

3045

WESTMINSTER PRESBYTERIAN CHURCH  
MINUTES OF STATED MEETING OF SESSION – February 23, 2009

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 6:45pm and opened with prayer. A quorum was present. Elders present: Bob Williams, Linda Porteous, Jim Bell, Carol Norton, Mary Curtis, Scott Wieser, Vicki Hanks and Dave Neff. Elders Absent: Marilyn Rothwell and Gay Lanzarotta. Guests: Joan Marvel and Kate Devlin for update on Preschool.

I. APPROVAL OF AGENDA:

Session APPROVED the agenda as rearranged to accommodate our guests.

II. PRESCHOOL UPDATE – Kate Devlin and Joan Marvel

- a. Kate gave Session an update of what is working and what is not working with the Preschool. Things that are working are they have good teachers, happy supportive parents, they appreciate the rent free space and Pastor Dan doing the weekly chapel. Things that are not working are they are experiencing low attendance, need marketing ideas and do not have janitorial services (the teachers are doing the daily cleaning). They have decided to hire back the janitor they had before (different than what the church uses) at \$550.00 a month. Of the 42 students, only 5 are full time and 30 will be graduating in June. They have 6 students on NFL scholarships and a capacity of 57 full time students.
- b. The board consists of Kate Devlin, Joan Marvel, Ruth Metcalf, Ray Chapin and Debi Carrillo. Mary Curtis offered to be elder liaison as it falls in line with the Missions Ministry.
- c. Reasons for the decline include the economy situation and free preschool is offered in this area. The yearly tuition is \$500/month for a full time student (7am-6pm).
- d. Joan Marvel distributed the Preschool financial report and commented on it.
- e. Ideas discussed that could help:
  - Market summer program with flyers, signs
  - Finder's fee
  - Offer reduction in tuition if they sign up early
  - Change rate for school time and for before and after care—offer just before and after care
  - Rate for extra days of day care (emergency care)
  - Website
  - Mailers
  - Vicki Hanks will talk to Amber regarding some ideas for marketing
  - Teacher Appreciation Day the end of the school year (June)

III. PRAYER TRIANGLES:

Session prayed in small groups and Mary Curtis did the devotional.

IV. MAJOR DISCUSSION – HOW ARE THE TWO SERVICES GOING?

- a. Session had previously been given the following questions to think about and discussed at the meeting:
  - Why has it been good to launch a two service Sunday morning schedule?
  - How do you feel the traditional service is going?
  - How do you feel the modern service is going?
  - What problems, difficulties or snafus have arisen in our Sunday mornings as a result of the two-service launch?
  - What recommendations do you have for either of the services or our Sunday morning ministry as a whole?
  - What do you think is the greatest part of what we are attempting to do?
  - What do you think is the greatest liability of what we are attempting to do?
- b. Session contributed their answers and we will continue to give Pastor Dan feedback as we hear from the congregation—we need to talk and listen to people.

## V. CLERK TO THE SESSION REPORT:

- a. Linda Porteous was ELECTED as Presbytery Meeting Commissioner for March 17, 2008 meeting.
- b. Consent Agenda – Session discussed and APPROVED the following Consent Agenda items:
  - Approval of minutes of the January 26, 2009 Stated Meeting of Session, and February 8, 2009 Annual Congregational Meeting and Meeting of the Corporation.
  - Presbytery Church Record Report for 2008.
  - Communion taken to shut ins in February: elder Ray Chapin took communion to Mary and Bill Allen, Jay Levet, Florence Bunter and Lucille Milan.
  - Request from Pat Chaney, member #2173 to move her membership to Community Presbyterian Church, 1555 Poli Street, Ventura, CA 93001.
  - Pastor Dan will be attending the Pastor's Retreat on March 1-3 and Jordan Tracy has accepted the invitation to preach on March 8, 2009. A \$100 honorarium will be given to Jordan out of the pulpit supply line item to compensate for the additional work this will require of him.
  - Margaret (Spicer) Sullivan, member #956 passed away on January 26, 2009. A memorial service was held on January 30, 2009 at Ted Mayr Funeral Home in Ventura. Her membership was transferred to the inactive roll on 9/7/04. She was an elder of our church.
  - Letter attached to minutes from Lou Vann who made a review of the financial records according to the Book of Order G-10.0401d. Clerk has sent Lou a thank you card for his service.
  - Allocation of Elder Commissioners for 2009 was distributed. WesPres has 1 elder commissioner this year.
  - The following housing allowance statement required by the IRS was APPROVED for Pastor Reverend Daniel Birchfield: Resolution: WHEREAS, Section 107 of the Internal Revenue Code permits a minister of the Gospel to exclude from gross income (in computing federal income taxes) a church designated allowance paid to him as part of his compensation to the extent used by him for actual expenses in owning or renting a home, and WHEREAS, Rev. Daniel Birchfield is compensated by Westminster Presbyterian Church of Hueneme exclusively for services as a minister of the gospel; and WHEREAS, Westminster Presbyterian Church of Hueneme does not provide Rev. Daniel Birchfield with a parsonage, therefore, is hereby RESOLVED that total compensation paid to Rev. Daniel Birchfield beginning January 1, 2009 shall be \$66,000.00 of which \$33,000.00 is hereby designated to be a housing allowance pursuant to Section 107 of the Internal Revenue Code and it is further RESOLVED that the designation of \$33,000.00 as a housing allowance shall apply to the remainder of calendar year 2009 and all future years unless otherwise provided.
  - Treasurer Vicki Hanks got ideas from Session as to what type of reports they would like to see in the future.

