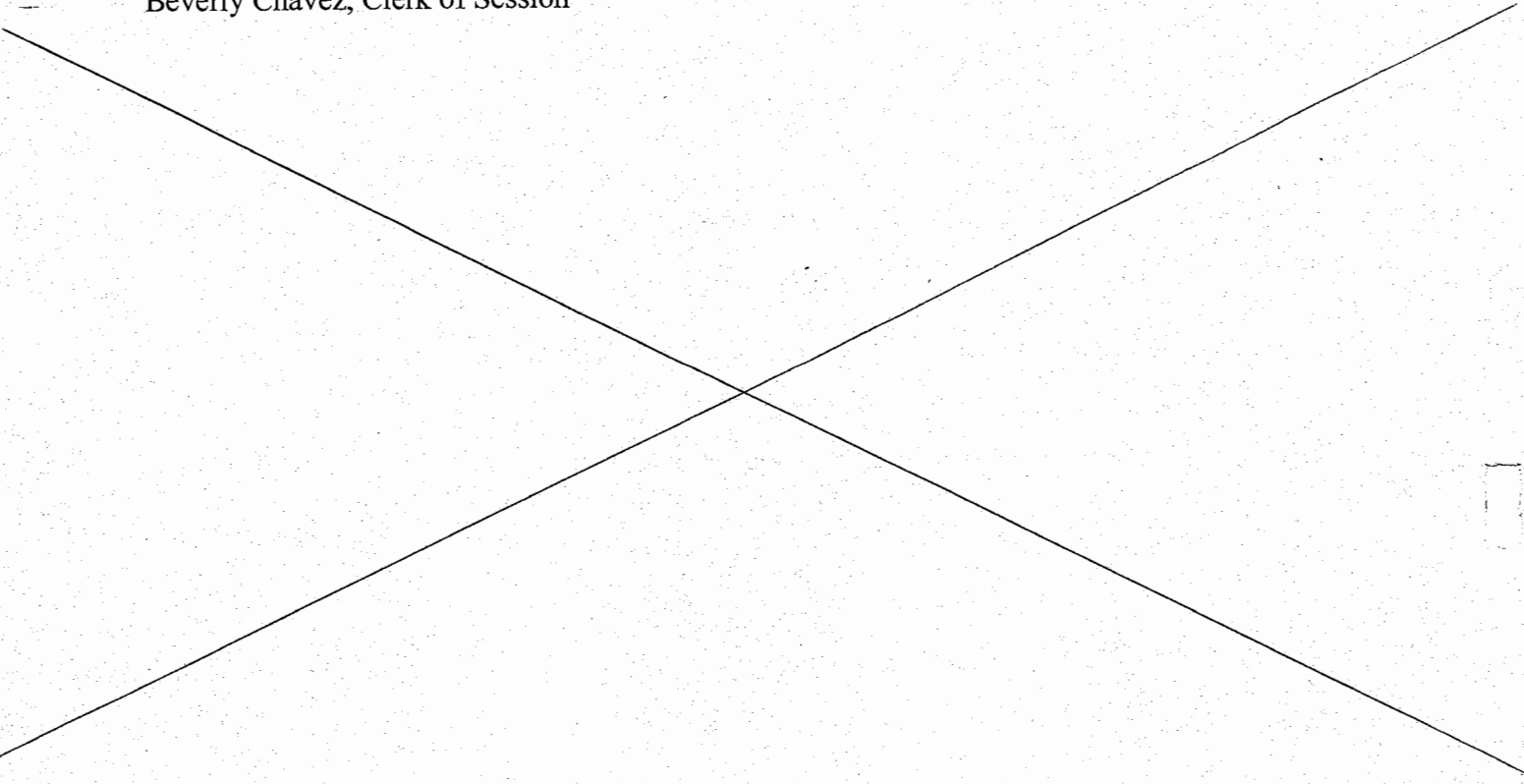
1. Discussion on shared space and separate space
2. Expected Income

After discussion Session VOTED to rent the J.I. Candelaria space for one year with an option to renew for \$1,000 per month plus utilities.

The meeting was adjourned with prayer by Rev. Woodruff at 5:50 p.m.

Respectfully submitted,

Beverly Chavez, Clerk of Session



**SECOND PRESBYTERIAN CHURCH**  
**SESSION MEETING**  
**June 23, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, June 23, 2015 in the Fellowship Hall of the Church. After a potluck dinner, Ruling Elder Toby Montoya opened the meeting with devotions and prayer at 5:55 p.m. Moderator Rob Woodruff called the meeting to order at 6:00 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff, Ruling elders Lynn Gatewood, Harry Hogan, Kris Johnson, Carol Lopez, Toby Montoya, Martha powers, Bookkeeper John Van Dyke, and Clerk Beverly Chavez.

**Excused:** Ruling Elders Emiko Chavez, Alicia Montoya, and Steve Montoya.

**Guest present:** Bryan Beck, member of the Stewardship Task Force

**PRIVILEGE OF THE FLOOR**

Session VOTED by consensus to grant Privilege of the Floor to Bryan Beck.

- The members of the Session discussed the celebrations at Second Church, such as the number of involved youth and young people, as well as, the involvement of everyone in church programs. Also mentioned was our engagement in the community (MHNS, Camino de Vida, the Mobile Food Pantry, our connection with Menaul High School – past and present).
- Bryan explained the new concept of the Presbytery of Santa Fe. Congregations will be more involved with other congregations in the Presbytery through worship, education, and mission.
- Bryan also asked the Session to consider supporting financially – over and above gifts to per capita and unified mission – the work of the Presbytery through the *Better Together* Fund.

The minutes of the May 19, 2015 monthly Session Meeting were approved.

The minutes of the Called Session Meeting of May 24, 2015 were approved.

**PASTOR'S REPORT:**

1. 118 people were served Communion at the June 7, 2015 Worship Service.
2. Visits: Christ Ortega.
3. The Cuba Pulpit Exchange will take place July 23 – August 7, 2015.
4. A Session retreat is being planned for 4:00 p.m. September 11<sup>th</sup> - 12:00 p.m. September 12, 2015.
5. Session VOTED to rent space in the J.I. Candelaria Wing to Family Promise of Albuquerque.  
Kris Johnson will inform the congregation of this action during a minute for mission on June 28, 2015 at the Worship Service. Announcements will be put in the Sunday bulletins for a couple of weeks.
6. Lynn Gatewood, Harry Hogan, and Solema Newton will attend the June Presbytery Meeting.

**PARISH ASSOCIATE'S REPORT** – Rev. Jaime Quiñones

1. Visits: Sandra and Orlando Duran, Marie Vasquez, Ray & Elsie Chavez, Juanita Valdez, (several times), Tom Gonzalez, Jr. (2x), Ernestine Arndt, Jeannie Hogan, Rev. & Art Opmeer, Tillie Arellano, attended Vicki Ojeda's Son's funeral, and the Camino de Vida's anniversary celebration.

**CLERK'S REPORT:**

1. Planning Calendars were distributed.

**BOOKKEEPER'S REPORT** - John Van Dyke

The following reports were presented by John and he answered questions.

1. May 2015 Spending (Checks)
2. Income January 1<sup>st</sup> - May 31, 2015
3. 2015 Non-Budget Activity through May

**COMMITTEE REPORTS**1. Building & Grounds – Kris Johnson

- a. There will be a congregational work day on Saturday, July 11, 2015.

2. Personnel – Toby Montoya

- a. The Policy and Guideline Manual is almost complete.

3. Evangelism & Membership – Carol Lopez

- a. The updated Memorial Plaque is hanging in the hallway.
- b. New members were assigned ruling elders who will call them and help them be involved in the life of the church. Toby has been assigned Susan Romero, Martha has been assigned Petra Martinez, Harry has been assigned Don & Pat Bixby, Kris has been assigned Carol Leavitt, and Lynn has been assigned Pat Gilberto.

4. Live Wire

- a. Rob Woodruff, David Martinez, and Alicia Montoya met. A new website is being planned.

5. Worship – Harry Hogan

- a. The Worship Services have been going well. There have been lay readers and children's messages every Sunday.
- b. Harry would like to have more volunteers. Many have come forward to assist with straightening the sanctuary after the Worship Service on Sunday.

6. Nominating – Lynn Gatewood

- a. Lynn reported that Anita Chavez is resigning from Session. Session VOTED to accept Anita's resignation with regret and thank her for her service to the church. She will continue to work with the youth.

7. Mission – Martha Powers

- a. The Guatemala mission was wonderful.
- b. A follow-up informational panel for the sanctuary movement is being planned.

8. Presbyterian Men's Association – Toby Montoya & Harry Hogan

- a. After discussion Session VOTED to have the American flag and the Christian flag placed in the Fellowship Hall.
- b. The men would like to sponsor a PCUSA HOMBRES Regional meeting in October.
- c. The Presbyterian Men were granted permission to host a rummage sale on July 25<sup>th</sup> and 26<sup>th</sup>, 2015 with the proceeds going to the Men's budget.

