

**Covenant Presbyterian Church
Meeting of Session
Monday, September 10, 2018
7:00 pm
CONSENT AGENDA**

ACTION ITEMS

1. Approval of August 13, 2018 Session Meeting Minutes (pp. 2-4). Helen Richards, Clerk of Session, moves that the minutes of this meeting be approved as written.
2. Approval of Called Session Meetings Minutes from August to receive new members (p. 5). Helen Richards, Clerk of Session, moves that the minutes of these meetings be approved as written.
3. Approval of request for changes to active roll (p. 6)
4. Approval of baptisms (p. 7)

INFORMATION ITEMS

1. August 2018 Treasurer's Report (pp. 8-9)
2. Presbytery Meeting Minutes (pp. 10-11)
3. Clerk's Communications (p. 12)

FUTURE EVENTS

- September 13-22 Mission trip to Renguti School, Kenya
- September 16 Congregational Meeting, 10:30 am Sanctuary
- September 16 Implementation Information Sessions, 11am & 12 pm, FH203
- September 19 Implementation Information Session, 6:30 pm Fellowship Hall
- September 21,22 Charlotte Habitat Build
- September 23 Groundbreaking Ceremony, 10:30 am
- October 8 Elder Dinner, 6:00 pm
- October 23 Presbytery Meeting, 9:30 am First-Monroe PC
- November 11 Covenant Impacts Charlotte/Commitment Sunday
- November 12 Session Meeting, 7:00 pm

**COVENANT PRESBYTERIAN CHURCH
MINUTES OF THE SESSION MEETING ON
AUGUST 13, 2018**

Call to Order and Opening Worship

Moderator Bob Henderson called the meeting to order at 7:00 pm and led the Session with prayer, readings from 1st and 2nd Kings and a message about feeding the flame and passing the torch.

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

A quorum was present. The agenda and consent agenda were adopted as presented.

Administration – Hank Stallings

Financial reports were included in the consent agenda. Hank commented that pledge receipts were over budget for the month which helped lessen the budget gap. Although YTD pledge receipts are slightly below budget, they are trending at the same rate as last year. Total Operating Income remains below budget in part because of deficits in recreation wing income, lower than expected attendance on youth mission trips and reduced miscellaneous contributions.

The Property Committee annually details a 5-year projection for use of the Cornerstone funds, which are used for major facilities maintenance and upgrades. The Cornerstone 5 Year Projection was included in the consent agenda. Hank briefly reviewed the plan, noting expenditures of \$54,000 for 2018 for Fellowship Hall phase 1 HVAC replacement and Sanctuary entrance roof/ceiling repairs.

Personnel Report – Joe Pool

Joe reminded the Session of a recent addition to staff. Kiara Hailey is Covenant's Recreation Ministry Assistant.

There are two openings currently posted: afternoon receptionist and food service manager.

Implementation Team – Randy Ripple

Randy updated the Session on activities from the Capital Campaign Implementation Team. Newsletter communications will be more frequent beginning this month.

Affordable Housing: Meetings are continuing with Charlotte Mecklenburg Housing Partnership. Harkins has been selected as the general contractor.

Child Development Center: Work continues to be done on defining CDC scholarship policy, governance structure and priority admissions. Small groups were created for website design and furnishings.

Campus Construction: Construction plans and design specs are being refined. Bids have been put out to subcontractors.

Next steps over next 60 days:

- Affordable Housing loan closing and groundbreaking on October 3.
- Review of CDC Director's job description and recruiting a search committee.
- Sign contract with general contractor once final costs are guaranteed.
- Distribute Request for Proposals for playgrounds build and refurbish.
- Complete Master Plan for implementation program.

Key takeaways:

Work continues on multiple CDC issues, but the Implementation Team is taking time to listen to others, weigh options and make well thought out recommendations.

Over 35 people are actively working on implementation, some up to 20 hours a week. People will be added as necessary.

Planning and Evaluation – John Baxter

P&E has been monitoring and analyzing pledge commitments and implementation costs for the Capital Campaign. John Baxter presented a draft proposal which honors all campaign components with a pledge total that generously exceeded the budgeted plan, addresses rising construction and implementation costs and details the inflows and outflows for the next three years using pledge receipts and the Rosebro Estate funds. Final costs are expected to be known by next Session meeting and P&E will make a motion at that time.

Ministry Reports

Education – no report

Mission and Outreach – no report

Congregational Life – no report

Engagement – no report

Worship – no report

Clerk's Report – Helen Richards

Philip James thanked his Co-Chair Marilyn Mickle and the rest of the Elder Nominating Committee before presenting the Class of 2021 Elders. The nominees to be presented at a Congregational meeting are Susan Billmire, Allen Brown, Deana Cooper, Sarah Crowder, Sarah Gaston, Jessica Hindman, Jerry Jernigan, Alan Morrow, Joe Taylor and Derek Thomas. Anna Ferone and Katherine Roehrig will be nominated as youth elders. The Elder Emeritus nominees are Ann Ayers, Sadler Barnhardt, Jane K. Taylor, Brent Trexler and one pending.

