

SESSION PACKET

Stated Session Meeting
June 18, 2024



TRINITY

PRESBYTERIAN
CHURCH

_____ Approved

_____ Approved with Amendment

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**STATED SESSION MEETING AGENDA
TRINITY PRESBYTERIAN CHURCH
June 18, 2024
7:00 p.m.
Old Fellowship Hall**

CALL TO ORDER Rebekah LeMon

DEVOTION

MOTION to approve Consent Agenda Rebekah LeMon

- Agenda
- Session Minutes
 - Stated Session Meeting Minutes – May 17, 2024
 - Called Congregational Meeting – June 18, 2024
- Financial Reports for May 2024
- Statistical Report for May 2024

MODERATOR’S REPORT Rebekah LeMon

CLERK’S REPORT Drew Timmons

SPECIAL ORDERS & REPORTS:

RECOMMENDATION FROM TRUSTEES Margaret Reiser & John Shepard
RE: WEST PACES ADVISORS ENGAGEMENT

REALM ROLLOUT PRESENTATION Heather Edmiston & Janet Martin

FINANCE & BUDGET Heather Edmiston & Richard O’Donnell

OPEN FORUM

PRAYER AND DEPARTING BLESSINGS Rebekah LeMon

UPCOMING DATES		
Communion Sundays	July 7, Aug. 4	
Speaking of Faith	Sundays in June (9am in Williams Hall)	June 23 Tony Breuer
Middle School Summer Retreat	July 7-11	
Baptism	July 14	John Patterson Pulliam, son of Sara and John Pulliam
Churchwide Cookout	July 31	

STATED SESSION MEETING MINUTES
TRINITY PRESBYTERIAN CHURCH
May 21, 2024
7:00 p.m.
Williams Hall

CALL TO ORDER & DECLARATION OF QUORUM

Rebekah LeMon

The stated Session meeting for Trinity Presbyterian Church on **May 21, 2024** was called to order at **6:40 pm** in Williams Hall by the moderator, Rebekah LeMon. The assistant clerk, Drew Timmons, confirmed the presence of a quorum.

RECEPTION OF NEW MEMBERS

Rebekah LeMon

Prior to the formal business meeting of the Session, members of the session shared a meal and conversation with new members. After dinner, Rebekah invited the session to introduce the new members from each table. After each of the new members were introduced, Rebekah invited the new members to reaffirm their faith. Each of the new members and the Session responded to the questions of affirmation from Rebekah. Rebekah then invited a motion to receive the new members into the church. Drew Timmons made the motion, which was seconded by many. The motion was approved unanimously.

The following new members affirmed their faith and were welcomed into Trinity.

Jimmy Beach

Lauren Beach – Reaffirmation of Faith

Jennifer Butler – PCUSA Pastor, will join as a pastor affiliate

Susie Butler – Certificate of Transfer from Peachtree Road United Methodist, Atlanta, GA

Gretchen Henry – Certificate of Transfer from Hopkinsville First United Methodist Church,
Hopkinsville, KY

Ren Henry – Reaffirmation of Faith

Belinda Parks – Baptism and Profession of Faith

Lee Parks

Amanda Sanders – Certificate of Transfer from Morningside Presbyterian Church,
Atlanta, GA

Daniel Sanders – Certificate of Transfer from Morningside Presbyterian Church,
Atlanta, GA

Lauri Watnee – Certificate of Transfer from South Mecklenburg Presbyterian,
Charlotte, NC

DEVOTION

Bonnie Holiday

Bonnie Holiday provided the devotion. Her theme was “two things can be true at once.” She talked about her small hometown: Roopville, GA, and the contrast between being raised in a Southern Baptist church with a community of conservative thinkers, and with the very liberal ideals of her parents. No matter how often and how consistently her parents disagreed with the other community members on issues of politics, and how strongly each felt about their positions, they were all good people. That community nurtured Bonnie as a child. She still to this day receives letters from women of Roopville every Christmas. Even though she was never surrounded by people in any setting who thought and believed like she did, they were able to love another, just as God loves us despite our inability to stay on course. Two things can be true at once.

OMNIBUS MOTION TO APPROVE CONSENT AGENDA

Rebekah LeMon

Rebekah LeMon directed session members to the omnibus motion in the meeting packet which included tonight’s meeting Agenda, Stated Session Meeting Minutes from April 16, 2024, Session Retreat Minutes from May 11, 2024, the Financial Reports for April 2024, and the Statistical Report for April 2024. The Consent Agenda was unanimously approved without discussion.

MODERATOR’S REPORT

Rebekah LeMon

Rebekah began her report with gratitude as always. She wanted to especially thank Karen Simmons, TreVarious Worthy, Ryan Brown, and James Williams and all the property team that puts in so much work to make this church ready for the various events we hold here. She noted that it has been a very wild calendar of events over the course of the last several months – the ceremonies, the mission events, the funerals and weddings, etc. She also thanked the AV and sound team that allows for Zoom capabilities for many of our events and worship services.

Rebekah noted that our bookkeeper, Aaron Claytor, got married this week. She invited the session to say congratulations to him if they see him.

Rebekah noted the excitement and celebration of Pentecost Sunday, and the BBQ event that followed. It was truly a joyous occasion – thank you to the Holy Smokers for another wonderful meal and fellowship event for the church.

As reported previously, the HVAC in the sanctuary needs to be replaced, and we are looking to do this sometime after June 21st. We will need to change worship services as a result. Rebekah asked session members to let everyone know so that no one is caught off-guard by this issue.