The meeting was adjourned with prayer by Rev. Woodruff at 9:25 p.m.

Respectfully submitted,

*Beverly J. Chavez*  
Beverly Chavez, Clerk of Session

**SECOND PRESBYTERIA CHURCH  
CALLED CONGREGATIONAL MEETING**

July 12, 2015

The meeting was opened with prayer by Moderator Robert Woodruff at 11:50 a.m.

The Clerk declared a quorum was present.

The purpose of the meeting, stated in the call, was to hear the report of the Nominating Committee and elect a Ruling Elder for the Class of 2017.

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

The Nominating Committee chairperson reported that there are currently two vacancies on the Session. To fill one of those Anita Romero Torres was placed in nomination for elder in the class of 2017.

The congregation voted to close nominations and elected Anita by acclamation.

No further business was in order and the meeting was adjourned with prayer at 11:55 a.m. by Rev. Kay Huggins.

Respectfully submitted,

*Beverly J. Chavez*  
Beverly Chavez, Clerk of Session

*R-12-11*  
Rev. Dr. Robert Woodruff

**SECOND PRESBYTERIAN CHURCH  
SESSION MEETING  
July 21, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, July 21, 2015 in the Fellowship Hall of the Church. After a potluck dinner, Ruling Elder Carol Lopez opened the meeting with devotions and prayer at 5:50 p.m. Moderator Rob Woodruff called the meeting to order at 6:00 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff, Ruling Elders Anita Abeyta, Lynn Gatewood, Kris Johnson, Carol Lopez, Alicia Montoya, Toby Montoya, Martha Powers, Bookkeeper John Van Dyke, Deacon Yvonne Gallegos, Youth leaders Susie and Francis Chang, and Clerk Beverly Chavez.

**Excused:** Ruling Elders Emiko Chavez and Steve Montoya.

**Also Present:** Anita Romero Torres, Maria Martinez Sanchez, Rev. Dr. Ary Fernandez Albán, and Rev. Dr. Beidy Casas Aragon.

The Clerk reported a quorum present.

The agenda was approved by consensus.

Session granted privilege of the floor to Rev. Dr. Ary Fernandez Albán, Rev. Dr. Beidy Casas Aragon, and Maria Martinez Sanchez.

**ORDER OF THE DAY**

- Our guest ministers with the Iglesia Presbiterian-Reformada en Cuba (IPRC) and the Presbytery of Santa Fe Pastoral Exchange, Ary and Beidy, introduced themselves and gave brief autobiographical information to the Session. They will be with us for about three weeks.
- Maria Martinez Sanchez came before the Session to be examined for membership into Second Presbyterian Church. Maria is a baptized member of Second Church. After introductions Session VOTED to begin the examination. Maria shared her faith journey. Session VOTED to cease the examination and accept Maria into membership at a near future date/August 9, 2015.

**DEACON'S REPORT – Yvonne Gallegos**

- Yvonne reported that the following people had been taken Communion by the Deacons in June and July: Barbara Trujillo, Mabel & Fred Reinke, Ernestine Arndt, Tillie Arellano, George Vigil, Ruth & Elifas Santillanes and their daughter Judy Padilla, Carlos Candelaria, Dora Martinez, (also anointed with oil).
- The deacons have sent many cards to members and calls have been made. Special calls were made to let people know about the Memorial Service for Salome George and the Menaul High School Baccalaureate Service which was held at Second Church on May 29, 2015

**YOUTH LEADERS – Francis and Susie Chang**

- Francis and Susie reported on the upcoming youth events. Information has already been coming about Triennium, Hopefully, several of our youth will want to attend and we need to start deciding how to finance this.

**PASTOR'S REPORT:**

- 94 people were served Communion at the July 5, 2015 Worship Service

- Officiated with Rev. Jaime Quiñones at a Memorial Service for member Salome M. George on July 2, 2015 (March 17, 1026 – June 28, 2015) at Second Presbyterian Church. Interment at Sunset Memorial Park followed the Service.
- While Rev. Woodruff is in Cuba Rev. Jaime Quinones will moderate a Called Session meeting if one is necessary.
- Session VOTED to approve giving Rev. Rob his paycheck one paycheck ahead while he is on the Cuban Pulpit Exchange.
- Session VOTED to examine Anita Romero Torres for the office of Ruling Elder. After introducing herself and hearing Anita's faith journey Session VOTED to cease examination and to ordain and install her as a Ruling Elder during the Worship Service after Rev. Woodruff returns from Cuba.

#### **PARISH ASSOCIATE'S REPORT:** Rev. Jaime Quinones

- Visits: Barbara Trujillo, Ruth & Elifas Santillanes, Salome George, Ernestine Arndt, Marie Vasquez, Margaret Perea, Gil & Gloria Solis, Susie Chang, Tillie Arellano, Arturo Lucero, Jean Wexted, Mr. Clayton Erickson, Sandra & Orlando Duran, Raymond & Elsie Chavez, and Pas Vigil.

#### **CLERK'S REPORT:**

- Various item of correspondence were circulated.
- An email was received from Harry Hogan informing the Session that he will have to resign from Session, as he and his wife Jeannie will be moving to Tampa, FL. Session VOTED to accept his resignation and wished him and Jeannie well with their move.

#### **BOOKKEEPER'S REPORT** - John Van Dyke

The following reports were presented by John and he answered questions.

- June 2015 Spending (checks)
- Income January 1<sup>st</sup> – June 30, 2015
- 2015 Non-Budget Activity through June
- 2015 Spending June ACCOUNTS

#### **COMMITTEE REPORTS**

##### 1. Building & Grounds – Kris Johnson

- There was a congregational work day on Saturday, July 11, 2015 and a lot of work was done.
- The gas bill for the Candelaria Wing was consistently high for most of the winter months. This needs to be checked out to see if there is possible a leak.
- The swamp coolers were serviced by Frank Cavalier, the church's custodian.
- The refrigerated air conditioning system in the sanctuary was serviced.

##### 2. Evangelism & Membership – Carol Lopez

- George Huggins requested to have his membership transferred from Saint Marks Presbyterian Church in to Second Church. Session VOTED to accept his transfer.

##### 3. Live Wire – Alicia Montoya

- Parish Associate David Martinez is overseeing development of a new website on Weebly. It will have a new look and design, reduced costs, and in-house assistance from David.

- Possible "clean up" of newsletter mailing list and survey of congregation's interest in electronic newsletter. Will work with Joe and Priscilla Candelaria in the new year regarding streamlining the newsletter process.
- Print out sermons and have them on display in fellowship hall for the congregation members to take.
- Facebook posts ongoing – Just posted about the visiting pastors from Cuba.
- Email Blasts going out via George Huggins including weekly bulletin and misc. events.
- For Rally Day we will have brochures for Children and Youth Programs at Second Presbyterian.
- Upcoming project is updating Session and Deacon pictures for display.
- In the fall we will have another Committee Day. Also, print out each committee's information in a brochure format (in house). Put them on display under the Session and Deacons' pictures for individual to pick up and take home.

7. Mission – Martha Powers

- The committee is planning a follow up on the Sanctuary Church sometime in September.

**OLD BUSINESS:**

- After looking at a draft of a Commercial Lease Agreement with Family Promise, Session VOTED to have Toby Montoya, Steve Montoya, Alicia Montoya and Anita Abeyta study and revise the Commercial Lease Agreement which will be between Second Presbyterian Church and Family Promise.

**NEW BUSINESS:**

- Mission Statement Draft: Members of Session were given a new Mission Statement with Vision and Values. Session VOTED to accept the Mission Statement and Vision and Values.

The meeting was adjourned with prayer by Rev. Woodruff at 9:00 p.m.

Respectfully submitted,

*Beverly J. Chavez*

Beverly Chavez, Clerk of Session.

**SECOND PRESBYTERIAN CHURCH****SESSION MEETING****August 25, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, August 25, 2015 in the Fellowship Hall of the Church. After a potluck dinner, Ruling Elder Martha Powers opened the meeting with devotions and prayer at 6:10 p.m. Moderator Rob Woodruff called the meeting to order at 6:15 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff, Ruling Elders Anita Abeyta, Lynn Gatewood, Carol Lopez, Alicia Montoya, Toby Montoya, Martha Powers, Anita Romero Torres, Bookkeeper John Van Dyke, Deacon Ella Porragas, and Clerk Beverly Chavez.

**Excused:** Ruling Elders Kris Johnson and Steve Montoya.

The Clerk reported a quorum was present.

**DEACON'S REPORT – Ella Porragas**

- Ella reported that the following people had been taken Communion by the Deacons in August: Barbara Trujillo, Mabel & Fred Reinke, Ernestine Arndt, Ruth & Elifas Santillanes and their daughter Judy Padilla, Carlos Candelaria, Lena De Herrera, and Maria Barela.
- The deacons would like to send Christmas cards to the shut-ins with pictures made by the Sunday School children.

