**SECOND PRESBYTERIAN CHURCH**

**SESSION STATED MEETING**

**June 19, 2018**

Session of Second Presbyterian Church met for a regular meeting on Tuesday, June 19, 2018, in Fellowship Hall. After prayer at 5:30pm by Elder George Huggins, a potluck dinner was shared. Elder Huggins led us in devotions and opened the business meeting with prayer at 6:15pm, Rev. Dr. Kay Huggins, moderator.

**Present:** *Parish Associate,* Rev. Dr. Kay Huggins, Moderator

*Elders:* Don Bixby, Pat Gilberto, George Huggins, Kris Johnson, Eli Lopez, Ella Porragas

**Excused:** Anita Abeyta, Abel McBride, Reme Molo, Ruth Montoya, Anna Torres, John Van Dyke

**Guests:** Deacon Orlando Duran, Deacon representative.

Session **VOTED** to approve the agenda.

**DEACONS’ REPORT** – Orlando Duran

1. Orlando shared his passion to be a Deacon and that the work of the Deacons is very important in the life of the church.
2. Each Deacon has and uses a membership call list, knowing that it is important to communicate with persons on their call list.
3. Deacon Duran reported that the work of the Deacons is going well, and he shared some of the details of visits by the Deacons to home-bounds. He invited Session to accompany them to visit home-bounds (“Communion of the Last Pew”), and to contact any Deacon to get scheduled.
4. The Deacons would like to have generic “calling cards”. Elder Huggins will draft some for review by the Deacons.
5. The primary date for consideration for the annual Luncheon for Home-Bounds is 09/20/2018. The Deacons will decide in their July meeting.
6. If first-Sunday communion servers are needed, the Deacons go thru the Session list to obtain servers.

Session **VOTED** to approve the minutes of the May 22, 2018, Session Stated meeting.

**CLERK’S REPORT**

1. **Annual Activities yet to be Done/Scheduled:**
	1. Evidence of adequate insurance (G-3.0112)
	2. Report of annual financial review or audit (G-3.0113)
2. **Correspondence:**
	1. 05/23/2018 – TO the Session and Deacons mail groups, notifying them of the updated Policies and Procedures.
	2. 06/11/2018 – TO Covenant PC, requesting Elder Ordination date for Elder Patricia Gilberto.
	3. 06/12/2018 – FROM Covenant PC, stating Elder Ordination date for Elder Patricia Gilberto was 01/16/1994.
	4. 06/17/2018 - FROM Immanuel Presbyterian Church, Clerk of Session, informing us of the request of Sarah Smith to transfer her membership to Immanuel, and requesting us to do same.
	5. 06/17/2018 – FROM Bernalillo County Assessor, requesting submission of Application for Exemption of Property Tax for Non-Governmental Entities for Tax Year 2018.
	6. 06/18/2018 – FROM Iona Barela, requesting when she might be able to schedule completing of finishing the tile in Fellowship Hall.
	7. 06/19/2018 – TO Iona Barela, via email, informing her that Session will consider the replacement of counters in the kitchen, which caused the tile finishing to be suspended to consider possible effect of new counters on the tile.
	8. 06/19/2018 – TO Sarah Smith via email, informing her that we received the transfer request from Immanuel and that we would transfer her membership to them.
3. **Actions on the rolls:**
	1. Session **VOTED** to transfer the membership of Sarah Diane Smith, # 619, to Immanuel Presbyterian Church, Albuquerque NM, by her request.
4. **Family Promise:** 06/13/2018, inquired to report of bedding being found outside their leased area. I spoke with the Executive Director, Laura Combs, who explained that the bedding was moved as soon as she was aware it was outside the leased area and had been used by a client who has a night-shift job. A place for day-sleeping had been found inside the leased area.

**PARISH ASSOCIATE’S REPORT** - Rev. Kay Huggins

Mid May through Mid June

Worship

* Worship: two meetings with the Worship Committee
* Communication with guest pastors and liturgists
* Assisted with Worship according to requests of guest pastors (2 services)
* Planned, conducted, preached and administrated communion (June 3, 2018)
* Preparation of Weekly Bulletins in conjunction with Bev Chavez and Karmen Van Dyke
* Planned Service for Voices from the Pew; oriented all speakers (5 with Rob prior to his departure and 1 individual subsequently)
* No special services, but one special request to do the invocation at the Retirement celebration for John Gilliam on July 2nd

Education

* Attended and gave support as necessary to Vacation Church School at First PC
* Adult classes suspended for the Summer months

Pastoral Care

* One individual pastoral care consultation
* Alerted to and planned a hospital visit for Richard Martinez; however he was released in under 24 hours; will plan follow through
* Two meetings with Deacons - excellent care being extended (as possible) to our Second members unable to regularly attend worship

Administration

* Moderated Session once and attended once
* Checked in with Custodian on various building issues (leaking coolers, building usage)

I am pleased by the general feel of the beginning of this Sabbatical Season. I have received at least three comments, from other than church leadership, that having different preachers is a beneﬁt. I am eager for the ﬁrst Voices from the Pew and regret that I will be away that Sunday.

Please continue to share concerns, joys, annoyances, whatever with me.

Respectfully submitted,

Kay Huggins

**OLD BUSINESS**

1. **Disaster Plan Task Force/ Safe Church Policy Task Force:** Kris Johnson, Abel McBride, Ruth Montoya; Lynn Gatewood – no report
2. **Upgrade of kitchen counters to granite**
	1. Session discussed considerations regarding the counters in the kitchen, including durability, cost, condition of the existing counters, other needs of the facility.

