

**Covenant Presbyterian Church
Meeting of Session
Monday, December 11, 2017
6:30pm
CONSENT AGENDA**

ACTION ITEMS

1. Approval of November 13, 2017 Session Meeting Minutes (pp. 2-6). Randy Ripple, Clerk of Session, moves that the minutes of this meeting be approved as written.
2. Approval of Called Session Meetings Minutes from November to receive new members (p. 7). Randy Ripple, Clerk of Session, moves that the minutes of these meetings be approved as written.
3. Approval of request for changes to active roll (p. 8)
4. Approval of baptisms (p. 9)

INFORMATION ITEMS

1. Clerk's Communications (p.10)
2. Committee on Assignments Report (pp. 11-13)
3. NEXT Church Elder Symposium (p. 14)

FUTURE EVENTS

- | | | |
|---------------------|-----------------------------------|--------------------------|
| • December 17 | Lessons and Carols | 11:00 am and 5:00 pm |
| • January 5-6, 2018 | Session Retreat | Kanuga Conference Center |
| • January 7, 2018 | Elder Ordination and Installation | |
| • January 10, 2018 | Open Table resumes | 5:00 pm |
| • January 17, 2018 | Session Meeting | 7:30 pm Peek Music room |
| • January 20, 2018 | NEXT Church Elder Symposium | 9:00 am – 12 pm |
| • January 28, 2018 | Congregational Meeting | 10:30 am |

**Covenant Presbyterian Church
Minutes of the Meeting of Session on
Monday, November 13, 2017**

Call to Order and Opening Worship – Moderator, Bob Henderson

The meeting was called to order at 7 pm and opened with worship and prayer led by Rev. Henderson.

Determination of Quorum, Adoption of Agenda, and Adoption of Consent Agenda

Rev. Henderson declared a quorum, and a motion to adopt the Agenda was made and approved unanimously. A motion to approve the Consent Agenda was made and approved unanimously.

Administration – Gene Wood

Treasurer's Report

Mr. Wood noted that both September 2017 and October 2017 Financial Statements were included in the meeting packet, and that he would focus his comments on the most recent figures. He proceeded to review the October financials and reported that Covenant's overall operating performance is good, and the balance sheet continues to be healthy.

Administration Year End Update

Mr. Wood reviewed the Ministry of Administration's 2017 accomplishments. Technological improvements made during 2017 include (i) expanded internet WIFI bandwidth access on Covenant campus, (ii) installed a closed-loop hearing system in the sanctuary to assist the hearing impaired, and (iii) switched to Clover, a new credit card processing system. Significant progress was made in the installation of the "Shelby Next" church management platform, which enhances Covenant's ability to manage its financial statements, membership rolls and communications. The financial and stewardship modules are operational; the membership module has been installed, is currently being tested, and should be operational in the first half of 2018. Significant progress was made implementing the security plan approved by Session in late 2016, including (i) hired two uniformed off-duty CMPD Officers primarily to provide traffic safety on the Morehead side of campus on Sunday mornings, and secondarily to provide additional assistance as needed in the event of an emergency, (ii) enhanced door access controls at several key locations on campus, (iii) installed recording camera systems at key locations on campus which provide videotape records for up to three weeks and remote monitoring through a smartphone app, and (iii) created and placed laminated "Emergency Response Cards" in critical campus locations. Still to be finalized is the "coordinator of the day" who will serve as a central point of contact each Sunday in the event of an emergency.

Personnel Report – Philip James

Open Position Update

Director of Traditional Music - The search committee, led by Mary Delk, is making good progress. Initial interviews have been completed. The group is now further narrowing the candidate pool and intends to have second interviews with a select few candidates in early December. During this interim time, Rob Dicks has been doing excellent work.