**YOUTH LEADERS – Francis and Susie Chang**

- The combined Senior High and Mid High Youth Groups met at Roosevelt park for a Wild, Wet, and Wacky Event. There was a good turn out and a big thank you was given to the adults that helped.
- Our next event is a Movie Date on September 20, 2015. The Mid High group will meet and have lunch together and watch "Mc Farland, U.S.A."
- Early on Saturday, October 17<sup>th</sup>, we will gather to prepare food for the Chinese Deluxe Dinner to be served on the following Sunday after church. This is a great fundraiser for the youth.
- A letter has been sent to all senior high families informing them of the upcoming Presbyterian Youth Triennium to be held in July 2016.

The minutes of the July 22, 2015 Session Meeting were approved.

**PASTOR'S REPORT:**

- 143 people were served Communion at the August 2, 2015 Worship Service
- Rob asked the session members to email their reports to Joe and Priscilla Candelaria for the Newsletter by July 26<sup>th</sup> and to also send them to Rev. David Martinez at [danmsol@icloud.com](mailto:danmsol@icloud.com). David is going to start an electronic newsletter.
- Rob gave a brief report on his trip to Cuba. A Cuba Connection discussion and potluck is planned for September 13<sup>th</sup> after the Worship Service.

**PARISH ASSOCIATE'S REPORT:** Rev. Jaime Quinones

- Visits for July Barbara Trujillo, Ruth & Elifas Santillanes (4x), Salome George, Ernestine Arndt, Harry and Jeannie Hogan, Josephine Ringling, Carlos Candelaria, Elsie Miranda, and Margaret Perea.

**CLERK'S REPORT:**

- Various item of correspondence were circulated.
- Six new copies of the Book of Order have been ordered.

**BOOKKEEPER'S REPORT** - John Van Dyke

The following reports were presented by John and he answered questions.

- July 2015 Spending (checks)
- Income January 1<sup>st</sup> – July 31, 2015
- 2015 Non-Budget Activity through July
- 2015 Spending July ACCOUNTS
- Session VOTED to divide the gift of \$4,000 from Pines Presbyterian church 3 ways among Second Presbyterian Church, Menaul High School and Family Promise of Albuquerque. Our portion will go toward Youth Triennium Scholarships.

**COMMERCIAL LEASE AGREEMENT**- Alicia Montoya

- Alicia presented the commercial lease agreement with Family Promise of Albuquerque. After discussion Session VOTED to accept the contract presented by the Lease Agreement Committee.
- Session VOTED to form a committee made up of two Session members and two members-at-large of the congregation to review the Family Promise Lease Agreement and report to Session every three months, beginning in January 2016.
- Session VOTED to appoint Gil Solis, Beverly Chavez, and Rev. Rob Woodruff as contact people when questions arise. A log will be kept in the church office.

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

- Email blasts are going out via George Huggins including weekly bulletin and Misc. events.
- Children and Youth Programs Brochure to be finalized and printed at the end of August.
- New website to go live by the beginning of September.
- Would like to have a Session Committee Day after church on October 11, 2015.
- Copies of the pastor's sermons have been moved from Fellowship Hall to the sanctuary.

2. Evangelism & Membership – Carol Lopez

- Maria Martinez Sanchez was received publicly in to the membership of the church on Sunday, August 9, 2015.

3. Mission – Martha Powers

- The committee is planning a follow up on the Sanctuary Church sometime in September.

4. Personnel – Toby Montoya

- Session VOTED to grant vacation for Rev. Woodruff September 17 – 20, 2015.

5. Christian Education – Anita Abeyta

- Children's Sunday School will begin with Rally Day on September 13, 2015.
- Bible will be presented by Olga Joyce and Lorraine Romero to 3<sup>rd</sup> graders and a few 4<sup>th</sup> graders.

- On Rally Day all of the teachers and students will attend the activities.
- Anita will be getting a quote on putting up a wall at the east end of the Sunday School Classrooms downstairs.
- We need 2 teachers for the high school and middle school classes.
- There will be a children's music class every Sunday at 11:30 AM in the J.I. Candelaria Wing.

#### **NEW BUSINESS:**

- Mission Statement Draft: Members of Session were given a new Mission Statement with Vision and Values. Session VOTED to accept the Mission Statement and Vision and Values as written. The Mission Statement will be printed on the back cover of the bulletin.

The meeting was adjourned with prayer by Rev. Woodruff at 9:00 p.m.

Respectfully submitted,

*Beverly J. Chavez*  
Beverly Chavez, Clerk of Session.

### **SECOND PRESBYTERIAN CHURCH SESSION MEETING September 22, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, September 22, 2015 in the Fellowship Hall of the church. After a potluck dinner, Ruling Elder Martha Powers opened the meeting with devotions and prayer at 5:50 p.m. Moderator Rob Woodruff called the meeting to order at 5:55 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff, Ruling Elders Anita Abeyta, Lynn Gatewood, Kris Johnson, Carol Lopez, Toby Montoya, Martha Powers, Anita Romero Torres, Bookkeeper John Van Dyke, Deacon Elefio Montoya, Youth Leader Susie Chang and Clerk Beverly Chavez.

**Also Present:** Maria Martinez Sanchez, and Martine and Clay Bowers.

**Excused:** Ruling Elders Emiko Chavez, Steve Montoya, and Alicia Montoya.

The Clerk reported that a quorum was present.

#### **ORDER OF THE DAY**

Session VOTED to grant Order of the Day to Maria Martinez Sanchez and Martine and Clay Bowers.

**PRIVILEGE OF THE FLOOR**

1. Martine & Clay Bowers came before the Session to request that their daughter, Sabrina Bowers be baptized. After examination Session VOTED to cease the examination and baptize Sabrina on October 25, 2015 at the Worship Service.
2. Maria Martinez Sanchez came before the Session to request that her daughter, Solana Teresa Sanchez be baptized. After examination Session VOTED to cease the examination and baptize Solana on October 11, 2015 at the Worship Service.

**DEACONS REPORT:** Elefio Montoya

1. Report on Communion to the Farthest Pew: Elefio and Gloria visited Tillie Arellano and spent a couple of hours with her.
2. Sam and Ella Porragas visited Mabel Reincke, who had a TIA, but did not serve Communion.
3. Ella Porragas and Sarah Keegan served Communion to Barbara Trujillo, who is very happy living in a private home.
4. Sandra Duran and Rev. Jaime Quiñones took Communion to Gloria Solis and Ray & Elsie Chavez.
5. Sandra Duran took Communion to Maria Barela at the Rio Grande Apts. in Rio Rancho.
6. Tina Griego and Yvonne Gallegos took Communion to Ruth & Elifas Santillanes (who will celebrate their 75<sup>th</sup> wedding anniversary at the end of October). They also took

**YOUTH LEADER'S REPORT** – Susie Chang

1. The Wet Wild and Wacky event held in August was fun. Seven Sr. Highs and four Mid Highs were in attendance along with numerous friends, siblings, parents, grandparents and our guest ministers Ary and Beidy (Cuba Pulpit Exchange) participated.
2. The Movie Date was great for the seven kids that actually stayed to watch the movie. However, there were conflicts with college fairs, which were attended by several Sr. Highs and also there were technical difficulties with the AV equipment (an on-going problem that may need to be addressed by purchasing new equipment).

**APPROVAL OF MINUTES:** The minutes of the August 25, 2015 Session Meeting were approved.

**PASTOR'S REPORT:**

1. 81 PEOPLE WERE SERVED Communion at the July 5, 2015 Worship Service.
2. Visits: Jonelle Miranda (2x), Trudi Miranda (2x), and Solema Newton (2x).
3. Rev. Woodruff summarized what is going on at the presbytery level with the on-going discussion of staffing.
4. Louella Gurule would like to give a memorial in honor of her father. We will brainstorm ideas and let her know.
5. Rob spoke to Mory Marsjanik (Rev. Monolo and Dinorah Rodriguez's daughter) and shared his experiences while on the Pulpit Exchange in Cuba. Rev. Rodriguez served in the church in Matanzas.

**PARISH ASSOCIATE'S REPORT:** Rev. Jaime Quiñones

Visits: Elsie Miranda (4x), Ruth & Elifas Santillanes, Gil & Gloria Solis, Tillie Arellano, Dan Estrada (Las Vagas First), Tom Gonzalez, Jr., (2x), Harry & Jeannie Hogan, George Vigil (2x), Tillie Arellano, Josephine Ringling, Barbara Trujillo, Solema Newton (2x), and Dorothy Romero.

**CLERK'S REPORT**

1. Various items of correspondence were circulated.
2. Reminders were given to please reports for the newsletter to Joe & Priscilla Candelaria at [jpcandelaria@aol.com](mailto:jpcandelaria@aol.com) and copy your report to Rev. David Martinez at [danmsol@icloud.com](mailto:danmsol@icloud.com)

**BOOKKEEPER'S REPORT** – John Van Dyke

The following reports were presented by John and he answered questions:

1. August 2015 Spending (checks)
2. Income January 1<sup>st</sup> – August 31, 2015
3. 2015 Spending August ACCOUNTS
4. 2015 Non-Budget Activity through August.

