

SESSION PACKET

Stated Session Meeting

March 21, 2023



_____ Approved

_____ Approved with Amendment

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SESSION AGENDA
TRINITY PRESBYTERIAN CHURCH
March 21, 2022
7:00 p.m.

CALL TO ORDER & DECLARATION OF QUORUM Rebekah LeMon

DEVOTION Allen Moseley

MOTION to approve Consent Agenda Rebekah LeMon

- Agenda
- Stated Session Minutes from February 21, 2023
- Called Session Meeting Minutes for New Members from March 5, 2023
- Called Session Meeting Minutes for New Members/Confirmants from March 14, 2023
- Financial Report
- Statistical Report
- Baptisms
 - April 9, 2023 – John Stough IV (11 am)
 - May 14, 2023 – Thomas Dixon and Clarice Mansfield (11 am)

MODERATOR'S REPORT Rebekah LeMon

CLERK'S REPORT David Carr

SPECIAL ORDERS & REPORTS:

TRUSTEES Margaret Reiser

MOTION: Approve the expenditure of up to \$12,000 from the Counseling and Enrichment Fund for 2023 for the purpose of providing counseling fee subsidies and psychoeducational and support group programming.

Note: These funds will be used to subsidize counseling fees for Trinity members who might not otherwise afford these services from our counseling affiliates. The funds may also be used to provide psychoeducational and support group programming.

COMMITMENT Dave Higgins/Caroline Brown/Bonnie Harris

FINANCE Mark Stancil
Monthly Report and 2023 Budget Review

OPEN FORUM

PRAYER AND DEPARTING BLESSINGS Rebekah LeMon

UPCOMING DATES		
Congregational Meeting	March 26, 2023	
Communion	April 2, 2023	
Officer Training	April 16, 23, and 30, and May 7.	
Session Meeting	April 18, 2023	
Rev. Lucy Strong's Installation Service	April 23, 2023	
Presbytery Meeting	May 2, 2023	
Communion	May 7, 2023	
Baptism	April 9, 2023 (Easter, 11 am)	John Stough IV
	May 14, 2023 (2 at 11 am)	Thomas Dixon, Clarice Mansfield
Session mini-retreat	May 20, 2023	
Ordination and Installation of elders	May 21, 2023	

**STATED SESSION MEETING MINUTES
TRINITY PRESBYTERIAN CHURCH
FEBRUARY 21, 2023**

CALL TO ORDER / DECLARATION OF QUORUM

Rebekah LeMon

The stated Session meeting for Trinity Presbyterian Church on February 21, 2023, was called to order in Old Fellowship Hall at 7:25 PM by the moderator, Rebekah LeMon. The clerk, David Carr, confirmed the presence of a quorum.

NEW MEMBER WELCOME & INTRODUCTIONS

Lucy Strong

Session members enjoyed introducing the following individuals as candidates for membership at Trinity Presbyterian Church: Cindy Neal, Peyton Warley, Tricia and Gregg Addicks, Lisa Allen and Alyssa Cohen (contingent on baptism), Libby and John Baum, Samuel Jackson “Deacon” Buchanan, Sarah Helwig, Sam and Lane Henderson, Paul Speigl, and Allison and Bill Spicer (and their daughter Lucy).

The following motion was provided by Drew Timmons, seconded by Roxanna Erwin, and unanimously approved by session:

MOTION to approve these requests for membership into the congregation of Trinity Presbyterian Church.

Lastly, Lucy Strong noted that four additional new members will be joining at a called session meeting on March 5. These individuals are Betsy and Louis Oliver and Cal and George Jennison.

DEVOTION

Ginny Hobbs

Ginny Hobbs offered reflections on loving our enemies. She referenced Arthur Brooks’ book Love Your Enemies which provides insights on respecting, listening to, and praying for those who disagree with us. She also highlighted the advice of Howard Thurmond in his book Meditations of the Heart. Thurmond encourages us to make room in our hearts for everyone and to “reject the sharp barb” we often feel to lash out, to argue, and to make our point at the expense of hearing others out.

OMNIBUS MOTION TO APPROVE CONSENT AGENDA

Rebekah LeMon

Rebekah LeMon directed Session members to the omnibus motion in the meeting packet. David Carr offered a few minor edits to two items in the consent agenda: 1) he amended the

agenda to include a mission report, and 2) he corrected the list of attendees who were present at the December 4, 2022 called meeting to approve a new member.

The motion to approve the consent agenda as amended was unanimously approved.

MODERATOR'S REPORT

Rebekah LeMon

Rebekah LeMon began her report with a note of gratitude to Elizabeth Davis and all those who helped to make Children's Sunday a success, and she also thanked Mary Elizabeth Jackson for coordinating a wonderful church-wide talent show.

She also reminded session that the mission trip to Cuba takes place this week (the team is leaving on February 22), she thanked David Carr for his work to correct previous issues with TPC's statistical report, she expressed appreciation for Amy Krause updating the personnel handbook, and she also reminded session members to conduct their outreach calls to members of the congregation. Rebekah also noted that the session retreat will be held in May 2023.

