

SESSION PACKET

Stated Session Meeting
January 17, 2023



TRINITY

PRESBYTERIAN
CHURCH

_____ Approved
_____ Approved with Amendment

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Agenda and Upcoming Dates

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**SESSION AGENDA
TRINITY PRESBYTERIAN CHURCH
January 17, 2023**

CALL TO ORDER & DECLARATION OF QUORUM

Rebekah LeMon

DEVOTION

Tanner Adams

MOTION to approve Consent Agenda

Rebekah LeMon

- Agenda
- Stated Session Minutes from November 15, 2022
- Called Congregational Meeting Minutes from December 11, 2022
- Statistical Report
- Financial Report
- Worship Attendance Report

CLERK'S REPORT

David Carr

MODERATOR'S REPORT

Rebekah LeMon

SPECIAL ORDERS & REPORTS

OPEN FORUM

PRAYER AND DEPARTING BLESSINGS

Andrew Esqueda

UPCOMING DATES		
Communion	February 5, 2023	
Presbytery of Greater ATL Mtg.	February 11, 2023	
Session Meeting	February 21, 2023	
Session Retreat	Details TBD	
Communion	March 5, 2023	
Session Meeting	March 21, 2023	
Congregational Meeting	March TBD, 2023	

**STATED SESSION MEETING MINUTES
TRINITY PRESBYTERIAN CHURCH
November 15, 2022**

CALL TO ORDER / DECLARATION OF QUORUM

Rebekah LeMon

The stated Session meeting for Trinity Presbyterian Church on November 15, 2022, was called to order in the old Fellowship Hall at 7:07 PM by the moderator, Rebekah LeMon. The clerk, David Carr, confirmed the presence of a quorum, Rebekah opened the meeting with prayer and then invited Kristin Hunter to the podium for the night's devotion.

DEVOTION

Kristin Hunter

Kristin Hunter shared insights gleaned from the Bryan Stevenson lecture as well as from her recent experience volunteering at the metro re-entry facility. She discussed the need to slow down and recognize moments of grace as they occur rather than speeding through life, viewing everything as a task to be completed, and missing opportunities to reflect as life unfolds (no matter how it unfolds). She recalled the words of Gwendolyn Brooks who wrote, "Conduct your blooming in the whip and noise of the whirlwind." To see and appreciate others—and life in general—we must practice the discipline of being present.

OMNIBUS MOTION TO APPROVE CONSENT AGENDA

Rebekah LeMon

Rebekah LeMon directed Session members to the omnibus motion in the meeting packet. Rebekah asked if any items needed to be pulled. There was no discussion. The motion carried without any opposition.

MODERATOR'S REPORT

Rebekah LeMon

Rebekah LeMon (moderator) began her report with a word of gratitude for those involved in the planning of all Trinity's recent events. The Bryan Stevenson lecture was an incredible success—not just for our church but for our entire community. The church has received many notes of thanks from individuals outside our congregation, and a few lecture attendees have also joined us in worship for the first time. Rebekah gave special thanks to David Merritt and David Caldwell for everything they have done the last few weeks (and months), and she also commended the committee that planned the Kittrell lecture. Lastly, she thanked the Trinity hospitality team, the Pastor's Aid Committee, and many other church staff for their help with recent memorial services.

Next, Rebekah announced that the infrastructure work is not quite complete, but there is an end in sight. The end date will likely be sometime this Spring. She also noted that the College of Elders dinner was a wonderful opportunity to meet and talk with lay leaders of the church about the recent "church priorities" work.

With regard to committee work, Rebekah announced the recent nominations of Tom Adams and Mary Elizabeth Jackson to the church's Nominating Committee. Nominations are still open for the at-large seat on that committee. She also thanked the Finance Committee for taking the time to walk Session through Trinity's budget processes and to explain how this season's budget planning work may differ slightly from last year's process.

In personnel news, Rebekah announced that today (November 15th) was Mary Kate Syke's last day. She also noted the recent hiring of her new Executive Assistant (MacKenzie Atkinson) who has already started and has great experience, spirit and energy for the work. We also hired a sound and audio tech (Will Gianinni) who will provide support on Sunday mornings as well as weddings and funerals.

Next, Rebekah reminded Session of two ongoing searches: 1) a replacement for Mary Kate Sykes and 2) a worship and music assistant. She also noted that Paige Keller has announced that this will be her last year as Director of Trinity Presbyterian Preschool. She will serve until the end of the 2022-2023 school year.

CLERK'S REPORT

David Carr

David Carr directed Session members to the Worship and Attendance Form and other important information in the Session packet. He also provided an update on Trinity's fractional real estate deal with the City of Atlanta. The closing paperwork has been signed, and the church has received payment from the city.

David passed around a member contact sheet and requested Session members provide updates as needed, and he announced that no Session meeting will be held in December 2022. The next regular meeting will be held on January 17th.

Next, David reminded Session of the need to call a congregational meeting on Dec. 11th for the purpose of voting on the new nominees to the church nominating committee (Tom Adams, Mary Elizabeth Jackson, and Alex Erwin). Their proposed terms will run from January 2023 – December 2025.

MOTION: Call a congregational meeting on December 11th for the purposes of voting on new nominating committee members.

John Shepherd moved, Laura Bynum provided a second, there was no discussion, and the motion was approved unanimously.

Lastly, David expressed gratitude to Session members who have supported our staff by helping with various administrative tasks and ensured the Kittrell lecture and the College of Elders event were successful. He also echoed Rebekah's thanks for the church's Care Committees who have stepped up during this season of memorial services. He referred to the Care Committees as "the quiet, steady heartbeat of the church," and he noted that we are better off because of their service. Finally, he gave thanks for the staff who are shorthanded and to Rebekah for her leadership, energy and impact on this faith community.

SPECIAL ORDERS & REPORTS:

Trinity Fellow Report

Emily Beaver

Emily Beaver reflected on her time at Trinity thus far. Emily is a seminary student at Columbia pursuing a Master of Divinity degree. She is on the ordination track and feels her call is pastoral care. In her role as a Youth and Family Ministries Fellow at Trinity, she supports Andrew across all aspects of his work with the church's youth. She expressed thanks for the wonderful staff at Trinity and gratitude in being part of the church community.

November Presbytery Meeting Recap

Tom Adams, Jr.

Tom Adams gave an update on the November Presbytery meeting which convened in person at Korean Central Presbyterian Church. He noted the beauty of their sanctuary and their vibrant musical traditions. It was the first fully in-person meeting of the Presbytery since the start of the pandemic. The theme for the meeting was empowered servant leadership, and Andy James was installed as the Clerk of the Presbytery. Several new teaching elders were also installed, and a report of new church development was presented. On the business side, a change to the book of order (related to discipline) was adopted to improve accessibility, and an increase to the Presbytery per capita rates was announced. Lastly, Kevin Lacson was approved to advance from

Inquirer to Candidate, and Lucy Strong was approved as Trinity's Associate Pastor for Mission and Engagement.

Mission Council

Velma Tilley

On behalf of the Mission Council, Velma Tilly presented the following motion from Faith in Action:

MOTION: Trinity will enter into a Covenant Agreement with Healing Communities USA Georgia and the Multifaith Initiative to End Mass Incarceration. By entering into this agreement, Trinity would become a Station of Hope for citizens returning to the community from incarceration.