Rebekah thanked all who attended the mini retreat on Saturday May 11th. We had a great time welcoming new session members who are rolling onto the session in June, and discussing our vision for the coming year.

CLERK'S REPORT

Bonnie Holliday

Bonnie reminded Session of the upcoming Presbytery meeting scheduled for August 6, 2024 at Radcliff Presbyterian Church.

PRESBYTERY MINUTE REVIEW

Drew Timmons

Drew spoke about the minute review meeting which took place at Alpharetta Presbyterian Church on May 18th. Trinity's minutes were approved without exception. Overall, it was a very informative experience and Drew will work with the incoming assistant clerk to refine the minutes further to ensure stricter compliance. A copy of the Minutes Review Checklist from the meeting is attached to the minutes.

SPECIAL ORDERS & REPORTS:

APNC REPORT AND REQUEST

Mark Stancil

Mark Stancil reported on the progress of the APNC in identifying a new Associate Pastor for Family Ministries. The APNC reviewed 43 candidates. Of those, 12 asked to apply, and 8 interviews were conducted. After the 8 interviews, the APNC narrowed the candidates down to 3 to invite for a 2nd round of interviews. 2 of the candidates were invited to have a one-on-one interview session with Rebekah. The APNC had an in-depth discussion with Rebekah prior to final interviews. After this process, the APNC believes that it has found the person who God has called to Trinity to fill the role of the Associate Pastor for Family Ministries.

On behalf the APNC, Mark presented a motion to call a Congregational Meeting on June 16th after worship to present the new APFM. The motion was adopted by consent.

PRESBYTERY UPDATE

Allen Moseley

Allen Moseley reported on the Presbytery meeting which took place via zoom on Tuesday April 30th. The theme was "hope and humility," and it centered around openness of heart and continuous learning. He reported that 5 new ministers were welcomed into the presbytery, and two overtures were presented. The first overture was for action relating to freeing children from gun violence. This was approved by the presbytery and will now go to the general assembly for approval. The second overture was a request for concurrence directing presbyterian church to use a gospel of love. For various reasons, there was not enough support for this overture to go to the general assembly.

The report from Allen led to a discussion of some of the processes of the Presbytery and how certain decisions are made by the Presbytery, mostly to inform the incoming members of our role in approving policies and actions of the Presbytery.

FINANCE & BUDGET

Heather Edmiston & Richard O'Donnell

Richard O'Donnell provided a report on finance and the budget. He noted that we are ahead on income based on single gift representing 5% of the total income. We are also favorable on interest income. Property expenses are higher due to renovations to the Manse. Mission expenses are currently lower than budgeted, but we will eventually use all the budget. We are working to fill the position of Wellness Coordinator, and the cost is likely to be higher than our current budget. We are likely to use money from the personnel reserve fund for this during this calendar year. We are optimistic that this position will generate additional income for the church to offset the increased cost for the position in the future.

Our annual outside financial review is set to take place in June. Carr Riggs & Ingram will perform the review and the finance committee will report on this after it occurs.

REALM MIGRATION UPDATE

Heather Edmiston

Heather reported on the upcoming migration of our server database to a new database. Realm is the product that makes the most sense for Trinity to use. Janet Martin is mostly handling the "clean up" of the database. Lucy has been heroic in helping with this process. The staff is working on improving proficiency with the new program, and we are working to put structures in place to make sure all employees use the database only. The new database will take over on June 3rd, and all systems will be down for a week while the migration occurs. By June 10th, we will be using the new system in its entirety.

OPEN FORUM

During open forum, Rebekah Groover asked about the seminary graduates, Emily Avant and Emily Beaver, and whether we are doing anything to recognize them and their accomplishments. Rebekah indicated that we would be doing something to recognize their recent graduation and celebrate them with a staff party.

Lucy spoke about a new opportunity for fellowship. The youth group has in the past gone to the Battery on a Wednesday night to enjoy each other's company. Lucy has proposed that we do this as a congregation. This event will occur for the first time on Wednesday, June 12th. Rebekah and Lucy mentioned that we are working to have more and more events like these in the future – hopefully including an on-campus oyster roast event later in 2024.

PRAYER AND DEPARTING BLESSINGS

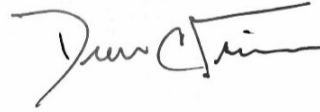
Rebekah LeMon

On this last meeting for the 2024 class of elders, Rebekah offered her thoughts and thanks to each of the outgoing elders and presented each one of them with a gift. She then read a poem by John O'Donohue for times of transition. The meeting adjourned at 8:28 pm.

Respectfully submitted,



Bonnie Holliday
Clerk



Drew Timmons
Assistant Clerk

UPCOMING DATES		
Single Sunday Service	Begins May 26	One service at 10:00 a.m. through the summer
Communion Sundays	June 2, July 7, Aug. 4	
Speaking of Faith	Sundays in June (9am in Williams Hall)	June 2 Scott Calhoun June 9 Bonnie Holliday June 16 Jean Lapitan Shults June 23 Tony Breuer
Baptism	June 9	John Patterson Pulliam, son of Sara and John Pulliam
VBS	June 10-14	
Stated Session meeting	June 18	
Longest Day Vespers Worship	June 20	Dobbs Chapel, 6:30 p.m.