Next, Rebekah also announced the recent hiring of several new staffers. MacKenzie Atkinson came onboard as the Executive Assistant to the Senior Pastor, Emily Beaver as Ministry Coordinator for Communications, and Dariel Parades as the Digital Media Specialist.

Lastly, she gave an infrastructure update noting that almost all work is planned to conclude by Easter.

CLERK'S REPORT

David Carr

David Carr thanked all the Trinity representatives who attended the recent Presbytery meeting, and he announced the next stated session meeting is scheduled for March 21.

Next, David gave an update on the statistical report. After a recent audit (prompted by some questionable report numbers), David determined that some inaccurate reporting had taken place in 2022; most of which occurred as an unfortunate and unintended consequence of significant staff reductions and transitions. In short: as staff were reduced in alignment with the recommendations of the budget work group, new staff (or existing staff that took on additional responsibilities) were not always aware of or trained on specific report formatting, and this led to inaccuracies in reporting over a period of several months. That stated, the errors have now been corrected to the greatest possible extent, an accurate statistical report is currently available for review (p. 14 of the session packet), and this updated report has been filed with the Presbytery.

Next, Rebekah asked for a motion to approve the new statistical report. The following motion was given by Laura Bynum, seconded by Velma Tilley, and unanimously approved.

MOTION to approve the new statistical report for calendar year 2022 which supersedes and replaces previous statistical reports.

David also circulated the nomination form for the next Assistant Clerk and asked for members to submit nominations tonight or as soon as possible, and he requested a motion to call a congregational meeting to approve the new elder slate.

Allen Moseley provided the following motion, Allen Spetnagel seconded, and the motion was unanimously approved.

MOTION to call a congregational meeting on March 26, 2023, to receive elder slate from Nominating committee, receive 2022 annual report, and approve terms of call for pastors.

Lastly, David highlighted the changes that had recently been made to the employee handbook (p. 47 of the session packet).

SPECIAL ORDERS & REPORTS:

Commitment

Rebekah LeMon

The commitment campaign officially concluded yesterday. The congregation exceeded the giving goal, and there was a total of 435 pledges. For the first time in several years, the church will transition from a scarcity mentality to a hopeful mindset that promotes alignment between our programming and our purpose.

February Presbytery Recap

Allen Spetnagel

Allen Spetnagel attended the recent Presbytery meeting, and he gave an update on the proposed amendments to the Book of Order (28 of which were up for a vote, and all were approved).

Allen then noted the diversity of our Presbytery membership and the unique aspects of worship associated with each of our respective congregations.

Finance

Neal Williams

Neal Williams presented the results of a recent external review (conducted by Carr, Riggs, and Ingram) of our financial processes and procedures. Neal noted that the review highlighted many positive aspects of our practices and also recommended a few improvements that can/should be made going forward.

Next, Neal provided a brief summary of Trinity's pledged income, non-pledged income, and 'other' income—all of which came in above the budgeted amounts for 2022.. He also noted that all committees

had underspent last year which is something to watch and communicate with committees about going forward.

OPEN FORUM

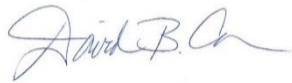
Lucy Strong asked session to allow the group traveling to Cuba to take communion on location. Velma Tilley made a motion which was seconded by many and unanimously approved.

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 9:14 pm.

Respectfully submitted,



David Carr

Clerk



Bonnie Holliday

Assistant Clerk

Trinity Presbyterian Church Session In-person Attendance (In Bold), January 17, 2023:

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	Martha Craft
Hope, Julie	Lane Rhoden	Drew Timmons
Jackson, Mary Elizabeth	Allen Spetnagel	Tanner Adams (youth)
Lewis, Dale	Cindy Stancil	Duskin Balch (youth)
Shepard, John	Adair White	Meredith Daniel
Tilley, Velma	Neal Williams	Allen Moseley
		Chris Suh
		Lindsey Greene
Staff Attendees:	Other Attendees:	Guests
Rebekah LeMon-Moderator		
Elizabeth Davis		
Andrew Esqueda		
Lucy Strong		

CALLED SESSION MEETING MINUTES
TRINITY PRESBYTERIAN CHURCH
Sunday, March 5, 2023

CALL TO ORDER

Rebekah LeMon

The meeting was called to order by the Rebekah LeMon (moderator) at 10:44 AM. David Carr (clerk) confirmed the presence of a quorum for purposes of approving new members.

MOTION

After introducing Cal and George Jennison and Betsy and Louis Oliver, the new members affirmed their faith through vows. Next, Drew Timmons moved to accept the Jennisons and Olivers into membership at Trinity, and Tom Owens seconded the motion. The motion passed with unanimous approval.

Elders in attendance: David Carr, Tom Owens, Drew Timmons, Allen Spetnagel, Richard O'Donnell, Julie Hope, and Ginny Hobbs.

ADJOURNMENT

At 10:48AM, Allen Spetnagel moved to adjourn the meeting, Drew Timmons seconded, and a motion to adjourn was unanimously approved.

