**SECOND PRESBYTERIAN CHURCH**

**SESSION STATED MEETING**

**February 22, 2018**

Session of Second Presbyterian Church met for a regular meeting on Thursday, February 22, 2018, in Fellowship Hall. After prayer at 4:35pm by Elder George Huggins, a potluck dinner was shared. Pastor Rev. Dr. Robert Woodruff opened the business meeting with prayer at 4:43pm, and Elder Abel McBride led us in devotions.

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

*Ruling Elders:* Anita Abeyta, Don Bixby, Pat Gilberto, George Huggins, Abel McBride, Ella Porragas, Anna Torres, John Van Dyke

**Excused:** Kris Johnson, Reme Molo, Ruth Montoya

**Guests:** Phyllis Nunns, Deacon representative; Iona Barela, member

Session **VOTED** to approve the agenda.

Session **VOTED** to grant privilege of the floor to member Iona Barela, to present a proposed enhancement to Fellowship Hall.

**PROPOSAL FOR FELLOWSHIP HALL ENHANCEMENT**

Session introduced ourselves to Iona Barela and stated our Committee roles on Session. Iona proposed to provide decoration and functionality to the exterior wall of the kitchen, facing Fellowship Hall, by installing ceramic tile. Installation would take approximately four days if a floor-to-ceiling application was preferred, or about two days for a border and/or backsplash. We discussed possible repairs to the kitchen before installing the tile, to ensure there was no need to remove the tile, later, to do repairs. Iona said she was flexible on the time and that she has a worker in mind that can do the work. Session expressed appreciation for Iona’s offer and continued some discussion after Iona’s departure. Possible work in the kitchen would be to level the center island, inspect the new, North stove, to determine if the crack in the ceramic top would need to be repaired.

Session **VOTED** to appoint Anna Torres, Anita Abeyta, Alma McBride, and Abel McBride, as the project committee, and to proceed with the review, create an initial plan to install window borders and backsplash, with quicker work commencement on borders, and further work to be scheduled with kitchen structural improvement.

**DEACON’S REPORT** – Phyllis Nunns

1. The Deacons made several visits to administer communion.
2. The new deacons will start regular visits in March.
3. 135 were served communion on February 4.
4. Orlando Duran will represent the Deacons to Nominating Committee.
5. The Deacons are considering a possible change of communion, to make uncovering and handling the bread at the communion table more efficient and appropriate.

**APPROVAL OF MINUTES**

Session approved by **CONSENSUS** the following minutes:

1. January 22, 2018, Session Stated meeting;
2. January 28, 2018, Congregation Annual meeting;
3. February 10, 2018, Session Special meeting;
4. February 18, 2018, Session Special meeting.

Session **VOTED** to install Anna Torres to her second term as Elder during worship on March 4, 2018.

**CLERK’S REPORT**

**Correspondence:**

1. 01/28/2018 – FROM Presbytery of Santa Fe with requirements for 2017 Statistical Report and suspense date of 02/15/2018.
2. 01/30/2018 – TO COM Co-Chairs, Rev. David Elton and Judy Belvin, with signed copy of Rev. Huggins 2018 Parish Associate contract.
3. 02/08/2018 – TO First Presbyterian Church, Sun City, AZ, requesting a Certificate of Transfer for Barbara Anderson.
4. 02/10/2018 – TO Stated Clerk of the Presbytery requesting clarification on the definition of a Baptized Member, per G-1.0401
5. 02/13/2018 – FROM Stated Clerk of the Presbytery providing clarification on the definition of a Baptized Member, and procedures for acceptance as a Baptized Member.
6. 02/22/2018 – FROM Clerk, First Presbyterian Church, Sun City, AZ, providing a Certificate of Transfer for Barbara Anderson.

**Received into Membership:** Barbara Anderson, by Certificate of Transfer, from First Presbyterian Church, Sun City, AZ.

**Memorial Services:**

1. 01/26/2018, George Blas Vigil, b. 12/15/1921, d. 12/22/2017, in the Sanctuary of Second Presbyterian Church, by Revs. Robert Woodruff and Kay Huggins.

