**SECOND PRESBYTERIAN CHURCH**

**SESSION STATED MEETING**

**April 17, 2018**

Session of Second Presbyterian Church met for a regular meeting on Tuesday, April 17, 2018, in Fellowship Hall. After prayer at 5:20pm by Elder George Huggins, a potluck dinner was shared. Elder Ruth Montoya led us in devotions. Elder Ruth Montoya opened the business meeting with prayer at 5:57pm, Rev. Dr. Robert Woodruff, moderator.

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

*Ruling Elders:* Anita Abeyta, Don Bixby, Pat Gilberto, George Huggins, Kris Johnson, Eli Lopez, Abel McBride, Reme Molo, Ruth Montoya, Ella Porragas, Anna Torres, John Van Dyke

**Guests:** Francis and Susie Chang, Youth Leaders; Solema Newton, Deacon representative; membership inquirers: Elizabeth and Randall Korver-Glenn, Kendra and Michael Rubio, and Richard Arndt; Rev. Dr. Kay E. Huggins, Parish Associate, to familiarize herself with the business of Session, as she will be Moderator during Pastor Rob’s Renewal Time.

Session **VOTED** to approve the agenda.

Session **VOTED** by **CONSENSUS**, Session allowed Privilege of the Floor to the membership inquirers for the purpose of examining them for membership.

After questions and conversation with the membership inquirers, Session **VOTED** to approve all to be received by Reaffirmation of Faith and presented to the congregation during worship on 04/29/2018:

 Elizabeth and Randall Korver-Glenn

Kendra and Michael Rubio

Richard Arndt.

**YOUTH LEADERS’ (EPIC) REPORT** - Francis and Susie Chang

* 1. The Santa Fe Meow Wolf adventure in March was a big success. We had 5 adults and 10 kids attending:
		1. James and Eugenia Bencomo, Sandra Duran, Ayanna and Annika Reid, Leyla and Desaray Cocio, Reina and Cruz Bencomo, Jasmine, Jonathan and Isaac Ploof, Isaac Wilson, Plus the Chang’s.
	2. The next event will be the annual pancake breakfast held on Mother’s Day, 05/13/2018. EPIC will be serving during the time frame of 8:15-10am. Preparation for this event will take place on Saturday morning of the 05/12/2018. No family will pay more than $20.

**DEACONS’ REPORT** - Solema Newton

1. Our busiest activity is serving communion to home-bounds.
2. We also have occasional drop-in visits. Beverly Molo handles visits on the West side of Albuquerque.
3. Most home-bounds are doing very well.
4. Communion in worship: 03/04/2018, we served 142; Easter Sunday we served 219.
5. The Deacons note that not everyone receives communion, and what we perceive as primarily health concerns.
6. The Annual Deacons’ Luncheon will be served after Worship, in Fellowship Hall, on Sunday, 04/22/2018.
7. When something happens at church, the Deacons call everyone on their list.
8. Rev. Kay Huggins met with Deacons on 04/15/2018.

Session **VOTED** by **CONSENSUS** o approve the minutes of the March 20, 2018, Session Stated meeting.

Session **VOTED** by **CONSENSUS** to approve the minutes of the April 8, 2018, Congregational Special meeting.

**CLERK’S REPORT**

**Correspondence:**

*04/02/2018 – FROM* the Presbytery Stated Clerk with guidance regarding change in Pastor’s Terms of Call (I had previous asked if a change in the mileage reimbursement rate required a vote by the Congregation) that approval by the Congregation is not required if the budgeted amount for the item in the Terms of Call is not changed.

*04/06/2018 – TO* Reme Molo, Eli Lopez, and Rev. Kay Huggins, script for Special Congregational meeting to be held 04/08/2018.

*04/09/2018 – TO* Cynthia Chalberg-Hale, request contact info for her son (and member of Second), Jeremy.

*04/09/2018 – FROM* the Presbytery Associate Stated Clerk with documents for the annual records review, which I will attend on April 21, at Emmanuel PC, Dixon, NM.

