

**Covenant Presbyterian Church
Meeting of Session
Monday, February 13, 2017
7:30pm
CONSENT AGENDA**

ACTION ITEMS

1. Approval of December 12, 2016 Session Meeting Minutes (pgs.2-4). Randy Ripple, Clerk of Session, moves that the minutes of this meeting be approved as written.
2. Approval of January 8, 2017 Session Meeting Minutes (pgs.5-6). Randy Ripple, Clerk of Session, moves that the minutes of this meeting be approved as written.
3. Approval of January 18, 2017 Session Meeting Minutes (pgs.7-9). Randy Ripple, Clerk of Session, moves that the minutes of this meeting be approved as written.
4. Approval of January 22, 2017 Congregational Meeting Minutes (pg.10). Randy Ripple, Clerk of Session, moves that the minutes of this meeting be approved as written.
5. Approval of Called Session Meetings Minutes from December and January to receive new members (pg.11). Randy Ripple, Clerk of Session, moves that the minutes of these meetings be approved as written.
6. Approval of request for changes to active roll (pg. 12)

INFORMATION ITEMS

1. Engagement Ministry Year End Report (pg.13)
2. Worship Ministry Attendance Report (pg.14 and attachments)
3. Health and Wellness Series (pg.15)
4. Mission and Outreach Series (pg.16)
5. Clerk's Communications (pg.17)
6. Church Statistical Report 2016 (separate attachment)

FUTURE EVENTS

- March 1 Ash Wednesday, services at Noon and 7pm
- March 20 Next Session Meeting – note THIRD Monday

**Minutes of the Meeting of Session
Monday, December 12, 2016
6:30 P.M.**

Call to Order – Moderator, Bob Henderson

The meeting was called to order at 6:30 pm.

Opening Worship – Bob Henderson

Rev. Henderson used the passage from Matthew 22:37-40 for his meditation. The work that P&E has done over the past two years to discern exactly how Covenant can best “love our neighbors” has resulted in a recommendation that is in sync with work the Economic Mobility Task Force recently completed.

Determination of Quorum and Adoption of Agenda

Rev. Henderson declared a quorum, and a motion was offered and accepted to adopt the agenda as provided in advance of the meeting.

Planning & Evaluation – Blaine Sanders

Capital Campaign

After a brief recap of the P&E committee meeting last week and the work done throughout the year, Mr. Sanders introduced John Hewett, a consultant who has been working with P&E and senior staff over the past six months to complete a capital feasibility study.

Mr. Hewett then reviewed his comprehensive report and recommendations with the Session. He covered the items in the executive summary in detail, before walking the elders and staff through the entire report. It was evident throughout the presentation that Mr. Hewett had significant experience and expertise in this field. He reviewed the methodology of his study, the results from the interviews and questionnaires, and a recap of the commentary offered by participants. He closed his presentation with his observations and recommendations. After answering a few questions from Session members, Mr. Hewett was excused.

The Session agreed with P&E that we should proceed with the next step in our discernment process for the capital campaign. The initiatives being recommended align with our Christian faith and fit our vision of Covenant as a dynamic, welcoming, bold congregation. The Session will use our retreat in January to discuss further the initiatives being recommended, the feedback from the congregation and the recommendations of Mr. Hewett to determine how best to proceed.

Examination of Elders

Four elder exam groups were established to examine the following Elder elect candidates:

Mackenzie Hall - Youth

Jack Schreifer - Youth

John Baxter

Laura Belcher

Mary Clare Bracey

Susan Lawson
Marilyn Mickle
Stephen Moore
Joe Pool
Helen Richards
Lauren Sawyers
Adam Schauer

Each Elder elect candidate shared their reflections on their personal Christian pilgrimage and the gifts and callings that they bring to ministry here at Covenant.

Reports from Exam Groups

The four moderators, Mr. Atwell, Ms. Carter, Ms. Ignasher, and Mr. Ripple reported that the Elders elect in their group were examined and moved that the exam be sustained until their ordination and/or installation. The motions were seconded and approved by the Session unanimously.