Practically speaking, Trinity will provide grocery store gift cards to needy individuals who are referred to us through this network. Since this is an outreach Trinity already provides, Trinity has the structure in place to serve in this role, with funding through the annual Mission budget. The motion was approved unanimously.

Finance

Mark Stancil

Mark Stancil presented the October 2022 financial statement summary and a summary analysis of operations. He noted that we are in a favorable position in terms of our budget and pledged income is ahead of where we were at this time last year. Mark also updated Session on the TPP's budget and highlighted their positive financial standing despite sector-wide staffing challenges.

Next, Mark explained a few changes to Trinity's budget planning process for the coming year. He noted that committee chairs and staff liaisons will be asked to 1) generate proposed budgets—based on a flat amount—which outline their respective committee priorities and 2) generate proposed budgets—without specific funding constraints—that outline the work their respective committees would do if additional funds were made available.

OPEN FORUM

Tom Adams noted that CFM needs more volunteers to teach the Children's Sunday School classes. Bonnie Holliday invited Session members to go Christmas Caroling with other Trinity members on December 4th and to attend the Drive-Through Christmas Pageant on December 11th. Julie Hope reminded Session to visit the Christmas Market on December 4th.

CLOSING PRAYER AND DEPARTING BLESSINGS

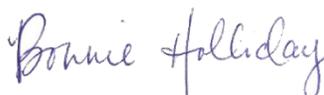
Lucy Strong

A motion was made and affirmed to adjourn the meeting. Lucy Strong closed the meeting with prayer. The meeting adjourned at 8:29 pm.

Respectfully submitted,



David Carr
Clerk



Bonnie Holliday
Assistant Clerk

Trinity Presbyterian Church Session In-person Attendance (In Bold), November 15, 2022:

Name	Name	Name
Adams Jr., Tom	Roxanna Erwin	Reid Willingham
Bynum, Laura	Ginny Hobbs	Kenny Kraft
Carr, David – Clerk	Bonnie Holiday – Asst. Clerk	Kristin Hunter
George, Bess	Richard O’Donnell	Tom Owens
Guerry, Bill	Trey Reese	John Shepard
Hope, Julie	Lane Rhoden	Martha Craft
Jackson, Mary Elizabeth	Allen Spetnagel	Drew Timmons
Lewis, Dale	Cindy Stancil	Tanner Adams (youth)
Shepherd, John	Adair White	Duskin Balch (youth)
Tilley, Velma	Neal Williams	Meredith Daniel
		Allen Moseley
		Chris Suh
Staff Attendees:	Other Attendees:	Guests
Rebekah LeMon-Moderator	Mark Stancil	
Elizabeth Davis		
Lucy Strong		
Emily Beaver (Fellow)		

CONGREGATIONAL MEETING MINUTES
TRINITY PRESBYTERIAN CHURCH
Sunday December 11, 2022

CALL TO ORDER/DECLARATION OF QUORUM

Rebekah LeMon

After the closing hymn in the 11:00 AM worship service, Rebekah LeMon, Moderator, called to order the Congregational Meeting for the purpose of receiving a slate of names to serve as the Class of 2025 on the Nominating Committee. David Carr (Clerk of Session) declared a quorum of in-person congregants for conducting this business.

NOMINEES FOR THE CLASS OF 2025 NOMINATING COMMITTEE

David Carr

David Carr, filling in for Jack Calhoun (Chair of the Nominating Committee) shared the following background in anticipation of the motion.

The Nominating Committee is a standing committee of nine members charged with preparing elder slates for the Session every year but may also prepare slates for other congregational committees.

The nine-member Nominating Committee is further divided into three classes serving 3-year terms. Two members of each class come from the Session's graduating class and one at-large member from the congregation.

The nominees for the Nominating Committee Class of 2025 are Tom Adams and Mary Elizabeth Jackson, nominated from the Session Class of 2023 and Alex Erwin, nominated from the congregation as the at-large member. Once elected, these nominees join Eric McGilvray, Richard Powers, Esther Stokes, Kim Mansfield, Jack Calhoun, and Lacey Jordan on the Nominating Committee.

MOTION

Rebekah LeMon

Before reading the formal motion, Rebekah reminded the congregation that the motion comes formed by the Clerk with direct input from the Session, Congregation, and pastoral staff.

MOTION: We move that Tom Adams, Mary-Elizabeth Jackson and Alex Erwin be approved to serve as Session and at-large representatives on the Nominating Committee Class of 2025.

The motion was seconded by Mary Kelly Speed. Rebekah asked if there were any nominations from the floor. None were given. The motion was approved without objection.

ADJOURNMENT

Scott Calhoun provided a motion to adjourn. Cindy Ferguson seconded the motion which was approved unanimously. The meeting adjourned at 11:59 am.