Respectfully submitted,



Bonnie Holliday

Assistant Clerk of Session



David Carr

Clerk of Session

CALLED SESSION MEETING MINUTES
TRINITY PRESBYTERIAN CHURCH
Tuesday, March 14, 2023

CALL TO ORDER

Rebekah LeMon

The meeting was called to order by the Rebekah LeMon (moderator) at 6:33 PM. David Carr (clerk) confirmed the presence of a quorum, and Rebekah welcomed Trinity's elders and confirmands before explaining the examination and membership recommendation process to attendees.

DISCUSSION

Andrew Esqueda

Andrew Esqueda invited attendees to discuss each confirmand's statement of faith, and several reverent and meaningful discussions took place in small groups. Following dinner and discussion, Reid Willingham offered the following motion:

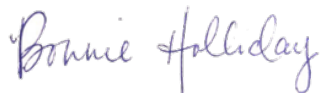
MOTION: Approve the membership of the following confirmands: Aly Adams, Will Balch, Lucile Beardsley, Anselm Bell, Max Bell, Mary Sellers Conley, Cole Hatfield, Caroline Hill, Margaret Justice, Jane Ellen Norman, Elizabeth Quillian, Margaret Quillian, Raleigh Rhoden, and Catherine Williams.

The motion was seconded by Allen Moseley, and unanimously and enthusiastically approved.

ADJOURNMENT

After Andrew Esqueda closed the meeting in prayer, the moderator called for a motion to adjourn. A motion to adjourn was given, seconded, and approved by those gathered at 7:42 PM. Elders present were Bonnie Holliday, David Carr, Bill Guerry, Kenny Kraft, Lindsey Greene, Tom Adams, Allen Spetnagel, Mary Elizabeth Jackson, Julie Hope, Dale Lewis, Cindy Stancil, Kristin Hunter, Bess George, Velma Tilley, John Shepard, Lane Rhoden, Allen Moseley, Drew Timmons, Reid Willingham, Ginny Hobbs, Adair White, Trey Reese, Martha Craft, Dale Lewis, Meredith Daniel, and Roxanna Erwin.

Respectfully submitted,



Bonnie Holliday

Assistant Clerk of Session



David Carr

Clerk of Session

Trinity Presbyterian Church
Worship Attendance 2023
online views calculated by IP address, multiply each IP address by 1.5 to get a more accurate count of people viewing

	9am Livestream Views	9am Video Views	Total 9 am online	9am Livestream Views	9am Video Views	Total 9am Online	9am In-Person	Total In-Person	Total Attendance	NOTES
January 1, 2023	n/a	n/a	n/a	72	57	129	n/a	116	245	Communion / one service / New Year's Day
January 8, 2023	12	55	67	64	52	116	62	312	495	
January 15, 2023	n/a	n/a	0	125	140	265	n/a	468	733	RCL Installation
January 22, 2023	11	30	41	95	60	155	68	216	540	
January 29, 2023	10	45	55	87	98	185	85	246	571	
February 5, 2023	10	52	62	69	78	147	147	225	581	Communion / Children's Sunday
February 12, 2023	13	21	34	60	42	102	80	198	414	
February 19, 2023	11	30	41	68	60	128	70	241	480	
February 26, 2023	6	26	32	59	57	116	88	205	441	
March 5, 2023	15	34	49	66	55	121	68	270	508	Communion / New members
March 12, 2023	5	20	25	65	17	107	35	212	354	Baptism / Daylight Saving Time

Trinity Presbyterian Church
Finance Committee Minutes
February 15, 2023 Meeting

Attendees

Finance committee - Tom Austin, David Caldwell, Christine Quillian, Neal Williams, Martha Kelley, Laura Bynum, Walt Gillikin, Chris Suh, David Beasley, Bonnie Harris, and Margaret Reiser.

Staff - Rebekah LeMon and Kori Roddy.

Guest – Miriam Miller from Carr, Riggs & Ingram.

Rev. LeMon opened the meeting with prayer.

The Finance Committee unanimously approved the minutes from the January 11th meeting.

Commitment provided an overall update of the campaign, and they plan to discuss commitment outreach at the upcoming Session meeting.

Infrastructure provided an update on the remaining items to be completed.

David Beasley provided an update on the TPC safe deposit box. No hidden treasures but original deeds and organization papers, among other items.

Financials

The committee reviewed updated final 2022 numbers. Since the 2023 budget is still in progress, there was minimal discussion of the January financials other than preliminary trends coming into the new year.

2022 Annual Review

Miriam Miller from CRI CPAs reviewed their “observations and recommendations”. The oversight suggests we are managing our financial procedures well. While many churches fell into poor oversight procedures due to staffing issues post-Covid, specifically around multi-step verification for approvals and disbursements. TPC appears to be managing these processes as protocol requires.

They suggest we develop/adopt a SOP accounting manual for financial operating procedures to help alleviate attrition in the future. CRI will send a template to benchmark. The manual

should also include annual policy review points as noted in the report. TPC should also review accounting/financial approval authority credentials on a scheduled basis.

Next Meeting

The next meeting of the committee will be on Wednesday, March 15, 2023, at 5:30 pm.

