**SECOND PRESBYTERIAN CHURCH**

**SESSION STATED MEETING**

**August 22, 2017**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, August 22, 2017, in Fellowship Hall. After prayer at 5:20pm by Pastor Rev. Dr. Robert Woodruff, Session shared a potluck dinner. RE Kris Johnson lead the Session in devotions and, with prayer at 5:55pm, ended devotions and opened the business meeting.

**Present:** *Teaching Elder* Rev. Robert Woodruff, Moderator

*Ruling Elders*: Anita Abeyta, Don Bixby, Pat Gilberto, George Huggins, Kris Johnson, Abel McBride,Reme Molo, Ruth Montoya, Martha Powers, Anna Torres, Anita Romero Torres, John Van Dyke

**Guests:** Sarah Keegan, Deacon representative

The Clerk reported that a quorum was present.

After additions, Session **VOTED** to approve the agenda.

**DEACONS’ REPORT** – Sarah Keegan

1. A sign-up sheet was circulated among the elders to help serve communion on September 3, 2017.
2. Sarah provided information on Members and Friends that the Deacons have visited.
3. The Moderator of Deacons for 2018 will be Mickey McHugh.

**CONCERN FROM CLARA PADILLA**

Session **VOTED** to grant privilege of the floor to Clara Padilla to discuss assistance for in-home living of some of our members. Pastor Rob will check with Clara by Friday to discuss options, including some assistance from the Congregation.

**EXAMINATION OF ISAAC PLOOF FOR BAPTISM AND MEMBERSHIP**

Session **VOTED** to grant privilege of the floor to Isaac Ploof and his sponsors to be examined for membership.

After appropriate questions and discussion with Isaac, Session **VOTED** to approve Isaac Ploof for baptism and membership, to be observed on Sunday, August 27, 2017.

**APPROVAL OF MINUTES**

Session **VOTED** to approve the minutes of the July 25, 2017, Session Stated meeting.

Session **VOTED** to approve the minutes of the July 29, 2017, Session Special meeting.

**CLERK’S REPORT**

**Correspondence:**

07/29/2017, FROM Moderator Lorelei Kay, on behalf of Stewardship Team, thank you note for supporting Per Capita and Unified Mission Giving in 2016.

08/08/2017, FROM Family Promise of Albuquerque, thank you note for Pentecost Offering.

08/11/2017, FROM Menaul Historical Library, Summer 2017 newsletter. (post on bulletin board)

08/21/2017, TO Immanuel Presbyterian Church, requesting certificate of transfer for Sarah Smith.

08/22/2017, TO Presbytery de Cristo requesting contact info for clerk of Session at First Presbyterian Church, Phoenix, AZ.

**To Receive Into Membership**: Session **VOTED** to receive Sam Madrid, the brother of Solema Newton, at his request, by a certificate of transfer from:

United Presbyterian Church

801 San Pedro - PO Box 279

Trinidad, CO 81082

**Baptism:** Shaun Alfred Barajas, son of Robyn Y. Chang and Frank Barajas, August 20, 2017, by Rev. Jaime Quiñones; DOB November 22, 2014, POB Denver, CO.

**Scan of Minutes:** About half of the church Register V, the current Register, has been scanned.

**PASTOR’S REPORT** - Rev. Rob Woodruff

1. The Pastor updated Session on pastoral calls he has made since the last meeting, and other concerns for Members and Friends of the Congregation.
2. The building continues to have false alarms, which are connected and reported to the Police station. Actions are being taken to reduce and eliminate the false alarms.
3. On October 1, 2017, Rev. Stephanie Kremmel of First Presbyterian Church, Albuquerque, NM, and member Ken Cromwell, will show a presentation on the summer mission trip to Guatemala, to be presented during Fellowship time.
4. Pastor Rob briefly discussed with Session the possibility of making phone calls to all members of the Congregation. The calling times will be scheduled during a time of relatively non-scheduled activities.