Trinity Presbyterian Church Session In-person Attendance (In Bold), May 21, 2024:

Name	Name	Name
Roxanna Erwin	Reid Willingham	Karen Bain
Ginny Hobbs	Kenny Kraft	Jon Balch
Bonnie Holiday –Clerk	Kristin Hunter	Dean Cleaveland
Richard O’Donnell	Tom Owens	Rebekah Groover
Trey Reese	Martha Craft	Jay Harris
Lane Rhoden	Drew Timmons -Asst. Clerk	Paige Keller
Allen Spetnagel	Meredith Daniel	Nick Leet
Cindy Stancil	Allen Moseley	Jon McRae
Adair White	Chris Suh	Mary Kelly Speed
Neal Williams	Lindsey Greene	Catherine Warren
		Catherine Quillian (youth)
		Helen Slawson (youth)
Staff Attendees:	Other Attendees:	Guests (Incoming Session Members)
Rebekah LeMon-Moderator	Mark Stancil	Libby Gray Hall
Elizabeth Davis		Scott Calhoun
Heather Edmiston		Connor Willingham
Lucy Strong		Benjamin Walls
		Anne-Marie Spalinger

MINUTES REVIEW FORM

Revised June 2023

YEAR REVIEWED 2023 CHURCH NAME: Trinity Presbyterian Church

Please complete this form by inserting the appropriate dates where this information is found in the minutes.

CONGREGATIONAL MEETING MINUTES

Annual Meeting of the congregation was held on 3/26
 Meeting where installed pastor(s) terms of call were approved 3/26
 Meeting where members of Nominating Committee were elected 9/17, 12/10
 Meeting where elders and deacons (if applicable) were elected 3/26
 Clerk's signature [Signature]

IF APPLICABLE

Called meetings of the congregation regarding property N/A
 Pastoral relationship dissolved 9/17
 New pastoral relationship established N/A
 Any other called congregational meetings N/A

SESSION MEETING MINUTES

For each meeting:	MONTH(S) MISSING
Moderator named	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Quorum declared	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Names of present, absent, and excused elders	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Date, hour, and place of meeting is recorded	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Meeting was opened and closed with prayer	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Minutes of last meeting were approved	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> <u>- minutes in packet -</u>
All action items recorded	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Clerk's signature	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> <u>6/20, 8/8 - noted</u>

Occasional Items:	LIST MEETING DATES
Authorization of baptisms	
Reception of members by profession of faith or reaffirmation of faith	<u>2/21, 3/5, 3/14, 5/16, 10/17, 12/3</u>
Reception of members by transfer along with name of church	<u>5/16</u>
Authorization of Lord's Supper	
A detailed financial report with expenditures/revenues	<u>3/21</u>
Election and reports of elder commissioners to presbytery meetings	<u>2/21, 5/16, 11/14</u>

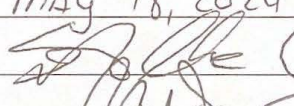
Annual Requirements:	LIST MEETING DATES
Rolls of the church reviewed	2/21
New officers examined	6/20
New officers installed	6/20
Approval and attachment of budget	3/21
Joint meeting with Deacons (if applicable)	n/a
✗ Financial review has taken place (see G-3.0113)	
Approval and attachment of Annual Statistical Report	2/21
✗ Report of previous year's minutes review	
Session elected clerk on (date) for term of	6/20 - 1 year
Session elected treasurer on (date) for term of	6/20 : 5/16 - 2 years
Session took a candidate under care (if applicable)	n/a

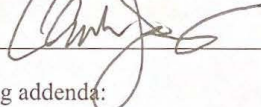
TO BE COMPLETED BY THE REVIEWER

Items that need to be worked on for next year's review:
Include statistical reports as an addendum to notebooks-

APPROVED WITHOUT EXCEPTION: with comment below
APPROVED WITH EXCEPTION (describe): Annual Financial report needed
Budget & EOY summary - Include Audit
Noted above - minutes review

Date of this review May 18, 2024

Reviewer's signature  Steven A. Itt

Presbytery Representative's Signature 

- We recommend that minutes include the following addenda:
- a copy of your bylaws so that quorum size, how you call a congregational meeting, and your nominating committee process are explained.
 - a list of all people baptized with date and names of parents, for easy reference.

A full financial review is NOT the same as the treasurer's monthly or quarterly report but is rather required under G-3.0113. A professional auditor is not required—you may have an internal review by a team not related to the treasurer or the finance committee.

CONGREGATIONAL MEETING MINUTES
TRINITY PRESBYTERIAN CHURCH
June 16, 2024
10:43 a.m.

CALL TO ORDER & DECLARATION OF QUORUM

Rebekah LeMon

The congregational meeting for Trinity Presbyterian Church on **June 16, 2024**, was called to order in the Sanctuary at **10:43 a.m.** by the moderator, Rebekah LeMon. The clerk, Drew Timmons, confirmed the presence of a quorum of the congregation, including approximately 220 in person attendees.

Rebekah announced that Karen Bain, Assistant Clerk of Session, would act as secretary for the congregational meeting and invited Mark Stancil, chair of the Associate Pastor Nominating Committee, forward to present the committee's report and recommendation.