**2017 Statistical Report that was Submitted (attachment)**

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

Pastor Rob had the following items:

1. There are less Youth eligible for Triennium than originally believed;
2. The Paying Treasurer, Mary Montoya, is proceeding with the transition to Lynn Gatewood as Paying Treasurer, with John Van Dyke offering assistance;
3. The Pastor has a higher comfort with coverage during the Pastor’s time of renewal.

**BOOKKEEPERS REPORT** – John Van Dyke

Because of his health, the January, 2018, spending report is not yet complete, but having completed 95% of the report, he has seen nothing to warrant concern.

**OLD BUSINESS**

1. **Disaster Plan Task Force -** Kris Johnson, Abel McBride, Ruth Montoya - No report.
2. **Update to the use of Building sections of Policies and Procedures –** The sections have been rewritten and the work group is awaiting further input to the fee structure.
3. **Family Contract Lease Contract -** Family Promise Director, Laura Combs, wrote: “I need to get approval from the board for the changes that were on the lease.  Our next board meeting will be on March 13th.

I would like to propose that instead of us having the expense of an additional deposit of $500 for whenever in your judgement the space has not been cleaned, that you meet with our bonded cleaners and let them know your expectations. If you would like to set this up prior to the March 13th meeting and adjust the rental agreement to its previous state we can sign. Otherwise I will let you know what the board says on the morning of March 14th.” After discussion, Session decided to let the contract go as is, and await the outcome of the March 14 meeting.

1. Session decided by **CONSENSUS** to elect Anna Torres as the remaining Alternate Commissioner to Presbytery.

**NEW BUSINESS**

1. Designate Committees to do Minute-for Mission.
   1. Abel McBride, Building and Grounds, is scheduled for February 25, 2018.
   2. Unless rescheduled or exchanged for convenience with another Committee, we will use the Committee of the Elder of the Month for presenting a Minute-for-Mission on the last Sunday of month.
2. To begin to plan relationships with Indigenous churches, Don Bixby will contact Conrad Rocha, Executive/Stated Clerk for the Synod of the Southwest.

**COMMITTEE REPORTS**

1. **Worship and Music** –Don Bixby

The Ash Wednesday service in collaboration with First Church was a beautiful and meaningful worship experience with instrumental music, combined First and Second Church choirs, Rob cantoring and Taize responses. Communion was celebrated by intinction. Mikey McHugh joined Pastors Rob, Matt Miller and Stephanie Kremmel to impose ashes. In the welcome rain, David Lopez managed the fire pit into which the congregants consigned written supplications. A new outdoor banner has been donated by Abel McBride.

The first Sunday of Lent, on February 11, we included a healing ritual as part of the worship service. Susie Chang and Kelly Van Andel assisted Rob in anointing the youth during the Children’s moment. Yvonne Gallegos, Iris Sandoval, Anita Romero Torres joined Rob for anointing others in the congregation. This was followed by the ordination and installation of newly elected elders and deacons. Abel McBride has provided a new Lenten banner for the entrance of the church.

March 4th will be Gifts of Women Sunday with worship conducted by the women of the church. Communion will be celebrated and there will be recognition of Mary Montoya retiring after 15 years as out paying treasurer. A reception will follow the service to honor her gifts to Second Church.

On March 10th Reverend Quiñones will return to us for the celebration of this 90th birthday. A luncheon reception will be served beginning at 2:00pm. More details to follow.

Palm Sunday, March 25th, will usher in Holy Week. Once again, Marie Kenny will be directing the Palm Sunday drama and preparations are already under way. Susie Chang is ordering the Eco Palms and as in past years the palms will be provided by Yvonne Gallegos in memory of her husband, Marty.

Maundy Thursday will be observed with a Passover meal in the Fellowship Hall beginning at 6:00pm. Foot and hand washing as well as communion will be part of the ritual. Soup donors are needed and a sign-up sheet will be posted soon.