Respectfully submitted,



David Carr
Clerk of Session



Bonnie Holliday
Assistant Clerk of Session



Rev. Rebekah LeMon
Moderator

TRINITY PRESBYTERIAN CHURCH
Worship Attendance 2022

	Livestream Views	Video Views	Total Online	9 am Person	11 am Person	Total In-Person	TOTAL ATTENDANCE	NOTES
January 2, 2022	148	246	394	n/a	74	74	468	Communion one service at 11
January 9, 2022	126	351	477	n/a	94	94	571	baptisms
January 16, 2022	0	0	0	n/a	n/a	n/a	0	inclement weather - service cancelled
January 23, 2022	140	324	464	n/a	111	111	575	
January 30, 2022	183	118	301	n/a	60	60	361	
February 6, 2022	176	211	387	n/a	134	134	521	communion
February 13, 2022	190	268	458	n/a	141	141	599	baptism
February 20, 2022	148	182	330	n/a	100	100	430	
February 27, 2022	210	233	443	n/a	122	122	565	Children's Sabbath
March 6, 2022	137	289	426	n/a	132	132	558	communion
March 13, 2022	52	142	194	n/a	146	146	340	baptism/daylight saving begins
March 20, 2022	251	436	687	n/a	304	304	991	Youth Sunday/Confirmation
March 27, 2022	32	124	156	n/a	394	394	550	Spring Music @ 11 (no recording)
April 3, 2022	350	212	562	n/a	422	422	984	Communion /Announcement by PNC
April 10, 2022	176	143	319	n/a	203	203	522	Palm Sunday/Communion
April 14, 2022	50	48	98	n/a	57	57	155	7:30 pm service - Maundy Thursday
April 15, 2022	65	75	140	n/a	n/a	n/a	140	noon service - Good Friday
April 17, 2022	282	408	690	n/a	815	815	1505	Easter
April 24, 2022	219	268	487	n/a	223	223	710	Choir Festival Sunday
May 1, 2022	159	146	305	n/a	169	169	474	Communion
May 8, 2022	145	190	335	n/a	161	161	496	Mother's Day
May 15, 2022	357	418	775	n/a	404	404	1179	Rebekah LeMon's 1st Sunday
May 22, 2022	469	342	811	n/a	261	261	1072	Elder Ordination Installation
May 29, 2022	131	147	278	n/a	95	95	373	Memorial Day
June 5, 2022	164	165	329	n/a	162	162	491	
June 12, 2022	234	201	435	n/a	164	164	599	
June 19, 2022	210	289	499	n/a	139	139	638	
June 26, 2022	205	202	407	n/a	147	147	554	
July 3, 2022	90	111	201	n/a	118	118	319	July 4 Weekend/ One service at 10
July 10, 2022	177	84	261	n/a	209	209	470	One Service at 10
July 17, 2022	144	131	275	n/a	130	130	405	One Service at 10
July 24, 2022	216	133	349	n/a	150	150	499	One Service at 10 in Williams Hall
July 31, 2022	148	73	221	n/a	290	290	511	One Service at 10 in Williams Hall
August 7, 2022	152	122	274	n/a	180	180	454	One Service at 10 in Williams Hall
August 14, 2022	50	76	126	n/a	125	125	251	One Service at 10 in Williams Hall
August 21, 2022	n/a	62	62	n/a	222	222	284	One Service at 10 in Williams Hall/ live stream didn't work
August 28, 2022	n/a	42	42	n/a	216	216	258	One Service at 10 in Williams Hall/ sound didn't work - sermon recorded later
September 4, 2022	87	40	127	n/a	128	128	255	Labor Day Weekend / One service at 10 am
September 11, 2022	119	54	173	40	405	445	618	Fall Kick-Off / one service at 11 am in WH (as of 9.14)
September 18, 2022	78	184	262	52	224	276	538	2 services (Engagement Fair) / Baptism
September 25, 2022	56	260	316	48	200	248	564	2 services (Engagement Fair)
October 2, 2022	43	174	217	45	197	242	459	Communion / Children's Choir singing
October 9, 2022	109	110	219	55	149	204	423	Fall Break
October 16, 2022	95	148	243	52	181	233	476	
October 23, 2022	82	71	153	38	179	217	370	
October 30, 2022	93	262	355	48	228	276	631	Children's Choir Singing
November 6th	19	61	80	70	195	265	345	11 am Livestream didn't work
November 13, 2022	11	1	12	88	280	368	380	first Sunday back in sanctuary
November 20, 2022	15	4	19	42	257	299	318	
November 27, 2022	16	0	16	49	279	328	344	1st Sunday of Advent
December 4, 2022	10	10	20	102	339	439	455	2nd Sunday of Advent
December 11, 2022	15	41	56	84	312	396	452	3rd Sunday of Advent
December 18, 2022	34	82	116	87	362	449	565	4th Sunday of Advent
December 24, 2022 - 4pm	36	116	152	n/a	345	345	497	Christmas Eve - 4pm
December 24, 2022 - 6pm	33	185	218	n/a	460	460	678	Christmas Eve - 6pm
December 24, 2022 - 9pm	0	261	261	n/a	394	394	655	Christmas Eve - 9pm
December 24, 2022 - 11pm	n/a	n/a	0	n/a	112	112	112	Christmas Eve - 11pm - Chapel
Christmas Eve Total	69	562	631	n/a	1311	1311	1942	Christmas Eve Total
December 25, 2022	73	59	132	n/a	120	120	252	Christmas Day - One Service

Trinity Presbyterian Church
 Monthly Financial Statement Summary
YTD Actuals to Budget Analysis
 As of December 31, 2022

	2022 YTD Budget		2022 Actual		2022 YTD Budget		Relative to BUDGET		Net F/(U)	Comments
	A	B	C	D	E	F	G			
1	Income									
2	Pledged Income	\$ 3,540,029.53	\$ 3,398,999.00	\$ 141,030.53						
3	Non-Pledged Income	175,341.54	60,000.00	115,341.54						
4	Trust Fund Income	138,484.00	138,485.00	(1.00)						
5	Other Income	90,453.27	20,500.00	69,953.27						
6	Activities and Recreation	63,818.43	25,718.00	38,100.43						
7	Stock Gain/Loss	(2,857.37)	(1,000.00)	(1,857.37)						
8	Total Income	\$ 4,005,269.40	\$ 3,642,702.00	\$ 364,425.77	\$ (1,858.37)	\$ 362,567.40				
9										
10										
11	Expenses									
12	Congregation	\$ 43,799.57	\$ 34,460.00	14,022.90	\$ (9,339.57)					
13	Children & Families	9,377.10	23,400.00	34,329.72						
14	Youth & Families	22,191.28	56,521.00	9,942.66						
15	Adults	18,192.34	28,135.00	6,307.05						
16	Worship and Music	65,542.95	71,850.00	26,520.71						
17	Mission	463,069.29	489,590.00	21,261.98	(4,027.48)					
18	Commitment	9,027.48	5,000.00							
19	Finance & Administration	486,104.02	507,366.00							
20	Property	574,158.60	550,380.00							
21	Personnel	1,643,282.79	1,861,614.00	218,331.21						
22	Childcare	15,936.92	14,386.00							
23										
24										
25	Total Expenses	\$ 3,350,682.34	\$ 3,642,702.00	\$ 330,716.23	\$ (38,696.57)	\$ 292,019.66				
26	Extraordinary Items									
27										
28										
29										
30	Net Y-T-D Total	\$ 654,587.06	\$ -	\$ 654,587.06		\$ 654,587.06				
31										
32	Prior Month	\$ 418,982.19	(\$108,789.56)			\$ 527,771.75				
33										

". ." = Under Budget; "+" = Over Budget
 2022 Prepaid Pledges \$560,366; 2021 Prepaid Pledges \$303,225; 2020 Prepaid Pledges \$467,882
 Current Year Pledges (+\$51,009); (Prior Year Pledges (+\$90,017)
 Loose Plate(+\$14,833); Wedding(+\$5,100); Bldg Usage(+\$1,295); Other City of All (+\$3,000) Cash
 Back(+\$7,736); Int(+5,989)
 Youth Basketball (+\$38,930)

Activities & Rec (-\$3,128 timing); Congregational Events (+\$14,012 timing); Congreg Comm (-\$1,482)
 Curriculum (-\$4,820); Vacation Ventures (-\$3,000); New Prog & Tech (-\$7,013)
 Mission/Outreach (-\$3,500); W Wed (-\$1,458); Trips and Retreats (-\$14,750); Transportation (-\$11,000)
 Adult Ed (-\$6,957); Engagement (-\$663); Youg Adults (-\$2,387)
 Music (-\$7,375); Informal Worship (-\$1,190); Worship (+\$2,257)
 Partner Funding (-\$10,000); Mission Support (-\$11,571); Grants (-\$4,950)
 Administration(-\$5,000) Furniture (-\$7,065) Equip ovag; Communication(-\$7,606); Technology(+\$3,859);
 Cleaning (-\$24,226); Building Maint (-\$8,294); HVAC (+\$8,918); Security (+\$31,596); Utilities (-\$7,906);
 Grounds Maint (+\$16,612); Vehicles (+\$7,648)
 Primarily timing differences coupled by unanticipated staff vacancies