**PASTOR EMERITUS/PARISH ASSOCIATE REPORT** - Rev. Jaime Quiñones

Visits for July and August: Tom Gonzales JR (2), Tillie Arellano (3), Esther Bernard, Danny Esquibel (3), Isabel Martinez, Minnie Olivas, Barbara Trujillo, Margaret Perea, Ambrosio and Eva Ortega, Raymond and Elsie Chavez, Elifas and Ruth Santillanes, George Vigil, Sam Madrid, Avenago Padilla.

**BOOKKEEPERS REPORT** - John Van Dyke

John provided the standard four reports, and there were no exceptions or questions noted.

After reviewing with Session the process of receiving and disbursing Memorial funds, Session **VOTED** to authorize John to discuss with the family of Jane Collins about using their memorial fund for organ expense offset, and if deemed appropriate by the family, use the memorial fund for that purpose.

**OLD BUSINESS**

1. After discussion on the appropriateness and process of a Disaster Plan for the church, Session **VOTED** to appoint a task force consisting of Kris Johnson, Abel McBride, and Ruth Montoya, to determine what to do about a Disaster Plan for disaster preparedness.
2. After reviewing the remaining items that were on the Church Officer Retreat Agenda, Session asked the Clerk to group the items and provide one item per Session meeting.

**NEW BUSINESS**

1. Session reviewed the history and use of the monument-marquee sign in the SW corner of the South parking lot, and referred subsequent consideration of any needed action to the Building and Grounds Committee.
2. Session **VOTED** to table review and consideration of the Family Promise contract beginning in September, 2017, until more information can be obtained and a Special Session meeting called that would include review of the contract.

**COMMITTEE REPORTS**

1. **LiveWire** – George Huggins
   1. Session **VOTED** to approve the following motion from LiveWire: To approve preparation for the 2017 Statistical Report, and populating the church information system planned by LiveWire in 2018, by collecting the following information of members and friends of the congregation, using mailings, email, and newsletter, with each field being optional: Full name, title, ethnicity, race, address, home phone#, cell phone#, work phone#, email address, church position(s) current, church position(s) past, gender, birthdate (including year), spouse, wedding date, other members of household, date of membership, date of baptism, church groups (e.g, choir, PM, PW), skills, disabled/disability, Committee(s), Ordination(s), Date(s) of ordination, high school(s), college(s)/university(s), educational degree(s).
   2. At the current rate of expenditure, LiveWire will probably have funds remaining from our budget, and is favoring beginning a Church Management Information System.
   3. LiveWire asked all Committees to include [livewire@secondpresabq.org](mailto:livewire@secondpresabq.org) in all scheduling, bulletin, and building use items.
2. **Worship and Music** – Anita Romero Torres, Don Bixby

Our committee met on Monday, August 7, 2017 at 10 am in Fellowship Hall. Below are some highlights.