**COMMITTEE REPORTS****A. Building & Grounds** – Kris Johnson

1. There will be a congregational workday on Saturday, September 5, 2015. Work needs to be done inside and outside the buildings.

**B. Personnel** – Toby Montoya

1. Met with Pastor Rob and discussed the Parish Associates status. We are blessed with four Parish Associates: Rev. Jaime Quiñones, Rev. David Martinez, Rev. Jamie Martinez, and Rev. Dr. Kay Huggins.
2. Presented Rev. Dr. Kay Huggin's Parish Associate contract to Session. Session VOTED to accept the contract.
3. The Policy, Procedure and Guideline Manual is ready for Session's approval. It is requested that the Personnel Committee manage and ensure that the manual be reviewed annually and remain current. The Bylaws will be presented to the Congregation for approval

**C. Evangelism & Membership** – Carol Lopez

1. Flowers will be provided for Solana Teresa Sanchez and Sabrine Avery Bowers on the day of their baptisms.
2. Plans are being made for a new member class.

**D. Mission** – Martha Powers

1. A Community Halloween Party is being planned for Saturday, October 31, 2015. There will be games, food, and a costume judging in our Fellowship Hall.

E. Live Wire – Alicia Montoya

1. Committee Day is scheduled for October 11, 2015 during the Fellowship Time. Each committee chair should have a table set up with displays.
2. Anita Torres and Alicia Montoya will be meeting on October 1<sup>st</sup> to discuss the plan and they will communicate with committee chairs.
3. Website: The site is under construction. It is very easy to post items and drag and drop and images. Alicia Montoya is exploring ability for people to donate to the church via the Website.
4. Live Wire will add a PDF/word file in the sermon blog for those who want to download the sermons.
5. The number of emails that are sent out weekly to the congregation will increase to 3 emails week. These emails will include reminders and other additions or changes in the calendar.
6. George Hugging will explore mailchimp to learn if it can be used in the future.
7. We may centralize email addresses for better communication. For example, if someone wants to send an email for mission ideas/opportunities they can send it to mission@secondpresabq.org and we can forward it to personal emails of those members of the committee or those who need to receive the message.
8. The paper version of the Newsletter was converted to PDF. David Martinez needs the

F. Stewardship & Finance – Steve Montoya

1. The Stewardship Campaign will consist of the following:
  - a. Stephen Montoya will give an introduction during church announcements on October 18, 2015 to discuss the giving process of the church (direct deposit and pledge cards).
  - b. Steve will describe what the money has gone towards (church activities, personnel, building maintenance, youth activities, etc.).
  - c. Three families will give testimonies about Second Church and what it means to them. These families will represent long term members, younger families, and newer members.
  - d. A stewardship letter will go out to the congregation at the beginning of November. The letter will include a brochure of church activities and a pledge card.
  - e. The Peace Making Offering will be taken on October 4, 2015.
2. Family Promise is now renting space in the J.I. Candelaria Wing. We have been renting out the Fellowship Hall (occasionally). We discussed charging the Taqueria for using the south parking lot. We are now members of the Smith's Community Rewards Program and Lynn Gatewood has distributed information to the congregation.
3. We need to have a counting supervisor, or coordinator, not a Counting Treasurer.
4. Each committee chair should bring requested budgets for 2016 to the October Session Meeting. Final budgets will be reviewed and approved by Session hopefully at the November Meeting or at the latest, the December Meeting.

G. Hospitality – Lynn Gatewood

1. Sunday morning Social Time has been going well.

#### H. Nominating - Anita Romero Torres

1. Goals for the Committee: To fill Elder & Deacon vacancies with energetic, capable, congregation members and have a fun and active recruitment campaign. To develop a handout for nominees that briefly outlines expectations when they are asked to consider the position. To institute an orientation process (for newly elected elders and deacons) that includes a folder of the following handouts:
  - a. job description (from the by-laws)
  - b. opening of building procedure
  - c. welcome letter from Pastor Rob
  - d. expectations sheet (meeting, devotions, fundraising dinner, retreat, payment of retreat, session meeting potlucks, etc.).
  - e. a brief not on "The Role of an elder in the Presbyterian Church" (possibly in by-laws of the book of Order).
2. There is a slate of 7 elders and deacons to fill.
3. Anita outlined the Campaign Schedule to accomplish the Nominating Committee's goal of filling the slate of officers.
4. Discussion of elder & Deacon term limits and financing the annual elder retreat. Should officers be required to pay for their share of the retreat?

The meeting was adjourned with prayer by Rev. Rob Woodruff at 9:45 p.m.

Respectfully submitted,

*Beverly J. Chavez*  
Beverly Chavez, Clerk of Session

### SECOND PRESBYTERIAN CHURCH SESSION MEETING October 20, 2015

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, October 20, 2015 in the Fellowship Hall of the church. After a potluck dinner, ruling elder Anita Abeyta opened the meeting with devotions and prayer at 5:50 p.m. Moderator Rob Woodruff called the meeting to order at 6:00 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff; Ruling elders Anita Abeyta, Kris Johnson, Carol Lopez, Toby Montoya, Martha Powers, Anita Romero Torres, Bookkeeper John Van Dyke, and clerk Beverly Chavez.

**Excused:** Ruling elder Lynn Gatewood

**Guest present:** Julie Skelton, Executive Director of Family Promise of Albuquerque.

The Clerk reported that a quorum was present.

Session VOTED by consensus to grant Order of the day to Julie Skelton.

### **PRIVALEGE OF THE FLOOR**

Julie Skelton gave an update on how things are progressing with Family Promise now that the organization has moved its administrative office into the J.I. Candelaria Wing. Julie and the staff are very happy with the space. The grand opening will be held on November 1, 2015 at 3:00 p.m. with a presentation in the church sanctuary followed by a reception and tour in the J.I. Candelaria Wing.

The minutes of the September 25, 2015 monthly Session meeting were approved.

### **PASTOR'S REPORT**

1. 121 people were served Communion at the October 4, 2015 Worship Service.
2. Visits: Orelia Hughes, Charles Ortiz, George Vigil, Tom Newton, Yvonne Gallegos, Solema Newton, Jack & Anna Torres, and Arturo Lucero.
3. A drip watering system would be convenient to have in the Peace Garden. Session is considering where the funds to pay for this project would come from.
4. Our church will host a Presbytery-wide Middle School Retreat November 23, 21, and 22 (the participants will attend the 10:30 Worship Service on Sunday, November 22<sup>nd</sup>).
5. Rev. Woodruff is going to ask the owner of the Taqueria Restaurant to pay \$100.00 a month for the use of our south parking lot, beginning January 2016.
6. George Huggins would like to plant an apple tree in the planter on the patio in front of the church. Since member Isabelle Martinez has taken on the landscape in front as a project, Rob will check with her first.
7. Rob had a conversation with the deacons about the Worship Committee being in charge of Communion preparation on Sundays when Communion is going to be served. The deacons would like to have more time to discuss the issue.

### **PARISH ASSOCIATE'S REPORT** – Rev. Jaime Quiñones

Visits: Ernestine Arndt, Tillie Arellano, Tom Gonzalez, Jr. (2x), Ruth & Elifas Santillanes, Barbara Trujillo, Ray & Elsie Chavez, Pas Vigil, and Margaret Perea.

### **CLERKS REPORT:**

1. Rob received an email from the clerk of session in Mantanzas, Cuba expressing gratitude for Our church and the pulpit exchange which took place last summer.

### **BOOKKEEPERS REPORT** – John Van Dyke

John presented the following monthly reports and answered question.

1. September 2015 Spending (checks)
2. Income January 1<sup>st</sup> – September 30, 2015
3. 2015 Non-Budget Activity through September

4. September 2015 Spending ACCOUNTS
5. Cuba Exchange financial resolution: Session VOTED to accept John's proposal of offsetting the additional expenses (\$3,657.14) with the additional funds coming from Mission Reserves
6. Session VOTED that we purchase a suitable keyboard for the old choir room using funds from the Memorial Fund.

### COMMITTEE REPORTS

1. Building & Grounds – Kris Johnson
  - a. Saturday workdays aren't bringing out as many volunteers as we would like. There are still some projects that need to be completed.
  - b. Our custodian, Frank Cavalier, will drain and cover the swamp coolers and be paid his usual hourly rate.
  - c. Kris reviewed the current Church Mutual Insurance policy and found Second Presbyterian Church to have adequate coverage.
2. Personnel – Toby Montoya
  - a. Toby reported that the Personnel and Operations Manual is completed. The document is a work in progress and can be updated at as occasions arise. Session VOTED to adopt the manual. Two copies will be kept in the church office to be checked out.
3. Christian Education – Anita Abeyta
  - a. The mid high classroom is coming along. This is the room originally used as a library MNHS which was made into a classroom by putting up a wall. Member Orlando Duran, who constructed the wall, will prime and paint it. The kids have plans to decorate it.
  - b. The 4 – 6 year olds membership is low but the kids are enjoying it.
  - c. The elementary class membership is huge. It would be a good idea to divide the students up and make two classes.
  - d. We are trying to get our high school class's energy back. We want to change the name of the class to something appealing to attract students.
3. Rev. David Martinez is teaching the books of the Bible to the whole group through music.
4. Evangelism & Membership – Carol Lopez
  1. A new member class has been planned for early November.
5. Nominating – Anita Romero Torres
  - a. Anita distributed handouts and reported on research she has done on elder & deacon term lengths.
  - b. The October Campaign Schedule is running on target and complete to date. The committee has been working hard. She has prepared an article for the November Newsletter.