RECEIPT OF RECOMMENDATION FOR ASSOCIATE PASTOR FOR FAMILY MINISTRIES FROM THE ASSOCIATE PASTOR NOMINATING COMMITTEE

Rebekah LeMon,
and the Associate Pastor Nominating Committee

Mark Stancil, Chair of the Associate Pastor Nominating Committee, named and thanked all members of the committee, then described the work of the committee since its inception. Working closely with the Personnel Committee and Senior Pastor, the committee used a revised job description for the Associate Pastor for Family Ministries to craft the Ministry Discernment Profile. The committee identified 43 potential candidates and invited 12 of those candidates to apply. The committee conducted 8 initial interviews and 3 second interviews. The committee then identified 2 finalists who met with Rebekah. The committee recommended Emily Beaver to be the Associate Pastor for Family Ministries.

A brochure including Emily Beaver's statement of faith and biography was distributed to the congregation. In addition to comments from Mark Stancil, APNC members Libby Gray Hall, Shannon Sale, and Trey Reese commented on their process and discussed the clarity they experienced that God is calling Emily Beaver to be Trinity's Associate Pastor for Family Ministries.

Mark Stancil explained the terms of call for the Associate Pastor for Family Ministries, including effective salary (and use of the manse), eventual ordination, benefits, professional allowances, and start date. Mark then made a motion for the congregation of Trinity Presbyterian Church to extend a call to Emily Beaver to serve as Associate Pastor of Family Ministries beginning June 17, 2024, and that the terms of call be approved as presented.

Rebekah declared that the motion was before the congregation, and did not need a second. She invited discussion and questions from the congregation regarding the recommendation of the Associate Pastor Nominating Committee. The congregation had no discussion or questions.

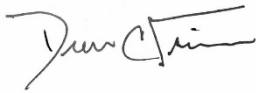
Rebekah then explained the voting procedures for the congregation, including the fact that each active member of the church is invited to vote and that the vote would be both to extend the call for Emily Beaver be the Associate Pastor for Family Ministries and to accept the terms of call for Emily Beaver as presented.

There being no questions presented, Rebekah moderated the vote to call Emily Beaver as the Associate Pastor for Family Ministries and to accept the terms of call for Emily Beaver as presented. The vote passed unanimously and with much celebration.

Rebekah expressed the church's deep gratitude for the work of the Associate Pastor Nominating Committee before inviting a motion to dissolve the committee, which was brought by many and seconded by many in the congregation. The motion to dissolve passed unanimously.

Rebekah invited a motion to adjourn the congregational meeting, which was brought by many and seconded by many in the congregation. The motion to adjourn passed unanimously. Rebekah closed the meeting with a charge and prayer of benediction. The meeting adjourned at 11:00 am.

Respectfully submitted,



Drew Timmons
Clerk



Karen Bain
Assistant Clerk



Rebekah LeMon
Senior Pastor

Trinity Presbyterian Church
 Monthly Financial Statement Summary
YTD Actuals to Budget Analysis
 As of May 31, 2024

	A		B		C		D		E		F		G
	YTD - 05.31.2024	2024 Actual	2024 YTD Budget	2024 Actual	2024 YTD Budget	Favorable	+ Unfavorable	Relative To BUDGET	=	Net F/(U)	Comments		
1	Income												
2	Pledged Income	\$ 1,764,633.86	\$ 1,614,050.00			\$ 150,603.86							
3	Non-Pledged Income	41,335.04	37,500.00			3,835.04							
4	Trust Fund Income	39,535.75	39,535.75			-							
5	Other Income	109,751.70	63,966.65			45,785.05							
6	Activities and Recreation	0.00	0.00			-							
7	Stock Gain/Loss	117.38	(416.65)			534.03							
8	Total Income	\$ 1,955,393.73	\$ 1,754,635.75			\$ 200,757.98	\$ -	\$ -	\$ 200,757.98				
9													
10													
11	Expenses												
12	Congregation	\$ 16,422.38	\$ 12,433.30			4,743.90	\$ (3,989.08)						
13	Children & Families	9,172.75	13,916.65										
14	Youth & Families	12,911.80	27,916.65			15,004.85							
15	Adults	8,254.25	15,770.90			7,516.65							
16	Worship and Music	36,717.42	37,375.00			657.58							
17	Mission	849.68	214,592.85			213,743.17							
18	Commitment	1,075.70	3,333.30			2,257.60							
19	Finance & Administration	188,087.12	257,751.10			69,663.98		(8,475.65)					
20	Property	328,179.90	319,704.25			94,433.75							
21	Personnel	739,027.95	833,461.70			1,043.45							
22	Childcare	7,726.55	8,770.00										
23													
24													
25	Total Expenses	\$ 1,348,425.50	\$ 1,745,025.70			\$ 409,064.93	\$ (12,464.73)		\$ 396,600.20				
26													
29													
30	Net Y-T-D Total	\$ 606,968.23	\$ 9,610.05						\$ 597,358.18				
31													
32													
33	Prior Month	\$ 693,131.55	\$154,490.63						\$ 355,938.98				

2024 Prepaid Pledges \$429,529; 2023 Prepaid Pledges \$428,069; 2022 Prepaid Pledges \$560,366
 \$1,689,561 = Current Year Pledges; \$78,699 = Prior Year Pledges.