Administration – Tom Coley

Treasurer’s Report

Operating Income: Pledge receipts are \$30,235 ahead of budget year to date and are within the five-year historic range. Other operating income areas are generally within budgeted ranges, with Food Service and mission trip revenue making up most of the shortages. Total operating income was \$582 more than budgeted YTD.

Operating Expenses: Total expenses were \$116,230 less than budgeted year to date. Most ministries were under budget with the bulk of the savings coming from open staff positions and lower mission trip expenditures which are offset with lower participant fees. Ministries that are over budget YTD include Congregational Life and Food Service.

The Bottom Line: Net income was \$200,141 less than expenses year to date. This is \$116,811 favorable to budget year to date.

Personnel Report – No Report

Ministry Reports

Education – No Report

Mission & Outreach – No Report

Worship – No Report

Engagement – No Report

Congregational Life – No Report

Clerk’s Report

Mr. Atwell thanked the Ministry Chairs, the Assistant Clerk, and the pastoral staff for their leadership this year. He added that the Session has tremendous gratitude for the phenomenal work the entire staff does each day to support our ministries at Covenant. We are so grateful for their dedication to

bringing our church mission statement to life and for their strong partnership and leadership with each of our ministry teams.

Old Business/New Business

There was no old business or new business.

Staff Announcements/Pastoral Concerns

Ms. Leaf reported the alternative gift market raised \$23,000 this year, which is the most ever raised.

Rev. Patchett reported that Perrin Tribble started this month as the Middle School Director.

Rev. Patchett reminded everyone of the series of community conversations that will take place at Covenant, in collaboration with the Women's Intercultural Exchange beginning on January 11.

Rev. Henderson reported that Rev. Watson continues to recover from her second round of surgery and plans to return for the 5 PM Christmas Eve service.

A number of celebrations and pastoral concerns were shared.

Rev. Henderson and Rev. Patchett celebrated each of the outgoing elders personally for their continuing service and recognized their many gifts and talents.

Closing Prayer

Following a prayer led by Rev. Patchett, the meeting was adjourned at 9:05 pm.

Respectfully submitted,



Alan Atwell, Clerk



Robert W. Henderson, Moderator

**Covenant Presbyterian Church
Minutes of the Meeting of Session on
Saturday, January 6, 2017**

Call to Order and Opening Prayer – Moderator, Bob Henderson

The meeting was called to order at 7:30 pm and opened with a prayer.

Determination of Quorum Rev. Henderson declared a quorum, and a motion to adopt the provided agenda was made and approved.

Personnel Report – Phillip James

Director of Missions & Outreach transition

- Phillip James informed Session that in the next few days, Covenant will announce that Carla Leaf, who has faithfully served as Director of Mission & Outreach for over 14 years, will retire in the summer of 2018. Covenant plans to bring Carla's successor onboard as a co-director of Mission and Outreach, tasked initially with local missions, while Carla retains international missions. Gradual overlap will be created over time to achieve the desired transfer of skills and knowledge, with the new co-director assuming the full role of Director of Missions & Outreach upon Carla's retirement.
- A search committee, chaired by Amy Capitano, is being formed. Recommendations for search committee members should be directed to Phillip James.
- Prior to initiating its search for this position, Personnel will seek congregational input by conducting a series of listening sessions to gain input on the future of mission and outreach at Covenant and to help shape the job description. Three listening sessions, moderated by a facilitator, will occur ideally in February after worship or at other times convenient to tap insights of the congregation.

Pastoral Resident Program

- Covenant has a successful Pastoral Resident program that infuses Covenant with strong, developing talent and helps develop future leadership in the denomination. This program will be impacted by the Director of Missions & Outreach transition.
- Current Pastoral Resident, Evan Amo will roll out of his position this spring when his contract expires and will not be replaced, allowing the new co-director of Missions & Outreach to pick up local missions.
- Current Pastoral Resident, Jen Christianson, has been offered and accepted an extension of her contract to the spring of 2018.
- In early 2018, we will seek to bring on two new pastoral residents.