*04/12/2018 – TO* James Graham requesting contact info for Andrew Medina, Angel Medina, and Mark Moreno.

*04/14/2018 – FROM* James Graham providing his new address in Edmond, OK, and the address of his sons in Phoenix, AZ.

**Membership:**

Session **VOTED** to remove the following from the membership register, for inactivity per **[G-3.0204a]**:

1. Mary Ann (Maestas) Mann, membership date 04/16/1981, Register # 209;
2. Juan Quesada, membership date 03/17/2002, Register # 470.

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

1. Pastor Rob distributed a list of Young Adults from the gathering at Karla & Rob’s on Fri, 04/13/2018. Many are interested in a Young Adult group, and some want to meet weekly! Rob asked us to review the list and add anyone to it we think appropriate.
2. Pastor Rob expressed concern that some members who have usually helped with Fellowship Time after worship are not feeling they are receiving any help.

**BOOKKEEPERS REPORT** – John Van Dyke

Because of his injury, John had little to report, and is hopeful to now working on catching up with his reports, as tax season is over.

**OLD BUSINESS**

1. **Disaster Plan Task Force:** Kris Johnson, Abel McBride, Ruth Montoya – A meeting has been scheduled.
2. **Update to the use of Building sections of Policies and Procedures:** Ruth Montoya, Don Bixby.
	1. Ruth and Don presented updates to the appropriate sections of the Policies and Procedures.
	2. Session **VOTED** to approve the proposes changes which replace 11 pages in the current Policies and Procedures with 5 pages.
3. **Family Promise (FP) lease contract:** George Huggins

a. The FP Board believes the original $1,000 deposit meets the requirements of our proposed $500 deposit and wants to strike the requirement for the $500 deposit. After consideration and discussion, Session **VOTED** to authorize the Clerk of Session to remove that requirement from the contract and discuss background/reasons with FP and to continue with negotiation to the completion of the contract.

b. FP no longer has some items on Attachment B. Session **VOTED** to authorize the Clerk of Session to remove items in Attachment B, edit the contract, and to negotiate with FP and sign the contract.

1. **Enhancement of exterior wall of kitchen and/or kitchen, facing Fellowship Hall** – Anna Torres, Anita Abeyta, Abel McBride, Alma McBride – Some work has been completed, and the first window looks good.

**COMMITTEE REPORTS**

1. **Stewardship & Finance** – Ruth Montoya, John Van Dyke
	1. On Pentecost Sunday, 05/20/2018, we will receive the offering. A portion remains with our Church, which can be used with youth ministry. Elder Ruth Montoya will write an article for our newsletter.
2. **Personnel** – Kris Johnson
	1. Elder Johnson reported that the church has an amazing staff with many initiatives. The committee will meet, soon. All is going well and the Sabbatical committee needs to meet.
	2. We, and other committees, are reviewing cleanliness in the Sanctuary. We believe a lot has been missed in cleaning the rug. The Janitor, or someone, will be assigned extra hours for cleaning. We have a new vacuum, model Shark, that is very impressive (awesome/fabulous). We note that some congregations leave their shoes outside, but doubt that we will need institute that tradition!
3. **Nominating** – Reme Molo and Pat Gilberto
	1. Our New Elder, Eli Lopez, has been ordained and installed.
	2. Pastor Rob has requested a meeting prior to his Time of Renewal.
4. **Mission** –Anna Torres
5. On 04/03/2018, the Mission Committee sent $300 and beading materials to our partner church in Matanzas, Cuba, for their women’s beading group, via the Presbytery’s Cuba Mission Group. That group returned recently, and we have arranged a meeting to receive a report of their activities.
6. The Mission Committee supported the New Mexico Conferences of Churches CIRCO for The Community fund-raising event by purchasing a table for eight for $250. Second Presbyterian Church members scheduled to attend include Ruth Montoya, Mary Montoya, Martha Powers, Anna and Jack Torres, Reme and Beverly Molo, Anita and Ralph Torres, Beverly Chavez. The event is planned for 04/14/2018, from 5:30-8:00 pm at Sandia Presbyterian Church. The event benefits:
* New Mexico Conference of Churches
* Detention Ministry, Catholic Archdiocese of Santa Fe
* New Mexico Pilgrimage for Unity
* Refugee and Asylee Program, Lutheran Family Services
1. **LiveWire** – George Huggins
	1. With the approval of the CHMS Configuration Board, Ruth Montoya was granted access to the CHMS (Breeze) with the role of “Financial.”
	2. The motorized/retractable screen in Fellowship Hall has been disassembled for repairs.
	3. We need church attendants for photo days, May 5 & 6 and May 19 & 20.
	4. Eli Lopez has been added to the Session email discussion group.
	5. We note that there are -some- Committee Chairs who has reviewed their page on our website.
	6. We have acquired a new remote mike that plugs into a ¼” amp input, used in Fellowship Hall.
	7. We have a small mount for the iPod for recording worship, which will remain on the balcony rail.
2. **Hospitality** – VACANT