Planning and Evaluation – Nancy Falls

Operations Manual

Over the last two months P&E reviewed Covenant's Operations Manual and developed recommended edits for Session to review for approval. An updated Operating Manual, blacklined against the current Operating Manual, was distributed to Session members along with the meeting packet. Ms. Falls noted that many of the edits relate to "clean-up" items, reviewed a handful of the edits, and read one additional recommended edit relating to the Committee on Assignments' duties for filling positions on the Personnel Committee. There being no questions, it was noted that Session will be asked to vote to adopt the updated Operating Manual at its December meeting.

Capital Campaign Update

Ms. Falls reported that P&E continues to work hard filling campaign leadership positions and to prepare for the campaign kick-off in January. Several early campaign gifts have already been received, including a gift from a community member who does not attend Covenant, but read about Covenant's plans in the newspaper and sent a gift towards the campaign. Work to organize implementation of all campaign projects has begun. More details will be shared at the Session Retreat in early January.

Presbytery Report - Betty Meadows and Bill Cockrill

Ms. Meadows and Mr. Cockrill shared a slide show and talk with Session about the work of the Presbytery of Charlotte which is funded by member churches, including Covenant. This work includes the Charlotte Youth Ministry Consortium which serves fourteen smaller churches without a youth program, a Community Disaster Response Team, a Racism Task Force, Older Adult Recognition, New Church Development, and the Committee on Ministry which helps churches work through crisis, fill ministerial vacancies, and offers pastoral care to ministers. The Charlotte Presbytery is the third largest presbytery in the United States and the largest presbytery in North Carolina. Ms. Meadows and Mr. Cockrill closed by thanking Session for the funds Covenant gives and the work we do in the Presbytery of Charlotte.

Ministry Reports:

Engagement – Rusty Williams

Year End Update

Mr. Williams reviewed the Ministry of Engagement's 2017 accomplishments. This year the ministry focused on enhancing the structure for engaging our congregation by adapting successful practices used in new member assimilation and applying them to the broader congregation. An Ambassador Team was created and has been busy spreading the word about social events, programs and small groups and extending personal invitations to become involved. The ministry also explored the impact of having a large community of active disciples (worshipping, serving and giving) who are not members and the impact of having active disciples formally join Covenant. While joining Covenant shows a commitment to our community, and we continue to explore ways to move people from active participation to membership, it is important to realize that Covenant has many active disciples who

choose to get to know Covenant for up to two years before becoming members. During this time, they actively participate in Covenant's community, which ultimately makes their transition to membership smoother. Mr. Williams also shared the following statistics. Hospitality teams greeted an average of 625 worshipers each week on the Covenant campus. Covenant welcomed 91 new members year to date. Over 80% of our new members are involved in our community in at least one way in addition to worship. We hosted approximately 75 prospective members at our five Starting Point dinners this year.

Education – Mike Ferone

Year End Update

Mr. Ferone presented a year-end update for the Ministry of Education. After this year of transition, the education ministry is fully staffed and enjoying positive energy. Sunday School attendance through October has increased across age groups. Milestone events have been added to the elementary education program, so that grades kindergarten through fifth grade now each have a milestone event. Middle School program enhancements include a new room for the QUEST class, a wider variety of Sunday evening activities and a more active Instagram account. The hiring of Levi in June and an increased focus on recreational activities has contributed to increased high school youth participation and a positive energy within the program. Also noteworthy, a discussion group for parents of middle school and high school youth was started which meets Sunday evenings during the youth fellowship hour. Many good things have and continue to happen within the education ministry including within small groups, one-time events, large group education, and Covenant's preschool which is fully enrolled.