The meeting was adjourned with prayer by Rev. Woodruff at 8:30 p.m.

Respectfully submitted,

*Beverly J. Chavez*  
Beverly Chavez, Clerk of Session

**SECOND PRESBYTERIAN CHURCH**  
**SESSION MEETING**  
**November 17, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, November 17, 2015 in the Fellowship Hall of the church. After a potluck dinner, Ruling Elder Anita Romero Torres opened the meeting with devotions and prayer at 5:55 p.m. Moderator Rob Woodruff called the meeting to order at 6:06 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff, Ruling Elders Lynn Gatewood, Kris Johnson, Toby Montoya, Martha Powers, Anita Romero Torres, Alicia Montoya, Steve Montoya, Bookkeeper John Van Dyke, Deacon Sarah Keegan, Youth Leaders Susie and Francie Chang, and Clerk Beverly Chavez.

**Excused:** Ruling Elders Emiko Chavez, Anita Abeyta, and Carol Lopez

The Clerk reported that a quorum was present.

**ORDER OF THE DAY**

Deacon Sarah Keegan

Youth Leaders Susie and Francis Chang

**PRIVILEGE OF THE FLOOR**

Sarah Keegan representing the Deacons

1. Sarah reported the following visits by the deacons with Communion to the Farthest Pew: Barbara Trujillo, Ernestine Arndt, Mabel and Fred Reincke, Lena De Herrera, Carlos Candelaria, Tillie Arellano, George Vigil, and a card was sent to Arthur Lucero.
2. Sarah was able to give information and insight on all of the visits that the deacons have made.

Youth Leaders Susie and Francis Chang

1. The Chinese Dinner on October 18, 2015 netted approximately \$950.00. Not as many youth were available to prepare food or even serve. If we do this next year we would reserve a date in September.
2. Help Your Neighbor Day November 15<sup>th</sup> was a senior high event. Because of inclement weather plans were changed. Cookies were baked and delivered to two different fire stations. Zach and Kris Johnson spent their time at member Mary Montoya's home changing light bulbs. Mary was truly grateful.
3. An after Christmas party is planned for December 29<sup>th</sup> or 30<sup>th</sup> and will include a session of ice skating followed by going to a pizza joint.
4. Susie and Francis are proposing to change the youth group format by melting the two groups into 6<sup>th</sup> grade thru high school youth group. Instead of being separate entities, they would grow, we thing, into a much more cohesive group over time.

5. We only have one child that is eligible and wants to attend the Presbyterian Youth Triennium. That is Nicole Castellano.
6. A tentative and flexible 2016 calendar of events for the youth group has been made.

#### **PASTOR'S REPORT:**

1. 109 people were served Communion at the November 1, 2015 Worship Service.  
118 people were served Communion on Christ the King Sunday, Nov. 22, 2015.
2. Visits: Orelia Hughes, Carlos Candelaria, and Tom Newton.  
Attended the burial for Orelia Hughes. Interment was October 29, 2015 at the National Cemetery in Santa Fe.

#### **PARISH ASSOCIATE'S REPORT:** Rev. Jaime Quiñones

Visits: Tom Gonzalez Jr. (2x), Tillie Arellano, Josephine Ringling, Barbara Trujillo, Tom Newton, Trudi Miranda, Raymond & Elsie Chavez, Marie Vasquez, and Pas Vigil.

#### **CLERK'S REPORT**

1. Tentative dates for Family Promise to use the building were scheduled on the Master Calendar.

#### **BOOKKEEPER'S REPORT** – John Van Dyke

The following reports were presented by John and he answered questions:

1. October 2015 Spending (checks)
2. Income January 1<sup>st</sup> – October 31, 2015
3. 2015 Spending October ACCOUNTS
4. 2015 Non-Budget Activity through October.

John answered questions about the reports.

#### **COMMITTEE REPORTS**

##### **A. Building & Grounds** - Kris Johnson

1. Kris has been doing work in the J.I. Candelaria Wing
2. Alvarado Roofing will be coming out on Nov. 25, 2015 to look at some issues.
3. Kris is trying to get some of the younger men involved. They usually help if asked.

##### **B. Personnel** – Toby Montoya

1. Session VOTED to grant vacation days for Pastor Rob: November 23-25, 2015, Nov. 30<sup>th</sup>, and December 27-30, 2015.
2. The Personnel Committee recommends a 3% increase in the Pastor's Effective Salary. \$63,130 to \$65,024.
3. Employees salary (also 3% increase recommended).

##### **D. Mission** – Martha Powers

1. The budget submitted to the Stewardship & Finance for approval was reviewed by the Committee. The committee voted to add \$250.00 for each of two missionaries serving outside the United States.

2. The informational gatherings on becoming a Sanctuary Church will be postponed until 2016 due to a rather full calendar.
3. The Community Halloween Party was a success.
4. Second Presbyterian will again sponsor a \$1000.00 scholarship for a graduating student from the participating schools. The scholarships will be presented at the MLK Celebration in January.
5. To continue a relationship with the Church in Matanza, Cuba, we will explore the possibility of a fact finding trip by a small contingent of persons from the interested churches in a possible mission trip.
6. On Nov. 22, 2015, Gloria Mirqabal will give a Minute for Mission on our continued Association with Camino de Vida.

G. Nominating – Anita Romero Torres

1. The committee met on Nov. 6, 2015. The meeting was well attended. We worked hard at reviewing and organizing the list of nominees for Elders and Deacons. The “transparency materials” were well received by the committee. They are being used to inform the nominees of their potential duties should they accept their nomination. All committee members are working on assignments in an effort to finalize the slate in a timely manner.
2. Up-dates on the vacancies were presented in a handout.

H. Live Wire – Alicia Montoya

1. Live Wire will continue to use multiple parallel paths to send out information to our diverse congregation and to the general public.
  - a. The church will continue to use paper newsletter, Facebook page, pamphlets, hard copy of sermons, and email blasts.
2. Alicia Montoya, George Huggins, and Rev. David Martinez, continue to work on bringing Second Presbyterian into the technological age.

The Session Meeting was adjourned with prayer by Rev. Rob Woodruff at 9:05 p.m.

Respectfully submitted,

*Beverly J. Chavez*

Beverly Chavez  
Clerk of Session

**STATED CONGREGATIONAL MEETING  
SECOND PRESBYTERIAN CHURCH  
December 13, 2015**

The Stated ongregational Meeting of Second Presbyterian Church, 812 Edith Blvd. Ne, Albuquerque, NM, was held on Sunday, December 13, 2015. The meeting was opened with prayer by Moderator, Robert Woodruff at 11:45 a.m.

The Clerk declared a quorum was present.

The clerk moved and the congregation VOTED to ask Session to approve the minutes of this meeting and to report at the next meeting of the congregation.

The purpose of the meeting, as stated in the call, was to hear the report of the Nominating Committee and elect Elders and Deacons. Also to vote on proposed changes to the terms of call of the Pastor.

Rev. Woodruff called on Anita Romero Torres, chair of the Nominating Committee to give a report on nominations.

Anita thanked the Nominating Committee, who this year were, Carol Lopez (Session), Eli Lopez, Beverly Molo, Ella Porragas (Deacon), Trancito Romero, John Van Dyke, Pastor rob, and Anita Romero Torres, Chair (Session).

The following slate for elders was presented: Patricia Gilberto and Ron Romero, Class of 2016.  
Anna Torres, class of 2017  
George Huggins, Abel McBride, Ruth Montoya, and  
John Van Dyke, Class of 2018.

There being no other nominations from the floor the congregation VOTED to close nominations and elect the nominees by acclamation.

The following slate for deacons was presented: Mickey McHugh, Beverly Molo,  
and Kelly Van Andel.

There being no other nominations from the floor the congregation VOTED to close nominations and elect the nominees by acclamation.

Rev. Woodruff acknowledged and thanked Emiko Chavez, Lynn Gatewood, Carol Lopez, Alicia Montoya, and Toby Montoya who are completing their service on Session.  
He also thanked and acknowledged Sandra Duran, Tina Griego, and Mario Romero for their faithful service on the Board of Deacons.

Toby Montoya, Chair of the Personnel Committee, on behalf of the the Session proposed a change of a 3% increase in the Pastor's effective salary. Effective salary is made up of cash salary, housing allowance, child care reimbursable and the 403(b) retirement contribution. Automobile and Professional expenses are unchanged and the ½ SECA and Pension keys to.