Session **VOTED** to postpone consideration until the next stated meeting when the co-Chairs for Building & Grounds are present.

1. **Use of building by Fuller Center Bike Adventure, 06/22/2018**
	1. Need volunteers to help serve NM dinner to bikers on Friday evening.
	2. Their Saturday departure begins at 5:30am, so Joel suggested yogurt, granola, juice, boiled eggs, etc.
	3. Elder Ruth Montoya’s sign-up sheet to support the bikers was distributed, resulting in most everything being covered. Elder Pat Gilberto will communicate the sign-ups to Elder Montoya.

**NEW BUSINESS**

* + - 1. **Sabbatical Compensation for Beverly Chavez:** $450 was recommended to the Sabbatical Committee but was not presented to the Session.

Session **VOTED** to approve payment of $450 to church secretary, Beverly Chavez, in consideration of extra work and responsibilities during the Sabbatical.

**COMMITTEE REPORTS**

1. **Personnel** – Kris Johnson.
	1. Elder Kris Johnson will continue to communicate with the church secretary about any problems or concerns.
2. **LiveWire** – George Huggins
	1. Pictorial Directory – Moji Studios will be in Fellowship Hall on Sundays, July 1 and 8, 9:30am to 12:30pm, to review photo proofs. The first date was previously June 24. The change to July 1 and 8 will deconflict with holding worship in Fellowship Hall on June 24.
	2. Budget - LiveWire has expended $726.67 of its $2,067.00 budget for 2018, or 35%.
	3. Statistical snapshot from Breeze:
		1. Members: 246
		2. Female Members: 158
		3. Male Members: 88
		4. Baptized Members: 51
		5. Friends: 69
		6. Regular Attenders: 26
		7. Mbrs 80-89 y/o: 3
		8. Mbrs Over 90 y/o: 6
		9. Mbrs 50-59 yrs: 12
		10. Mbrs 60-69 yrs: 6
		11. Mbrs 70-79 yrs: 4
		12. Mbrs 80 yrs or more: 1
		13. 2018 Deaths: 1
		14. 2018 Losses: 9
		15. 2018 Gains: 8

1. **Hospitality** – Eli Lopez, Ella Porragas
	1. The committee is making progress in learning what needs to be done and in providing the organization to support the needs.
	2. Eli and Ella are managing activities of the committee on alternating months.
	3. Most comments received are that the congregation is appreciative of what is available for fellowship hour, and the efforts to provide them.
	4. Participation is good. Ella and Eli continue to request and encourage participation.
2. **Christian Education** – Anita Abeyta (submitted before the meeting)
	1. I think Vacation Bible School was awesome! It was a fresh change.  I still feel the attendance was pretty low.  Unfortunately, we might have to discontinue this event.
3. **Building & Grounds** – Abel McBride, Reme Molo
	1. Elders McBride and Molo were both excused from this meeting. Session noted that the janitor is repairing cracks in the north parking lot and noted the benefit of sealing the parking lot after repair is being completed. Elder Kris Johnson will send a summary email to Reme and Abel.
4. **Worship and Music** –Don Bixby

**The committee met on Monday, June 11, 2018, 10:00 am**

**Call to Order and Opening Prayer by Kay Huggins**

**In attendance:** Kay Huggins, Don Bixby, Karmen Van Dyke, Beverly Chavez, Nancy Montoya, Anita Torres.

**Recalling:** We reviewed past services and were especially pleased with the participation of members of the congregation, especially Sabrina Porragas and our first guest speaker, John Sitler. Anita Torres agreed to send notes of appreciation to pulpit guests through the summer months.

**Planning Ahead:** Discussion of summer services reviewed themes of Rest as Relaxation for June, Rest as Refreshment for July, and Rest as Renewal/Re-engagement for August. All present expressed a high degree of excitement for the worship plans for the period of Renewal, and for the leadership and attention to detail of our Parish Associate.

June 17, Lay Leader: Gloria Mirabel, Joe Mares in the pulpit

June 24, Lay Leader George Huggins, Voices from the Pew Lorraine Romero and Conrad Rocha. Because many will be away, the service will be in the Fellowship Hall.

July 1, Lay Leader: Conrad Rocha. Kay in the pulpit, communion

July 8 Frank Yates in the pulpit

July15 Nelson Capitan in the pulpit

July 22 Takako Terino in the pulpit

July 29 Voices from the Pew Tessie Lopez and Michael Rubio

August 5 Kay in the pulpit, communion

August 12 Ann Edenfield in the pulpit

August 19 Susan Quass in the pulpit

August 26 Voices from the Pew Anita Torres and James Brown

**New Business:**

* Bios of guest preachers will be in the bulletin.
* Bulletin boards were discussed with a plan to replace the Family Promise/Sanctuary foyer bulletin board with the quilt from the Fellowship Hall.
* Presbyterian Music Camp July 23-27, 6-13-years old, register with Karmen Van Dyke or James Yeager j22yeager@gmail.com
* Next Meeting Date Monday July 16, 10am.

**Closing Prayer and Adjournment**

In addition to his written report of the meeting of the committee, Don believes everything is going swimmingly!

**CHECK-IN WITH PASTOR KAY**

Session conversed with the Parish Associate, Rev. Huggins, on how she’s doing during the Sabbatical and she responded that there are no significant concerns that need to be brought to Session.

There being no further business and no objection to adjournment, Pastor Kay adjourned us with prayer at 7:55pm.

Respectfully submitted,

George T. Huggins, Clerk of Session