**SECOND PRESBYTERIAN CHURCH**

**SESSION STATED MEETING**

**December 19, 2017**

The Session of Second Presbyterian Church met for a regular meeting on Tuesday, December 19, 2017, in Fellowship Hall. After prayer at 5:25pm by Pastor Rev. Dr. Robert Woodruff, Session shared a potluck dinner. Elder Ruth Montoya lead the Session in devotions, and ended devotions and opened the business meeting with prayer at 5:55pm.

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

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

**Excused:** Pat Gilberto, Abel McBride, Anita Romero Torres

**Guests:** Francis and Susie Chang, Youth Leaders

Session obtained **CONSENSUS** approval of the agenda.

**YOUTH LEADERS’ REPORT** – Francis and Susie Chang

* 1. The Christmas party at the home of James and Eugenia Bencomo was a success.
	2. During the Christmas Party, Francis shared plans for a mission-learning trip to Taos and Northern NM with parents.
	3. The Chang’s attended a Youth Meeting at the offices of the Presbytery with Luke Rembold, the Youth Coordinator for the Presbytery of Santa Fe. Plans are being made to have a Presbytery-wide mission-learning trip for youth of all congregations in the Presbytery.
	4. About a dozen youth of Second PC will be eligible to attend the 2019 Youth Triennium, July 16-20, held at Purdue University, West Lafayette, IN.
	5. The Youth Group will continue with regular programming, and will coordinate with the bookkeeper to establish a separate account for funds earned for the 2019 Triennium.
	6. Inspirational and motivational speaker, Shane Austin, presented at Second PC for five Sundays. About seven youth attended regularly. The cost of the sessions was covered by donations.

Session **VOTED** to approve the minutes of the November 20, 2017, with the correction of reviewing and adopting the 2018 budget during the January 2018 Session Stated meeting.

Session **VOTED** to approve the minutes of the December 10, 2017, Congregational Stated meeting.

**CLERK’S REPORT**

**Correspondence:**

12/13/2017 – FROM the Stated Clerk of the Presbytery, an email the Presbytery’s Coordinating Team (CT) requested that he send to pastors and clerks of Session, which transmits a request by the Executive Director of the New Mexico Conference of Churches which requested co-signatories to an Amicus Curiae ("friend of the court") brief, requested by the attorneys who have filed a civil lawsuit on behalf of the attorneys' general of 15 states and D.C., including New Mexico, against the Trump Administration seeking to block the repeal of DACA (Deferred Action for Childhood Arrivals), involving the immigration status of what have been commonly referred to as "Dreamers".

Session **VOTED** to put the church’s name on the Amicus Curiae brief.

**Clerk’s 2017 Annual Questionnaire:** On 12/13/2017, the Clerk submitted the questionnaire requested by GA/PCUSA. Submission of answers by the Pastor and Session members is greatly appreciated.

**Memorial Service:** Raymond M Chavez, 11/28/2017, in the Sanctuary of Second Presbyterian Church, by Rev. Robert Woodruff. Interment was in Vista Verde Memorial Park, Rio Rancho, NM.

**Annual Reports:** Reminder to all Committee Chairs to draft/update your Annual Reports for the January Congregational Meeting. The Secretary and Clerk requests reports be submitted by Friday, 01/12/2018, to allow time for compilation, formatting, editing, and printing, to be able to have the reports available to the congregation by worship on 01/21/2018.

**Evidence of Insurance:** G-3.0112 requires we keep adequate insurance. Members of the Building and Grounds Committee have reviewed our insurance policy and found the coverage to be adequate.

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

1. Pastor Rob expressed thanks to Elder Ruth Montoya for hosting the Session Christmas Party.
2. He performed the wedding of Cory Goodnight and Karina Peña, 12/17/2017, at 3:00pm.
3. Staff in Family Promise called to notify us an alarm was ringing, which turned out to be the fire alarm. Our fire alarm is not connected to the Fire Department to automatically notify them.
4. Pastor Rob requested that we consider purchasing new tables for Fellowship Hall. $4,900 remains in the Fellowship Hall building fund. Communications indicate the Building and Grounds chair (excused from this meeting) is probably planning and researching purchase of tables.
5. Session **VOTED** to donate the offering received during the 7:00pm Christmas Eve service to Family Promise.
6. Pastor Rob expressed concern over the end-of-life conditions of some older long-time members of our congregation, and to keep them and their families in our prayers.