<u>Pastor's Compensation Recommendation</u>	<u>2015</u>	<u>2016</u>
Salary	38,810.00	38,810.00
Housing	17,000.00	17,000.00
Child Care Reimbursable	4,000.00	5,000.00
403 (B) Employer Contribution	3,320.00	4,214.00
<b>Total effective salary</b>	<b>63,130.00</b>	<b>65,024.00</b>
Auto reimbursable	1,100.00	1,100.00
Professional expenses	1,500.00	1,500.00
Continuing Education	2,000.00	2,000.00
Medical reimbursable (HRA)	2,000.00	2,000.00
½ SECA	4,829.45	4,974.00
BOP Pension	6,944.30	7,153.00
BOP Death & Disability	631.00	650.00
BOP Medical	14,519.90	15,931.00
Package Total	96,654.65	100,332.00

Rev. Woodruff appointed Toby Montoya moderator pro tem and excused himself. Toby asked for questions or discussion, and as there were no questions, the congregation VOTED to approve the changes in the Terms of Call.

The meeting was closed with prayer by Rev. Woodruff at 12:00 p.m.

Respectfully submitted,

*Beverly J. Chavez*  
Beverly Chavez, Clerk of Session

*R. Woodruff*  
Rev. Dr. Robert Woodruff

**SECOND PRESBYTERIAN CHURCH  
SESSION MEETING  
December 15, 2015**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, December 15, 2015 in the Fellowship Hall of the Church. After a potluck dinner, Rev. Rob Woodruff opened the meeting with devotions and prayer at 5:55 p.m. The meeting was called to order at 6:00 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff, Ruling Elders Lynn Gatewood, Kris Johnson, Carol Lopez, Toby Montoya, Martha Powers, Anita Romero Torres, Bookkeeper John Van Dyke, Deacon Elegio Montoya, Youth leader Susie Chang, and Clerk Beverly Chavez.

**Excused:** Ruling Elders Emiko Chavez, Steve Montoya, and Alicia Montoya.

The Clerk reported that a quorum was present.

**ORDER OF THE DAY**

Session VOTED to grant Order of the Day to Family Promise Director Julie Skelton and Board member Rich

**PRIVILEGE OF THE FLOOR**

Julie came to the Session to request that our church host 4 families January 17, 2016 – July 25, 2016. This would involve unloading beds on Sunday afternoon, the 17<sup>th</sup> and providing dinner that night. Volunteers would be needed to stay at night with the families. A hot breakfast on Saturday (Jan. 23) and Sunday (Jan. 24) would need to be provided. The host church provides dinner every evening. Volunteers would need to be on site on Saturday (Jan.23) from 8:00 am. to 8:00 p.m. A truck would be needed to transport the beds to the next church on Sunday, Jan. 24<sup>th</sup>. The churches that volunteer to participate in the Family Promise mission host families once a quarter.

**APPROVAL OF MINUTES:** The minutes of the monthly Session Meeting of November 17, 2015, were approved.

**PASTOR'S REPORT:**

- 109 people were served Communion at the November 1, 2015 Worship Service.
- 118 people were served at the November 22, 2015 Worship Service (Christ the King)
- Visits: Tom & Solema Newton (several times).
- An email was received from Rev. Dr. Ary Fernandez Albán with information about Metanzas Central Presbyterian Church. MCPC would like to establish meaningful and productive partnerships for the mission of our two churches through Visits, Bible study, Exchange (prayer requests, ideas and resoures between the Sunday school coordinators and teachers etc.). Session VOTED to enter a formal relationship with the Metanzas Central Presbyterian Church in Cuba.

- Rev. Rob will be eligible for Sabatical Leave in 2017. The application for the National Clergy Renewal Program is due April 15, 2016. Session VOTED to pursue getting grants for this program.

**PARISH ASSOCIATE'S REPORT:** Rev. Jaime Quinones

- Visits: Ruth & Elifas Santillanes and Tom Gonzalez, Jr. (2x).

**CLERK'S REPORT:**

- Various item of correspondence were circulated.
- Reminders were given to please email reports for the Newsletter to Joe and Priscilla Candelaria at [jpcandelaria@aol.com](mailto:jpcandelaria@aol.com) and copy you report to Rev. David Martinez at [danmsol@icloud.com](mailto:danmsol@icloud.com)

**BOOKKEEPER'S REPORT** - John Van Dyke

The following reports were presented by John and he answered questions.

- November 2015 Spending (checks)
- Income January 1<sup>st</sup> – November 30, 2015
- 2015 Spending November ACCOUNTS
- 2015 Non-Budget Activity through November

**COMMITTEE REPORTS**

Building & Grounds – Kris Johnson

- a. Repairs were estimated at around \$9,000 by Alvarado Roofing

Personnel – Toby Montoya

- a. The Personnel Manual is complete and there is copy in the church office.

Stewardship & Finance – Steve Montoya

- a. The Joy Offering will be taken on December 20 and 24, 2015.

Mission – Martha Powers

- a. The recipient of the \$1,000 MLK Scholarship sponsored by our church is Cynthia Leon

Hospitality – Lynn Gatewood

Nominating – Anita Romero Torres

- a. The nominating Committee presented the slate of Elders and Deacons at the Congregational Meeting on December 13, 2015 and the slate was elected by acclamation.

b. The Curriculum Group (Toby Montoya, Carol Lopez, Anita Romero Torres and Rev. Woodruff met on December 7, 2015 to discuss the training needs for the incoming leaders and identified the focus for Officer Training on Saturday, January 9, 2016.

NEW BUSINESS:

The Session discussed the time and work involved in being a host church for Family Promise.

Session VOTED to let Julie Skelton know that we can't commit to hosting the families as part of the rotation due to lack of man power. However, they can use the Sunday School rooms as bedrooms the week of January 17 - 24, 2016.

The meeting was adjourned with prayer at 9:00 p.m.

Respectfully submitted,

*Beverly J. Chavez*

Beverly Chavez, Clerk of Session



## Church Report 2015

PIN Number	5089
Presbytery Number	380620
Church	Second
Address	812 Edith Blvd NE
City/State	Albuquerque, NM 87102-2408
Phone	505-242-8005
Email	<a href="mailto:spchurch1002@qwestoffice.net">spchurch1002@qwestoffice.net</a>
Web Site	<a href="http://www.secondpresabq.org">www.secondpresabq.org</a>
Fax	505-242-6097

<b>Membership</b>			
Prior Active Members	227		
<b>Gains</b>		<b>Losses</b>	
17 & Under	7	Certificate	
18 & Over	4	Deaths	3
Certificate	4	Other	2
Other			
<b>Total Gains</b>	<b>15</b>	<b>Total Losses</b>	<b>5</b>

<b>Total Active Members</b>	<b>237</b>
Baptized	92
Other Participants	40
Total Adherents	369
Female Members	156
<b>Average Attendance</b>	<b>135</b>
<b>Affiliate Members</b>	<b>1</b>

<b>Baptisms</b>		<b>Officers</b>	
Child Baptisms	5	Male Session	3
Adult Baptisms		Female Session	6
		Male Deacons	2
		Female Deacons	7

<b>Age Distribution of Active Members</b>		<b>Male</b>	<b>Female</b>
25 & Under	29		
26 - 45	37		
46 - 55	25		
56 - 65	35		
Over 65	111		
<b>Total Distribution</b>	<b>237</b>	<b>0</b>	<b>0</b>

### People with Disabilities




Hearing

611

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Year: 2015

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**Mobility****Other****Christian Education**

Birth 3	10	Grade 7	5
Age 4	2	Grade 8	1
Kindergarten	1	Grade 9	1
Grade 1	2	Grade 10	1
Grade 2	3	Grade 11	1
Grade 3	3	Grade 12	4
Grade 4	2	Young Adults	2
Grade 5	1	Over 25	15
Grade 6	6	Teachers/Officers	16
<b>Total</b>	<b>76</b>		

Racial Ethnic	Membership	Elders	Deacons	Male	Female
Asian	2			2	
Black					
African American					
African					
Middle Eastern					
Hispanic	207	6	8	72	135
Native American	1				1
White	27	3	1	7	20
Other					
<b>Totals</b>	<b>237</b>	<b>9</b>	<b>9</b>	<b>81</b>	<b>156</b>

**Potential Giving Units** 110**Budgeted Income** 191,528**Budgeted Expense** 213,269**Receipts**

Regular Contributions	196,272	Bequests	12,734
Capital Building Fund	3,775	Other Income	3,715
Investment Income		Subsidy or Aid	

**Expenditures**

Local Program	187,303	Per Capita Apprt	7,491
Local Mission	15,314	Validated Mission	18,513
Capital Expenditures		Theological Fund	500
Investment Expenditures		Other Mission	

Tuesday, March 15, 2016

Church

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**SECOND PRESBYTERIAN CHURCH  
CALLED SESSION MEETING**

January 9, 2016

The Session of Second Presbyterian Church met on January 9, 2016. The meeting was opened with prayer by Rev. Rob Woodruff at 12:20 p.m.