Comments from Ella Porragas regarding the meeting that she, Abel McBride, and Eli Lopez had with Martha Powers 03/25/2018:

1. When asked, the one thing Martha wants to not do is cleanup.
2. She reviewed the $1,000 Budget, approved by Session.
3. Resources she uses:
	1. Sara Lee Bakery Outlet – 111 Montaño NE
	2. Grocery Stores – reduced bakery items
	3. Shamrock Foods, 1221 S Renaissance BLVD NE, and we have a tax-free card
4. Gil Miranda supplies the paper products. If running low, tell him and he will purchase them.
5. USE 8oz cups.
6. She purchases paper boats from Shamrock. She prefers to use these instead of plates as it prevents spills.
7. When making punch, mix it in a pitcher first. Then pour the mixed punch is serving container.
8. Discourage the use of towels for floor clean up. If these are used, they become stained and cannot be cleaned. There is a bucket under the sink with floor rags.
9. Dishwasher: be sure the dishes are clean before you put them in. As the dishwasher is not run daily, food on the plates can mold.
10. Martha is willing to do the big events.
11. Funeral: There is a written procedure. Martha believes Beverly Chavez has it.
	* 1. Family is to provide the main dish for 100 people
		2. Family is to provide the paper goods
		3. Church will provide the rest
12. Help she currently has. Suggested we talk to each one and see if they are willing to continue:
	1. Jerry Martinez – Coffee
	2. Peggy Esquibel – Helper
	3. Mary Montoya – Helper
	4. Chavela Martinez - Helper

Session **VOTED** to approve Elders Ella Porragas and Eli Lopez as Co-Chairs of the Hospitality Committee

1. **Evangelism & Membership** – Pat Gilberto
2. Rob led an insightful new members class on Saturday, April 14th.  We had Elizabeth and Randall, Kendra and Michael Rubio, and Richard Arndt, as well as Beverly Chavez and Pat Gilberto attended.  The committee provided lunch, and the five attendees are planning to join on Sunday, April 29, 2018.  The group plans to meet with the Session on Tuesday, April 17, 2018.  There are a few others who are still interested in joining.
3. There will be cake for welcoming new members during Fellowship after worship, 04/29/2018, which is also Menaul Alumni Day.
4. We still have about six potential membership inquirers, and we will have another Member class in the fall.
5. **Christian Education** – Anita Abeyta
	1. All is going well.
	2. I usually duo-teach with Karla Woodruff when she teaches.
	3. Teaching vacancies -will- occur in the fall.
	4. VBS will be different in 2018 – like a music class. Volunteers will not need to do any planning/preparation. All will be at First, and the cost will be $600 for music. The dates are 06/11-14/2018, in the evening, and is titled “Arts and Parables.”. It will be inter-generational.
6. **Building & Grounds** – Abel McBride, Reme Molo
	1. Reminder to Hospitality: Deacons are having a luncheon after worship on 04/22/2018, and 04/29/2018 is Menaul Alumni Day.
	2. On our work day, we arrived to a urinal in the men’s room, still running from the night before, and water running down the hall, almost to the entrance to the sanctuary. We mopped up and used vacuum cleaners, set up fans and concluded “When it comes up to cleaning urinal water, you should not stall.”
	3. We have reviewed prices for vacuum cleaners and have acquired a Shark vacuum. Our advice is “Don’t let anyone borrow the new Shark vacuum cleaner, cause then you’d be a loan shark.”
	4. Elder Abel McBride will look for mop pails. Should we look at other pails? “They pale in comparison.”
7. **Worship and Music** –Don Bixby