\$13,043 = Loose Plate Offering; \$76091 = interest; \$11,887 = Building Usage Fees; Wedding = \$8,730

Variance due to 2023 basketball expenses not budgeted for 2024
 Variance due to timing of New Programs & Technology - Screens to be purchased and installed this summer
 Timing - variance not expected after summer trips
 Variance due to timing of grants and partner support
 Variance due to timing of per capita and technology expenditures
 Variance due to manse maintenance and improvement, Security, and Utilities
 Variance = Timing of anticipated new hires

Trinity Presbyterian Church
 Monthly Financial Statement Summary
YTD Actuals to Prior Year Analysis
 As of May 31, 2024

	YTD - 05.31.2024		Relative to PRIOR YEAR		Comments
	A	B	C	D	
	2023 Actual	2024 Actual	Increase +	Decrease =	Net
Income					
1 Pledged Income	\$ 1,849,639.30	\$ 1,764,653.86	\$ (84,985.44)		
2 Non-Pledged Income	49,761.08	41,335.04	\$ (8,426.04)		
3 Trust Fund Income	76,889.46	39,535.75	\$ (37,353.71)		
4 Other Income	66,157.79	109,751.70	43,593.91		
5 Activities & Recreation	0.00	0.00	-		
6 Stock Gain/Loss	2,144.05	117.38	\$ (2,026.67)		
7 Total Income	\$ 2,044,591.68	\$ 1,955,393.73	\$ (89,197.95)		
8					
9					
Expenses					
10 Congregation	\$ 11,195.85	\$ 16,422.38	\$ 5,226.53		
11 Children & Families	7,561.14	9,172.75	\$ 1,611.61		
12 Youth & Families	13,815.71	12,911.80	\$ 903.91		
13 Adults	2,380.69	8,254.25	\$ 5,873.56		
14 Worship and Music	27,804.70	36,717.42	\$ 8,912.72		
15 Mission	6,358.06	849.68	\$ 5,508.38		
16 Commitment	0.00	1,075.70	\$ (1,075.70)		
17 Finance & Administration	190,111.91	188,087.12	\$ 2,024.79		
18 Property	248,247.98	328,179.90	\$ 79,931.92		
19 Personnel	591,056.12	739,027.95	\$ 147,971.83		
20 Childcare	5,453.35	7,726.55	\$ 2,273.20		
21 Strategic Planning	0.00	0.00	-		
22 Total Expenses	1,103,985.51	1,348,425.50	\$ 244,439.99		
23					
24					
25					
26					
27					
28 Net Y-T-D Total before Extraordinary	\$ 940,606.17	\$ 606,968.23	\$ (333,637.94)		
29					
30 Net Y-T-D Total	\$ 940,606.17	\$ 606,968.23	\$ (333,637.94)		
31					
32 Prior Month	\$ 902,301.71	\$ 693,131.55	\$ 209,170.16		
33					
34					

"-" = Under Last Year; "+" = Over Last Year
 2024 Prepaid Pledges 429,529; 2023 Prepaid Pledges \$428,069; 2022 Prepaid Pledges \$560,366
 Current Year -\$15,789; Prior Year -\$68,823

timing
 Interest +\$39,890; Wedding Fees +\$3,230

Congregational Care +\$1,432; Congregational Events +\$2,247; Basketball Exp. +\$1,542

Adult Ed +\$781; Fellowship +\$5,668
 Worship +\$1,807; Informal Worship Music +\$3,575; Music \$3,530
 Majority of 2023 expenditures related to Cuba Trip. No Cuba Trip in 2024
 Stewardship Event - Finance Town Hall
 Communications +\$8,547; Technology -\$21,144; Telecom +\$3,785; Licenses, Fees +4,192; FF&E +\$1,803;
 Audit/Legal +\$3,040; Governance +\$4,785; Food Service +\$19,119; Leases -\$1,545; Insurance -\$1,051
 Cleaning +\$9,344(new contract), Bldg Maint. +\$47,025 (\$46k due to manse), HVAC/Plumbing +\$9,751 (fire
 hydrant repair and other plumbing), Security +\$1,444; Utilities +\$12,295
 2023 staff vacancies combined with 2024 pay increases
 2024 pay increases

Trinity Presbyterian Church
April 2024
Monthly Statistical Report to Session
Submitted 6/18/2024

1,650 total active members at Trinity as of 4/30/24

Member additions this month/period: 11

New Members Presented to Congregation on May 26:

- *Carolyn Smith Butler – certificate of transfer from Peachtree Rd. UMC*
- *Rev. Jennifer Smith Butler– certificate of transfer from Bethesda Presbyterian/Maryland*
- *Daniel Sanders, III– certificate of transfer from Morningside Presbyterian*
- *Amanda Sanders– certificate of transfer from Morningside Presbyterian*
- *Lauri Watnee– certificate of transfer from S. Mecklenberg Presbyterian, Charlotte, NC*
- *Lauren C Beach -reaffirmation of faith*
- *Jim Beach -reaffirmation of faith*
- *William Henry-reaffirmation of faith*
- *Gretchen Henry – certificate of transfer from Hopkinsville FUMC/Hopkinsville, KY*
- *BeLinda Parks-reaffirmation of faith*
- *Lee Parks-reaffirmation of faith*

Member subtractions this month/period: 0

Deaths: 0

1,661 total active members at Trinity as of 5/31/24

Other membership notes for April 2024:

Births: 0

Baptisms: 0

Non-confirmed children added: 0

Pastor Affiliates added: N/A

Requested move to Inactive member list: N/A

Trinity Presbyterian Church
Worship Attendance 2024

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 9am Online	9am In Person	11am Livestream Views	11am Video Views	Total 11am Online	11am In Person	TOTAL ONLINE	TOTAL IN PERSON	TOTAL ATTENDANCE	NOTES
1/7/2024	19	65	84	78	49	68	117	221	201	299	500	Communion
1/14/2024	11	100	111	67	82	135	217	296	328	363	691	
1/21/2024	15	64	79	76	64	70	134	291	213	367	580	
1/28/2024	14	24	38	90	61	27	88	310	126	400	526	
2/4/2024	23	1	24	93	57	4	61	304	85	397	482	children's Sunday / Communion
2/11/2024	11	55	66	85	51	6	57	256	123	341	464	baptisms
2/18/2024	17	72	89	83	48	60	108	240	197	323	520	New Members / Annual Report
2/25/2024	5	84	89	64	69	114	183	323	272	387	659	Communion
3/3/2024	14	35	49	72	58	32	90	234	139	306	445	
3/10/2024	14	74	88	61	55	79	134	249	222	310	532	
3/17/2024	12	55	67	67	69	76	145	266	212	333	545	
3/24/2024	14	74	88	112	56	106	162	334	250	446	696	Palm Sunday
3/28/2024	n/a	n/a	n/a	n/a	n/a	n/a	n/a	105	n/a	105	105	Maunder Thursday
3/29/2024	n/a	n/a	n/a	n/a	10	56	66	159	66	159	225	Good Friday
3/31/2024	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	112	112	Sunrise Easter Service
3/31/2024	45	115	160	380	85	69	154	608	314	988	1302	Easter

Trinity Presbyterian Church
Worship Attendance 2024

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 9am Online	9am In Person	11am Livestream Views	11am Video Views	Total 11am Online	11am In Person	TOTAL ONLINE	TOTAL IN PERSON	TOTAL ATTENDANCE	NOTES
4/7/2024	13	27	40	77	51	13	64	168	104	245	349	Communion
4/14/2024	17	18	35	92	66	66	132	362	167	454	621	Youth Sunday / Baptisms
4/21/2024	12	14	26	78	49	40	89	179	115	257	372	Baptisms
4/28/2024	13	16	29	111	50	33	83	251	112	362	474	Choir Sunday
5/5/2024	9	12	21	85	35	22	57	224	78	309	387	Communion
5/12/2024	14	11	25	80	47	53	100	373	125	453	578	
5/19/2024	N/A	N/A	N/A	N/A	46	38	84	342	84	342	426	One service at 11am / Pentecost/ Ordination & Installation of elders / End of the year BBQ
5/26/2024	N/A	N/A	N/A	N/A	52	38	90	218	90	218	308	
6/2/2024	N/A	N/A	N/A	N/A	50	17	67	209	67	209	276	

AVERAGE ATTENDANCE / MONTH

	January	February	March	April	May
ONLINE	217	169	200.5	125	80
IN-PERSON	357	362	345	330	256
TOTAL	584	531	495	426	337

Pastors Aid 2024 May Report

Vision Statement: Making God's Love Visible

Committee Purpose:

The Pastors' 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 Chair(s): Elsie Henderson, Anne Snyder

Committee Membership: There are currently 45+ members on the committee with varying degrees of participation.

Activity Report: The Committee met on May23. There were 11 members present.

1. There were no Memorial Reception in May.
2. Seven flower arrangements were delivered following Sunday Worship.
3. One Bereavement note was sent.
4. Nine Get Well/Encouragement cards were sent.
5. Sixteen Birthday Cards were sent.

Motions for Session Vote: None

STEPHEN MINISTRY

COMMITTEE REPORT for June 2024

VISION STATEMENT: Making God's Love Visible

Stephen Ministry seeks to follow Christ by preparing lay ministers who commit to providing confidential Christian caregiving through one-on-one relationships with members of our congregation who have asked for help during a difficult time.

COMMITTEE CHAIRS:

Scott Calhoun, Alex Erwin, Susan Adams Iwanicki, Paul Marston, Cindy Stancil

COMMITTEE MEMBERSHIP:

There are **30** active Stephen Ministers with several Stephen Ministers on Sabbatical or designated as being inactive.

I. CURRENT ACTIVITY REPORT

In June, we had one combined meeting focusing on introducing our newly commissioned Stephen Ministers to the group. We shared our personal "church journeys" and discussed one fact about each of us that may not be widely known. The discussion was very beneficial to building rapport and understanding among the group, which can be very important as we strive to provide quality care to our care receivers. We then had a good supervision session in which we gave feedback on a couple of especially challenging caregiving situations. We also briefly discussed again the importance of confidentiality with our caring relationships and in our meetings.

Thirteen (13) Stephen Ministers now have confidential care receivers, with several new relationships having been established in just the last few weeks. A number of Stephen Ministers remain active in the Visitation Ministry as well.

II. UPCOMING ACTIVITIES

The Stephen Leaders acknowledge that we still have plenty of capacity and continue to look for opportunities to match up appropriate care receivers with our talented Stephen Ministers so that we can provide the kind of one-on-one, confidential, Christian caregiving we have been trained to share. The leaders plan to gather for a planning retreat later in June, at which time we will discuss opportunities for future service and increasing awareness of our ministry within the congregation. We continue to be grateful for the support and guidance from the pastoral staff, especially from Rebekah and most notably, Tom Farmer.

III. MOTIONS FOR SESSION VOTE - None

May 2024 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, Beverly Allen, Eleanor Baughman, Lynn Bradley, Berney Bridges, Nancy Broadfoot, Meredith Daniel, Alex Erwin, George Hauptfuhrer, Lyn Knapp, Paul Marston, Brenda Moseley, Nell Robinson, 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 9 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.