Helen Richards made a motion to approve a congregational meeting on September 16, 2018, to elect the next class of elders. The motion was approved.

David Isaacs will chair the Committee on Assignments and presented the committee members and the ministry or group each represents: Mary Clare Bracey (Worship), Eric Davis (Mission), Allyson Easterling (Education), Debbie Enna (Congregational Life), Marilyn Mickle (Elder Nominating Committee), Damon Nelson (Engagement) and Adam Schauer (Administration). Senior Minister Bob Henderson will be the staff support. A motion was made to accept the committee as presented and the motion was approved.

Old Business/New Business

None presented.

Staff Announcements/Pastoral Concerns

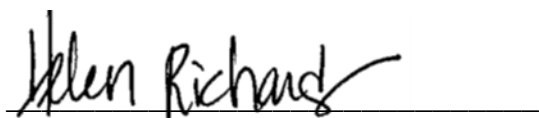
The Session was informed that Julia Watkins passed her ordination exam. Jessica Patchett praised the work of Anne Lowrance, her assistants and volunteers for the successful Vacation Bible School held the previous week.

Pastoral concerns were shared.

Closing Prayer

Following a prayer offered by Jessica Patchett, the meeting was adjourned at 8:25 pm.

Respectfully submitted,



Helen Richards, Clerk



Robert W. Henderson, Moderator

**Covenant Presbyterian Church
Called Session Meetings
August 5, 12, 19 and 26, 2018**

Covenant held two Called Session Meetings for the purposes of receiving new members. Lora Borrelli introduced the following new members and information:

August 5, 2018

Christy Carter Transfer Letter –Providence Presbyterian

August 26, 2018

Charles Patton Reaffirmation

Active (confirmed) members as of 8/31/18: 2297

2018 new members as of 8/31/18: 57

New members since last report: 2

2018 transfers as of 8/31/18: 18

2018 deaths as of 8/31/18: 17

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

Respectfully submitted,



Helen Richards, 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>
Amy Hunt Lawson	Remove from roll per request – joined Catholic Church
Wes Lawson	Remove from roll per request – joined Catholic Church

**Covenant Presbyterian Church
Session Action Item
Summary**

SUBJECT: September 2018 Baptisms

DATE: September 10, 2018

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 September 2018:

September 16th at the 9:30 am service in the Covenant Sanctuary

William Beecher Heald

Parents: Lauren and Matt Heald

September 30th at the 11:00 am service in the Covenant Sanctuary

Gaines Pender Utz

Parents: Allie and Bradley Utz

Motion: Motion to approve the baptisms of William Beecher Heald and Gaines Pender Utz.

Covenant Presbyterian Church
Monthly Financial Comments
August 2018

Income Statement Comments

Operating Income: Pledge receipts dipped in August relative to budget as well on an actual basis compared to July. Pledge Receipts are below budget (\$52,606) on a year to date basis. Total Operating Income dropped below budget to (\$130,744) on a year to date basis. Miscellaneous Contributions (\$50,001) and Rec Wing revenues (\$10,345) continue to be below budget. As noted previously, all three categories of mission trips also contributed due to lower than planned attendance. Pledge Receipts were 59% of the annual budget, just below last year. Food Service and Preschool receipts continue higher than budget partially offsetting the below budget categories already mentioned.

Operating Expenses: The majority of categories of expenses continue to be below budget, totaling a \$93,755 favorable variance year to date. Personnel continues to have the largest positive variance of \$55,121 primarily due to lower than expected participation in Covenant's benefit plan. The favorable variance in Education of \$25,564 reflects the lower than planned high school and middle school trip attendance. The favorable variance in Mission and Outreach reflects lower than planned attendance for the Yucatan trip. Food Service remains over budget partially offsetting the favorable trends. However, Food Service expenses remain approximately equal to receipts.

The Bottom Line: Expenses exceeded income for the month resulting in a "loss" for the month of (\$134,263) compared to a budgeted "loss" of (\$123,911). The past several months of deficits now result in a year to date "loss" of (\$173,495) compared to a budgeted "loss" of (\$136,506). This compares to a year to date "loss" of (\$86,732) for the same period last year.

Balance Sheet Comments

The balance sheet continues to be healthy. Significant changes for August 31, compared to July 31, were as follows:

Assets/Liabilities:

Checking: Decrease primarily reflects the August deficit and pre-payment of September Visa card noted below.

