**SECOND PRESBYTERIAN CHURCH**

**SESSION STATED MEETING**

**July 17, 2018**

Session of Second Presbyterian Church met for a regular meeting on Tuesday, July 17, 2018, in Fellowship Hall. After prayer at 5:20pm by Rev. Kay Huggins, a potluck dinner was shared. Elder John Van Dyke led us in devotions and opened the business meeting with prayer at 6:05pm, Rev. Dr. Kay Huggins, moderator.

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

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

**Excused:** Abel McBride

**Guests:** Lorraine Romero, Deacon representative

Session **VOTED** to approve the agenda.

**DEACONS’ REPORT** - Lorraine Romero

1. The Deacons are working a list of members who have not been seen or contacted in several weeks.
2. 100 members were served communion on 07/01/2018.
3. Lorraine provided an update on visitations to members, and others who have special concerns.
4. Elder Huggins is drafting a generic calling card for use by the Deacons when making calls.
5. 09/20/2018 is the date planned for the annual luncheon for homebounds. Pictures will be taken.
6. The Deacons are acquiring crosses to wear to denote their office and status.

Session **VOTED** to approve the minutes of the June 19, 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. **06/22/2018 – TO** Immanuel PC, Albuquerque: Certificate of Transfer of Sarah D Smith

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

WORSHIP

* One meeting of worship committee
* Communication with guest pastors, liturgists and voices from the pew
* Attendance at all worship services, with the exception of June 25 (preaching in Rio Rancho); conducted welcome/announcements, children’s moment, and prayer requests and prayers of the people
* Planned, conducted, preached and administered communion on July 1, with Elder Conrad Rocha
* Weekly preparation of bulletin with Bev Chavez and Karmen Van Dyke
* There was one memorial and graveside service conducted by Rev. Joe Mares
* Offered opening prayer at the Retirement Service of John Gilliam

EDUCATION

* Coordinated and moderated the report from GA following worship on July 15, 2018

PASTORAL CARE

* Three nursing home visiting with family of Toni Heim, as she slowly approached her death
* One visit with Oliva Molo during her hospitalization
* One visit with Esther Bernard
* Monitoring three emerging pastoral care situations; will arrange to take communion to Alicia Montoya’s mom likely within the week.
* One meeting with Deacons

ADMINISTRATION

* Moderated one session Meeting
* Assisted with the development of the “Sabbatical Timeline”
* Continued discussion with Custodian especially RE: sealing of parking lots

I continue to feel that the expectations placed on me are easily managed. I am enjoying deepening my relationship with congregational members...and observing more closely the natural systems of relationships within the congregation.

**BOOKKEEPERS REPORT** – John Van Dyke

John had no reports to distribute and reported that Income & Spending have been completed for June, and is making progress in getting caught up. He will place reports in the Elders’ mailboxes in Fellowship Hall by Sunday, 07/22/2018.

**OLD BUSINESS**

1. **Disaster Plan Task Force/ Safe Church Policy Task Force:** Kris Johnson, Abel McBride, Ruth Montoya; Lynn Gatewood (this item is scheduled to be active on the agenda in September, to allow time for work)
2. There followed a discussion of substance regarding an unsafe incident in another church. Children, Youth, and Families Department was notified and responded, resulting in probably the best possible outcome.
3. **Upgrade of kitchen counters to granite:**
	1. Session **VOTED** to table consideration.

Session **VOTED** to direct the Moderator to contact Iona Barela regarding her wishes for acknowledging of the completion of the tile project in Fellowship Hall.

1. **Increase Communication/Coordination among groups in Second:** There was consensus to share information with whomever you think should hear it, that we perceive a positive trend of communication, and to keep it up.

**NEW BUSINESS**

* + - 1. **Guidance on Presentations in Fellowship Hall after Worship:** Elder George Huggins, Clerk of Session, will draft the guidelines and present them during the August Stated Meeting of Session.
			2. **Date Change for August Stated Meeting (Aug 21):** There was consensus to change the date for the August Session Stated Meeting to Tuesday, 08/14/2018.
			3. **Jennifer Atencio-Wilson would like to use Fellowship Hall for celebration of life of grandfather of Jennifer’s husband, July 21. Bev Chavez will open/close for family:** Session **VOTED** to approve use of Fellowship Hall on Saturday, 07/21/2018, for a gathering of the family of Jennifer Atencio-Wilson to celebrate the life of a deceased relative.

**COMMITTEE REPORTS**

1. **Mission** –Anna Torres

1. The Habitot House (kids playhouse) from Shepherd of the Valley Presbyterian Church was delivered to Second Presbyterian Church for viewing on Sunday, July 8. Raffle tickets for the Habitot House, a quilt and a chance to stay at a condo were sold after church on July 8 and 15. Second, along with other local churches, is partnering with the annual Chile Fest at Shepherd of the Valley on August 25th and 26th. Proceeds will benefit Habitat for Humanity.

2. Mission Committee has agreed to participate at Chile Fest in the following two ways:

* Participating at a variety of booths, e.g., the Book Sale or Bake Sale. Members of the church can sign up for assisting on either of these two days.
* This year, Second will also host a table with information on our church and the mission projects we support, both locally and internationally. We will be participating in the “Alternative Gift Market”, where we will focus on fund raising for two of our partner projects. Mission Committee has agreed to feature New Mexico Faith Coalition for Immigrant Justice and the Mobile Food Pantry.
	+ Samples of our gift cards:

 New Mexico Faith Coalition for Immigrant Justice - Feed an Asylee - $25

 Clothing for An Asylee - $25

In partnership with New Mexico Faith Coalition for Immigrant Justice, when we host an asylee at our church, this would help provide food and clothing during their brief stay.