2023 Trinity Presbyterian Proposed Budget

	<u>Budget</u>		<u>\$ Change from 2022 Budget</u>
Income			
Pledged Income			
Current Year Pledges	3,650,000		
Less Discount	(146,000)	4%	
Net Current Year Pledges	3,504,000		193,001
Pledges - Prior Year	85000		(10,000)
Online Gift Processing Fees	(7000)		0
Total Pledged Income	3,582,000		
Non-Pledged Contributions	100,000		40,000
Trust Fund Income	151452		12,967
Other Income	65000		18,782
Stock Gain/Loss	(1,500)		(500)
Total Income	3,896,952		

		<u>% of Budget</u>	<u>\$ Change from 2022 Budget</u>
Expenses			
Ministry to the Congregation	36,100	0.9%	1,640
Ministry - Children & Families	27,400	0.7%	4,000
Ministry - Youth & Families	61,521	1.6%	5,000
Ministry to Adults	33,535	0.9%	5,400
Worship & Music	77,650	2.0%	5,800
Mission	484,071	12.4%	39,784
Commitment	9,000	0.2%	4,000
Finance & Administration	481,969	12.4%	4,300
Communications	71,060	1.8%	(3,940)
Property	642,038	16.5%	91,658
Personnel	1,956,608	50.2%	94,994
Childcare	16,000	0.4%	1,614
Total Expenses	3,896,952	100%	

Surplus (Deficit)

-

Children and Family Ministries (“CFM”)
COMMITTEE REPORT for February 2023

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, and 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.

The committee meeting started with a review of upcoming programming:

1. February
 - Shrove Tuesday/Pancake Race (Feb. 21 at 5:30 PM)
2. March
 - Messy Church (March 5)
3. April
 - Messy Church (Apr 2)
 - Egg Hunts:
 - 2nd-5th Grade ‘Flashlight’ Egg Hunt + Parents’ Happy Hour (Friday, March 31; 6:30-8:30p,. Meet in The Loft. Parents Happy Hour at Andrew’s.)
 - 1st Grade & Younger Egg Hunt (Sat., April 1; 9-10:30am in Williams Hall)
 - 5th Grade Bible Presentation (Sun., Apr 30 at 9am Worship)
4. May
 - Launch Night with YFM for 3rd-5th Graders (May 7)
 - Messy Church (May 7)
5. June
 - VBS (June 12-15) – Volunteers assignments were discussed.

Next, Bonnie Holliday (chairman) issued a final request for elder nominations and for CFM member nominations, and she enthusiastically introduced CFM’s new chairman: Kenny Kraft who will assume the role in March 2023.

After Bonnie closed the meeting with prayer, the meeting was adjourned.

MOTIONS FOR SESSION VOTE

None

Pastors' Aid February 2023 Report

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 forty+ members on the committee, with varying degrees of participation. The Pastor who leads Congregational Care participates in the meetings.

I. Current Activity Report:

Receptions:

There were no memorial receptions in February.

19 birthday cards were sent to members 80 and older.

3 bereavement notes were sent.

1 Birth congratulatory card.

Flowers were delivered to: Jane Phillips, Doris Pidgeon, Martha Sides, John Ferguson on the loss of his father, Nancy Sobleman, Nell Higgins, Cora Jane and Sam Pope, Lucy Currie Bush on the death of her mother and Carol Ann Love Jennison (family of donor).

Upcoming & New Project Report:

- \$5,000.00 was moved from PA to the Property Committee.
- An additional \$5,000.00 donation will be tabled for present.

II. Motions for Session Vote: None

February 2023 VISITATION MINISTRY SESSION REPORT

The goals of the Visitation Ministry in “Making God’s Love Visible” are:

1. To support the ministerial Staff in expanding the outreach to Trinity’s congregation. A visitation partner is provided to those identified by staff and/or the visitation team as being unable to regularly attend worship and fellowship with our congregation.
2. To assist with extending the Communion Table to those at home and in retirement homes.

Committee Co-chairs: Lynn Bradley and Nancy Spetnagel

Committee Membership: Rev. Tom Farmer, Eleanor Baughman, Lynn Bradley, Berney Bridges, Nancy Broadfoot, Meredith Daniel, Paul Marston, Sally Sinkler, Nancy Spetnagel, Cindy Stancil and Adair White plus other volunteer callers who do not attend meetings. The committee welcomes new members and volunteers.

Current Activity:

Our committee members are assisted by 19 visitation partners, primarily recruited from Stephen Ministers, Pastors’ Aid and Men’s Breakfast participants. They regularly contact some 35 people on our Concerns List (people with health issues or immediate concerns), our Watch list (people basically doing well under current circumstances, but are isolated) and Cards Only list. All Visitation partners report monthly to Nancy Spetnagel and/or Lynn Bradley so their reports can be reviewed and assessed by Tom Farmer, Lynn and Nancy prior to our monthly meeting. At our monthly meeting the committee members make their reports and update everyone for those only contacted in the last few days.

This meeting Cindy Stancil led a discussion about the Care Notes booklets and whether we knew about and/or liked them. We will consider more another time.

We shall try to send Easter cards to everyone on our lists this spring.