General and Cornerstone Endowment Funds: Reflects the markets at the end of July. We value on a month delay basis.

Accounts Payable/Misc. Accruals: Change in Miscellaneous Accruals reflects the prepayment in August of the September Visa card. A large purchase (\$50,909) for Holy Land Next airline tickets occurred in August. Prepayment was necessary to keep enough credit line available for staff use.

Fund Balances:

Restricted Funds: Primarily reflects capital campaign contributions.

General Fund: Decrease reflects the net operating deficit in August of \$134,263.

Columbarium: Decrease reflects purchase of 24 copper urns.

Reserve Fund Balances: Decrease reflects upgrades in Education Wing, converting the theater to a room for the Epiphany School.

Covenant Presbyterian Church		Period ending: 08/31/18			Y-T-D Actual as % of Annual Budget						
INCOME STATEMENT		YTD	YTD	YTD	Annual						
		Budget	Actual	Variance	Budget	2018	2017	2016	2015	2014	2013
Income:											
1	Pledge Receipts	\$ 1,742,200	\$ 1,689,594	\$ (52,606)	\$ 2,875,000	59%	60%	62%	62%	66%	65%
2	Misc Contributions	\$ 170,917	\$ 120,916	\$ (50,001)	\$ 310,000						
3	Investment Income	\$ 264,166	\$ 267,579	\$ 3,413	\$ 270,000						
4	Other	\$ 22,100	\$ 22,183	\$ 83	\$ 35,000						
5	Recreation Wing	\$ 69,800	\$ 59,455	\$ (10,345)	\$ 141,300						
6	Preschool	\$ 185,400	\$ 190,644	\$ 5,244	\$ 313,800						
7	Food Service	\$ 52,900	\$ 60,109	\$ 7,209	\$ 95,000						
8	MS/Quest Trips	\$ 16,600	\$ 10,750	\$ (5,850)	\$ 18,000						
9	HS Trips	\$ 49,000	\$ 26,850	\$ (22,150)	\$ 62,700						
10	Adult Trips	\$ 39,500	\$ 33,758	\$ (5,742)	\$ 69,300						
	Total Income	\$2,612,583	\$ 2,481,839	\$ (130,744)	\$4,190,100	59%	62%	64%	63%	67%	66%
Expenses:											
11	Worship	\$ 72,858	\$ 70,776	\$ (2,082)	\$ 112,850						
12	Congregational Life	\$ 18,617	\$ 13,959	\$ (4,658)	\$ 36,650						
13	Engagement	\$ 4,400	\$ 3,350	\$ (1,050)	\$ 8,200						
14	Mission & Outreach	\$ 367,860	\$ 343,154	\$ (24,706)	\$ 511,300						
15	Education	\$ 118,513	\$ 92,949	\$ (25,564)	\$ 155,503						
16	Recreation Wing	\$ 8,250	\$ 7,888	\$ (362)	\$ 35,200						
17	Preschool	\$ 149,470	\$ 144,325	\$ (5,145)	\$ 269,750						
18	Food Service	\$ 41,700	\$ 60,358	\$ 18,658	\$ 71,500						
19	Administration	\$ 373,080	\$ 379,355	\$ 6,275	\$ 570,300						
20	Personnel	\$ 1,594,341	\$ 1,539,220	\$ (55,121)	\$ 2,418,847						
	Total Expenses	\$2,749,089	\$ 2,655,334	\$ (93,755)	\$4,190,100	63%	64%	63%	60%	63%	62%
	Net Income	\$ (136,506)	\$ (173,495)	\$ (36,989)	\$ -						
BALANCE SHEET			August	July	Change						
Assets:											
21	BoA Checking/Savings		\$ 5,627,935	\$ 5,784,234	\$ (156,300)						
22	WF Holding/Rosebro & M&F		\$ 2,003,599	\$ 2,002,110	\$ 1,490						
23	Petty Cash		\$ 350	\$ 350	\$ -						
24	Accounts Receivable and Advances		\$ 17,259	\$ 17,593	\$ (334)						
25	General Endowment Fund Mkt Val		\$ 8,158,954	\$ 8,010,565	\$ 148,389						
26	Cornerstone Endowment Fund Mkt		\$ 4,122,370	\$ 4,046,626	\$ 75,744						
	Total Assets		\$ 19,930,466	\$ 19,861,478	\$ 68,989						
Liabilities:											
27	Accounts Payable and Misc. Accrua		\$ (39,761)	\$ 11,368	\$ (51,129)						
	Total Liabilities		\$ (39,761)	\$ 11,368	\$ (51,129)						
Fund Balances:											
28	Donor Advised		\$ 122,788	\$ 122,788	\$ -						
29	Infrastructure Fund/Cornerstone I		\$ 276,974	\$ 277,546	\$ (572)						
30	Payable to Endowment Corpus		\$ 855	\$ 225	\$ 630						
31	Restricted Endowments & Cornerst		\$ 12,281,324	\$ 12,057,191	\$ 224,133						
32	Restricted Funds		\$ 6,843,794	\$ 6,802,943	\$ 40,851						
33	Non-Budgeted Benevolences		\$ 22,955	\$ 22,945	\$ 10						
34	Section 125 Plan		\$ 2,394	\$ 1,921	\$ 473						
35	Genl Fund Balance		\$ 329,316	\$ 463,579	\$ (134,263)						
36	Columbarium		\$ 46,720	\$ 51,675	\$ (4,955)						
37	Reserve Fund Balances		\$ 43,107	\$ 49,296	\$ (6,189)						
	Total Fund Balances		\$ 19,970,227	\$ 19,850,110	\$ 120,117						
	Total Liab. & Fund Balances		\$ 19,930,466	\$ 19,861,478	\$ 68,989						

