

**STATED SESSION MEETING
SECOND PRESBYTERIAN CHURCH
STAUNTON, VA 24401
January 6, 2010**

The Session of Second Presbyterian Church held its December meeting on Wednesday, January 6, 2010, at 7:00p.m. in the Fellowship Hall. Dr. Daniel S. Williams, Moderator, called the meeting to order and opened with prayer. A quorum was present.

ATTENDANCE

Present: Chuck Blackley, Frank Brown, Andy Easley, Danny Fields, Earl Flower, Jerry Fry, William Jack, Darlene Mason, Mary McNamara, Kay Moyer, Mary Rainey, Maxine Robertson, Stewart Sherwood, Caroline Wuebke, James Wright and Dan Williams.

Excused: Bob Ridle, Eve Thomas and Paul Wolfe

AGENDA

The agenda was adopted.

MINUTES REVIEW

The minutes for the December 2nd meeting were presented. Several spelling corrections were noted and the minutes then approved as corrected.

TREASURER'S REPORT

The November's Treasurer's Report was reviewed with notes made on the following:

- Regular offering at the end of November was 92% of the budget amount.
- Total Income for the period was on budget with an increase due to the annuity that came through.
- Expenses year to date are less than budgeted because of the lower spending by committees.
- The amount to be transferred from invested funds will be around \$1,500 instead of the larger expected amount.

CLERK'S REPORT

1. Membership actions.

- Remove Marshall Ramsey from the active roll due to his death Dec. 31, 2009.

2. Average Worship attendance for the month of December was 52. Two services had to be cancelled because of bad weather (Dec. 20th and 24th); all other services affected by bad weather.

PASTOR'S REPORT

- 1. Home communion.** Following the Advent communion service (November 27), the pastor served home communion to 16 persons (11 visits), assisted by Elders Bob Ridle, Linda Lickliter and Jerry Fry.
- 2. Annual reports reminder.** Committee chairs were reminded to have their committee reports in to the office by Jan. 10th in order for them to be prepared for the Annual Report booklets.
- 3. Bible Study.** Bible Study will resume on Tuesday, January 19th, with a study of the minor prophets Joel and Zechariah. This study will run until March 30th.
- 4. Pulpit exchange.** The annual Staunton Presbyterian Pulpit exchange will take place March 21st this year. This is the fifth Sunday in Lent. Dan Williams will be preaching at Bethany Presbyterian and Joe Brandon, from Olivet will preach at our church.
- 5. Lent-Easter.** January 6th is Epiphany and the followings are the Lent and Easter highlights:
 - Ash Wednesday- February 17- Church Night diner and worship service
 - First Sunday in Lent-February 21- Sacrament of the Lord's Supper
 - P W Sunday- March 7- Rev. Olivia Haney will guest speak.
 - Staunton Presbyterian Pulpit Exchange- March 21- Joe Brandon here.
 - Palm Sunday- March 28- downtown churches parade at 10:25a.m. –Palm Sunday luncheon at noon.
 - Maundy Thursday Communion Service- 7:30p.m. - April 1
 - Good Friday Service of Shadows- 7:30p.m. - April 2
 - Easter/The Resurrection of the Lord- April 4

STANDING COMMITTEE REPORTS**1. Property.**

- Painting of the outside is at a standstill until the weather improves.
- The committee is aware of several leaks and the one in the bell tower appears to be an old one that has since been fixed.
- The next committee meeting will be January 27, 6:30p.m

2. Stewardship and Finance

- The 2010 Budget was presented and explained. This Budget will maintain all staff salaries at the 2009 level. The Session voted to adopt the 2010 Budget. (*See Appendix A, page 3, for the 2010 Budget.*)
- The next meeting is to be announced.

3. Worship and Music

- Ushers and lay readers for January are secured and the calendar sign up sheet for February is in the Sanctuary.
- Christmas decorations will be taken down and packed up on Sunday, Jan. 10.
- Chair thanked the elders for their support and help during the past few years.
- Next meeting to be announced.