**BOOKKEEPER’S REPORT**

The church bookkeeper, John Van Dyke, presented four standard reports. He noted that we are falling further behind on income.

**OLD BUSINESS**

1. The Disaster Plan Task Force, with members Kris Johnson, Abel McBride, Ruth Montoya, has not met, and is planning to meet in January 2018.
2. Session **VOTED** to approve the lease contract with Family Promise. The Clerk will consult with the Presbytery Stated Clerk to determine who should sign the contract.
3. For January, 2018, Session Stated meeting: Designate two members for the Nominating Committee, one of whom shall be designated as Chairperson.
4. For January, 2018, Session Stated meeting: Nominate four members-at-large from the congregation for the Nominating Committee.
5. For January, 2018, Session Stated meeting: The sections of our Policies and Procedures having to do with the use of the Building will be updated.

**COMMITTEE REPORTS**

1. **LiveWire** – George Huggins

The following is the 2018 budget submitted to the bookkeeper:

**Live Wire Committee Budget 2017 Budget 2018 Dif 2017 - 2018**

741000 - Website $199 $ 15 -$184

742100 - Newsletter Postage $324 $225 -$ 99

742200 - Newsletter Paper/Supplies/ $420 $372 -$ 48

 Duplication

743000 - Misc. BB/Mailing supplies/ $867 $855 -$ 12

 postage/Misc. IT

744000 - CHurch Management $390 $600 $210

 System

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 $2,200 $2,067 -$133

2. **Worship and Music** – Anita Romero Torres, Don Bixby

Anita and Don presented the proposed communion schedule for 2018, noting that Trinity Sunday has been eliminated from the schedule for this year, since it would have made four communion celebrations in five weeks with three consecutive Sundays.

PROPOSED COMMUNION SCHEDULE FOR 2018

JANUARY 7th Epiphany Sunday

FEBRUARY 4th First Sunday of the month

FEBRUARY 14th Ash Wednesday

MARCH 4th First Sunday of the month

MARCH 29th Maunday Thursday

APRIL 1st Easter Sunday

MAY 6th First Sunday of the month

MAY 20th Pentecost

~~MAY 27th Trinity Sunday~~

JUNE 3rd First Sunday of the month

JULY 1st First Sunday of the month

AUGUST 5th First Sunday of the month

SEPTEMBER 2nd First Sunday of the month

OCTOBER 7th World Communion Sunday

NOVEMBER 4th First Sunday of the month

NOVEMBER 25th Christ the King Sunday

DECEMBER 2nd First Sunday Advent

DECEMBER 24 Christmas Eve

Session **VOTED** to approve the communion schedule for 2018.

Proposed 2018 Budget for Worship & Music

Anita and Don noted the addition of proposed funding for the continuation of the expanded youth and children’s music programs. The increase in the size of the adult choir has resulted in an inadequate number of robes. We need five additional robes at present, but there is a price break when ordering six robes, which we are recommending.