On March 30, the Good Friday Service will begin at 7:00pm. The service will include the procession of the cross by Bob and Trancito Romero, and Tenebrae, a gradual darkening of the church following a series of readings. Finally, the church will be stripped as we await the Easter morning resurrection.

On Easter morning there will be a sunrise service at 7:00am in the Quiñones Peace Garden, which is still in the planning stage. This will be followed by a potluck brunch before the 10:30am service. Congregants will be met at the entrance to the church by a Mariachi band and a cross for which people can insert flowers. The Johnson family will oversee the placing of flowers in the cross and process it into the sanctuary with the band for the beginning of the service. Lilies have been ordered and a sign-up sheet will be in the March newsletter and weekly bulletins.

Respectfully submitted, Don Bixby

**2. Personnel** – Kris Johnson

* 1. Session decided by **CONSENSUS** to approve vacation for the Pastor for the week after Easter April 2-8, 2018.

**3. Nominating** – Reme Molo

1. There is still a vacancy on Session.
2. The Deacons reported that the Deacon representative to the Nominating Committee is Orlando Duran.
3. Pastor Rob will talk with one member considering serving on Session, to get a firm reply so the Committee knows to recruit someone else.
4. **Mission** – Anna Torres
   * + - 1. Anna distributed a sign-up sheet for opening for WINGS, to cover three other dates.
   1. The suspense for YAV site application for the program year 2018-2019 is March 1, 2018. We intend to have the application ready for submittal. The goal of the YAV program is for the Volunteer to work 35 hours per week, September 2018 thru June 2019, and to provide presence in the church as well as in the community. We need about $10,000 to cover the salary of a YAV for 10 months. Anna Torres, Pastor Rob, and Alicia Gillum will work details on the application on Monday, February 26, 2018.

**5. LiveWire** – George Huggins

* 1. There was a request from the Presbytery, distributed widely, for audio/visual assistance with 150th celebration presentation.
  2. The Sunday morning offering counters are using the Contributions module of Breeze.
  3. Moji Studios will take pictures for the 2018 pictorial directory on Saturday and Sunday, May 5 and 6, and May 19 and 20, 2018. For publicity, Moji will provide 300 inserts for worship bulletin, and six posters. There will be no sitting fee; participating families will receive a free 10x14 portrait, and a free directory.

**6. Evangelism & Membership** – Pat Gilberto

* 1. The Committee is planning celebrations of milestones in 2018.

**7. Christian Education** – Anita Abeyta

Sunday School is in full swing and we're all preparing the kids for Lent and Easter.

The music, well the whole service on Ash Wednesday was beautiful!  It was a blessing for the kids to participate.  They are now practicing to sing during Easter.

This year, we will not provide the Eggstravaganza.  I would love to have input to see if that is an event everybody wants to continue next year.  Thanks to all who were so generous with the Easter eggs and anything we needed.

Anita has tile examples for Secretary’s office and in J. I. Candelaria wing. Abel will look into cost.

**8. Building & Grounds** – Abel McBride, Reme Molo

The smoke test has been done, and the reason for the odor in the Pastor’s office might be a dry P trap. Water was run thru the drain, and Rob has reported that the odor has already diminished.

On-going projects:

* + - 1. Basement closets 99%
      2. Sound Room 100% complete
      3. Kitchen sink and counter north door 98%
      4. Additional motion sensor lights for east outside wall multipurpose room 100%
      5. North door kitchen panic bar repaired now operational 100%
      6. Fumes in Pastor’s and Secretary’s offices, in process, smoke detection testing
      7. Playground equipment refurbishing – seeking quotes or bids
      8. South wall in basement seeking quotes
      9. Install window and doors Sunday school classroom J. I. Candelaria Wing. Install vinyl flooring or linoleum, seeking quotes.
      10. Resolve fumes from street in the J. I. Candelaria kitchen south wall sink and grease trap, seeking information from City Water Authority for the installation of a P Trap between building and main sewer line.

There being no objection, Pastor Rob adjourned Session with prayer at 6:40pm.

Respectfully submitted,

George T Huggins, Clerk of Session