Trust Funds Activity

For the 9 - Month Period Ended 9.30.2022

	Brumley- Love-Morrell	Buildings & Grounds	Counseling	Fellows In Ministry	Love	Ministers' Housing	Mission	New Church	TELC	Kittrell Speakership	Major Maintenance Fund	Undesignated	Unallocated	TOTALS
Beginning Balance	184,105.44	562,416.03	359,790.44	521,225.92	953,526.37	810,318.54	69,639.44	260,926.54	820,254.14	744,979.55	311,528.43	4,315,133.38	-	9,913,844.22
Additions														
Disbursements		(562,416.03)	(5,000.00)				50,000.00				123,249.91	263,178.40		436,428.31
PY Corrections							(50,924.00)				(10,000.00)	(118,318.00)		(746,658.03)
Inter-Fund Transfers														-
Net Market Returns													(2,102,366.33)	(2,102,366.33)
Dividends - Investments													96,082.06	96,082.06
Interest - Cash Reserves													1,158.49	1,158.49
Fees & Service Charges													(11.43)	(11.43)
Other Allocation														-
Ending Balance	184,105.44	-	354,790.44	521,225.92	953,526.37	810,318.54	68,715.44	260,926.54	820,254.14	744,979.55	424,778.34	4,459,993.78	(2,005,137.21)	7,598,477.29

Approved Oct Meeting: (Transferring 11/14)

Love Fund to Halls & Wells (35,000.00)

Minister's Housing to Infrastructure

TELC to TELC scholarships & Shades

TELC to Ops Property-Elevators

Kittrell Fund to Ops Kittrell 2022

3rd & 4th Q Distributions to Ops transferred October

(237,581.00)

(40,000.00)

(142,500.00)

(47,500.00)

(69,242.00)

7,598,477.29

ADULT EDUCATION COMMITTEE REPORT – January 10, 2023

Vision Statement: Making God's Love Visible

Committee Purpose:

Trinity's Adult Education Committee believes lifelong learning to be at the heart of the Christian life; to be a disciple is to be a student. To promote individual growth in community, we encourage intellectual inquiry and spiritual curiosity at every age, knowing that Christian unity does not require uniformity. Understanding that learning is holistic, the committee promotes engagement with the world all around us and active development of spiritual practices that connect us to God and one another, so we may more faithfully follow in the way of Jesus.

Committee Membership:

Isabel Allen '25, Lucy Crosswell '23, Lasley Gober '23, Jim Henderson '24, Mike Hobbs '24, Nick Leet '25, Brian Reed '24, Allen Spetnagel '24, Velma Tilley (chair) '24, John Tirrill '25, Lewis Wilson '25, Rebekah Close LeMon (pastoral advisor)

Committee Chair(s): Velma Tilley: Chair Elect: Allen Spetnagel

I. Current Activity Report:

There are three adult education classes meeting at this juncture:

"Unacceptable: The State of Women's Healthcare"

Meeting in B-104/106, this class will provide resources, listings of groups and organizations, articles/news stories/documents to continue and expand upon material presented by weekly speakers. John Tirrill will join Nick Leet and Lasley Gober as a convener.

"Imperishable: Finding a place for God on the Youth Sports Field"

This class, meeting in The Loft, targets a busy demographic of people with children at the sports field on Sunday mornings. Despite this fact, 20-30 people were in attendance for the introductory class. Course conveners are investigating adding Zoom capabilities so that the class can be recorded.

"Foundations"

This class studies the scripture that Trinity's children are learning about. All interested adults are invited to attend.

All Church Town Hall: On Feb 19th, Rev. Dr. Victor Aloyo, new President of Columbia Theological Seminary, will be our special guest preacher and be Trinity's Town Hall speaker during the Sunday School hour.

II. Upcoming & New Project Report

Ron Greer to speak on February 26th.

Scripture Class led by Tom Jones and Velma Tilley

Lenten Book Study led by pastoral staff, planning underway

Literature Class on Jane Austen's "Pride and Prejudice"

Spring Classes will include:

Dr. Sarah Bogue from the Candler Foundry presenting "The Stories we Tell

A class on Angels in the Bible and Art History

Summer Speaking of Faith Series to include

Isabel Allen, Jim Henderson, Bill and Lacey Jordan, and TreVarius Worthy.

Planning for classes in August and Fall is well underway.

III. Motions for Session Vote: None.

CHILDREN & FAMILY MINISTRIES (CFM) REPORT – November 13, 2022 (In Person)

Vision Statement: Making God's Love Visible

With the Spirit's guidance, we seek to provide opportunities for the children of TPC to play, learn, grow and serve. Programs/activities of CFM seek to nurture:

- Faith in Christ, Wonder in God, Curiosity for God's Word, Hearts for Mission

CFM prays that our children, with the help of their families and the family of God, will integrate faith throughout their lives so that they may become mature, committed and joyful disciples.

Committee Membership:

Bonnie Holliday (Chair), Tom Adams, Jr. (Elder), Jim Groover, John Morris, Lauren Hitchens, Elizabeth Davis, Andrew Esqueda, Karen Bain, Kenny Kraft, Louise Timmons, Erin Kendall, Leslie Hall.

I. Christmas Caroling

Christmas Caroling will be on December 4th from 5:00-6:00 PM. This is the same night as the congregational carol sing and families are encouraged to stay. A discussion was held on the best neighborhood to visit with proximity to the church and the ability to end at the fire station key considerations. St. Annes Terrace and the next street down on Howell Mill as well as Westminster Close were suggested as good options. Bonnie will make the call. There was also discussion about keeping the children safe (flashlights, glow sticks, reminding parents to keep an eye on them) as well as rules for behavior while caroling (no running through yards, no climbing trees, etc...) It was decided that it may be best to assign doorbell ringers in advance so homes are not stormed by eager doorbell ringers!

II. Drive-Thru Pageant

The pageant will be on Sunday, December 11th from 5:00-6:00 PM. There was discussion on the need for committee members to help with set up on Wednesday, December 7th at 5:00. We will be reusing most of the props from last year. Elizabeth reported that she has found new twinkle lights that should be easier to install and operate. Elizabeth reported that she is working on securing live animals again and may even be able to get a camel!

III. Children's Christmas Eve Service

The children's service will be at 4:00 on Christmas Eve and will be led by our 2nd graders. Elizabeth is working on this and has it under control.

IV. Commitment Campaign

Bonnie reminded the committee of the on-going commitment campaign and encouraged all members to participate.

V. Sunday School

Elizabeth shared her frustration with finding Sunday School teachers, especially for 2nd and 3rd grade. A discussion was had about combining some of the younger classes to perhaps free up teachers.

VI. Motions to Session Vote: None.

Next Meeting will be in January. Date and Time TBD

COMMUNICATIONS COMMITTEE REPORT – January 2023

Vision Statement: Making God's Love Visible

Committee Purpose:

By improving the methods and means of communication, the Communications Committee's work supports and allows Trinity to live into its 8 Core Values - Welcome Intentionally, Worship Creatively, Care Compassionately, Learn Purposefully, Gather Joyfully, Serve Wholeheartedly, Lead Humbly, or Give Generously.

Committee Chair: Mary Kelly Speed

I. Current Activity Report:

The Committee did not meet in December or January. Members will be trained on the A/V equipment to help support the staff and existing volunteers while we continue to search for a Digital Media and A/V Specialist. Job description attached. Please share with anyone you know who may be or know someone interested in applying.