Mission and Outreach – Will Summerville

Year End Update

During 2017 Covenant had about 25 local grant recipients and mission partners. Mr. Summerville shared photos and discussed Covenant's role during the year with several mission partners, including Habitat 4 Humanity, our Muffin Ministry at Crisis Assistance Ministry, Hope Teams serving Charlotte Family Housing families, and Covenant's powerful presence and many ministries at Highland Renaissance Academy. In Global Ministries this year, Covenant contributed monetary gifts to seven ministries outside the United States and sent teams on mission trips to Kenya to support the Renguti school, to Reynosa in support of Faith Ministries and to the Yucatan in support of Accion Ministries. Nationally, Covenant's primary outreach this year was in Avery County, NC, where we sent a Habitat 4 Humanity team and supported the Crossnore School financially, including sending their students on a trip with last year's Christmas Eve offering. Mr. Summerville also discussed the many ways in which we minister to our Covenant community, including making significant donations to Princeton Seminary, Union Seminary and the Presbytery of Charlotte, an active College Council which has visited many of our college students on their campuses, bringing together parents of college students to support one another, hosting five Stapleton/Davidson summer interns, and funding five People in Mission scholarships awarded to college aged Covenant members. After discussing this sampling of some of the many different initiatives taken by the ministry over 2017, Mr. Summerville discussed how the ministry addressed its goal for 2017 of encouraging a "Transformational Faith Experience" for members who participate in outreach activities. This work included continuing to focus on Covenant's faith and service model, strengthening our Kinship Project in conjunction with Room in The Inn, and providing connections between several local outreach projects and mission trip participants. An end-of-year initiative this year is to connect 2017 ministry participants with potential 2018 outreach

opportunities, encouraging participants to invite a friend or loved one, kind of like a buddy system. Mr. Summerville closed by noting the ongoing transition as Lucy Crain works with Carla Leaf and continues transitioning from Co-Director to Director of Mission and Outreach well into the coming year.

Congregational Life – Marilyn Mickle

Year End Update

This ministry, with the help of Covenant communications team, using a variety of channels, made a concerted effort this year to communicate to members (i) that help is available for those in need, and (ii) the many opportunities Covenant offers to volunteer. The Covenant Visitor's team has been visiting 34 Covenant members each month. The Bereavement Committee continues to reach out to all Covenant members known to experience a death in their family through personal sympathy notes, offering of small meals, assistance with funeral preparations and funeral day assistance. Five new Covenant Stephen Ministers were trained and installed this year. And the list goes on of the many Congregational Life committees that continue to serve in meaningful and fruitful ways throughout the year including our Prayer Shawl Ministry, Covenant Crew, TLC which serves active senior adults, and our Men's and Women's Ministry which welcomed Cindy Austin this year as its new coordinator. Susan Ferone was hired this year as coordinator of Care Teams and Support Groups. Ms. Ferone has made great progress towards our goal of growing our overall culture of care at Covenant by initiating several new support groups, two Lunch and Learn programs, First Aid Mental Health training for our youth, A Widow's Tale retreat last spring, as well as some new offerings that are in the works for next year. Ms. Ferone coordinates our care teams, intentionally reaching out to a variety of members so that more members are involved in giving care. Congregational Life also worked hard this year to develop a comprehensive and cohesive system for planning, coordinating, promoting and delivering an outstanding Open Table experience, including food, hospitality and programming.

Worship – Jean King

Holiday Worship Schedule

Jean King brought a motion from the Worship Ministry that Covenant's hold the following Worship Services on the following dates:

December 24, 2017

9:30 am Children's Worship Service

11:00 am Traditional Worship Service

3:00 pm Contemporary Candlelight Worship Service with Communion

5:00 pm Traditional Candlelight Worship Service with Communion

December 31, 2017

10:00 am Traditional Worship Service

The motion was seconded and approved unanimously.

Year End Update

In addition to supporting all worship services, weddings, extended communion, baptisms, communion, worship assistance and more throughout the year, this year the worship ministry leadership team tackled logistical, practical and aesthetic issues as a way to improve and enhance the worship experience across all services. Among this year's accomplishments, (i) audio visuals were added to the Chapel, (ii) a Chancel Guild was formed to weekly fill candles and to set up for seasonal worship services, (iii) a new piano was acquired for the choir room, (iv) planning was initiated to improve the sound engineering in the sanctuary, and (v) in relation to the 11 am Fellowship Hall service, a plan was developed to address routine maintenance issues, a beautification plan was developed and will be implemented in collaboration with the FH renovations, and a screen was added to the back of the hall, so worship leaders can see what the congregation is seeing. Ms. King reported that on campus worship numbers continue to be strong and online worship is growing. Future enhancements to online worship are being explored including streaming on Facebook live, an interactive Worship Response Card and allowing interaction with a mobile device. Ms. King closed by noting how blessed we are to enjoy a rich worship life at Covenant.