Ministry Reports – No Reports

Clerk's Report – Randy Ripple

1) **Baptisms**

A motion to approve three baptisms on 1/15/17 and 1/22/17 was made and approved.

2) **Called Congregational Meeting**

A motion was made to call a congregational meeting for January 22, 2017 at 10:30 AM in the sanctuary for presenting the 2017 budget and to vote on the proposed changes in terms of call.

The Session approved the motion unanimously.

Old Business/New Business

2017 budget update - Bill Keith reported that to date, we have raised 92% of our pledge goal. If 60% of members who pledged in 2016, but have not yet pledged for 2017, renew their pledge at the same level for 2017, we will exceed our 2017 pledge goal. Based on these figures, Bill feels good that we will make our 2017 pledge goal.

Staff Announcements/Pastoral Concerns

Joan Watson shared that it is "great to be back" and that the prayers, notes and support she received from her Covenant family has been incredible and very meaningful.

Closing

Following a prayer led by Rev. Henderson, the meeting was adjourned at 8:15 pm.

Respectfully submitted,



Randy Ripple, Clerk



Robert W. Henderson, Moderator

**Minutes of the Meeting of Session
Wednesday, January 18, 2017
8:00pm**

Call to Order and Opening Prayer – Moderator, Bob Henderson

The meeting was called to order at 8:15 pm and opened with a prayer. Bob offered a brief reflection, pointing out that every dollar in Covenant's budget funds our mission whether we are educating our youth or funding outreach.

Determination of Quorum - Rev. Henderson declared a quorum, and a motion to adopt the agenda was made and approved.

Administration – Gene Wood

Treasurer's Report

- Operating Income – Pledge receipts for 2016 were 102% of budget, which is in line with rolling 5-year performance and slightly ahead of 2015 performance. Other operating income areas were within budgeted ranges. Total operating income was ~\$13,000 below expectation, primarily reflecting the shortfall in revenues from adult mission trips, which was offset by lower expenses associated with those same adult mission trips.
- Operating Expenses – Total expenses were \$55,233 less than budgeted for 2016. Most ministries were under budget with the bulk of the savings coming from open staff positions and lower adult mission trip expenses. Food Service, Congregational Life and Education were modestly over budget for the year.
- The Bottom Line – Net income for 2016 totaled \$42,305.

Bob Henderson thanked the Finance Committee and Ministry chairs for their remarkable work in budgeting and working within that budget to within 1% of actual for 2016, while allowing Covenant to fulfill its mission.

Stewardship Update and Presentation of 2017 Budget

- The 2017 budget worksheet was handed out, and Gene Wood reviewed the budgeting process for 2017, which included each ministry reviewing its needs and expenses carefully for the coming year, adjusting as appropriate. Starting from the assumption of a flat budget, each ministry prioritized a wish list of additional items, and identified 5% of potential cuts in the event pledges fell short of goal.
- As of last Wednesday, 1/11/17, Covenant had reached 93.4% of its pledge goal for 2017.
- Based on an analysis of pledges not yet received from members who pledged in 2016 and are expected to make 2017 pledges, an adjusted 2017 pledge budget of \$2,775,500 is recommended. This represents a 4% increase over the 2016 pledge budget and a 2.4% increase to actual 2016 pledge receipts.
- The 2017 total recommended budget, including non-pledge revenues, investment income and all other receipts, is \$4,083,250. (3.2% increase to actual 2016 revenues).
- Gene noted that the 2016 shortfall in mission trip revenue is substantially a function of cancelled trips and reduced participation, with the offset being lower associated expenses. This consideration will carry forward in 2017 and beyond.