Upcoming and New Project Report

None at this time

Meeting Schedule:

Our February meeting was in person on Tuesday, February 28, at 11:00. Our next meeting is scheduled for March 28 at 11:00. (Our meeting time has been moving around to accommodate Tom Farmer’s schedule.) Our usual meeting place is now at the church in room A-116. We usually meet 10 times a year on the fourth Tuesday of the month and skip July and December.

Submitted by Lynn Bradley, co-chair
2/28/2023

CONGREGATIONAL LIFE - COMMITTEE REPORT for March 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: Drew Timmons, **DeDe Woodring,** Olivia Wall, **Catherine Kraft,** Emily Avant (remaining active on committee but not attending meeting rest of spring due to class at Seminary) Sarah Williams, Emma Pegues- resigned from CL

I. ACTIVITY REPORT: Meeting March 15, 2023

* **Advent Devotional-** Nancy Calhoun and Melissa Moseley will be recruiting writers-with assistance of Molly Jamieson. Susan Foxworth will be joining to assist with Editing in 2023. Jennifer Kahn created initial list with suggested writers. Discussed additional people to add, especially including males under 50. We try to ask people who are actively engaged and have not written before- so pull off a master list. Going to ask Ellie Sullivan to reach out to printer for estimated cost for booklet this year with 23 writers.

***Suggestions for New Members-** Committee continued the discussion about the need to get new members beginning this summer. Several have been confirmed since February's meeting including: Natalie Solomon, Laura Bynum and Meade Conley. Bess George will also be contacting 2 new members, per Ginny Hobbs' suggestion, Allison Spicer and Lisa Allen, to see if they are interested in joining. DeDe Woodring will reach out to Barbara Stevenson.

*CL continues monthly sign up and brings 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** from **4-5:30**

Big upcoming event in April in process of being planned- discussed "naming" the event so it conveys what will be occurring (both Jazz and Art walk) and be catchy. Seale Lindsay proposed "Trinity Swing and Stroll" which was unanimously agreed upon- Bess George will create communication to go out in all media beginning April 2nd- will send to Emily Beaver for assistance with visual to accompany it.

Jazz- Bess George coordinating the music- booked Chris Otts (plays Sax at 9 am service) and 3 others, while at same time Rebekah had reached out to GSU student band leader. Committee discussed and will go with GSU as it has already been coordinated. Goal is for it to be "fun" and

light for all ages. Bess will confirm with GSU and become point person for all set up etc. and cancel Chris et al.

Olivia Wall and Catherine Craft coordinating Art Walk. They coordinating additional volunteers as well, including Frances Harris. Discussed logistics including drop off and storage of art prior to the 30th- Williams Hall has been reserved 10 am Friday 4/28 through the 30th. Currently only have 4 Art submissions - dividing list from 2013 and committee members will contact them to see if they are interested in displaying. Catherine creating a card to display with each piece, detailing all information needed.

Molly Jamieson to contact Michelle Stancil to confirm she will participate and also to see if she has any easels that she would allow us to use over the wknd- various sizes.

Jennifer Kahn is coordinating Food, tables and linens. Discussed using hi-top tables outside in courtyard- buy versus rent. Jennifer and Lucy to make that decision. Seale Lindsay will be doing the flowers for the event. Decided on no wine due to time of day, family event, complications of obtaining a licensed bartender etc.

Meetings

April 12

May 10

Mission Council report to Session – March 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, particularly in the areas of advocacy, education, and hunger. 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 3/1/2023 Mission Council meeting in bold.)

III. Current Activity Report:

Updates from Trinity's primary mission partners:

Agape Youth & Family Center:

Agape students and families celebrated Black History Month on Friday, February 17th with a special ceremony, a parade, performances from students and a special presentation from Manga African Dance. Agape is proud to share this update about North Atlanta HS Senior and Agape student Malachi Johnson: Malachi has a 4.1 GPA and has already been accepted to Georgia Tech, UGA, Wake Forest University and Rhodes College. Recent after school activities and programming have included yoga for K-2nd students, a body safety curriculum and a training for students and parents on emergency response protocols.

Haiti: Despite a very dire situation in the country, on the island of La Gonave where our partnership is located, teaching continues at our partner school St. Francois for more than 600 students in pre-K through secondary school, as well as the school lunch program, medical programs and the infant and toddler nutrition program.

Cuba: Rebekah, Lucy and 13 Trinity members spent a week in Cuba, returning late the night before our Mission Council meeting. We will hear a full report from the group at our April meeting, with updates from our partners in Cuba at La Playa Presbyterian Church and the Seminary in Matanzas.

The **40 Things in 40 Days** collection continues through Easter Sunday. A calendar and list of items needed are on the church website here: <https://trinityatlanta.org/wp-content/uploads/2023/02/2023-Lent-40-Things-in-40-Days.pdf>.

IV. Upcoming & New Project Report:

We have two volunteer opportunities coming up at **Meals on Wheels**:

- Saturday, April 8th 8-10 am
A group of up to 12 Trinity volunteers will hand out meal boxes to those driving delivery routes that day.
- Later in April we will schedule a second Saturday volunteer opportunity for Trinity members to deliver all the food items collected through 40 Things in 40 Days and stock the MOW food pantry.