	Status	ETA
Branding/ Logo/ Signage	Monument and directional signs have been installed. Internal signage in production.	Executing along with other Infrastructure work through 2022/23
Website	Website continues to be revised and updated as necessary. Please utilize the website for information related to worship and events.	Ongoing.
A/V/L/B	Open items: sanctuary retractable screens, chapel and loft connection to A/V network and 2 cameras (each), complete software set-up for hallway monitors.	February 2023, with exception of retractable screens which are delayed and delivery date unknown at this time.
Internal Communications	Continue to update the existing database information. Will reengage new vendors in 2023.	1 st /2nd Q 2023
Social Media	Green Gate continues to oversee the social media and website updates. Please capture photos of committee activities and share to communications@trinityatlanta.org	ongoing
Staffing	Interviews continue with qualified candidates.	February
Special Projects	Congregational Life has started the archiving a portion of Heritage Room. Communications will be available at the various church events to continue to update members information and/or photos. Please remember you can also do this at home. Update your information on MyTrinity!	2 nd Q 2023 On-going

II. Upcoming & New Project Report:

- Software audit – 1st Q 2023
- Server/cloud audit – 1st Q 2023
- Video library strategy – 1st Q 2023
- Database update/migration – 2nd Q 2023
- Wedding policy re: filming – 1st Q 2023

[If you are having trouble with your MyTrinity App, please go to the main website \(www.trinityatlanta.org\) and reset your password. This new password should then allow you to sign into the app.](http://www.trinityatlanta.org)

REMINDER:

- Session Committee Chairs Communications Request Process:
 - Complete Jotform <https://form.jotform.com/220555131982151> (bookmark, also housed under “Session” on website).
 - Email ideas/questions to communications@trinityatlanta.org .
 - Social media is planned out 2 weeks in advance. Please plan accordingly.
 - Communications Liaisons: Mary Kelly Speed mkspeed@bellsouth.net .
 - Assign committee member to photograph/video event. Share via communications@trinityatlanta.org!
- ***Follow Trinity on Facebook, Instagram, and Twitter!***

III. Motions for Session Vote: None



DIGITAL MEDIA AND A/V SPECIALIST

POSITION OVERVIEW

The Digital Media and A/V Specialist will be responsible for coordination, editing, and production of livestream and other broadcasts, the creation and distribution of podcast content, and overseeing the creation and use of original video content for worship, marketing, adult education, and other services and events at Trinity Presbyterian Church (“TPC”). The individual will support the audio/visual (“A/V”) needs of TPC’s staff and ministries and will be responsible for the safekeeping and effective use of TPC’s A/V equipment.

Workdays:

Sunday-Thursday

Status: Full-time

Reports to: Director of Communications

Supervises: A/V technicians and volunteers

RESPONSIBILITIES

Team Development/Strategy

- Work closely with Director of Communications to implement digital and video facets of communications strategy.
- Collaborate with clergy to ensure excellence in livestreaming of Sunday morning and other worship services, including memorial services and weddings.
- Recruit, train, schedule, and supervise paid staff and volunteers who assist with all production elements of livestreaming and recording video.
- Train staff and member leaders on use of A/V equipment.
- Assist staff and church members with technology set-up and use for classes, meetings, and other events.
- Assist church members in using TPC technology in order to access worship, both in person and remotely, with particular focus on hearing technology.

Content Creation and Editing

- Direct/produce livestream; oversee camera and sound work, as well as post-production needs.
- Create slides for informal worship and worship broadcasts.
- Edit recordings of worship, classes, and other events for effective posting.
- Create (or oversee the creation of) original video content to support communications strategy.
- Create podcasts from recorded content.
- Assist with other digital media as directed.

- Oversee labeling, storage, archiving, and SEO of recorded content.

Administration

- Maintain metrics on all digital media platforms and report use/attendance.
- Develop and administer an A/V needs calendar; communicate with all staff members and ministry leaders to ensure coordination of needs and use of equipment.
- Oversee proper use, care, and storage of A/V equipment.
- Track and ensure compliance with any media-related licenses.
- Attend staff meetings and other meetings as requested.
- Other duties as assigned.

QUALIFICATIONS AND REQUIRED SKILLS

- Bachelor's degree or equivalent, plus 1-3 years' relevant experience.
- Intermediate, or greater, understanding of videography concepts like framing, lighting, backgrounds, composition, camera placement, zooming, panning, when to use manual focus/auto focus, white balance, frame rate, ISO, and color balancing.
- Fundamental understanding of sound physics audio signal processing, different types of microphones and their optimal placement, channel gain/EQ/compression/gates, and live and recorded sound mixing.
- Video creation and editing experience using pro-level editing software; audio mixing experience and proficiency with related software and equipment.
- Proficiency with Adobe Premier Pro and/or Final Cut Pro, PowerPoint, Adobe Auditions, Ableton Live, Pro Tools, and/or Logic Pro, Pro Presenter, Resi, Listen Everywhere (BYOD), BrightSigns, BrightAuthor, Zoom, and the integration of software platforms.
- Experience with video data storage, archiving, labeling, and SEO.
- Creativity, vision, attention to detail, organization and ability to manage multiple projects. Readiness to learn, initiative in seeking best practices in digital media and video.
- Positivity, personal desire for excellence in work, discipline and diligence in completing required tasks, and commitment to work as part of a ministry team.
- Flexibility in hours and ability to work Sunday mornings.
- Familiarity with livestreaming worship and the PC(USA) a plus.
- As with all positions at Trinity, the individual in this position must meet the requirements of and comply with Trinity's Child Protection Policy

Rev. 1/2023

CONGREGATIONAL LIFE COMMITTEE REPORT – January 11, 2023

Vision Statement: Making God's Love Visible

Committee Purpose:

We are engaged in a concerted effort to identify, implement, and support activities and events involving a broad range of the church membership by encouraging their full participation in the life of Trinity Church.

Committee Chair: Bess George

Committee Membership:

2023: **Bess George, Mary Elizabeth Jackson, Molly Jamieson, Jennifer Kahn,** Miranda Segrest

2024: **Seale Lindsay,** Margaret Smith, **Ellie Sullivan**

2025: **Nancy Calhoun,** Drew Timmons, Sarah Williams, **DeDe Woodring, Olivia Wall, Katy Morris, Catherine Kraft, Emily Avant,** Emma Pegues

I. Current Activity Report

Advent Devotional

Jennifer Kahn and Molly Jamieson to "recruit" upcoming year's people who will be soliciting writers for the 2023 Devotional by February meeting so we can start on the list of who to contact. Susan Foxworth will be joining to assist with Editing in 2023.

Christmas Decorations

Seale Lindsay in charge. Reviewed this past season and got feedback- also updated committee that have increased budget for Seale to purchase many more materials for 2023 to decorate throughout the church- fake greenery etc so it can go throughout, welcome center, Sanctuary, Loft etc, right after Thanksgiving and will stay fresh throughout the entire season.

Seale will investigate purchasing fake, pre-lit trees and large wreaths for the front outer doors of Sanctuary. White candles will be purchased for Sanctuary as new ones are in need for next year.

It was suggested that the lights be dimmed during the Christmas Eve services to make them more intimate.

Open Mic Night-

Confirmed for **Feb 5th**, during Youth Group time- 6-7:30. Will be a time for members to showcase their talents, hobbies etc and enjoy fellowship. Mary Elizabeth Jackson coordinating this event- has already confirmed some "talent", coordinated with staff. Will plan to charge \$5 per person for food/dinner so we can get a good headcount.

Have forwarded all info to small group leaders also to try to increase participation and attendance.