- Given the increased pledge budget, many “wish list” items were accommodated in the 2017 budget, including:
 - Incremental funding for both the Traditional and Contemporary music programs. Noting that the Traditional Program (which also supports the children’s choirs) continues to make up about 70% of the overall music budget, the Budget Advisory Committee has asked the Worship Ministry to explore the relative budgets for Contemporary Worship programs at peer churches.
 - Incremental funding for the Congregational Life Ministry primarily to support programs to be undertaken by the new Care Team Coordinator.
 - Incremental funding for the Education Ministry primarily intended to support bringing in a recognized speaker.
 - Incremental funding for Mission & Outreach to support programmatic support for Highland, to increase Crossnore afterschool scholarships, and to increase overall grants.
 - Incremental funding for Administration primarily to enhance the communications program in response to specific feedback received during the Capital Campaign listening and interview phases.

Planning and Evaluation – Nancy Falls

Potential Capital Campaign - Nancy Falls updated Session regarding Task Forces/Sub-Committees that have been formed by P&E to follow up on a variety of items raised during the Session Retreat relating to the following components of Covenant’s potential capital campaign: Affordable Housing, Full Day Child Care, Public Education Support, The Epiphany School, Building Plans/Architecture/Construction, Finance/Administration and Communication and Publicity. Information shared with Session included a description of the work each task force has been charged to accomplish, task force membership, and a target timeline. The timeline has work beginning immediately, updates due to P&E on Feb. 22, final proposals due to P&E on March 27, and a report to Session from P&E on April 10.

Ministry Reports:

Mission and Outreach – Will Summerville

2017 Presbytery Meetings - Will Summerville explained there are four (4) Presbytery meeting each year, and Covenant is required to send five (5) Elder representatives to each of these meetings. Elders in the class of 2018 and 2019 are expected to represent Covenant twice during their tenure on Session. Elders in the class of 2017 are expected to represent Covenant once during their tenure on Session. The 2017 Presbytery meetings will be held on Feb 11, May 16, Aug 19 and Oct 24. Meetings run from 9:30 am through lunch. Will Summerville asked Session members to sign up on the sheets he passed around the room or email him indicating which Presbytery meeting they are able or may be able to attend this year. Will’s top priority is to be sure Covenant has five elders signed up to attend the Feb 11 meeting.

Congregational Life – No Report

Education – No Report

Engagement – No Report

Worship – No Report

Clerk's Report – No Report

Old Business/New Business

Bill Keith reported that the December 2016 Christmas Eve offering raised approximately \$48,000. It was suggested that this be published to the congregation.

Staff Announcements/Pastoral Concerns

Bob Henderson spoke to how thankful we should be for the congregation of Covenant and the willingness of our congregation to support our mission, especially as many mainline Presbyterian churches are facing budget cuts for the coming year.

Closing

Following a prayer led by Rev. Joan Watson, the meeting was adjourned at 9 pm.

Respectfully submitted,



Randy Ripple, Clerk



Robert W. Henderson, Moderator

Congregational Meeting Minutes
Sunday, January 22, 2017
10:30am

Bob Henderson, Moderator: Rev. Henderson called the meeting to order at 10:30 am and opened with prayer. Rev. Henderson confirmed that proper notice was given, confirmed that Randy Ripple, Clerk of Session, was present, and restated the meeting's purposes:

- 1) to hear a presentation of the 2017 budget; and
- 2) to vote on proposed changes in terms of call for the ordained and installed pastors.

This meeting serves as Covenant's annual meeting of the corporation, as required by NC law.

Gene Wood, Treasurer: Mr. Wood presented the church budget approved for 2017 and asked for questions. One question was asked and answered by Mr. Wood.

Philip James, Chair of Personnel: After the Moderator, members of clergy and their family members had excused themselves from the sanctuary, Mr. James presented the terms of call for the ordained and installed pastors for 2017. Hearing no questions, Mr. Ripple, Clerk of Session, called for a vote. The vote in favor of the new terms of call passed unanimously.

Having concluded the stated purposes of the meeting, Mr. Ripple closed the meeting with a prayer.

