

WESTMINSTER PRESBYTERIAN CHURCH
MINUTES OF STATED MEETING OF SESSION – December 22, 2008

The stated meeting of Session was held at Westminster Presbyterian Church in the Hall, 755 Bard Road, Port Hueneme, CA. Moderator, Rev. Dan Birchfield, called the meeting to order at 6:50pm and opened with prayer. A quorum was present. Elders present: Bob Williams, Linda Porteous, Marilyn Rothwell, Paul Spencer, Elna Ranson, Jim Bell, Janice Brown, Carol Norton. Elders absent: Gay Lanzarotta, Ron Carrillo. Guests: Mary Curtis, Clerk to the Session, Elder nominees Vicki Hanks and Dave Neff.

- I. APPROVAL OF AGENDA:
Session APPROVED the agenda as presented.
- II. PRAYER TRIANGLES:
Session prayed in small groups.
- III. CLERK TO THE SESSION REPORT:
 - a. Consent Agenda – Session discussed and APPROVED the following Consent Agenda items:
 - i. Approval of minutes of the November 24, 2008 Stated Meeting of Session, and December 8, 2008 Called Meeting of Session.
 - ii. Information from Pastor Dan regarding worship attendance:
Average worship attendance during Fall of 2007 was 121.
Average worship attendance during Fall of 2008 was 134.
Average worship attendance during 50 weeks of 2008 was 130.
We have not had less than 120 people since August 31, 2008.
In 2007, we had 33 Sundays with less than 120 in attendance.
In 2008, we have only had 7 Sundays with less than 120 in attendance.
 - iii. Notice from Presbytery that they approved without exception the WesPres minute book and register for 2007 at the November 18, 2008 Presbytery meeting.
 - iv. Approval of the first Sunday of each month in 2008 as Communion Sunday and every Wednesday at the prayer meeting. We will post these special communion days in the bulletin as a method of public notice (Book of Order W-3.3609).
 - v. Clerk of Session reports Lou Vann will review the Westminster accounting books for 2008. His report is forthcoming.
 - vi. Approval of vacation time for Pastor Dan from December 29, 2008 to January 5, 2009. A Pulpit Supply will be arranged by Pastor Dan for Sunday, January 4, 2009.
 - vii. Session decided not to move anyone to the inactive list this year as people are starting to return to WesPres.
 - viii. Informational: baptisms took place during the worship service on December 7, 2008: Michael Paul Worcester, date of birth 9/2/96; Paul Jason Dalton, date of birth 9/17/95; Rocky King, date of birth 7/19/95. All three have gone through the membership class. We also baptized Tristan James Armitage, date of birth 1/11/01 in San Diego, CA, parents Jamie Lynn Neff (mother and member of WesPres), Nathan Daniel Armitage (father).
 - ix. Receiving the Financial Report for November 2008 submitted by Treasurer Michele Southerland. A recap is below:

Months	11	Percentage	92%
	Giving	Total Income	Expenditures
Budget	\$ 290,000	\$ 339,900	\$ 305,084
Actual	\$ 229,145	\$ 235,988	\$ 244,897
%	79%	69%	80%

IV. BUDGET DISCUSSION:

- a. Session agreed to meet two times in January to discuss and work on the budget. Motion to meet January 12, 2009 at 6:30 pm to discuss the budget was seconded and approved. The second meeting will be the regular Session meeting on January 26 where we will approve the budget.
- b. Pastor Dan gave session an update on our stewardship drive. He mentioned numbers reported previously were incorrect. We have not had a decrease in renewals and have had 41 renewals. We have exceeded our 2008 pledges in our giving. WE NEED TO KEEP GOD IN THE EQUATION AND REMEMBER HE IS IN CHARGE.
- c. Carol Norton reported she is working with UBS to find the \$25,000 - \$100,000 in expendable cash we discussed at an earlier meeting and will get UBS's recommendation on how to proceed.
- d. Room Rent – we did not get the room rent we expected from Word of Life last year but if we had, they wouldn't have been able to move out. We consider that a mission expense. We have told them they can use our facility when needed by filling out the appropriate forms and coordinating with the office.
- e. Personnel gave an update on salaries. The Personnel committee discussed the salary with Pastor Dan per the Book of Order and are recommending a 10.0% raise. 5.9% is cost of living recommended by the Presbytery and 4.1% is a merit increase. The salary recommended for the Director of Children's Ministry is \$20,000 and the Director of Youth Ministry is \$40,000.
- f. Buildings and Grounds gave an update on various maintenance items needed for the church building and office. It was agreed the kitchen needs significant work and that might be a capital venture project in the future.

V. GENERAL BUSINESS:

- a. New elder positions: Vicki Hanks has agreed to take over the Financial needs for Session and Dave Neff will take over Worship and Music.
- b. Pastor Dan would like to see more people use our campus and recommended we think about a campus usage coordinator who would:
 - i. Make sure everyone using the campus knows the rules.
 - ii. Will address lock up problems.
 - iii. Make sure things are back in order after the use.
 - iv. Session is to give Pastor Dan some nominations of people who might fill this position.

VI. The meeting was adjourned at 9:15pm and closed with prayer.

Respectfully submitted:

Mary Curtis, Clerk to the Session