Clerk's Report – None

Old Business/New Business - None

Staff Announcements/Pastoral Concerns

Various pastoral concerns were shared.

Closing

Following a prayer led by Rev. Bob Henderson, the meeting was adjourned at 8:55 pm.

Respectfully submitted,



Randy Ripple, Clerk



Robert W. Henderson, Moderator

**Covenant Presbyterian Church
Called Session Meetings
Sundays, November 19 and 26, 2017**

Covenant held two Called Session Meetings each on a Sunday morning for the purpose of receiving new members. Lora Borrelli introduced the following new members and information:

November 19, 2017

Daniel Gibbs Transfer Letter--Memorial United Methodist, Thomasville, NC

November 26, 2017

Deloris Davis Reaffirmation of Faith

Active (confirmed) members as of 11/30/17: 2267

2017 new members as of 11/30/17: 93

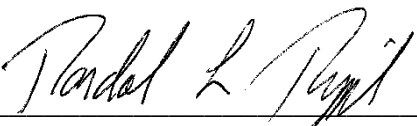
New members since last report: 2

2017 transfers as of 11/30/17: 25

2017 deaths as of 11/30/17: 22

Motions of acceptance were made, seconded and approved. Each meeting adjourned with prayer.

Respectfully submitted,



Randy Ripple, Clerk



Robert W. Henderson, Moderator

**Covenant Presbyterian Church
Session Meeting
Request for Changes in the Active Roll**

Removed from Active Roll Per Request

<u>Name</u>	<u>Transferred to</u>
Don Dreher	Removed from roll per request
Will Whitley	Transfer Letter--Fifth Avenue Presbyterian Church, New York, NY

**Covenant Presbyterian Church
Session Action Item
Summary**

SUBJECT: December 2017 Baptisms

DATE: December 11, 2017

Report From: Baptism Committee

Chair: Mary Clare Bracey

Background: Baptism must be approved by the Session.

Process to Date: Parents requested that their children be baptized.

Budget Impact: None

Actions Taken or Recommendation: The Baptism Committee recommends approval of the following baptisms at Covenant in December 2017:

December 17, 2017 at the 9:30 am service in the Covenant Sanctuary
Elle Valentine Pharr and Mia Noelle Pharr
Parents - Jones and Jackie Pharr

December 31, 2017 at the 10:00 am service in the Covenant Sanctuary
Brooks Wade Cantrell
Parents - Wade and Emily Cantrell

Motion: Motion to approve the baptisms of Elle Valentine Pharr, Mia Noelle Pharr and Brooks Wade Cantrell.

**Covenant Presbyterian Church
Session Information Item
Summary**

Subject: Clerk Communications

From: Randy Ripple, Clerk

Communication has been received from the following organizations in acknowledgement of donations:

- The American Red Cross
- Bright Stars of Bethlehem

**Covenant Presbyterian Church
Session Information Item
Summary**

Subject: Committee on Assignments 2018

CLERK OF SESSION	Helen Richards
ASSISTANT CLERK	David Isaacs
TREASURER	Hank Stallings
ASSISTANT TREASURER	Adam Schauer

SESSION AGENDA

Clerk of Session	Helen Richards
Assistant Clerk	David Isaacs
P & E Board Chair	John Baxter
Personnel Chair	Joe Pool
Education Chair	Stuart Pratt
Administration Chair	Hank Stallings
Engagement	Susan Lawson
Worship Chair	Anne McQuiston
Mission & Outreach Chair	Kay Wheeler
Congregational Life	Gene Graziano
Staff Liaisons	Bob Henderson, Bill Keith

ELDER NOMINATING COMMITTEE

Co-Chair	Philip James
Co-Chair	Marilynn Mickle
Staff Liaisons	Bob Henderson, Lora Borrelli