We are also exploring the possibility of a large group volunteer opportunity with the **Atlanta Community Food Bank**. They can accommodate groups of up to 60 people to organize food donations at their warehouse and allow children as young as 8 so this would be a great intergenerational opportunity. More details to follow.

Other current engagement opportunities:

BCM Georgia is in need of Budget for Life coaches for their spring session (March-June). Training and coaching sessions all take place virtually. For more information please contact John Fenton at jfenton3393@gmail.com.

Agape is in need of tutors and homework buddies for the after school program. For more information please contact Kaki Behr at kakibehr@comcast.net or John Fenton (see above).

Central (Pres) Sunday Courtyard Breakfast - 4th Sunday of every month, 8-10 am. 4-6 Trinity members prepare continental breakfast ahead of time and serve Central's guests experiencing homelessness. March 26th is covered; volunteers needed for Sundays from April 23rd on. For more information or to sign up please contact Debbie Stair at dastair@comcast.net.

IRC (International Rescue Committee): Volunteers needed to help at weekly ESL classes for adults, Thursdays 10 am-12 pm. For more information contact John Fenton at jfenton3393@gmail.com.

Mission Council will be reviewing impact grant applications and making funding decisions at our April 12th meeting. To date, we have received applications from nine agencies.

V. Motions for Session Vote:

N/A

Personnel Committee Session Report

March 2023

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 our financial capacity.

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:

- Re-filling the new Digital Media Specialist role. Unfortunately, Dariel Paredes resigned unexpectedly, citing personal reasons that had nothing to do with Trinity or the position.
- We have extended an offer for the role of Director of Finance and Administration to a highly talented candidate who has accepted. Start date is not yet finalized and will likely include a few weeks at part-time work starting in April as the candidate winds down their current role.
- Actively searching for candidates for:
 - o Communication Director
 - o Ministry Coordinator for Worship and Music
 - o Ministry Coordinator for Engagement and Commitment
- Finalized 2023 Personnel Budget for submission to Finance.

II. Upcoming and New Projects Report:

- Permanent staffing resources for Finance, HR, Infrastructure and Property

III. Motions for Session Vote: None.

Property Committee

March 1, 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, Lea Holliday, Dale Lewis, Allen Moseley, George Parson (via Zoom), David Quillian, Trey Reese (via Zoom), Cannon Reynolds, Anne Weaver, and Esther Stokes. Staff in attendance: Rev. Rebekah Close LeMon (via Zoom), Karen Simmons, and TreVarius Worthy. 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 February meeting were approved.

Budget Review: Karen Simmons led a review of the budget/financials for February. The reopening of the church and the additional expense associated with that, as well as higher energy costs, are expected to cause higher operating expenses in 2023 than in the past. As a consequence, the church property operating budget is higher than in the past. Given that the budget has been pledged, this should not be a problem, but will be monitored closely.

In addition, Karen Simmons noted that Lifespan has decided to move out of their offices in the church. They will begin the move this month and should be completely out by June. That will free up three offices in the D Building and a lobby area. This area could be used for a wellness ministry in the future.

Next, we turned to infrastructure.

Infrastructure projects:

HVAC- David Caldwell reported that infrastructure work is generally going well and AC is starting soon, though we are still looking at the Sanctuary unit. There was also a discussion of the wall in the Sanctuary is being fixed and Segars has been paid. Finally, the issue of a French drain in the Chapel courtyard was raised as well as the replacement of certain failing windows.

Signage- Jane Harrison reported on signage, indicating that phase 1 is done and phase 2 is being reviewed. The goal is to complete signage by Easter. Esther noted that the potential for lighting the Monument signs is being reviewed.

Security- T- reported that 90% of the cameras have been installed and that the card readers and server are almost done. The Sanctuary screens are done and the Chapel and Williams Hall are complete.

Two elevators: Dale Lewis reported that The RFP is out and that the inspections relative to the RFP are underway. Expect to get bids in within 4-6 weeks.

New furniture orders- Esther Stokes reported for Anne Weaver. Reported that new furniture has been delivered but was damaged and had to be returned. Working on a new date.

“Walls and Halls” work: Esther reported that the TELC logo is being framed.

New Business:

- Karen noted that movie location scouts are out. Carter Phillips is interested in helping the Church deal with the movie industry. There is a current interest in filming in the Chapel. Karen and Rebekah will review offline.
- T- noted that Jennifer Kahn and Mary Elizabeth Jackson are cleaning out the church and asked for a dumpster to haul off trash. The rental of a dumpster was **APPROVED**.
- Jane asked about the Church Parlor, Bride’s Room, Groom’s Room, etc. They are dated, but not in bad shape. Renovating them was not part of the recent renovation project at the Church. It was agreed that these will be revisited when the current infrastructure/renovation project is complete.
- Ideas regarding the Commons were discussed. It was agreed that we need to get the furniture in before discussing further.

The meeting was adjourned at 8:45am (at which time several members went to view the Commons).

