

Stated Session Meeting
July 28, 2022
Brown County Presbyterian Fellowship

Elders Present:

Class of 2022	Class of 2023	Class of 2024
	Diane Burnett Jane Gore	Bob Young

Staff and Guests: Rev. Dr. Scott Seay, Moderator; Elder Susie Russell, Clerk of Session *pro tempore*; and Leona Tilton

Absent: Elders Bill Boyle and Tim Sparks were absent.

CALL TO ORDER

Pastor Scott called the meeting to order at 6:26 PM for the in-person meeting at the church. He provided an agenda which was adopted by acclamation. This was a regular meeting of Session.

Susie Russell, Clerk of Session *pro tempore*, confirmed that a quorum was present.

LESSON & OPENING PRAYER

Pastor Scott led a discussion about an article, "*Small But Steady Witness: Big Lessons From Little Churches*," by Katy Shevel. The discussion was concluded with an opening prayer by Pastor Scott.

CLERK'S REPORT

MOTION - was made by Jane Gore and seconded by Bob Young to approve the minutes of the May 12, 2022 Session meeting - **Passed unanimously**

MOTION - was made by Bob Young and seconded by Diane Burnett to approve the appointment of Susie Russell as Clerk of Session - **Passed unanimously**

TREASURER'S REPORT

Treasurer Jane Gore briefly commented on the financial reports distributed in advance of the meeting. Session received the reports with profuse "thanks" to Jane.

MOTION - was made by Bob Young and seconded by Susie Russell to approve the Treasurer's report - **Passed unanimously**

**Brown County Presbyterian Fellowship
2022 Operational Budget Summary**

	Jan 1 - Jul 28, 2022	Budget YTD	Annual Budget
Operating Income	69,460.58	59,435.81	148,419.86
Operating Expense	69,337.92	73,758.95	148,419.86
Income or (Loss)	122.66	(-13,758.95)	0.00

A concern was expressed that Pastor Mac was not being adequately compensated for her mileage when conducting pastoral care. Pastor Scott offered to use some of his travel funds to pay for Pastor Mac's fuel expenses. Jane Gore stated that Pastor Mac's contract included \$1,000 for travel expenses which have not been used yet. Jane will discuss this with Pastor Mac and distribution of funds

PASTOR'S REPORT

Pastor Scott reported the following: (since the last Session meeting on May 12, 2022)

- Preached & led worship 10 of 11 Sundays; the Lord's Supper was observed in three worship services.
- Continues to lead a Sunday morning comparative study of the Gospels; and weekly, Wednesday night online study of Acts. Participation has varied due in part to summer activities.
- Has developed a good partnership with Pastor Mac since she began in February; Pastor Mac has been working mainly in pastoral care and sharing worship leadership.
- Hopes to resume in-person attendance at Presbytery of Ohio Valley assemblies.
- Reformatted and organized Session meeting minutes from 2019-2022 to give to new Clerk of Session Susie Russell.
- Due to overcommitment of assignments during this past spring semester at CTS, Pastor Scott has made adjustments to his portfolio of responsibilities.
- CTS is experiencing a budget crunch in the current fiscal year resulting in significant changes in the library.
- The Doctor of Ministry (DMin) degree program is exploding. Six students finished dissertations in May, and 12 new students arrive next month to begin the program. Enrollment stands at 29.
- Pastor Scott is scheduled for vacation August 4-17, traveling to Austria and Bavaria; Pastor Mac will cover in his absence.

Pastor Mac earlier informed Pastor Scott of her visitations with various congregants, including Marcia Smith and Maurice Wright.

GOD'S GRACE

On The Road Again event is Saturday, July 30th from 9AM - 1PM. Mary Kilgore needs volunteers. Pastor Scott will send an email to the congregation asking for volunteers.

TRUSTEE REPORT

No report

OLD BUSINESS

- A. Pastor Scott and Susie Russell will work on getting required signatures on the Appropriate Sexual Conduct Policy form from all church employees, officers and leaders.
- B. The ChamberFest Brown County concert series begins Sunday, August 14th at 7PM. Brown County Presbyterian Fellowship is hosting the first concert. Bob Young is the church contact.

PERSONNEL

- A. A Stated Supply Agreement for Pastor Scott for 2022-2023 was distributed. Jane Gore corrected the amounts listed for Cash Salary and Fuel Allowance. Cash Salary should be \$28,970 and Fuel Allowance should be \$4,800.

MOTION - was made by Bob Young and seconded by Susie Russell to approve the contract with corrections - **Passed unanimously**.

- B. An Employee Contract for Dr. Sean Cavanaugh was distributed. It was noted that the mileage rate will be reimbursed at the federal POV rate. Additionally, Session decided to modify the position to Church Pianist & Music Director.

MOTION - was made by Bob Young and seconded by Diane Burnett to approve the contract with corrections - **Passed unanimously**

- C. Pastor Scott informed Session that A. Paul Johnson loves BCPF and would like a permanent organist position with the church. Session discussed a contract for Mr. Johnson.
- He currently receives \$200.00 per week (includes mileage).
 - He is currently defined as a subcontractor and taxes are not withheld from his salary; additionally, his salary is covered by an anonymous donor.
 - Mr. Johnson will not be paid when he is absent.

MOTION - was made by Bob Young and seconded by Susie Russell to approve a contract for A. Paul Johnson - **Passed unanimously** (NOTE: Session approved Pastor Scott to write the contract with the agreed upon terms)

NEW BUSINESS

- A. Scholarship for DMin student(s) at CTS - Pastor Scott explained that DMin students from Disciples of Christ and United Church of Christ currently pay only 50% of the tuition required for the doctorate program (\$13,000.00); students from other denominations pay the full tuition amount. Pastor Scott asked Session to consider offering some kind of scholarship to Presbyterian DMin students.

Two Presbyterian students are entering the DMin program this fall; both candidates could benefit from any kind of assistance offered. Following discussion about the DMin program at CTS, Session decided to offer financial assistance to both Presbyterian students.

MOTION - was made by Bob Young and seconded by Jane Gore to approve two \$2,500.00 scholarships to the DMin Presbyterian students at CTS - per academic year - **Passed unanimously**

Session will review these scholarships annually. Each student must be an ordained Presbyterian minister with the PCUSA. Payments will be made directly to the seminary.

- B. Diane Burnett recommended a Work Day on August 20th to clean Fellowship Hall and the grounds around the church and parking areas.
- C. **MOTION** - was made by Bob Young and seconded by Diane Burnett to approve Pastor Scott's vacation of August 4-17, 2022 - **Passed unanimously**
- D. Cindy Peck will document prayer concerns during worship services when she is available; otherwise, Jane Gore will continue to do it.

ANNOUNCEMENTS

- A wedding shower and potluck lunch for Sean Cavanaugh & Kait Lee is scheduled for Sunday, July 31st immediately following the worship service. Chicken, dessert and drinks will be provided.
- The Cavanaugh/Lee Wedding is scheduled for Saturday, September 3rd at 4PM in the amphitheater.

NEXT MEETING

- The remaining Session meetings for 2022 are scheduled for September 22nd and November 10th.

CLOSING

Bob Young closed the meeting with prayer at 8:28 PM.

Respectfully submitted,

Gratefully approved,

Elder Susie Russell
Clerk of Session

Rev. Dr. Scott D. Seay
Pastor & Moderator of Session