Hospitality Staff Appreciation-

CL continue monthly sign up and bringing snacks/drinks for the Hospitality staff to enjoy, to again show our appreciation for all they do to assist with events and day to day throughout the church.

Jazz in Courtyard/Art Walk

Date is **April 30th**. Bess George coordinating Jazz component, Olivia Wall and Catherine Craft coordinating Art Walk. Will also need to confirm the best timing of the event.

Bess will contact the Ellington Jazz Band Director at Lovett School to see if they may be interested in playing at the event. Will discuss and plan in further detail at the next meeting in February.

Would like to serve wine and cheese at event- in line with TPC policy.

II. Upcoming & New Project Report:

Discussed CL changing its role as it's been during Covid era from one of "collaborative" with other's events to focusing on our own- creating our own calendar of events and activities , budget that we own each year. Committee strongly agreed.

III. Meetings

Feb 8

*March 15 (this is a date change due to spring break)

April 12

May 10

PASTORS' AID REPORT – November and December 2022 (Joint Meeting)

Vision Statement: Making God's Love Visible

Committee Purpose:

The Pastor's Aid Committee is a subcommittee of Congregational Care and provides support to the families of Trinity, especially when they are ill, homebound, bereaved or marking life's milestones.

Committee Co-Chair(s): Anne Snyder and Elsie Henderson

Committee Membership:

There are currently fifty members on the committee, with varying degrees of participation. The Pastor who leads Congregational Care participates in the meetings.

I. Current Activity Report:

Our December 8, 2022 is a joint meeting reporting activity in November and December, 2022

Memorial Receptions: Elsie Henderson Lead

- Sarah French, Friday, November 11
Helpers: Meredith Daniel, Cindy Ferguson, Elsie Henderson, Betty Layng, Elizabeth Lear, Natalie Soloman, Mary Kelly Speed, Nancy Spetnagel, Anne Snyder
- Elizabeth "Betty" Fuller, November 16
Helpers: Berney Bridges, B.J. Dickensheets, Elsie Henderson, Cheryl Hollowell, Clare O'Shaughnessey, Teed Poe, Nancy Spetnagel, Anne Snyder, Cathy Yarborough
- Lebby Neal, Thursday, November 17
Helpers: Peggy Alford, Cindy Ferguson, Elsie Henderson, Jennifer Kahn, Sarah Killough, Nancy Oglesby, Clare O'Shaughnessey, Jane Smith, Sarah Smith, Natalie Soloman, Nancy Spetnagel
- Nola Frink, Saturday, November 19
Helpers: Berney Bridges, Shirley Davis, Elsie Henderson, Sarah Killough, Betty Layng, Nancy Spetnagel, Anne Snyder, Cathy Yarbrough
- Kathleen Summers, Thursday, December 1
Helpers: Peggy Alford, Meredith Daniel, B.J. Dickensheets, Cindy Ferguson, Elsie Henderson, Cheryl Hollowell, Beverly Mason, Natalie Soloman, Jane Smith, Sarah Smith, Nancy, Spetnagel
- The other December Memorial Receptions will be reported in January 2023 minutes.

Flowers: Cindy Ferguson reports

- **November 2022**
 - 11/6 - Cindy Ferguson sent one arrangement home with Lucy Westney on the one year anniversary of the death of her husband, and delivered one arrangement to Kay and Kathleen Summers.
 - 11/13 - Berney Bridges delivered to Jinny Welch in rehab at Lenbrook following a fall and broken ankle. Nancy Spetnagel delivered to Chason Harrison on the recent death of his mother, Lebby Neal.

Suzanne Addicks delivered to Doris Pidgeon who needed a touch from the church.

- Cindy Ferguson delivered to TPC staff member, Mary Kate Sikes who has been called to Charlotte, NC.
- 11/20 - The fruit and vegetable Thanksgiving arrangement was taken to the staff break room. There were no flowers to deliver.
- 11/27 - Nancy Spetnagel and Sally Sinkler delivered one arrangement to Kay Summers on the death of her daughter, Kathleen. Stefanie Curran was given one arrangement following the recent death of her mother.
- **December 2022**
 - 12/4 - One arrangement went to donor, Lucy Westney, at her request and Berney Bridges delivered one arrangement to Lyn Knapp on the recent death of her father.
 - The remaining December flower deliveries will be reported in the January 2023 minutes.

18 get well/encouragement notes were sent on behalf of Pastors' Aid.

31 birthday cards were sent to members 80 and older in November and December.

5 bereavement notes were sent.

II. Upcoming & New Project Report:

Old Business: In October, the committee voted to designate \$10,000 from our budget to benefit the congregation. Two projects were tentatively selected - Staff Appreciation and the Common Room. No report from either project was ready to be presented. The issue will be put on the January Agenda.

MISSION COMMITTEE REPORT – January 2023

Vision Statement: Making God's Love Visible

Committee Purpose:

Mission Council serves as the formal body of representatives for TPC's Mission Ministries and, through regular review of all activities determines the vision and course for this ministry. Its goal is to strengthen and support local, global, and denominational communities in the areas of human services, education, justice, and sustainability. As a church, we believe in serving the common good by reaching out beyond ourselves, caring for God's creation, and boldly addressing human needs through social action and advocacy. We serve wholeheartedly as an expression of our faith, remembering that Jesus "came not to be served but to serve."

Committee Chair(s):

Julie Hope, Chair
Jim Stokes, Vice-Chair

Committee Membership:

Class of 2023: **Margaret Bond**, Sally Montgomery, **Craig Pendergrast**, **Barbara Robertson**

Class of 2024: **Julie Hope**, **John Fenton**, **Chip Thompson**, Catherine Warren

Class of 2025: **Kristin Hunter**, John Shepard, **Jim Stokes**, **Bright Wright**

Finance Committee liaison to Mission Council: John Shepard

(Names of those attending 1/4/2023 Mission Council meeting in bold.)

IV. Current Activity Report:

Updates from Trinity's primary mission partners:

- **Agape Youth & Family Center:**

Current Agape Board Chair (and Trinity member) Peter Barratt attended our meeting to share updates on Agape programs. In response to ongoing staffing challenges for the after-school program, Agape is now serving elementary students two days a week and middle school students two days a week. Peter explained that Agape plans to put a greater emphasis on preparing high school students for post-high school graduation education opportunities including technical/trade school. We had discussion around the critical need for more volunteers to help students with homework after school and ways we can expose more Trinity members to Agape's programs. Agape welcomes Trinity groups to hold meetings at Agape. For example, the Friday Men's Breakfast group will be meeting at Agape soon with a presentation from Agape program staff. John Fenton suggested taking a bus from Trinity to Agape one afternoon when elementary students are there so people can see the program first-hand. We also discussed the desire to have Agape ED Nell Benn visit Trinity in 2023.

- **Haiti:**

The lunch program at our partner school St. Francois and the other 10 schools supported by La Gonave Haiti Partners has restarted. Current enrollment at St. Francois is approximately 500 students in pre-K through high school.

- **Cuba:**

Plans continue for a trip in late February 2023. Rebekah LeMon and Lucy Strong along with 13 Trinity members will participate in the trip to visit our mission partners at La Playa Presbyterian Church and the Evangelical Seminary.