4. Christian Education- no report- next meeting Jan. 18, 2010 at 6:30 p.m.**5. Membership and Outreach**

- Christmas cards were sent to shut ins and to others that have not been able to attend regularly.
- Plans are being made for the Palm Sunday luncheon.
- The next meeting will be January 27, 6:30p.m.

6. Mission

- The Christmas Joy special offering was \$808.00.
- Committee working on designating Hunger Offerings over the annual \$3,750 threshold; the total to be allocated is \$1,881.69.
- Committee will sponsor a Church Night program on March 10th with a speaker from Habitat for Humanity and another on April 21st with the program by Valley Mission.
- The next meeting will be January 27th, at 6:00p.m.

UNFINISHED (OLD) BUSINESS

- 1. Community Service Committee update.** Salvation Army very appreciative of our bell ringers. Suggestion that next year, an earlier date, in late November might secure a better location. Their store can use help anytime.
- 2. Session size.** Session approved the recommendation to reduce the size of the Session from 18 to 12, over the next 3 election cycles. This will require approval by the congregation at the upcoming annual meeting.

NEW BUSINESS

- 1. Elder Commissioner.** - Mary Rainey has volunteered to be our elder Commissioner at the next meeting of Shenandoah Presbytery, Saturday, February 13, 2010. The meeting will be at Spring Hill Presbyterian Church at 9:30.
- 2. Class of 2009.** Thanks were expressed to the elders in the Class of 2009, who completed terms with this meeting: Danny Fields, Bob Ridle, Paul Wolfe (all part of new Class of 2012) and Frank Brown, Earl Flower, Kay Moyer (all rotating off Session).. Installation for new elders will be January 17, 2010 during the worship service.
- 3. Upcoming meetings:**
 - a. Session:** Wednesday, January 27, 2010- 7:p.m. in the Fellowship Hall: reorganization meeting.
 - b. Shenandoah Presbytery (see above)**
 - c. Highland Augusta Mission Community:** Thursday, January 14, 2010 at Augusta Stone- 6:00 p.m.

ADJOURNMENT

The meeting was adjourned with prayer by the Moderator at 8:00 p.m.

APPENDIX A –2010 Budget – See page 94, item 2, above, for Session action.

