

Brown County Presbyterian Fellowship
Session Meeting Minutes
January 13, 2022

I. Call to Order

Moderator Rev. Dr. Scott Seay called the meeting to order at 6:33 p.m. by Zoom videoconference. He provided an agenda and it was adopted by acclamation. This was a **regular meeting** of Session.

II. Roll

Present: Rev. Dr. Scott Seay (Moderator); Ruling Elders Bill Boyle, Diane Burnett, Jane Gore, Tim Sparks, and Olivia Toler

Absent: Dr. Steve Junken

Guest: Bob Young

Pastor Scott confirmed that a quorum was present.

III. Opening Prayer

Pastor Scott opened the meeting with prayer.

IV. Minutes and Clerk's Report

A. Moved and seconded (Boyle, Sparks) to approve the minutes from the November 22, 2021. **Carried unanimously.**

B. Pastor Scott reported that he and Elder Junken had met to prepare the annual report of the congregation for the Presbyterian Church (USA). The report will be submitted by the January 31, 2022 deadline.

C. Pastor Scott reported that expected Letter of Transfer for Dick and Cindy Peck has been received. He will arrange with them for a time during Sunday morning worship to welcome them as active members of the congregation.

V. Old Business

A. On January 11, Pastor Scott sent by e-mail attachment the Appropriate Sexual Conduct Policy for BCPF, reporting that he would work with Elder Junken to secure the signatures of all persons regularly doing work on behalf of the church. The denomination requires that the signature certificates be kept on file with the Clerk of Session annually.

- B. The Session discussed progress on appointing Rev. Mac Bellner as Assistant Pastor. Session previously agreed to the terms of a contract and Pastor Mac has agreed. Remaining are the background and reference checks by the Presbytery Committee on Ministry. Moved and seconded (Sparks, Toler) that Pastor Mac be appointed Assistant Pastor according to the contract terms beginning February 1, 2022, pending the successful completion of background and reference checks by the Committee on Ministry of the Presbytery of Ohio Valley. **Carried unanimously.** A copy of her contract is attached to these minutes.
- C. Session reviewed the materials for the upcoming Corporate and Congregational meetings, sent out to the congregation by e-mail attachment on January 8, 2022. Two typographical errors were corrected. Session generally agreed that we are ready for these annual meetings.

VI. New Business

- A. Bob Young addressed the Session about the possibility of sponsoring Chamberfest Brown County. Discussion followed. Moved and seconded (Burnett, Sparks) that BCPF sponsor Chamberfest Brown County for the 2022 season for a contribution of \$2,000.00. **Carried unanimously.** A committee will be formed to work with Chamberfest leadership to host a concert at the church on Sunday, August 14, 2022. Volunteers include: Bob Young, Diane Burnett, and Jane Gore. Other may be included. Bob Young agreed to follow up with Chamberfest leadership.
- B. Session discussed conducting a needs assessment for new lighting and sound equipment for the chancel area in the sanctuary. The matter was referred to the trustees for their consideration. Pastor Scott agreed to follow up with the trustees.
- C. Pastor Scott reported that the 2022 pictorial directory will be available this Sunday. Those living at a distance will receive their copies by USPS.
- D. Pastor Scott expressed appreciation Elder Toler, who is completing six years of service, including time as Clerk *pro tempore*. According to the By-Laws she must sit-out for one year. Other members of Session also expressed their appreciation.

VII. Next Meeting

The next regular meeting of the Session will be held on **March 24, 2022 beginning at 6:30 p.m.** in-person in Fellowship Hall and by Zoom videoconference.

VIII. Adjournment

Moved and seconded (Sparks, Toler) that Session adjourn following prayer. **Carried unanimously.**

IX. Closing Prayer

Elder Boyle closed the meeting with prayer. The meeting adjourned at 7:20 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Scott D. Seay". The signature is written in dark ink and is centered below the text "Respectfully submitted,".

Rev. Dr. Scott D. Seay
Moderator and Clerk *pro tempore*