**Worship and Music Committee Budget (working draft) 2017 2018**

**Proposed**

783000 Children's Music/Mailings $500 $400

783100 Elementary Choir 3 blocks@$450 N/A $1,350

783200 Pre-school Choir 3 blocks@$420 N/A $1,260

783300 Instrumental Ensemble 3 blocks@300 N/A $900

784000 Liturgical supplies//Artistic Enhancement $1,000 $1,000

786000 Pulpit Supply $1,500 $1,500

787000 Music Materials/PT, Yth chimes $1,500 $1,700

788000 Instrumental Music/Instrumentalists $1,500 $2,000

790000 Equipment maintenance/ tuning $500 $400

795000 Communion Supplies $- $-

791500 Music Workshop Scholarship (Cum.) $100 $100

792000 Flowers/Seder/Other $375 $325

793000 Choir Robe Maintenance $500 $500

793000 New choir robes (6) N/A $1,200

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 **TOTAL** $7,475 $12,635

1. **Personnel** – Kris Johnson
	1. Kris noted that the sub-committee for the Pastor’s Sabbatical is scheduled to meet 01/16/2018, 10:00am.
2. **Evangelism & Membership** – Pat Gilberto
	1. The Committee is compiling a list of names for possible participants in a new member class.
3. **Nominating** – Reme Molo, Martha Powers
4. Committee Members: Martha Powers, Lynn Gatewood, Alicia Montoya, Mickey McHugh, David Lopez, James Bencomo, Reme Molo, and ex-officio member Rev. Woodruff.
5. On the second meeting on 11/08/2017, the Committee members finalized and generated a list of candidate nominees for the deacons and elder’s positions. There were about 23 names on our list.
6. Before contacting the candidates, the committee first needed to confirm if any elders and deacons whose terms were expiring would stay on. The Class of 2017, whose terms are expiring by the end of the year, consisted of four elders and three deacons. From these, two current elders confirmed they were willing to serve another term. We therefore needed to fill two elder positions and three deacon positions.
7. The committee then reached out to the individuals identified to be deacons or elders. From our list, it yielded two deacons, Phyllis Nunns and Orlando Duran who were nominated along with Elders Kris Johnson and Anna Torres during the congregational meeting on 12/10/2017. Since then, the remaining deacon position was filled with Lorraine Romero and an elder position with Ella Porragas answering the committee calls.
8. At this point we will proceed with the formal nomination of Lorraine and Ella at the next opportunity.
9. The search for the remaining elder position continues.
10. **Mission** –Anna Torres
	1. The committee met with Justin Remer-Thamert, Executive Director of the New Mexico Faith Coalition for Immigrant Justice, to build a network of asylum seeker support.
	2. The effort for Project Share on 12/23/2017 has plenty volunteers.
	3. Martha Powers will continue to coordinate Project Share and WINGS. Martha will open and close for WINGS on the first monthly meeting of WINGS, and Session will open and close on second monthly meeting of WINGS.
11. **Hospitality** – Martha Powers
	1. We are getting good response for bringing food for potlucks after memorials.

8. **Christian Education** – Anita Abeyta

1. The Advent Season started with hanging of the greens, decorating tree, advent wreaths and handing out advent calendars.  The Sunday School children enjoyed participating in all the events.
2. There were two Sunday School classes in December but with all the singing groups and getting everyone to their spots on time it was pretty busy.  Becky and Kris taught the 4-6 year olds.  They always do a great job and maintain the kids undivided attention!  Lorraine taught the elementary kids.  With the music class, she has to pack in her teaching before the kids are off to sing.  We're blessed to have her.  She has taught for so many years, she has a real connection with the class.  Unfortunately, Lorraine, Olga and Gloria will only be teaching one more season.  Phyllis Nunns and I taught Mid high and high school kids the week of the Aztec shooting.  We thought it was important to spend our time discussing their feeling about the shooting and just how they feel about their safety.  They were very engaged and shared a lot.  Unfortunately, this is their normal.
3. The singing class will be over for the month of January and will start up for the Lent Season.
4. It has been a busy month.  In January, I will contact C & C Flooring and get estimates on flooring for parts of Candelaria Wing.
5. **Building & Grounds** – Abel McBride, Reme Molo
	1. The committee is working to suppress the odor in the Pastor’s office.
	2. The older model Lincoln automobile has been on Page Avenue, just outside the north parking lot, for more than a month. City authorities are aware.
6. **Stewardship & Finance** – Ruth Montoya, John Van Dyke
	1. The committee is very pleased with the promotion of the Christmas Joy Offering.
	2. The 2018 budget is in process.
	3. 2018 pledges continue to come in. There are not as many increases in pledges, but still comprise a significant number. However, the bottom line of pledges does not look good.

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

There being no objection, Session was adjourned with Prayer at 8:38pm by Rev. Woodruff.

Respectfully submitted,

George T Huggins, Clerk of Session