 Mobile Food Pantry - Feed a Family -$25

In partnership with Mobile Food Pantry, this donation would assist in providing food for participating families.

3. There are two missionaries from the seminary in Matanzas, Cuba, who will be visiting the Presbytery of Santa Fe from July 24 -31. They will be attending the Presbytery meeting in Peñasco on July 28 and preaching at Westminster Presbyterian Church in Santa Fe on Sunday, the 29th. They would like to meet with as many local churches during their visit and Second could possibly host a small reception one evening or afternoon on July 25 or 26.

Respectfully submitted by Anna Torres, Committee Chair

An Open House for the missionaries from the seminary in Matanzas, Cuba, was scheduled for Wednesday, 07/25/2018, 2:00pm, in Fellowship Hall.

1. **LiveWire** – George Huggins
	1. Pictorial Directory – Moji studios is drafting the directory, using pictures taken during their photo shoots, and other pictures supplied by us. We will review the draft and seek reviews by others.

Elder Huggins sought guidance on who should be included in the directory, and Session requested the widest possible consideration be given to including all members and friends of Second.

* 1. Budget - LiveWire has expended $726.67 of its $2,067.00 budget for 2018, or 35%.
	2. Statistical snapshot from Breeze:
		1. Members: 245
		2. Female Members: 158
		3. Male Members: 87
		4. Baptized Members: 51
		5. Friends: 69
		6. Regular Attenders: 26
		7. Mbrs 80-89 y/o: 4
		8. Mbrs Over 90 y/o: 8
		9. Mbrs 50-59 yrs: 11
		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
	3. Automated voucher is ready to go online for optional use when Paying Treasurer, Stewardship/Finance are ready.

1. **Hospitality** – Eli Lopez, Ella Porragas
	1. Elders Eli Lopez and Ella Porragas reported that they are alternating responsibility from month-to-month.
	2. They are extremely pleased and appreciative of the helpfulness of Peggy Esquibel. “She is fantastic!”
	3. The members (helpers) of Hospitality will be recognized, during worship and other appropriate occasions.
2. **Evangelism & Membership** – Pat Gilberto
	1. Elder Gilberto reported that it is important to notify members and friends of activities in the life of the congregation, and that timing of that notification is an art, with sometimes unpredictable results.
	2. The Committee will meet in August.
3. **Christian Education** – Anita Abeyta
	1. We are planning to present a video for safe church in August.
	2. Church school will begin on Sunday, 09/09/2018.
4. **Building & Grounds** – Abel McBride, Reme Molo
	1. We ordered work on the air conditioning last week. A leak was found in an outside A/C unit. There will be extensive work to find the leak.
	2. We continue to investigate sealing the parking lots. Rev. Kay asked our janitor to research the effort. Our janitor reported that if he did the job, there would be at least between $285 and $300 for equipment and clothing, and would take about a day for each parking lot. Add in supplies other expenses and cost could be up to $3,000. The janitor will also get a contract bid.
	3. We already have paint and a tool for parking lines stripping.
	4. There is possibly a leak in the evaporative cooler on the north side of the roof, as there is drainage into the Peace Garden drain pipe.
	5. Acquisition of commercial grade round tables for Fellowship Hall remains on our work list.
	6. Replacement of flooring in Sunday School room.
5. **Worship and Music** –Don Bixby

**Recalling:** Great satisfaction with the services during the last month with special appreciation to Kay for developing liturgical context for the guest speakers. Thank you to all the Liturgical Leaders and Voices from the Pews.

**Other Old Business:**

* Visitor cards are in process and *Upper Room* subscription was a double shipment. Please use whenever possible.
* Men’s breakfast on July28 (cancelled), set-up for Sunday service will be on Friday at 1:00 with details on Sunday morning.
* Honoring 50+ members in September 16th
* Homebound luncheon by Deacons September 20th
* Thank you notes to guest speakers are being sent by Anita Torres.
* Presbyterian Music Camp July 23-27, 6-16 year olds, register with Karmen or James Yeager j22yeager@gmail.com

**Planning Ahead:**

July 22 Takako Terino in the pulpit LL. Willy Chavez

July 29 Kay is Liturgical Leader, VFTP Tessie Lopez and Michael Rubio in Fellowship hall. Still plenty of

 ice cream

August 5 Kay in the Pulpit, LL. Abel McBride, Communion

August 12 Ann Edenfield in the pulpit, LL Kris Johnson

August 19 Susan Quass in the pulpit, LL Randall Korver-Glenn

August 26 Kay is liturgical leader, VFTP James Brown and Anita Torres in Fellowship hall. Still plenty of

 ice cream

September 2 **Planning for the celebration of the return of Renewed Pastor, Communion followed by potluck lunch.**

**New Business**

* Renewal Timeline Display initiated
* Sign-up sheets for ushers and flowers posted.
* **Next Meeting Date August 13, 10 am**
1. **Stewardship & Finance** – Ruth Montoya, John Van Dyke
	1. Scheduling, communications, and cooperation among the offering counters is working smoothly. We are recruiting more counters, slowly. Our goal is to deposit the offering before Noon on Monday.
	2. Our 2019 Stewardship Campaign is on the planning horizon and we will soon order envelopes. Givers who want envelopes will maintain their number. We will provide envelopes in the pews.
	3. The Contributions module of Breeze is working well.

**CONGREGATIONAL SHARING**

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

There being no further business and no objection to adjournment, Session dismissed ourselves with corporate prayer at 7:47pm.

Respectfully submitted,

George T. Huggins, Clerk of Session