Present: George Huggins, Pat Gilberto, Abel McBride, Mickey McHugh, Beverly Molo, Ruth Montoya, Ron Romero, Anna Torres, Kelly Van Andel, and John Van Dyke.

Present: Teaching Elder Rev. Rob Woodruff; Ruling Elders Lynn Gatewood, Alicia Montoya, Steve Montoya, Toby Montoya, Carol Lopez, Martha Powers, and Anita Romero Torres; Clerk Beverly Chavez.

Deacons present: Yvonne Gallegos, Sarah Keegan, Sandra Duran, Ella Porragas, Gloria Montoya, and Mario Romero.

The clerk declared a quorum was present.

The purpose of the meeting was to examine the incoming ruling elders and deacons.

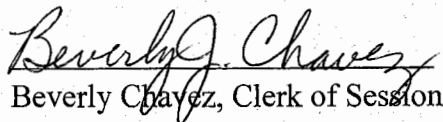
Session VOTED to begin the examination. The new elders and deacons shared their reasons for accepting the call to become church leaders. They were also given an opportunity to ask questions.

Session VOTED that examinations cease and welcomed the new members.

At the Worship Service on January 10, 2016, Pat Gilberto, George Huggins, Ruth Montoya, Anna Torres, and John Van Dyke will be installed as Ruling Elders; Abel McBride and Ron Romero will be ordained and installed as Ruling Elders; Mickey McHugh, Beverly Molo, and Kelly Van Andel will be ordained and installed as Deacons.

The meeting was adjourned with prayer by Rev. Woodruff at 1:35 p.m.

Respectively submitted,

  
Beverly Chavez, Clerk of Session

## SECOND PRESBYTERIAN CHURCH

### SESSION MEETING

January 19, 2016

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, January 19, 2016 in the Fellowship Hall of the church. After a potluck dinner, Beverly Chavez opened the meeting with devotions and prayer at 5:50 p.m.

**Present:** Moderator, Teaching Elder Rob Woodruff; Ruling Elders Anita Abeyta, George Huggins, Lynn Gatewood, Pat Gilberto, Kris Johnson, Abel McBride, Ruth Montoya, Martha Powers, Anita Romero Torres, Ron Romero, and Anna Torres; Deacon Gloria Montoya; and Youth Leaders Susie and Francis Chang.

**Excused:** Ruling Elder Steve Montoya.

The Clerk declared that a quorum was present.

The Agenda was approved.

### ORDER OF THE DAY

Deacon Gloria Montoya reported:

1. Communion to the Farthest Pew Report: Ella Porragas, Sarah Keegan, and Bev Molo took communion to Barbara Trujillo, Ernestine Arndt and her son Arthur; and Fred and Mable Reincke. Gloria and Elefio Montoya took communion to Tillie Arellano in December and January. Our new deacons, Bev Molo and Kelly Van Andel attended their first deacon meeting on January 17, 2016. Yvonne Gallegos and Bev Molo took communion to Ruth and Elifas Santillanes today (1-19). Elifas has been declared legally blind so the VA is bringing him equipment to help him see. Yvonne Gallegos was going to see Carlos Candelaria this afternoon. Her aunt, Lena De Herrera was ill so Yvonne was unable to visit her.
2. Youth Leaders Susie and Francis Chang reported that the bowling and pizza outing was well attended: 15 Youth and 3 children attended. The new fund raiser is going to be a dinner theatre production entitled, "Café Murder". The goal is to have it ready to present on April 10, 2016. Julian Griego will direct. We have had a discussion with Sunday School teachers and it was agreed to try and have rehearsals before the Sunday School hour beginning in February. Anita Chavez has offered to provide the dinner portion of the event, probably a spaghetti dinner. This event, along with our annual Gourmet Pancake Breakfast on Mother's Day will help fund the summer mission trips.

Mission Trip Update: Because of conversations with Stephen Daniels, the pastor at Peñasco along with a letter given to us by Martha Powers concerning the church at Mogote, we are exploring the idea of renting vehicles and taking kids on a working tour of churches in northern New Mexico (Mogote is in Colorado but we would start there). Our mission will be to clean the cemeteries that are connected with the small community churches. This endeavor is in the planning stage. The ideal time for this mission trip is the week of June 20, 2016.

The second mission trip will be held either the first or second weekend of August as we will, once again, Head to Peñasco to help with their huge event—the Spanish Dinner. This trip also involves preparing something special with the youth for Sunday worship.

We would like to have 2 kids each month through May help clean the sanctuary after Communion Sunday.

**APPROVAL OF MINUTES:** The Minutes of the December 13, 2015 Stated Congregational Meeting and the minutes of the December 15, 2015 Session Meeting were approved.

### **PASTOR'S REPORT**

1. On January 3, 2016, 92 people were served Communion at the Worship Service.
2. Officiated at Jo Nelle Miranda's (wife of member Gil Miranda) Memorial Service on January 7, 2016 at Second Presbyterian Church. Interment: National Cemetery in Santa Fe, NM.
3. Visits: Jo Nelle Miranda (2x) and Isabel Martinez.
4. There was discussion to rename the Fellowship Hall The Tom Newton Fellowship Hall. Session VOTED to think about it and to have more discussion at the end of the meeting.
5. Newsletter deadline will be Friday, January 22<sup>nd</sup>. Please email articles to [jpcandelaria@aol.com](mailto:jpcandelaria@aol.com).
6. Can we come up with ways to recognize outstanding members of the community to get more involved with families in the neighborhood?
7. Session approved Rob's idea of sending a letter of support from Session to a mosque here in Albuquerque. Rob will write the letter.
8. Guillermo & Ciria Yela are going to Rome with Los Hombres Presbiterianos. Session VOTED to give them \$500.00 from the Rev. Jaime Quiñones Scholarship Fund to help defray their expenses.
9. Victoria Saenz (Olivas) has a 6 foot by 1 foot wood carving of the Last Supper. She would like to donate it to our church. More details were needed before a decision could be made.
10. Clergy Renewal (Lilly Endowment Corp.) for a clergy sabbatical. Team members who will meet with Rob are Toby Montoya, Alicia Montoya, Ruth Montoya, Gloria Mirabal, and John Van Dyke. A decision will be made whether or not we should go forward and apply for the grant.
11. Rev. Jaime Quiñones has agreed to serve as a Parish Associate for the year 2016.
12. Session VOTED to move the Annual Congregational Meeting from January 24, 2016 to January 31, 2016.

### **REORGANIZATION OF RESPONSIBILITIES**

Session VOTED that the following be elected by consensus for a term of one year:

Clerk: Beverly Chavez

Commissioners to Presbytery:

Paying Treasurer: Mary Montoya

Susie Chang, Abel McBride, and Gloria Mirabal

Counting Supervisor: Lynn Gatewood

Alternate Commissioners: Lynn Gatewood and

Bookkeeper: John Van Dyke

George Huggins

Officers of the Corporation: President: Trancito Romero, Vice-President: George Huggins,

Secretary: Beverly Chavez, and Treasurer: Mary Montoya.

The following volunteered as committee chairs:

Worship – Ruth Montoya

Personnel – Co-chairs – Kris Johnson & Ron Romero

Hospitality – Martha Powers

Mission – Co-chairs – Martha Powers & Anna Torres

Building & Grounds – Abel McBride

Membership & Evangelism – Co-chairs Pat Gilberto & Anna Torres

Live Wire – Co-chairs George Huggins & Steve Montoya

Stewardship & Finance – John Van Dyke

Christian Education – Anita Abeyta

Nominating – Co-chairs- Pat Gilberto & Anita Torres

Martha Powers and Anna Torres will co-chair the committee to nominate 4 members-at-large to the congregation 2016 Nominating Committee for Second Church.

January 3, Epiphany of our Lord	May 1	October 2, World Communion
February 7, Transfiguration of our Lord	May 22, Trinity Sunday	November 6, All Saints
February 19, Ash Wednesday	June 5	December 4
March 6	July 3	December 24, Christmas Eve
March 24, Maundy Thursday	August 7	
April 3	September 4	

Session VOTED to hold the Souper Bowl of Caring on Sunday, February 7, 2016. The congregation will be asked to bring cans of soup for the Storehouse.

2. Christian Education – Anita Abeyta

- a. All is going well with Sunday School. We could still use more teachers but the teachers we have are awesome.
- b. The youth will be putting on a dinner/theatre fundraiser.
- c. There will be a Teacher Appreciation Lunch on Sunday January 24<sup>th</sup> right after the Children's music class.
- d. Gil Miranda donated 22 Barbie dolls, which were distributed to girls who wanted one. The girls drew numbers and seemed to be happy with the dolls they received.
- e. Eugenia Bencomo has been decorating the bulletin board in the Fellowship Hall. I think she is doing a fine job.
- f. I will be gone Sunday 2/7 – 2/21. Everybody has their schedules and I expect all to run smoothly.
- g. There is still some painting that needs to be done to finish up the mid high classroom.
- h. Session Voted to hire Vicki Sandstrom as youth music director, placing her on the staff, paying her the current wage per week she is getting plus the additional cost of Social Security, Medicare, etc.