SECOND PRESBYTERIAN CHURCH **2010 BUDGET**
STAUNTON, VA **January 27, 2010**

#	INCOME	2008 BUDGET	2009 BUDGET	2010 BUDGET
	BEGINNING BALANCE	0.00	0.00	0.00
1100	NON-DESIGNATED RECEIPTS			
1101	Regular Giving	122,000.00	112,000.00	115,000.00
1102	Loose Offering	1,000.00	1,500.00	2,000.00
1103	Interest: Checking Account	50.00	50.00	30.00
1104	Presbyterian Women	600.00	600.00	600.00
1106	Use of the Building	750.00	750.00	750.00
1108	Copies, Stamps, etc.	100.00	100.00	0.00
1109	Sunday Bible Study	800.00	900.00	600.00
1112	T. Patterson Annuity	0.00	8,624.46	17,250.00
	***Subtotal: Non-Designated Receipts	125,300.00	124,524.46	136,230.00
1200	DESIGNATED RECEIPTS			
1201	Church Support	2,200.00	2,200.00	2,200.00
1202	Benevolence	3,000.00	3,000.00	1,500.00
1203	Hunger Offerings	4,300.00	4,300.00	5,500.00
1204	One Great Hour of Sharing	1,000.00	1,000.00	800.00
1205	Pentecost Offering	500.00	500.00	450.00
1208	Christmas Joy Offering	1,000.00	1,000.00	1,000.00
	***Subtotal: Designated Receipts	12,000.00	12,000.00	11,450.00
1300	NON-BUDGET RECEIPTS			
1396	Unexpended Income: Previous Year	11,022.03	0.00	0.00
1397	Transfers from Memorial Fund	0.00	0.00	625.00
1398	Income: Other Sources	0.00	0.00	0.00
1399	Transfers from Investments	21,000.00	62,750.00	35,500.00
	***Subtotal: Non-Budget Receipts	32,022.03	62,750.00	36,125.00
	***TOTAL INCOME FOR PERIOD	169,322.03	199,274.46	183,805.00
	***INCOME + BEGINNING BALANCE	169,322.03	199,274.46	183,805.00
	EXPENSES			
2000	SALARIES AND EXPENSES			
2101	Minister's Salary	17,450.00	18,610.00	18,210.00
2102	Minister's Housing Allowance	29,560.00	30,400.00	30,400.00
2103	Minister's Utilities Allowance	2,340.00	2,445.00	2,445.00
2104	Minister's Automobile Expense	4,000.00	4,000.00	4,000.00
2105	Minister's Professional Expenses	2,000.00	2,000.00	2,000.00
2106	Minister's Benefits Plan Dues	17,625.00	17,625.00	17,625.00
2107	Minister's Self Employment	3,910.00	3,940.00	3,940.00
2109	Minister's Medical Deductible	600.00	800.00	1,200.00
2201	Music Staff Salaries	5,460.00	5,710.00	5,710.00
2301	Christian Education Consultant Salary	6,125.00	6,400.00	6,400.00
2401	Secretary's Salary	10,600.00	11,060.00	11,060.00
2601	Substitute Salaries	1,200.00	1,200.00	1,200.00
2701	Workers' Compensation Insurance	500.00	500.00	500.00
2702	FICA Tax W/H -- Social Security	1,375.47	1,436.54	1,436.54
2703	FICA Tax W/H -- Medicare	321.68	335.97	335.97
2704	Federal Income Tax W/H	0.00	0.00	0.00
2705	VA State Income Tax W/H	0.00	0.00	0.00
	***Subtotal: Salaries and Expenses	103,067.15	106,462.51	106,462.51

3000	CHRISTIAN EDUCATION EXPENSES	2008 BUDGET	2009 BUDGET	2010 BUDGET
3101	Sunday School Curriculum	1,200.00	1,000.00	600.00
3102	Vacation Bible School	350.00	450.00	500.00
3104	VCR license fee	70.00	73.00	80.00
3105	Camp Scholarships	0.00	300.00	400.00
3106	Teachers: Training and Support	250.00	100.00	100.00
3107	Confirmation Classes	0.00	0.00	50.00
3108	Refreshments	250.00	300.00	300.00
3109	Youth	250.00	350.00	350.00
3110	Nursery/Worship	1,100.00	1,100.00	200.00
	***Subtotal: Christian Education	3,470.00	3,673.00	2,580.00
4000	MEMBERSHIP AND OUTREACH EXPENSES			
4101	Receptions/Coffee Hour	100.00	100.00	50.00
4102	Miscellaneous/Newsletter	0.00	100.00	50.00
4103	Advertising/News Leader	625.00	625.00	500.00
4104	Kitchen Supplies	250.00	250.00	200.00
4105	Church Night Meals	250.00	250.00	250.00
4106	New Members/Prospective	100.00	100.00	50.00
4107	Funeral Meals Expenses	250.00	250.00	100.00
4108	Get Well Soon/We Care Program	300.00	300.00	300.00
4109	Entertainment/Special Events	200.00	200.00	0.00
	***Subtotal: Membership and Outreach	2,075.00	2,175.00	1,500.00
5000	CHURCH PROPERTY EXPENSES			
5101	Natural Gas	11,500.00	18,000.00	12,000.00
5102	Electricity	3,000.00	3,700.00	3,000.00
5103	Water	750.00	800.00	1,000.00
5104	Janitorial Supplies	250.00	250.00	250.00
5105	Property Insurance	7,500.00	8,000.00	8,500.00
5106	Property Maintenance	3,000.00	15,000.00	17,000.00
5107	Organ/Piano Repair	1,200.00	1,200.00	1,200.00
	***Subtotal: Church Property	27,200.00	46,950.00	42,950.00
6000	WORSHIP AND MUSIC EXPENSES			
6101	Chancel & Children's Choirs	100.00	100.00	0.00
6102	Communion Supplies	100.00	100.00	100.00
6103	Music Supplies & Accessories	400.00	400.00	400.00
6104	Choir Robes Cleaning	200.00	200.00	0.00
6105	Handbells	200.00	200.00	200.00
6107	Program Development	400.00	400.00	400.00
6108	These Days	250.00	250.00	250.00
6109	Annual Copyright Fee	180.00	180.00	180.00
	***Subtotal: Worship and Music	1,830.00	1,830.00	1,530.00
7000	GENERAL MISSION			
7101	Undesignated Benevolences	4,227.60	4,300.00	3,000.00
7103	Missionary Support	2,000.00	2,000.00	2,000.00
7104	Weekday Religious Education	2,000.00	2,000.00	2,000.00
7105	Valley Mission	1,000.00	1,000.00	1,000.00
7107	Discretionary Fund	700.00	1,000.00	700.00
7108	Mission Program	500.00	500.00	500.00
7109	ComfortCare Women's Center	1,000.00	1,000.00	1,000.00
7112	Ethiopia Support	500.00	500.00	500.00
7113	Teen Challenge	500.00	500.00	500.00
7114	Meals on Wheels	500.00	500.00	500.00
7115	Augusta Free Medical Clinic	600.00	600.00	500.00
7116	Habitat for Humanity	500.00	500.00	600.00
7118	Medical Benevolence Foundation	750.00	750.00	750.00
7120	Covenant Church/Massanetta Springs		500.00	500.00
	***Subtotal: General Mission	14,777.60	15,650.00	14,050.00