1. We had a discussion about planning and communication. We evaluated what's working and how we can be more efficient. Several ideas arose from this lively discussion.
   1. Increase the number of committee members.
   2. Lay leaders-looking for a group of default leaders with Spanish speakers designated. To be augmented with other LL.
   3. Ushers-perhaps a month at a time or a team designated for a month at a time. (This requires more consideration by the Committee before a final decision is made.)
   4. Don to discuss the idea of Time &Talent Pledges withthe Stewardship Committee chair.
   5. Anita to research our policies for space use during Wedding and Funerals. She will put together a one-page document detailing use of the building, fees, options and responsibilities. The document will be reviewed by the committee before finalization and use.
2. Quick review of July 2 - August 6, 2017 services
3. Planning for August 13-September 24, 2017
   1. August 27, 2017 - Confirmation of youth, baptism of Isaac Ploof, Rev. Quiñones to do Children’s Moment
   2. September 3, 2017 - Communion with bread to be taken in unison
   3. September 10, 2017 - Rally Day & Men's Group to worship in Mogote . CO
   4. September 17, 2017 - Rev. Rob will be gone. Tentative date for Choir lunch/fundraiser
   5. September 24, 2017 - Minute for Mission from Family Promise
   6. Early thinking about World Communion Sunday, October 1, 2017. Yet to be finalized:
      1. Marimbas
      2. Cover communion table and pulpit with indigenous textiles.
      3. Wooden cross - Celtic cross from Mt. Vernon mission group
      4. Gourds for offering collection
      5. Communion by intinction with bread from different cultures in a big basket
      6. Encourage members to wear international dress
4. **Evangelism & Membership** – Pat Gilberto
5. Sam Madrid will be invited to join the next membership class.
6. **Nominating** – Reme Molo, Martha Powers
7. The Committee will meet in September 2017 and recruit younger nominees.
8. **Mission** –Anna Torres
9. During the annual Chile Fest at Shepherd of the Valley Presbyterian Church, Albuquerque, we assisted with the book sale. Proceeds from the Chile Fest supports Habitat For Humanity (HFH). Supporters and workers at the Chile Fest received a thank you email from the Albuquerque HFH director.
10. There will be a fund-raising dinner for the New Mexico Faith Coalition for Immigrant Justice (NMFCIJ), this Saturday, August 26, 2017, from 11am to 2pm. We have purchased five tickets and are asking for anyone that wants to go to the dinner to take one.
11. Project Share is this Saturday.
12. The Young Adult Volunteers (YAV) will arrive next week and there will be a reception for them.
13. There are Second PC T-shirts available at $10/ea. Francis Chang has the new shirts.
14. We would like to support those seeking legal political asylum in this country who are being held in the Cibola Center, Grants, NM, who need a place to stay.
    1. Session **VOTED** to empower the Mission Committee to arrange, on a case by case basis, those granted the asylum process, or are seeking legal asylum, to stay on a short term basis in the upstairs area of the JI Candelaria Wing; the Mission Committee will provide further information to Session with input from the NMFCIJ.
15. **Hospitality** – Martha Powers
16. There was approximately $1,000 raised and expended for the celebration of Rev. Quiñones.
17. On August 28, 2017, Anita Abeyta will open and close for the WINGS meeting.
18. **Building & Grounds** – Abel McBride, Reme Molo
19. The committee will meet after the Presbyterian Men meeting on Saturday.
20. The air conditioning system that cools the North side of the sanctuary has failed, and will require about $2,200 to repair.
21. We need to seal the exterior door of the room North of the chancel for air conditioning efficiency.
22. **Stewardship & Finance** – Ruth Montoya, John Van Dyke
    1. The Stewardship and Finance Committee met on Monday, August 21st in Fellowship Hall.
    2. Our discussion focused primarily on planning for the Stewardship Campaign. We continued to discuss a theme for the campaign by highlighting our ministry and mission.
       1. Reformation themes, willingness to adopt change; our multi-cultural nature, bilingual worship, welcoming, authentic, appealing, ever growing, cultivating our youth ministry. We concluded that "Roots to Grow" best described where we are and where we are going.
       2. The Session will be asked for their input regarding whether we want to conduct a home visitation during this season: one-on-one or by telephone.
       3. Pledge Cards: In coordination with our youth/children's church school teachers, they will be asked to design this year's pledge card using the theme, Growing our Roots. The selected drawing will be adapted to the campaign material.
    3. A letter from Pastor Rob will be mailed to our members/friends to include a photo brochure, a talents/volunteer assessment questionnaire, and a pledge card.
    4. Proposed Campaign Schedule:
       1. October 29 Moment for Mission
       2. November 5 Moment for Mission
       3. November 12 Stewardship Sermon and Moment for Mission
       4. November 19 Dedication Sunday
    5. On-line Giving: The committee suggests that this be left up to the individual and their respective bank.
    6. Extend an invitation to the Asian student attending Menaul School to attend worship or coordinate an event with our youth.
    7. Paying Treasurer, Mary Montoya's retirement: End of February 2018. Please assist with identifying individuals who might assume this position. Mary estimates that she works approximately 10 to 12 hours per week and has donated her time for the past 15 years. She will be available to train her successor.

Session **VOTED** to accept the Committee reports.

The meeting was adjourned with prayer by Rev. Woodruff at 8:38pm.

George T. Huggins, Clerk of Session