V. Upcoming & New Project Report:

The 2023 impact grant application has been emailed to all 2022 impact grant recipients and to agencies who applied for but were not awarded grants last year. The application will also be available on the website. The deadline for submissions is February 15th.

2022 Christmas Market highlights:

- More than 90 Trinity members volunteered by helping with set-up on Friday, December 2nd and/or working a shift during the market on Sunday, December 4th
- More than 60 Trinity members donated items – arts, crafts, baked goods and other food items, and more – and the sales of those items raised more than \$8,700 – a new record!
- More than 260 people purchased items and Gifts for Good
- We welcomed guests from the community who saw the signs and walked in or heard about the market from friends and neighbors
- The Christmas Market netted approximately \$21,000 for our global mission partners in Cuba and Haiti, and supporting refugee resettlement here in Atlanta

Mission Council is promoting the following engagement opportunities in the first quarter of the year with six of our partner agencies. Please help spread the word by sharing with your committees and networks. We will be communicating these opportunities out to the congregation in various ways.

Partner agency	Opportunity(ies)	Schedule/Frequency/Details	Trinity Contacts
Meals on Wheels Atlanta	Meal packing, meal delivery for MOWA clients	Weekly - various days and times	Bright Wright Bright1020@outlook.com
Agape Youth & Family Center	Homework buddies and tutoring Dinner prep and service for students	Homework/tutoring: one afternoon/week Mon-Thurs 3:30-4:30 elementary students 5:30-6:30 middle school students Early evenings Mon-Fri in 1-hour shifts for elementary, middle and high school students	Kaki Behr kakibehr@comcast.net John Fenton jfenton3393@gmail.com
IRC (International Rescue Committee)	ESL class volunteers for refugee adults served by IRC	Wednesdays or Thursdays 10 am-12 pm	John Fenton jfenton3393@gmail.com
GA Justice Project	Lawyers: take individual cases to help get clients' records sealed; Non-lawyers: write narratives to help clients receive pardons	Training provided by GJP staff Various days and times	Velma Tilley vctmom@gmail.com

Central Pres Courtyard ministry	Provide/serve continental breakfast for approximately 60 guests experiencing homelessness	4 th Sunday of each month Prepare food ahead of time Arrive 8:30 am, serve until 10 am	Debbie Stair dastair@comcast.net Mickey Benn mickeybenn@bellsouth.net
BCM Georgia	Budget for Life coaching	Training provided by BCM staff All coaching done remotely 1 hour every 2 weeks March-June	John Fenton Jfenton3393@gmail.com

VI. Motions for Session Vote: None

PERSONNEL COMMITTEE REPORT – December 2022

Vision Statement: Making God's Love Visible

Committee Purpose:

The Personnel Committee is charged with stewardship of the human resources of Trinity Presbyterian church. It is responsible for maintain a non-discriminatory work environment where the Clergy and Staff called to Trinity can do their jobs in a way that glorifies God and meets the needs of a vibrant and growing faith community. The committee reviews and assures, annually, in consultation with the Head of Staff and finance committee, that the organization and staffing model is consistent with the balance of the church's missions, fully cost effective, and within the financial capacity of the church.

Committee Chairs: Brian Williams, Chair; Elizabeth Borland, Chair-Elect

Committee Members:

Mickey Benn, Elizabeth Borland, David Carr, Bonnie Holliday, Amy Krause, Janet Reed, Mary Kelly Speed, Ann Speer, Brian Williams

I. Current Activity Report:

The Committee is engaged in several ongoing projects including:

- Filled the vacant Executive Assistant to Senior Pastor position with hiring of Mackenzie Atkinson.
- Actively searching for candidates for:
 - Communication Director
 - Digital Media Specialist (strong candidate identified)
 - Ministry Coordinator for Worship and Music
 - Ministry Coordinator for Engagement and Commitment (strong candidate identified)
- Significant revision to the Employee Handbook to accurately reflect legal and HR standards and current benefits. After review by labor counsel, the final document will be presented to Session for approval in February

Rebekah LeMon's installation service will be January 15.

Staff Holiday Luncheon held December 20 with gift presented by Personnel Committee to each staff member.

Rebekah and Joel LeMon hosted a well-attended holiday gathering in their home for staff and their spouse/significant other in mid-December.

II. Upcoming and New Projects Report:

Permanent staffing resources for Finance, HR, Infrastructure and Property

III. Motions for Session Vote: None.

PROPERTY COMMITTEE REPORT – January 4, 2023

Vision Statement: Making God's Love Visible

Purpose/Mission:

Property works closely with Trinity staff to oversee the operation and maintenance of all physical aspects of the Trinity property—its buildings, campus landscapes, and playgrounds. The goal of excellent property management exists to ensure the church property is well-maintained, well-planned, and operated efficiently in order to support the work of all the other committees at Trinity.

Committee Chair: David Quillian

Committee Membership:

David Caldwell, Hank Hall, Jane Harrison (via Zoom), Lea Holliday (via Zoom), Dale Lewis, Allen Moseley, George Parson, David Quillian, Trey Reese (via Zoom), Cannon Reynolds, Anne Weaver (via Zoom), and special guest **David Merritt**. Staff in attendance: **Rev. Rebekah Close LeMon (via Zoom), Karen Simmons, and TreVarius Worthy (via Zoom).**

*Special note: Names in **bold** were in attendance.

David called the meeting to order at 8:05am and Rebekah opened the meeting with prayer.

The minutes of the November meeting were approved.

- I. **Budget Review:** Karen Simmons led a review of the budget/financials for 2022. The reopening of the church and the additional expense associated with that caused a number of items to be over budget. Additionally, there were significant expenses on the grounds (fallen trees, tree trimming, etc.) that generated significant expense. Furthermore, there has been work done on a proposed budget for 2023. David Caldwell is following up on that and we hope to have completed in the next week or so.
- II. **Infrastructure projects:**
 - **HVAC**
David Caldwell reported that infrastructure work is generally going well but that our contact at Segars has changed. We are looking for quotes on the wall issues in the Sanctuary and pew touch up needs to be done. Regarding HVAC, there is \$792,000 left in the HVAC budget but the Sanctuary is going to be very expensive and could cause expenses to be over budget relative to HVAC.
 - **AV**
David Merritt reported that cameras are being added in the Loft and the Chapel, as well as a 5th camera in the Sanctuary. Wiring is in place in the Commons and A116 to make them Zoom rooms, and our screens in the sanctuary will arrive any day.
 - **Signage**
Jane Harrison reported on signage, indicating that our monument signs and campus signs are done. Our campus wayfinding signs are also in production, and we are still working on the many details of the interior signage. Regarding additional street signage, we will remove the campuses exterior posts and refurbish the Northside and Moores Mill signage.
 - **Security**
Hank Hall reported that the decision had been made not to put a camera in the memorial garden because no appropriate post could be acquired. We are still waiting on some brackets and cameras.

- **New furniture orders**
Anne Weaver reported that new furniture has been ordered for the Welcome Center and The Commons room and is expected by the end of the month.
- **Pressure washing**
David Caldwell reported that the pressure washing is done.
- **“Walls and Halls” work**
Esther reported that this project is nearly done. Photos are now in the Ramp Room as well as the fabulous photos by Frank Fuerst. Photos of all Trinity’s senior pastors have moved from the Heritage Room to the walls in the “ramp room,” and Esther is open to any other ideas.
- **Two elevators**
Dale Lewis led a discussion of how we deal with modernizing our Welcome Center elevator and our kitchen elevator. **Lerch Bates as an elevator consultant, has been hired.** They are putting together bid specs on and RFP for the elevators’ renovation. The overall process will likely take several months and the RFP will go out to several bidders. The phones in the elevators are being redone and we will try to get both elevators done at the same time.
- **Fire Alarms**
The fire alarms have been inspected and after noted repairs were done, all is in working order.