	2008 BUDGET	2009 BUDGET	2010 BUDGET
7200 SPECIAL MISSION			
7201 Hunger Ministries	3,750.00	3,750.00	5,500.00
7201A Presbyterian Hunger Program	(41% to \$1,500)	(41% to \$1,500)	(41% to \$1,500)
7201B SACRA – Hunger	(20% to \$750)	(20% to \$750)	(20% to \$750)
7201C Water for Life	(13% to \$500)	(13% to \$500)	(13% to \$500)
7201D Heifer Project	(13% to \$500)	(13% to \$500)	(13% to \$500)
7201E Blue Ridge Area Food Bank	(13% to \$500)	(13% to \$500)	(13% to \$500)
7202 Special Offerings	2,500.00	2,500.00	2,250.00
7202A One Great Hour of Sharing	1,000.00	1,000.00	800.00
7202B Pentecost Offering	500.00	500.00	450.00
7202E Christmas Joy Offering	1,000.00	1,000.00	1,000.00
***Subtotal: Special Mission	6,250.00	6,250.00	7,750.00
8000 CHURCH OFFICE EXPENSES			
8101 Equipment Maintenance	1,400.00	1,400.00	1,400.00
8102 Postage	800.00	550.00	475.00
8103 Paper/Printing Supplies	400.00	300.00	500.00
8104 Telephone Service	2,400.00	1,800.00	1,750.00
8105 Office Supplies	2,000.00	1,900.00	800.00
8106 Postage: Bulk Rate	300.00	0.00	0.00
8107 Computer Supplies	2,400.00	1,200.00	1,200.00
8201 Copier	0.00	0.00	0.00
***Subtotal: Church Office	9,700.00	7,150.00	6,125.00
9000 ADMINISTRATIVE EXPENSES			
9101 Session Expenses	200.00	200.00	200.00
9102 Stewardship Program	500.00	500.00	500.00
9103 Annual Audit	0.00	0.00	0.00
***Subtotal: Administrative Expenses	700.00	700.00	700.00
9200 OTHER EXPENSES			
9201 Outgoing/Flow Thru Items	0.00	0.00	0.00
9301 Miscellaneous	0.00	0.00	0.00
9999 Investments	0.00	0.00	0.00
***Subtotal: Other Expenses	0.00	0.00	0.00
***TOTAL EXPENSES	169,069.75	190,840.51	183,647.51
***INCOME - EXPENSES	252.28	8,433.95	157.49
***ENDING BALANCE	252.28	8,433.95	157.49