

Session Agenda for Little Chapel on the Boardwalk

May 16, 2022

6:00 p.m. Room #201

(Elders are asked to thoroughly read all material prior to the meeting. Any item listed under the "Consent Agenda" can be removed for discussion.)

Call to Order

Opening of the meeting by Pastor John Earl: Devotional and Lesson on Spiritual Discernment

Attendance

Present: Dr. John Earl, Moderator; Elders

Excused Absence: Mary Jo Kohunsky

Also present:

Determination of Quorum

Clerk of Session Report

Correspondence:

None.

Information:

Church calendar for June from Delores Dyer, for information.

April Financial Information from Joan Denney, for Information.

Church Officer Website: Elders are reminded to periodically check for information prior to meetings, and to review schedules and procedures for such services as Ushers, Liturgists, Officers of the Month and other reference documents.

Consent Agenda:

Approval of this Agenda.

Approval of Minutes of Stated Session Meeting of April 18, 2022.

Membership Committee:

1. Baptisms:
2. Removal from Rolls:
3. New Members:

SESSIONAL COMMITTEE REPORTS

Christian Education Committee: Christine Kennedy, Moderator

No report. No recommendations.

Finance Committee: John Copeland, Moderator; Dickson Bridger, Elder

No report.

Recommendation that the 5th Sunday offering scheduled for May 29, 2022, be used to help offset the cost of installing sod in the manse yard.

Mission Committee: Beckey Smith, Moderator; Marti Shogi, Elder

No report. No recommendations.

Personnel and Planning Committee: Ed O'Neil, Moderator; Lisa Jordan, Elder

Report attached. No recommendations.

Property Committee: Barry Lindholm, Moderator; Hank Metzger, Elder

No report. No recommendations.

Worship Committee: Terry Paterson, Moderator; Sherri Alexander, Elder

Report attached. No recommendations.

UNFINISHED BUSINESS

Officers of the Month: Elders are needed to serve as Officers of the Month as shown. Please consider these opportunities and indicate your willingness to serve.

July Beach Service

July 10:30 service

August 10:30 service.

NEW BUSINESS:

MODERATOR'S REPORT

The next stated meeting of the Session: Monday, June 20, 2022, at 6:00 p.m. in room #201.

PRAYER CONCERNS AND CLOSING PRAYER

*God call us home, Christ make us one,
Come Holy Spirit, Love will be done.*

June 2022

July 2022

Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5 Pentecost 8:00 Beach Service 9:15 College of Elders 10:30 Worship	6 6:00 Scouts Court of Honor Sanctuary	7	1 9:30 Knitting – Parlor 1 – 4 Shelly's Strings Practice	2 5 – 7 Shelly's Strings	3	4 9:00 Men's Breakfast
12 8:00 Beach Service 10:30 Worship	13 9:30 Worship Comm. #102	14	8 9:30 Knitting – Parlor	9 16	10 17	11 P. W. Gathering Noon – Fellowship Hall PYC Leaves for Montreat 6/11 – 6/18 18 9:00 Men's Breakfast
19 Father's Day 8:00 Beach Service 10:30 Worship	20 6:00 Session - 201	21	22	23	24	25 PYC Returns from Montreat M-O-W
26 8:00 Beach Service 10:30 Worship	27	28	29	30 Newsletter Deadline		

April 2022 Financial Summary

	April			Year to Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
INCOME							
Pledges & Contributions	42,035	37,016	5,019	166,504	148,066	18,438	444,197
Open Offering	1,767	920	847	2,703	3,679	(976)	11,037
5th Sunday	-	100	(100)	2,295	400	1,895	1,200
Sunday School	-	17	(17)	-	67	(67)	200
Use of Building/Miscellaneous	75	100	(25)	850	400	450	1,200
TOTAL INCOME	43,877	38,153	5,724	172,352	152,611	19,740	457,834
EXPENSES							
Christian Education Committee	-	250	(250)	515	1,000	(485)	3,000
Diaconate Committees	329	225	104	289	900	(611)	2,700
Personnel Committee	18,997	21,187	(2,190)	80,189	88,148	(7,959)	273,517
Property Committee							
Utilities	2,564	2,804	(241)	7,948	11,217	(3,269)	33,650
Repairs/Maint/Landscaping	2,701	1,908	793	5,794	7,633	(1,840)	22,900
Office	2,478	1,371	1,107	6,906	5,483	1,422	16,450
	7,743	6,083	1,660	20,647	24,333	(3,686)	73,000
Finance Committee							
Insurance	2,396	5,748	(3,351)	15,936	20,591	(4,655)	77,792
PCC - Per Capita/Mission	601	601	0	2,403	2,403	0	7,210
Office Supplies/Postage	684	571	113	3,150	2,283	867	6,850
Other Office Expenses	177	154	23	2,547	617	1,931	4,850
	3,858	7,074	(3,215)	24,037	25,894	(1,857)	96,702
Mission Committee	-	-	-	-	-	-	5,000
Worship Committee	1,346	326	1,020	2,215	1,305	910	3,915
TOTAL EXPENSES	32,273	35,145	(2,871)	127,892	141,580	(13,688)	457,834
NET INCOME/(LOSS)	11,604	3,008	8,596	44,460	11,031	33,428	-

STATED SESSION MEETING

WRIGHTSVILLE BEACH, NC
APRIL 18, 2022 6:00 p.m.

The Session of Little Chapel on the Boardwalk Presbyterian Church, PCUSA, met for a stated meeting on Monday, April 18, 2022, at 6:00 p.m. in room 201.

Dr. John Earl, Moderator, opened the meeting with a prayer and devotional on the Book of Numbers, at 6:00 p.m.