Upcoming and New Project Report

None at this time

Meeting Schedule:

Our May meeting was in person on Tuesday, May 28, at 11:00. Our next meeting is scheduled for June 25 at 11:00. Our usual meeting place is 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.

Personnel Committee Session Report

June 2024

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 maintaining 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: Elizabeth Borland, Chair

Committee Members: Karen Bain, Mickey Benn, Elizabeth Borland, Alex Erwin, Bonnie Holliday, Hunt Jackson, Frank Fuerst, Drew Timmons, Susan Reese

I. Current Activity Report:

- Personnel welcomed new Assistant Clerk Karen Bain and new At Large member Susan Reese to the Committee.
- In preparing the Job Description for the anticipated leadership of wellness programing for all ages, the Committee is now envisioning this role as strategic and quite expansive, requiring a Director level leadership position. Work continues on the job description and compensation package, as well as a Business Plan to explore potential sources of revenue.
- The Child Protection Policy is under review for any updates needed and will be presented for Session approval, prior to the mandatory training required for all staff and volunteers every 3 years. Heather Edmiston announced that the church's liability insurance carrier offers a discount for the training.
- The Board of Pensions has announced a major change to the benefit plan for ordained pastors in called positions: it will no longer be required that all pastors be provided with family medical coverage at no expense to them. The Personnel Committee will review the revised plan and present a recommendation to the Session at a later date.

II. Upcoming and New Projects Report:

- Working on staffing needs for program expansion.

III. Motions for Session Vote: None.

Property Committee

June 5, 2024

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 to support the work of all the other committees at Trinity.

Committee Chair: Allen Moseley

Committee Membership:

Attendance in person- David Caldwell, Cannon Reynolds, David Merritt, Jane Harrison, Craig Pendergrast, George Parsons, Jennifer Kahn, Jim Boyer, Benjamin Walls

Via Zoom- Trey Reese

Absent- Lea Holliday, Jean Murphey, Jay Harris, Allen Moseley

Staff in attendance: Rebekah LeMon, Karen Simmons, TreVarius Worthy and Heather Edmiston

Benjamin Walls called the meeting to order at 8:03am.

Rebekah then opened the meeting with prayer.

The minutes of the May 1 meeting were approved.

Budget Review: Karen Simmons led a review of the budget/financials for May. We have experienced some higher electricity costs. Overall, the budget looks good for this point in the year.

Member Appreciation: Rebekah thanked the members (David Caldwell, George Parsons, and Trey Reese) that were rolling off the committee. She presented them with notes of gratitude and Trinity umbrellas.

Property Discussion:

David Merritt asked where the A/V budget lived. Heather and Rebekah agreed that it should be part of the Property Budget and is reflected in the ledger under the general fund. Jane Harrison asked about the buses using the parking lot and Heather advised each school's respected transportation officer had been notified of charges forthcoming for the new school year but had not received responses and would follow up with the school's respected administration.

HVAC

Heather advised that we are expecting the unit for the Sanctuary to be shipped on June 21st.

Security

Training on the camera systems has been completed. There are plans for security training in the summer. It will begin with staff and then rolled out to the committee, ushers, and broader congregation.

A/V

David M. said the Q-Sys system in Williams Hall needs a software update and he is working with SES. He stated that we are currently working to get Comcast as a redundant internet provider to prevent outages. David presented the quote for the Hearing Loop and a positive discussion followed. There was a motion to order additional sound pack devices for the Loft and Chapel instead of moving the packs from the Sanctuary every time there was a need. The motion was unanimously passed for approving the quotes for chapel and loft loop system and the additional sound devices.

Signs

The exterior signs have been repaired and installed.

Interior/Decor

Paint color has been chosen for the Sanctuary Parlor and bathroom. Carpet needs to be chosen and the team of Jennifer Kahn and Jane Harrison will work with Jean Murphey to choose the appropriate carpet along with possible new furnishings for the Parlor.

TreVarious Update

TreVarious' focus has been on pressure washing, wood repairs, and ground maintenance.

Bathroom subcommittee

On May 24th the team met and designed a plan of action. Canon Reynolds engaged Sizemore and the architect did a walk through on June 4th. Sizemore will present a plan and give 3 options for bathroom finishes for the team and Jennifer and Jane to select. The bathrooms may have a step to enable children to reach the sink without assistance. The team decided to include the 3 rooms behind the kitchen service area to keep the continuity of the refreshed LVP floor in the Service Hallway. The floor in that area has been tested and was negative for asbestos so no remediation is necessary. It was suggested that we also order additional carpet tiles (Blue Carpet in Hallway) to keep in stock for future repairs. A question was posed about the Welcome Center bathrooms and a discussion about the need for a comprehensive design for the entire Welcome Center area ensued. Everyone agreed that the Welcome Center bathrooms should stay as is until the entire area is discussed.

Water Fountains

David Caldwell advised he was going to have his estimator come out and look at the places discussed with the walk thru on May 29, 2024. Benjamin Walls requested he provide a written estimate broken out for each location.

The meeting was adjourned at 9:03 am.