Worship and Music Committee Report – March 2023

(From meeting held March 1, 2023 – attendees in bold)

Worship and Music Ministry Mission Statement

The Worship and Music Ministry assists the Session and staff in providing and supporting worship which glorifies God by challenging the mind, nourishing the spirit, honoring tradition, demonstrating liturgical depth, exercising creativity in its use of music and the arts, and addressing the needs of individuals and families. (2016)

Committee Chair:

Roxanna Erwin (Session)

Committee Membership:

Caroline Brown, Carol Comstock, Meredith Daniel (Session), Dorsey Farr, Patti Heinz, Jim Hinkle, Jan Irvin, Rebekah LeMon (Staff), Norman Mackenzie (Staff), Ruth Marston, Mary Fleming Riley, Cissy Smith

I. Current Activity Report

AV Offerings for Weddings:

- Cissy reported that the filming went well for the Knapp wedding. It did not impact the duties of the wedding committee members. The rehearsal was filmed as well and the people in parlors can see what's going on. Even without editing the video was "stunning."
- It was suggested that permission be obtained from the Knapps to share their video with prospective wedding parties.
- AV people will be required to operate the equipment. Dariel (or videographer) would get an honorarium for their service. Kevin may be open to serving in this capacity.
- A sound engineer will also be required at weddings.
- Next steps are to establish pricing and to create a disclaimer letting bridal parties know what to expect as Trinity will not edit the raw film. Cissy will work with David Merritt to work on costs.

Doctors on call during Sunday Worship:

- Jim Hinkle met with Karen to find out where our existing equipment is stored. Our equipment consists of a first aid box of bandaids and 2 Automated External Defibrillators (AED).
- Jim recommended that we get 2 Ambu bag resuscitators - one for each location. They cost approximately \$20.
- The AED's are being serviced and we need an inservice on how to use them. Perhaps our servicer can provide this training. Ushers and staff can also train on AED's.
- It is a goal to have a crew of people (physicians, nurses, someone with CPR knowledge) to be on call. Jim suggested a letter be issued to determine who our medical people are. He will work with Rebekah on the letter soliciting help.
- Jim will get with Karen on getting the needed equipment.

Worship:

- Rebekah gave a staff update. A Digital Media Specialist (Dariel Parades) was hired and he will also recruit and train people who can help with sound. Multi-talented Emily Beaver will continue to work with our Youth as Trinity Fellow, but is moving into an expanded position as part-time Ministry

Coordinator for Communications. MacKenzie Atkinson joined our staff in November as Executive Assistant to the Senior Pastor. The announcement of this hire was delayed somewhat to allow MacKenzie to get her feet on the ground.

- Lent was kicked off with Ash Wednesday. There was a steady stream of people arriving to get ashes and there were around 50 people at the evening service.
- Shrove Tuesday was a great success with 130 people participating. The pancake races were a hit.
- The Session received 15 new members and 3 more will be received on Sunday when we will also have an adult Baptism.
- After Easter Rebekah will get the staff together to work on best practices for presentation outside of our space.
- All of our equipment is now in place and we now need to learn how to use it.

Music and Fine Arts:

- Norman has had the donated harpsicord appraised. It is a fine one. Adam Decker, a noted restorer, will help put it into mint condition. It was appraised for \$20,500 and will cost about \$5000 for the restoration.
- The children did a great job last month in their worship service. The youth choir will sing on the 19th.
- For the Spring Music Festival, the choir will perform the Schubert Mass in G.
- 8 or 9 choir members will participate in the ASO's performance of Bach St. Matthew Passion and several have been picked for solos.

II. Upcoming & New Project Report:

Lenten and Easter Worship

- Rebekah said that there would be a meal and worship for all ages a little along the model of messy church for Maundy Thursday. Lucy will lead and Elizabeth will manage the children's part.
- On Good Friday, the entire choir will sing at a real Tenebrae service. An Acolyte is needed for this service.

Acolytes

- Steven Darst would like to help get the acolyte program back running. Historically acolytes have been from grades 8 through 12 but we should consider children a little younger as well. Maybe the younger ones could start at the 9 o'clock service.
- Roxanna Erwin will get with David Beasley in the meantime to coordinate with ushers to light the candles before the service.

Upcoming Events –

- **March 5** – Communion
- **March 5** – Vespers @6:30 p.m. Chapel
- **March 12** – Baptism
- **March 19** – Youth Sunday @9:00 a.m. and 11:00 a.m.
- **March 19** – Vespers @6:30 p.m. Chapel
- **March 26** – Spring Music Sunday @ 11:00 a.m. service in Sanctuary

- **April 2** – Palm Sunday & Communion @ 9:00 a.m. & 11:00 a.m.
- **April 6** – Maundy Thursday with Communion @ 6:00 p.m. Williams Hall
- **April 7** – Good Friday Service @ 7:30 p.m. in Sanctuary
- **April 9** – Easter 7:00 a.m. Sanctuary Porch, 9:00 a.m. and 11:00 a.m. Sanctuary; Baptism
- **April 23** – Installation for Lucy Strong as Associate Pastor