Respectfully submitted,



Randy Ripple, Clerk



Robert W. Henderson, Moderator

**Covenant Presbyterian Church
Called Session Meetings
Sundays, December 4, 2016 and January 15, 22 and 29, 2017**

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

December 4, 2016

Charles Langston Reaffirmation

January 15, 2017

Kyle Massey Reaffirmation

Lindsey Massey Reaffirmation

William Bracey, Sr Transfer Letter--Rowland United Methodist Church, Rowland, NC

Anna Hart Bracey Transfer Letter--Rowland United Methodist Church, Rowland, NC

January 22, 2017

Stephen Lee Hicks Transfer Letter--First Presbyterian, Wilmette, IL

January 29, 2017

Emily Maciag Reaffirmation

Harrison Mathis Reaffirmation

Active (confirmed) members as of 1/31/17: 2222

2017 new members as of 1/31/17: 7

New members since last report: 7

2017 transfers as of 1/31/17: 5

2017 deaths as of 1/31/17: 1

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>
Tom Brim	Transfer Letter--The Lutheran Church of the Good Shepherd, Brevard, NC
Donna Brim	Transfer Letter--The Lutheran Church of the Good Shepherd, Brevard, NC
Devlin Casey	Transfer Letter--Myers Park Methodist Church, Charlotte, NC
Cathy Doheny	Transfer Letter--St. John's Baptist Church, Charlotte, NC
Betty Crenshaw	Transfer Letter--St. John's Baptist Church, Charlotte, NC

2016 Engagement Ministry Report (as of 12/31/16)

NEW MEMBERS

123 new members as of 12/31/16

- **30%** joined by Reaffirmation
- **23%** joined by Profession or Declaration of Faith (includes 2016 Quest class)
- **47%** joined by Transfer Letter—of all of the transfers in 2016, **52%** came from other Presbyterian churches, **36%** of whom transferred in from other Charlotte churches

TRANSFERS OUT 2016

15 members transferred to other churches in 2016 as of 12/31/16

- **3** people transferred to churches out of town
- **12** people transferred to other Charlotte churches
- **3** people requested to be removed from our membership roll

NEW MEMBER DEMOGRAPHICS

- Below age 18: 26 new members (includes Quest class)
- Ages 18-25: 6 new members
- Ages 26-35: 49 new members
- Ages 36-45: 22 new members
- Ages 46-55: 9 new members
- Ages 56-65: 7 new members
- Over 65: 4 new members

OTHER INFORMATION

- **87%** of our new members are involved in some other way besides attending worship (education small groups, local outreach, PW, bible studies, church-wide fellowship, music ministries, etc)
- **3 out of 4** new members joined within a year of their first visit. **24%** joined within 1 month of their first sign-in.
- **47%** of new members regularly attend the 9:30 Sanctuary service. **34%** of new members regularly attend the 11:00 Sanctuary service. **19%** of our new members regularly attend the Fellowship Hall service.
- **23%** increase in overall membership from 2008 to 2016.

**Covenant Presbyterian Church
Session Information Item
Summary**

SUBJECT: Worship Ministry Statistics

DATE: February, 2017

Report From: Sally Graves, 2016 Worship Ministry Chair

Background: Worship Ministry 2016, by the numbers. FYI.

Budget Impact: None

Attachments

- 1) Weekly worship attendance numbers (separate PDF)

**Worship Ministry Statistics, 2016
Annual numbers for additional worship ministry activities**

	Total
Baptisms	45
Infants: 42	
Adults: 2	
Confirmands: 1	
Extended Communion	
February 7	
Serving	16
Served	17
May 1	
Serving	14
Served	11
August 7	
Serving	14
Served	30
November 6	
Serving	15
Served	20
Funerals at Covenant	20
Weddings at Covenant	12

**Covenant Presbyterian Church
Session Information Item
Summary**

Subject: Open Table Series

From: Health and Wellness

Forging Your Own Path

Open Table Wednesday nights 6:30 – 7:30; March 8 – April 5 Fellowship Hall

What it's all about: "Folks of all ages can be proactive in decisions about how they want to live. It's not as difficult, and certainly not as depressing, as you might think to discuss end of life issues.