3. Personnel

- a. Session VOTED to grant vacation leave to Rev. Rob January 23, 2016 – January 25, 2016.

4. Stewardship & Finance

- a. Session VOTED to collect the 4 National Offerings and black out the week before each offering for other requests for money ( fundraisers, etc.). The four offerings are One Great Hour of Sharing, Pentecost Offering, Peacemaking Offering, and the Joy Offering.

5. Mission – Martha Powers

- a. Plans for providing additional information on the Sanctuary Church is temporarily on hold as the space currently has a different use.
- b. The Martin Luther King celebration at Temple Albert will take place at 1:00 p.m. on January 18, 2016. Gloria Mirabal and Martha Powers will attend.
- c. Our participation in hosting WINGS for Life every 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month was reviewed for our new committee members. Also our participation in Project Share was reviewed. We will now be serving at the new site on 3rd Street at St. Martin's Hospitality Center.
- d. Due to illness a volunteer from a congregation previously helping Family Promise in housing homeless families for a period of one week, was discontinued. Our church was invited to step in as we do have the space. The volunteers will provide some dinners and breakfast meals, supervision and entertainment weekend day. Permanent participation in this program will require more discussion.
- e. After our positive experience with the Pastoral exchange with Cuba, the Mission Committee will explore the feasibility of establishing a mission project.
- f. We had a short discussion on again participating in the Mobile Food Pantry in the parking lot on the second Wednesday of each month.

6. Live Wire – George Huggins

- a. The committee met Monday, Nov. 16, 2015. Present were Rev. David Martinez, George Huggins, and Rev. Rob Woodruff. We continued our exchange of technical information on managing the website, mail lists, and FaceBook, as well as how best to use and manage all communication modes and media falling under the purview of the LWC. LWC will continue to use and encourage the use of multiple

media and modes for communications, announcements, and notifications, and will continue to increase the emphasis on FB, mail lists, and the website.

- b. Since the last report to Session 28 announcements/notifications have been sent via the general announcements mail list, which currently has 167 members; 13 postings have been made to FB, the highest reaching 180 persons; and on average, the website is being viewed approximately 100 times per week by approximately 30 unique visitors per week.
- c. The LWC continues to test the email configurations of a generic staff accounts on our new email provider, GreenGeeks, before the migration from Google to all mail lists and accounts.

7. Nominating - Anita Torres

a. Leadership Training - January 9, 2015

The training was well attended and well received. The Nominating Committee wishes to thank all the Presenters who shared their wisdom, Lynn Gatewood for organizing and preparing lunch and Bev Chavez for preparing the handouts. Also thanks to Carol Lopez, Toby Montoya and Pastor Rob for identifying the initial direction of the training and to all the attendees for investing their time and talents in service to our Church and the broader community.

- b. The Annual Congregation Meeting will be held on January 31<sup>st</sup> to elect the Nominating Committee.

**NEW BUSINESS**

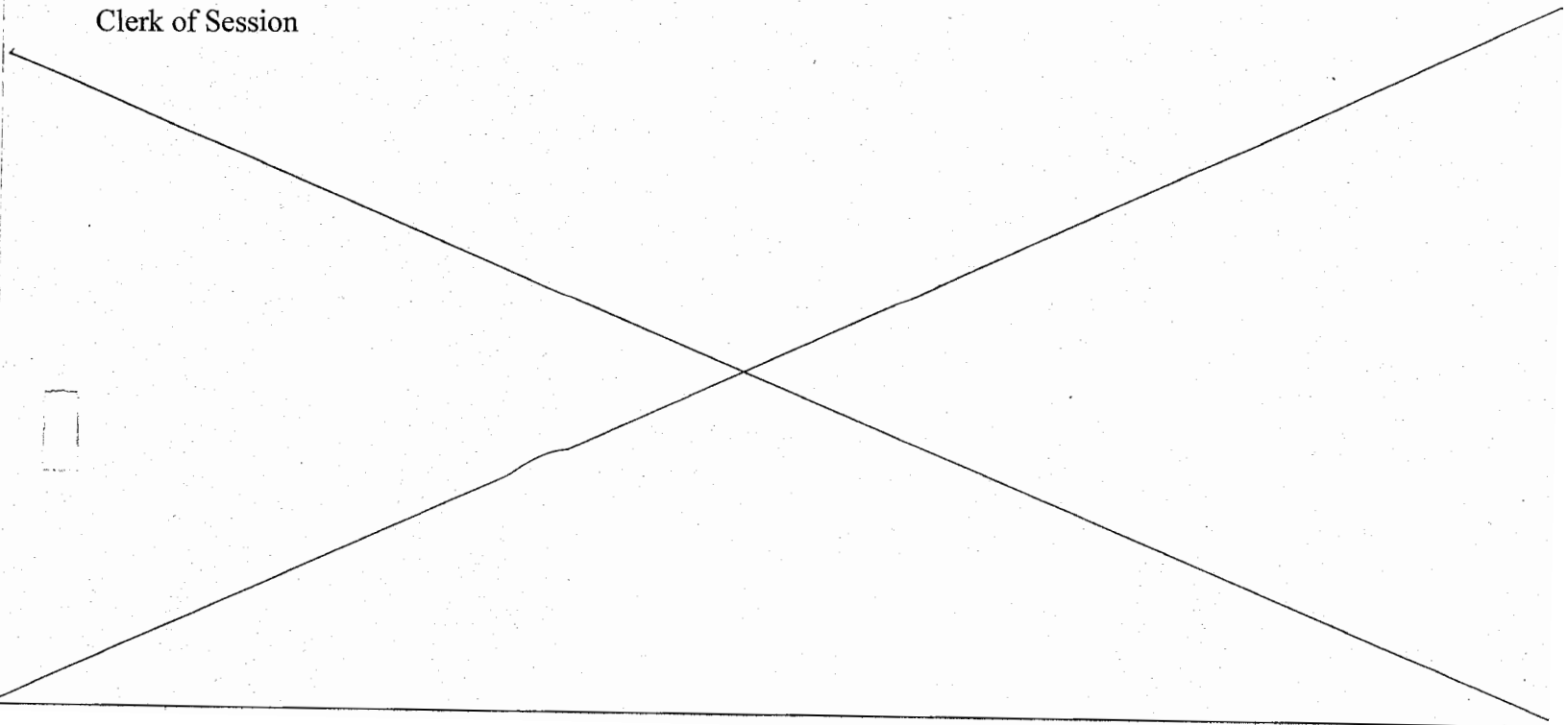
- 1. The decision to rename the Fellowship Hall was tabled until the February Meeting.
- 2. The Presbyterian Men's group would like to give some of Veterans' Memorial and have it placed in the Peace Garden
- 3. The Presbyterian Men's group is changing the day of their meeting to the last Saturday of the month, with a Building & Grounds Meeting following, and a congregational workday beginning around 10:00 a.m.

The meeting was adjourned with prayer by Ruling Elder Abel McBride at 9:15 p.m.

Respectfully submitted,

*Beverly J. Chavez*

Beverly Chavez  
Clerk of Session



**ANNUAL CONGREGATIONAL/CORPORATION MEETING**  
**Sunday, January 31, 2016**

The meeting of the Congregation/Corporation of Second Presbyterian Church was held on Sunday, January 31, 2016. The meeting was called to order at 11:45 AM and opened with prayer by moderator, Rob Woodruff.

The clerk declared a quorum present.

MINUTES

The clerk reported that the minutes of the Stated meeting of the congregation of December 13, 2015 were approved by the Session as requested.

The clerk MOVED that we ask the Session to approve the minutes of this meeting and that this be reported to the congregation at the next meeting. The motion was seconded and passed.

The purpose of this meeting was to

1. receive the Annual Reports,
2. elect the four congregational members of the Nominating Committee

ANNUAL REPORTS

The annual reports were distributed and any questions were directed to the appropriate committee of Session.

John Van Dyke, the bookkeeper, summarized the financial report.

The congregation VOTED to receive the reports as distributed.

NOMINATING COMMITTEE

The Session has elected Anita Romero Torres as Chair of the committee and Martha Powers and Anna Torres as members. Yvonne Gallegos will represent the deacons.

The following names were placed in nomination to be elected as members-at-large: Louella Gurule, Carol Lopez, Marie Kenny, and Trancito Romero.

There being no nominations from the floor, the congregation VOTED to close nominations and to elect this slate by acclamation.

Rob asked members to share joys and concerns about the church. Several members thanked the pastor and it was also shared that we are happy to have Family Promise next door in the J.I. Candelaria Wing.

There being no further business, the meeting was adjourned with prayer by the Rev. Dr. Kay Huggins at 12:10 PM.

Respectfully submitted,

*Beverly J. Chavez*  
Beverly Chavez, Clerk of Session

*Rob Woodruff*  
Rev. Dr. Robert Woodruff, pastor