**** No April W&M Ministry Committee Meeting****

III. Motions for Session Vote: None

TRINITY PRESBYTERIAN PRESCHOOL

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.lovenga@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

CURRENT ACTIVITY REPORT

February 24, 2023 - Monthly Meeting

- TPP Board Recruitment: Betsy and Ashley Cotey are helping with this effort. Will be talking to Leslie Hall, Carline Westphal, McKinley Bandy, David or Paige Todd and the Cleveland family.
- Summer Camp – At this point, there are not enough interested teachers to host a camp.
- Executive Director Search: TPP has had dozens of applicants and has narrowed down to 8 for phone screenings. All the screenings went well. Have scheduled 4 candidates for a 1 hour zoom with Andrew and Rebekah in early March. Then will share recommendations with the TPP Board and they will meet the finalists in mid-March for in-person interviews. No internal candidates applied. Planning to make an offer in April.

- ED Report: Mood is on the upswing after the release of a teacher. Email updates to parents have been well received with positive feedback. Enrollment for the next year: Pre-K has 17 kids enrolled (3 doing a second year) and class arrangement next year will be up to the new director. All toddlers except on are re-enrolled. TPP is getting calls about toddler class because people see the signs so they are working!
- MOTIONS FOR SESSION VOTE: NONE

TELC Minutes

Online Meeting March 1, 2023

Board Attendees (names in bold were present via Zoom at the meeting):

Tim Allen	Blake Head	Bobby Norwood
Andrew Belisle	Sarah Heller	Steven Smith
Bob Cooney	Ashley Hooper	Jen Tessendorf
Courtney Deveau	Jacob Jordan	Kenny Kraft
Joe Dixon	Wyatt Kendall	Peter Walker
Kelly Hays	Margaret Nesmith	David Lantz
Margaret Ale	Sarah Kirkpatrick	
Richard Floyd	Righton Lewis	

Joe Dixon called the meeting to order at 6:30 pm.

February 2023 Minutes were approved unanimously.

I. **Center Update:** Tim Allen

- Enrollment

- February: 116 Budget: 116
- March: 117 Budget: 116
- April: 117 Budget: 116

- Faculty

○ Staffing:

- Ms. Ambria Abair, Sunflower classroom, resigned her position with TELC. Her last day was 2.24.23. She was able to secure a new role at a center closer to home and where her daughter attends.
- 2 new teachers recently hired:
 - Gabrielle Love will join our Tulip classroom.
 - Amiya Green will join our Sunflower classroom

- Health and Safety

- Fortress Consulting completed its visit and has submitted the assessment and we will be working with them to schedule training for the teachers.
 - Church is installing security cameras around campus.
- Mulch is being installed on Friday for the back playground.
- TELC is also considering a new cleaning company – details TBD
 - Current arrangement involves split cost between TELC and church. We might get better coverage if we hired our own for smaller engagement.

II. Committee Updates

Finance: Blake Head, Joe Dixon, Peter Walker

- 2023 Budget
 - o Income
 - Will ask for \$25k tuition subsidy from trust for 2023
 - Expect additional income from high yield/money market account
 - Budget ~\$30k from MFS based on prior years but actual may be lower this year
 - o Expenses
 - Inclusive of 3% raise, similar bonuses as prior year, and audit fees
 - Food expenses are up due to inflation
 - o Ultimately, we are close to break-even, but we are still doing ok due to cash reserve and expected investment income

Development/Financial Aid: Ashley Hooper; Margaret Ale

- Tuition Increase – letters go out in May for August increase
- Scholarship applications – request from families to go out in June for August effective date

Governance: Andrew Belisle, Kenny Kraft, Maggie NeSmith

- Will vote on new members in April; will hold BBQ in May
- Need to find about 7 new members due to folks rolling off. Also need to confirm those who will extend their term. If you'd like more time to decide, please try to decide by the end of April.
- Please email Joe Dixon, Andrew Belisle, Kenny Kraft, Maggie NeSmith with any recommendations. Hope to vote on most next meeting.
- Please let us know if you would like to rotate to another committee next year
- Working with Tim to submit annual report to TPC by end of this week

Personnel: Courtney Deveau, Wyatt Kendall, Kelly Hays

- Surveys for March – personnel committee to work on survey drafts and share with Tim and Board for comment before going out to Teachers
- Certification – teachers in GA need 10hrs of CE each year; TELC asks for an additional 6hrs on top of required 10hrs

Strategic Projects: Bobby Norwood, Righton Lewis, Steven Smith

- Shelving upgrades – additional quotes too high and seeking other options, Sarah to share an option

Public Relations: Jen Tessendorf, Sarah Heller, Jacob Jordan

- Park meetup – looking at March 25th at Memorial Park

Events: Sarah Kirkpatrick, Bob Cooney, David Lantz

- Miles for Smiles
 - Funding – corporate sponsors are a bit behind but have a few good ones on board. Please work to get any last sponsors in this week so they can be included on T-shirt. We can still get sponsors after the T shirts are made
 - Still waiting on teacher group to verify events
 - Website is up

Meeting adjourned at 7:05 p.m.