We need to look at how we treat our elders -- and we need to be prepared for when we become those elders. We also can provide confidence and comfort for our families should they need to make decisions for us. It's best if they understand what we want." - Mary Mattiacci

- **March 8** - We'll watch the 55-minute film "Being Mortal" based on the [book by Atul Gawande](#), a Boston surgeon and writer for *The New Yorker* magazine. The film shows how doctors — himself included — are often remarkably untrained, ill-suited and uncomfortable talking about chronic illness and death with their patients. Our discussion will be led by Parish Nurse Mary Mattiacci. Books are available for \$18, cash or check.
- **March 15** - Tanise Love, from Donate Life NC, and Bobbie Meisenheimer, a heart transplant recipient, will share their stories on organ donation and heart transplants. Discover what's involved in organ donation and hear an inspirational story of survival and grace.
- **March 22** - Ken Garfield, former Observer religion editor, will speak on "Always Leave Them Laughing: How to Write Your Own Obituary." Tell your own story in a way that reflects how *you* want to be remembered.
- **March 29** - Dr. Randy Schiller and Mary Ann Miller will speak on informing our loved ones about our health wishes. Your needs and desires change across the life spectrum. Learn about the issues involved and what you *really* mean when you say you want everything possible done to save your life.
- **April 5** - Attorney Kim Gossage will share her expertise in legal matters surrounding healthcare and end of life decisions, including living wills and powers of attorney. Kim is known as the "approachable attorney."

**Covenant Presbyterian Church
Session Information Item
Summary**

Subject: Open Table Series

From: Mission and Outreach

Heeding the Call to Neighborliness: An Affordable Housing Series

Open Table Wednesday nights 6:30 – 7:30; March 8 – April 5 Fellowship Hall

March 8 - The Unavoidable Burden for our Neighbors

Darren Ash- *previous Director of Charlotte Family Housing and is now the Director of Common Wealth Charlotte, a financial education and lending nonprofit for low wage families.*; **Laura Belcher** – *President and CEO of Habitat for Humanity Charlotte;*

The need for innovative financial education and anti-predatory emergency lending services for our working poor" to stabilize fragile families, and the impact of poverty; issues surrounding housing and mobility issues

March 15 - The Underbelly of Growth and Development

Greg Jarrell – *Director of QC Family Tree in Enderly Park;* **Julie Porter** - *Charlotte Mecklenburg Housing Partnership, Inc.;* **Mac McDonald** *CEO of Renaissance West Community Initiative*

Theoretical and very practical ways that affordable housing (and the lack of it) threatens the health and vibrancy of real people

March 22 - The Difference a Home Makes

Laura Belcher *President and CEO of Habitat for Humanity Charlotte;* ; **Boris Henderson** – *Chair of the Board of Directors of Habitat for Humanity Charlotte;* **JR Williams** - *Senior VP at LPL Financial*

Impactful stories of children being raised in a stable home environment

March 29 - And Who is My Neighbor?

Liz Clasen Kelley –*ED of Men’s Shelter of Charlotte;* **Stephen Smith** –*ED of Charlotte Family Housing;* **Deronda Metz** – *Director of Social Services of Salvation Army’s Center of Hope;*

Blake Bourne – *Executive Director with Charlotte Bridge Home*

Hear from executive directors whose work cares for men, families, veterans and women & children who are homeless; and what are our housing concerns for those living at 30% and below the Area Medium Income (AMI)

April 5 - Heeding the Call to Neighborliness

How as a community, a church and an individual do we respond?

Join us for Habitat build – March 24-25

Contact Evan Amo at evan.amo@covenantpresby.org

**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:

- Avery County Habitat for Humanity
- Charlotte Rescue Mission
- Princeton Theological Seminary
- The Center for Community Transitions
- Urban Ministry Center