## VI. GENERAL BUSINESS:

- a. Mission report by elder, Mary Curtis—items that were approved by Session:
  - Significant Sacrifice – An Easter Journey – Lifewater International -- starting February 25 (Ash Wednesday) and goes through Easter Sunday. Donations collected will be sent to Lifewater International.
  - Maundy Thursday collection (envelope in giving boxes) to be sent to Lifewater International in connection with the Significant Sacrifice program.
  - One Great Hour of Sharing (envelope in giving boxes) promoted and collected on Palm Sunday and Easter Sunday.
  - Ramazan Arkan, Pastor of Antalya Evangelical Church in Turkey will be preaching March 29<sup>th</sup> talking about his life in Turkey. Tim mentored Ramazan in his first two years of being in Turkey. Ramazan is stateside as the guest of the Santa Barbara Presbytery for a year.
  - NOT APPROVED, BUT DISCUSSED: Sponsor the Community Christmas Shoppe at WesPres this December. This will involve using our facility for the actual event, getting our congregation to volunteer to work at the shoppe and donate items for the Christmas Shoppe. Mary will get more information and talk to the women's group to get their support this year instead of doing the giving tree.
- b. Pastor Dan brought a marketing idea he found from Chick-Fil-A.
- c. Carol Norton reported she purchased a \$25,000 6 month CD from the Radke Fund.

## VII. The meeting was adjourned at 9:30pm and closed with prayer.

Respectfully submitted:

Mary Curtis, Clerk of Session



**PRESBYTERIAN  
CHURCH (USA)**

ATTACHMENT to  
2-23-09 MINUTES  
3047

## CHURCH RECORD FOR 2008

**PIN Number** 5772

**Presbytery Number** 616

**Church** Westminster

**Address** 755 Bard Rd

**City/State** Port Hueneme , CA 93041

**Church Phone** 805 483-8610

**Fax** 805 483-0358

**Email Address** enrie@wespres.org

**Internet Web Site** www.wespres.org

### Membership

Prior Active Members: 160

#### Gains

17 & Under: 6  
18 & Over: 14  
Certified: 2  
Other: 0

**Total Gains:** 22

#### Losses

Certified: 3  
Deaths- 6  
Other: 1

**Total Losses:** 10

**Total Active Members:** 172

Inactive: 0

Baptized: 6

**Total Adherents:** 178

Female Members: 92

**Average Attendance:** 134

**Affiliate Members:**

### Baptisms

Child Baptisms: 0

Adult Baptisms: 6

### Officers

Male Session: 4

Female Session: 6

Male Deacons: 0

Female Deacons: 0

### Age Distributions of Active Members

25 & Under: 25

26 - 45: 35

46 - 55: 21

56 - 65: 39

Over 65: 52

**Total:** 172

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**People with Disabilities**

Hearing	11
Sight	7
Mobility	11
Other	15

**Christian Education**

Birth 3:	23	Grade 7:	5
Age 4:	68	Grade 8:	5
Kindergarten:	32	Grade 9:	7
Grade 1:	43	Grade 10:	8
Grade 2:	49	Grade 11:	7
Grade 3:	50	Grade 12:	1
Grade 4:	50	Young Adults:	2
Grade 5:	42	Over 25:	157
Grade 6:	25	Teacher/Officer:	76
<b>Total:</b>	650		

**Racial Ethnic Breakdown**

**Membership Elders Deacons**

Asian	8	0	0
Black	1	0	0
Hispanic	24	0	0
Native American	1	0	0
White	138	10	0
Other	0	0	0
<b>Totals</b>	172	10	

**Potential Giving Units:** 112  
**Budgeted Income:** 314,900  
**Budgeted Expense:** 305,084

**Receipts**

<b>Regular Contributions:</b>	259,565	<b>Bequests:</b>	0
<b>Capital Building Fund:</b>	0	<b>Other Income:</b>	6,890
<b>Investment Income:</b>	0	<b>Subsidy or Aid:</b>	0

**Expenditures**

<b>Local Program:</b>	13,984	<b>Per Capita Apprt:</b>	5,992
<b>Local Mission:</b>	8,644	<b>Validated Mission:</b>	0
<b>Capital Expenditures:</b>	0	<b>Theological Fund:</b>	1,338
<b>Investment Expenditures:</b>	342	<b>Other Mission:</b>	9,019

RETURN TO MENU