PLANNING AND EVALUATION BOARD

Chair	John Baxter
Vice Chair	Laura Belcher
Past Chair	Nancy Falls
Members-at-large (4)	Michelle Beatty John Downs Ben Mallicote Brad Moore
Ministry Representatives	
Administration/Finance	Bill McNairy
Congregational Life	Debbie Enna
Education	Allyson Easterling
Engagement	Damon Nelson

Mission and Outreach	Eric Davis
Worship	Mary Clare Bracey
Staff Liaisons	Bob Henderson, Bill Keith

PERSONNEL COMMITTEE

Chair	Joe Pool
Vice Chair	Mary Delk
Past Chair	Philip James
Finance Chair	Adam Schauer
Clerk of Session	Helen Richards
Active Elder	Katie Stewart
Members-At-Large (3)	Amy Capitano
	Lauren McCormick
	Burnet Tucker
Staff Liaisons	Bob Henderson, Bill Keith

MINISTRY OF ADMINISTRATION

Chair	Hank Stallings
Vice Chair	Adam Schauer
Elder Team	
Staff Liaison	Bill Keith

FINANCE COMMITTEE

Chair	Adam Schauer
Vice Chair	Bill McNairy
Treasurer	Hank Stallings
Staff Liaison	Bill Keith

BUDGET ADVISORY BOARD

Chair	Adam Schauer
Finance Com Rep	Bill McNairy
Personnel Com Rep	Mary Delk
P&E Board Rep	Laura Belcher
Congregational Life Rep	Debbie Enna
Education Rep	Allyson Easterling
Engagement Rep	Damon Nelson
Mission & Outreach Rep	Eric Davis
Worship Rep	Mary Clare Bracey
Staff Liaison	Bill Keith

MINISTRY OF CONGREGATIONAL LIFE

Chair	Gene Graziano
Vice Chair	Debbie Enna
Elder Team	Marilynn Mickle
Staff Liaison	Joan Watson

MINISTRY OF EDUCATION

Chair	Stuart Pratt
Vice Chair	Allyson Easterling
Elder Team	Mike Ferone
	Zane Shockley
Staff Liaison	Jessica Patchett

MINISTRY OF ENGAGEMENT

Chair	Susan Lawson
Vice Chair	Damon Nelson
Elder Team	Sally Harriss
Staff Liaison	Lora Borrelli

MINISTRY OF MISSION AND OUTREACH

Chair	Kay Wheeler
Vice Chair	Eric Davis
Elder Team	Stephen Moore
	Lewis Sugg
Staff Liaisons	Carla Leaf, Lucy Crain

MINISTRY OF WORSHIP

Chair	Anne McQuiston
Vice Chair	Mary Clare Bracey
Elder Team	Anne Gildea
	Joel St. Onge
Staff Liaisons	Bob Henderson, Traditional Music Leader, Contemporary Music Leader



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NEXT Church invites every ruling elder from across the Charlotte Presbytery to an engaging forum designed to equip and connect elders for leadership in the Church.

Elders will choose a specialized track of ministry in which they hope to gain wisdom, share ideas, and discover solutions while connecting with leaders from other churches who have been called in similar capacities. This is a collaborative and hopeful space created for elders who share a passion for leading the church. You will be asked to pick a first and second choice track when you register. The tracks are as follows:

Youth Ministry || Mission & Evangelism || Personnel & Property || Reformed Theology || Christian Education & Formation || Polity in Practice || Strategic Planning || Stewardship & Finance || Worship & Music Leadership || Communications & Technology || Hospitality & Congregational Life || Pastoral Care || Conflict & Leadership

Each track will be facilitated by one ruling elder and one teaching elder. Participants are asked to bring their own questions, concerns, and experiences with them to the event. Tracks will consist of table discussions, not presentations!

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Questions? Please contact Suzanne Davis at scandavls@yahoo.com.

DATE AND TIME

Sat, January 20, 2018

9:00 AM – 12:00 PM

Covenant Presbyterian Church