**Committee Status Update**

After years of support for the Worship Committee, Susie Chang and Dora Martinez have retired from the committee to pursue other interests. Their ideas, energy and historic context will be missed and we offer heartfelt gratitude for their past and current services in support of Second Church.

**Recalling the Celebration of Holy Week**

**Palm Sunday Service** featured a drama depicting Jesus’ entrance into Jerusalem and the ensuing days leading to his trial and crucifixion. The drama was skillfully directed by Marie Kenny. We are grateful to Marie and all of those who participated in the drama. We also gratefully acknowledge the gift of Eco Palms given by Yvonne Gallegos.

**Maunday Thursday** was observed with a candle lit Passover dinner of soup and flat bread in the fellowship hall. Communion was served at each table by Elders and Deacons followed by hand or foot washing. The Deacons were central to the preparation for this event and are held in great appreciation.

**Good Friday** stayed with a powerful tradition when the choir from Church of the Risen Savior joined our choir in the presentation of *Passion of our Lord, according to St. John.* This was a Tenebrae service with extinguishing of the lights using the recently rediscovered candle holder from the basement, and the closing of the tomb.

**Easter Sunday** observances began by greeting the sunrise in the Quiñones Peace garden, decorated with scores ofbutterflies. Pastor Rob led a symbolic service of the resurrection of our Lord and communion. Hymns were accompanied by George Huggins on guitar. This was followed by a hearty potluck breakfast. Arrivals for the regular 10:30 Worship Service were greeted by a spirited Mariachi band, while Kris and Becky Johnson and sons helped folks place flowers in the cross, and then led a procession into the church decorated with Easter lilies and other flowers. The band and choir contributed to a high energy celebration appropriate to the astounding message of an Easter morning.

**New Communion Table** **Glass** --After years of worrying about handling the aging glass on the Communion table it finally broke, though fortunately no one was injured. New tempered glass has been installed, seven times stronger than plate glass, and if broken, will not produce sharp shards.

**Basement/Sound Room Restoration**—all costumes and props are now stored in the basement closets. Orlando Duran and David Lopez are planning the repair of the damaged wall to help keep out dirt from the crawl spaces. Minor upgrades and improvements are still underway. The Sound Room is complete.

**Wanted:**

* Vacuum Sweeper for sanctuary – with attachments
* Steamer and/or steam iron
* 4-sided plastic pails such as those holding detergent or kitty litter
* Additional committee members

Respectfully submitted, Don Bixby, Chair

**CONGREGATIONAL SHARING**

Last Sunday of the month, April 29 – Minute for Mission will be presented by the Committee of the Elder-of-Month.

**CONSIDERATIONS AND ACTIONS FOR THE TIME OF RENEWAL**

1. Session must continually review what Pastor Rob knows and does and ensure that Pastor Kay is well informed.
	1. It is OK for members to call Kay.
	2. A sign-up sheet for managing the Pastor-phone will be provided during the May meeting.
	3. Pastor Rob will have a guidance sheet with hints about how to manage phone calls.
2. Pulpit Supply – Session has previously approved 13 Sundays of pulpit supply. We only have three dates that are not filled: Revs. Susan Quass and John Sitler are possibilities. Rob will ask them. First Sunday of each of the three months of the Sabbatical, Pastor Kay will preach. On the last Sunday of each of the three months, there will be three testimonies by members of the congregation.

There being no further business and no objection to adjournment, Pastor Rob adjourned us with prayer at 8:46pm.

Respectfully submitted,

George T. Huggins, Clerk of Session