Worship and Music Committee Report – June 2024

(From meeting held June 5, 2024 – 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:

Meredith Daniel (Session)

Committee Membership:

Mickey Benn, **Brooke Chaplain** (Session), Carol Comstock, **Meredith Daniel** (Session), **Janet Edwards**, Susan Foxworth Hamilton, **Rebekah Groover** (Session), **Jan Irvin**, **Marian Justice**, **Rebekah LeMon** (Staff), **Norman Mackenzie** (Staff), **Rick Sale**, **Debbie Stair**

I. Current Activity Report

Janet Edwards is stepping into Chair of the Wedding Committee. Debbie Stair is rotating off of Worship and Music Committee. We are going to miss her!

There are three new members joining: Rick Sales, Marian Justice, and Mickey Benn. Welcome! New member Brooke Chaplain joined for her first meeting last month.

Comments from Rebekah LeMon

- We had a really strong post-Easter season. Attendance has been great and we had a few really full and meaningful services.
 - Pentecost was a joyful day with incredible music, everyone wearing red, Installation of new Session members, and commissioning of youth. At the end of that service we had planned to do a commissioning of Youth and all of the younger kids joined in too! We fed 375 so almost everyone stayed for the BBQ.
- Laura Watney is a new member who needlepoints. There are conversations ongoing with her about opportunities for her gifts for new worship materials.
- Great momentum coming into summer. Goals for the summer:
 - Nailing down the routine and plan for regular use of the Chapel.
 - Sacred space furnishing for the Loft.
- Bigger picture goals for this year: Build Sunday morning to fill needs for everyone!
 - How can we make both services more family-friendly? Aim to make worship inviting every single week. Wonderful engagement on the dedicated children services, and we need to make worship inviting even on those Sundays that don't have dedicated children/youth/family events.
 - Session is doing a deep dive into adult education and how to make it into a part of regular part of Sunday morning at church.
 - Ushers! We need more of them and will focus on recruitment. Also focus on making sure that ushers are prepared for anything, including emergencies or everyday needs.

- This year's Commitment Season is going to focus on participation: Financial; Using all Gifts and Skills; and Attendance.
- Worship Calendar Review:
 - June 20 Celtic Vespers doesn't seem to be a good time with vacations, so it will be moved to another date in July that works better. The date was chosen because it is the longest day of the year to mirror the darkest day service.
 - Congregational meeting on June 16th to hear update from APNC!
 - Leading up to the Hymn Sing, Rebekah will do a focus on one hymn, its scriptural basis, and history of it. It will be over 6 weeks.
 - Brooke offered the idea of Norman doing a Sunday School hour the week ahead of Choir Sunday focusing on the music to be presented during Choir Sunday.

Notes from Norman Mackenzie

- Echo everything Rebekah highlighted of the energy around the church!
 - Big Choir Sunday was remarkable. Especially the children's and youth choirs!
 - Bell Choir just started back up this year, and their Mother's Day playing was really incredible.
- Concerned about making regular use of the Chapel because it is an incredible, beautiful, and special space.
 - Looking at the end of July hosting a preview organ recital, which would include narration about the pieces.
- Schedule Updates:
 - Repeating the Music for a Summer Evening, which was very popular last year!
- We have been holding off on getting the organ cleaned and re-tuned, but now moving ahead. Timing will depend a little on HVAC replacement in the Sanctuary (likely last week in June / first week in July).

II. Upcoming & New Project Report:

- Documentation: Meredith
 - Dropbox – Need to determine how best to use this and who has access!
 - Executive Committee: We reviewed and updated the list of sub-committees.
 - Acolyte, Baptisms (Rebekah's office), Flowers (Flower Guild), Banner Bears (Choir is handling this).
 - Jan: We used to have a Chancel Committee who had an assigned Sunday and did a review to make sure everyone was taken care of. But Hospitality does this review (including the Font).
 - Meredith will update the Sub-Committees for documentation.
 - We need to update the Usher documentation and Meredith is speaking with David Beasley about getting this.
 - Others will go to the Committee Chairs and Meredith will coordinate this.
- Attendance Report:
 - Two events this month outside of worship in the Sanctuary:
 - Columbia Theological Seminary's Graduation.
 - Memorial Service.
 - Working on the Ushers counting system to make sure that the count is accurate.

- **Wedding Schedule:**
 - We have small break until September.
 - They all have leads, and some volunteers have signed up. We are confirming all of the final details.
- **Memorial Garden (Jan):** The Memorial Garden gardener is tremendous and the Garden is looking beautiful.

Upcoming Schedule/Events:

Worship:

- July 7 – Communion; 10:00 a.m. worship
- July - Celtic Vespers in the Chapel (Evening – Time TBD)
- June 14 - Baptisms (Pulliam)
- June 16 – Congregational meeting to receive recommendation from APNC
- August 4 – Communion; 10:00 a.m. worship
- August 7 - Worship & Music Ministry Committee Meeting 6:00 p.m. B-108
- August 11 – Baptism; 10:00 a.m. worship
- August 11 (tentative) - Music for a summer evening (chapel)
- August 18 – Usher/greeter luncheon.
- August 25 – Hymn Sing in 10:00 worship; church-wide picnic/potluck after worship

Weddings:

- September 7, 2024 – Wedding in Dobbs Chapel (Rachel Breyer/Christopher Mulgrave)
- September 21, 2024 – Wedding in Sanctuary (Tori Konrad/Jack Markwater)
- October 12, 2024 – Wedding in Sanctuary (Hellan Strickler/Josh Bean)
- December 21, 2024 – Wedding in Dobbs Chapel (Claire Pace/David Dorsch)

Motions for Session Vote: None