III. **Insurance:** Our prior insurance did not renew due to the hail damage claim followed by the lighting strike to the gym (that series of events is starting to sound biblical). Anyway, the overall insurance is being reviewed and it is a very large process as we are switching carriers.

The meeting was adjourned at 9:15am.

YFM COMMITTEE REPORT– January 10, 2023

Vision Statement: Making God's Love Visible

Committee Purpose: Our goal is to support our youth staff and provide an avenue for clear communication between session, staff and parents. The Youth and Family Ministry of Trinity Presbyterian Church seeks to be a relevant, relational, missional, and accessible ministry to youth and families from all walks of life.

Staff Leadership: Andrew Esqueda, Jean Lapitan, Emily Beaver (YFM Intern)

Committee Chair(s): Lane Rhoden (elder), Laura Balch (Co-Chair)

Committee Membership:

Youth elders: Tanner Adams, Duskin Balch

Class of 2025: Lindsey Greene, Becky MacGilvray

Class of 2024: Walter Hall, Laura Balch, Helen Stewart, Whitney Farr

Class of 2023: Andrew Von Kleydorff, Susan Grubb, Melissa Moseley

I. Current Activity Report:

- **Youth Group**

There haven't been a lot of youth groups due to Christmas and holiday breaks. Jean has asked parents to help here and there at youth group. Richard Powers has jumped in as needed and the help is appreciated! High school youth group is going well. The youth love Emily! Andrew is thankful for her support.

- **Middle School / High School Sunday school**

Has been combined here and there, due to our staff being pulled in many different directions. Attendance for Sunday School is small.

- **December**

Youth led two of the Christmas Eve services. The Youth and College Christmas party had about 24 attendees, which was smaller than past years. A few Youth went Caroling, but that event mostly drew CFM Families.

- **Confirmation**

Confirmation classes continue – students began working on their faith statements this month.

- In December, Jean spent time with 7 different middle schoolers. She also held a 6th grade boy outing to Top Golf, and an 8th grade girl Christmas party. Six youth helped with the Christmas pageant.

II. Upcoming & New Project Report:

- **YFM Parents Social Gathering**

The December party for the Connections class pulled together most of the same folks YFM would include. It was a huge success and we have decided not to try to re-convene the same people in early spring.

- **Documentary Screening**

Still in the planning phase. Andrew has decided on a documentary and we will watch the first half of it. The documentary is called "Hiding in Plain Sight." This is a PBS Documentary about youth mental illness. The Trailer is available at: <https://www.pbs.org/video/hiding-plain-sight-trailer-2/>

- **To do**

Committee Member will reach out to Claire Stratton about joining YFM Committee

- **Summer Trips**

Sign ups are slowly coming in, pushing for more now, 25 signed up for Mystery Trip, lots of kids have said that they are going to the HS ski trip, but registrations are lagging.

- HS Ski Trip – Feb 17-20
- MS Mystery Trip – Feb 17-20
- HS Montreat – June 4- 10
- HS Mission – Yosemite – June 24-29
- MS Mission – Charleston, SC – June 25-30

- **A/V Volunteers**

Several newcomers have helped with A/V needs including Max Powers, Avery Muse, Catherine Quillian and Isaiah Esqueda!

- **Youth Auction Planning**

Need to get clear on mission, scholarships for youth as prices increase?

- **Need two event co-chairs**

- Enthusiasm exists on session and from previous participants for this event
- Helped in the past (Julie Hope, Cindy Stencil, Lucy Croswell)
- Could this event raise money for a new position?

- **Budgeting**

YFM numbers will come in slightly under budget for the year. Andrew states that not all expenses are entered. We are planning to meet with Rebekah to talk strategy for the YFM program going forward.

- Consider an assistant Dir. for Family Ministries or a High School Director?
- Concern is overtaxing Emily as YFM intern – Supporting Andrew in his broader roll as Associate Pastor

TRINITY PRESBYTERIAN PRESCHOOL REPORT

Vision Statement:

The mission of Trinity Presbyterian Preschool (“TPP” or the “Preschool”) is to provide a faith-based education in a safe family like environment. By encouraging curiosity, exploration, and learning we seek to nurture each child’s head, hands, and heart. We work cooperatively with parents to understand the uniqueness of each child and provide an environment where rules are consistent but also adaptable to the needs of the individual.

Committee/Board

Class of 2023

Jessica Heberton*, Secretary, jessica.heberton@gmail.com

Tom Owens*, CFM Representative, tomjowens@gmail.com

Grace Powers*, Finance Chair, powers.grace@gmail.com

Class of 2024

Ashley Cotey*, Governance/Recruiting, ashleycotey@gmail.com

Kristina Maynard*, stinap01@gmail.com

Betsy Oliver*, Board Chair, betsytoliver@gmail.com

Cindy Stancil, Elder Representative, cindy.stancil@comcast.net

Class of 2025

Josh Aaronson*, josh.lovina@gmail.com

McKinley Bandy*, Parent Council Liaison, mckinleybandy@gmail.com

Melissa McFadden*, melissajudithb@gmail.com

** Voting Members*

Permanent Members

Executive Director of TPP - Paige Keller pkeller@trinityatlanta.org

Associate Pastor for Family Ministries of TPC - Andrew

Esqueda aesqueda@trinityatlanta.org

I. Current Activity Report

December 13, 2022 Monthly Meeting

- TPP Board is still needs a Finance Chair to succeed Grace Powers for the coming year.
- Will need to start recruitment for new Board members in January or February. Ashley suggested reaching out to parents rolling off of the Parents Council. Cindy Stancil will continue to be our Session Representative for one more year.
- Executive Director Update: With Paige resigning, Rebekah LeMon (who oversaw the hiring of 2 preschool directors at First Presbyterian) gave guidance for a committee. The ED Search Committee is Betsy, Grace, Josh, Andrew, Phil Cleveland, and Bonnie Holliday. Betsy reported great survey feedback (over 40 responses) from parents, previous families and staff. Andrew reports 80% of respondents mentioned they like the smallness and community feel of TPP. This was great to help craft this job description. Committee will meet again in January and really start spreading the word then. Andrew will create a place on the website to stay updated and aware.
- ED Report from Paige:
 - *TPP has a Permanent sub for the next three weeks and it is hopeful she will stay through May. She has been a wonderful help.

*. Enrollment for next year has been great and some classes are already full. We still have space for new families. PreK class is at about 16, some are still deciding and many siblings are registered.

*. Working on getting enrollment banners ordered. A parent with a marketing eye has been helping.

*. Two Christmas programs are scheduled with lots of excitement, and Santa is coming for story time and pictures.

* In discussing Summer Camp, Paige does not believe we will have enough teachers to staff a camp. Would need between 6-8 teachers to be successful. Bright from the Start regulations still need to be followed.

II. **Motions for Session Vote:** None