**Covenant Presbyterian Church
Session Information Item
Summary**

SUBJECT: Presbytery Minutes

DATE: September 10, 2018

Report From: Mission and Outreach Committee

Chair: Kay Wheeler

**Highlights of 139th Stated Meeting of The Presbytery of Charlotte
Co-hosted by CN Jenkins and Derita Presbyterian Churches
August 18, 2018**

It was with great joy and thanksgiving that we gathered at Derita Presbyterian Church. Our Moderator, Rev. Luke Maybry called the meeting to order and opened with prayer. Rev. Jerry Cannon and Rev. Eulando Henton, brought greetings on behalf of the CN Jenkins and Derita congregations.

The Presbytery entered into a time of worship with Rev. Dr. Jan Edmiston, General Presbyter delivering the sermon. Music was provided by the Voices of CNJ, under the direction of Dr. Ronald Monroe. The Sacrament of the Lord's Supper was led by Rev. Phanta Lansden and Rev. Eulando Henton. Elders from CN Jenkins and Derita Presbyterian Churches assisted with serving communion.

Following worship, General Presbyter, Rev. Jan Edmiston gave a brief overview on her vision for the Presbytery. Elizabeth Little then gave an update on new programs and upcoming changes to the Board of Pensions benefits plan.

Rev. John Cleghorn, of the Presbytery's Racism Task Force introduced Pamela Grundy, author of our "All Presbytery Reads" book, Color and Character: West Charlotte High and the American Struggle over Educational Equality. Ms. Grundy addressed the Presbytery on the history and stories she discovered in doing research for her book.

Following Ms. Grundy's presentation, Rev. Cleghorn facilitated a panel discussion with West Charlotte Alumni: Rev. Elliott Hipp, Donna Fair, Rev. Amantha Barbee, Rev. Joe B. Martin, Justin Perry, current student, Kaycee Hailey and former chair of the CMS School Board, Arthur Griffin.

Ashlee Anderson (Covenant), Mary Kate McAlister (Covenant), Carol Schierlmann (South Mecklenburg), and Dana Purdom (CN Jenkins) were enrolled as Inquirers in the preparation for ministry process. Amy Speas and Diane Giannola were examined and approved for ordination as Ministers of Word and Sacrament. Pending their ordination, Diane will serve as a Chaplain at Union Presbyterian Seminary - Charlotte, and Amy will serve as a Pastoral Resident at Myers Park Church.

Presbytery appointed an Administrative Commission for the purpose of evaluating the best use of the Fellowship Point property as a financial resource for the Presbytery, in order to support the vision adopted in May 2017.

Commissioners to the 223rd General Assembly, Shari Lambeth (Harrisburg) and Katie Dunlap (Star), shared highlights of the actions and activities at the GA.

The Committee on Ministry granted honorable retirement to Rev. Gloria Bolden, who retired May 31st as Pastor of Saint Paul Church. Rev. Eulando Henton was approved to move from position as Temporary Pastor, to Installed Pastor at Derita. COM welcomed new minister members of the Presbytery, Rev. Willie Keaton, Pastor at Mt. Olive, Rev. Robert Messick-Watkins, Pastor at Mallard Creek, Rev. Ian Clark, Pastoral Resident at Covenant-Charlotte and Rev. John-Nelson Pope, Temporary Pastor at Williams Memorial.

Thank you CN Jenkins & Derita for a job well done! The 140th Stated Meeting will be on Tuesday, October 23, 2018 at First-Monroe Church

**Covenant Presbyterian Church
Session Information Item
Summary**

Subject: Clerk Communications

From: Helen Richards, Clerk

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

- Classroom Central
- Union Presbyterian Seminary
- Freedom School Partners