ATTENDANCE

Present: Dr. John Earl, Moderator; Mary Jo Kohunsky, Clerk; Elders Sherri Alexander, Lisa Jordan, Barry Lindholm, Hank Metzger, Ed O'Neil, Terry Paterson, Marti Shogi, Beckey Smith.

Excused absence: Dickson Bridger, John Copeland, Christine Kennedy.

Sarah McLaughlin, Elder on the Christian Education Committee, entered the Church Triumphant on Saturday, April 16, 2022. We give thanks for the life she lived, the service she gladly gave, and the Christian love she shared with us all.

Quorum: The Clerk determined that a quorum was present.

CLERK OF SESSION REPORT

Correspondence:

Request from the Communications Committee: Gary Kohunsky

Information:

Church calendar for May, 2022, from Delores Dyer (attached)

March Financial Report, from Joan Denney (attached)

The College of Elders meeting will be held on Sunday, April 24, from 10 – 10:45 a.m. This will allow these members to ask questions, learn about the current vision process, and to share information with fellow members going forward.

Church Officer Website: Elders are reminded to please check it periodically for information prior to meetings, and to review schedules and procedures for such services as Ushers, Liturgists, Officers of the Month; and other reference documents.

CONSENT AGENDA

Approval of this Agenda

Additions to New Business:

1. *Communications Committee Request:* Website Updates, Mask Policy
2. *Professional staff for Audio Visual Services:* Marti Shogi

Approval of Minutes of the Stated Session Meeting of March 21, 2022

Membership:

Baptisms: None.

Approval of the Sacrament of Baptism: Tyce Sawyer, daughter of Mackenzie and Matthew Sawyer, and granddaughter of Pastor John Earl and Mrs. Nadja Earl, on Sunday, May 22 at the 10:30 worship service.

Removal from Rolls: Sarah McLaughlin, died Saturday, April 16, 2022; letters being sent to those whose names were approved by the session on March 21.

New Members: None

Approval by Common Consent for all items in the Consent Agenda. **Approved.**

SESSIONAL COMMITTEE REPORTS

Christian Education Committee: Christine Kennedy, Moderator

No report. No recommendations

Finance Committee: John Copeland, Moderator; Dickson Bridger, Elder

No report. No recommendations.

Mission Committee: Beckey Smith, Moderator; Marti Shogi, Elder

Beckey requested volunteers for Meals on Wheels for Saturday, April 23. Several people volunteered to make casseroles on Friday, and several more said they would help pack the meals on Saturday morning.

Personnel and Planning Committee: Ed O'Neil, Moderator; Lisa Jordan, Elder

1. There have been no responses for the part-time youth director position.
2. A training session was held for volunteers who will work in the office during absences of Delores Dyer.

Property Committee: Barry Lindholm, Moderator; Hank Metzger, Elder

Barry reported that about 30 people participated in the work day held on Saturday, April 2. He observed that the fellowship shared that day was as important as the beautification of the property. Funds from the contributions in the weeks before Easter were significant, and the official total will be reported as soon as it is available.

Worship Committee: Terry Paterson, Moderator; Sherri Alexander, Elder

Beach Service forum report: The event was attended by several individuals who were passionate about this service. There was no consensus for change, and speakers firmly believed that the time, length, location, and format of this service should remain as is. Suggestions included equipment updates, more visible marketing, and signage to make it easy to find the service on Sundays. The Beach service will eventually be replaced by the 8:30 indoor worship service when the beach season ends. The Beach model could be the basis of a model for the 8:30 service.

General discussion of the beach service followed, and Terry Paterson moved that The Beach Service will be held May 1 through Labor Day, September 4; and the 8:30 service will resume on September 11, in the Fellowship Hall. Following a second by Lisa Jordan, the session **approved** this motion by common consent.

Pastor John Earl stated that the Worship Committee needed to establish strong representation on the committee which will consist of a task force on the Beach and early worship services.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Summer recess: As is the custom at LCOB, one stated meeting each summer is cancelled to allow elders to vacation without missing meetings. Consensus was that the July 18 meeting would be cancelled. Approved by common consent.

Audio-Visual staff: Marti Shogi presented a proposal to the session that LCOB hire professional staff to replace the volunteers who have been serving until now. She suggested that the video is sometimes not very professional looking, and that since the video is the face of LCOB to others who visit our site, we would be better to have a higher quality product. Discussion of the proposal referenced the need to spend our funds judiciously, and that other needs might take higher priority. Pastor Earl strongly urged elders to avoid hiring ANY staff of any kind until the new Pastor is installed, and our vision was clear. As there was not a formal motion, the sentiment of the session was that no action should be taken at this time.

Communications Committee: Gary Kohunsky, webmaster, asked Elders to review and update the sections of the LCOB website by sending corrections, additions, and deletions to him ASAP.

Website text about COVID protocols need revision. The Session suggested that he delete the sentence about "signing in" for worship. Pastor Earl asked the Worship Committee to read and revise the rest of that section, and send it to Gary.

MODERATOR'S REMARKS

Leadership retreat: One group has turned in a report, and others will be meeting soon. Once those are all in, we can begin the work of determining the vision for Little Chapel on the Boardwalk.

The family of Sarah McLaughlin has requested that in lieu of flowers or food, a Love Gift to benefit the college fund for Emma McLaughlin would be established. Donations could be made to LCOB, and a single check will be given to the family. **Approved by common consent.**

Christian Education Committee leadership: Pastor Earl stated that the need for support for the moderator of Christian Education was more critical than ever before, particularly with the recent passing of Sarah McLaughlin. Ed moved that John approach Christine to see how we could offer support, to determine how receptive she might be at this sensitive time. Then the session would ask the Nominating Committee to seek an individual to serve as an elder on CE. Upon second by Hank, the motion was **approved.**

Committee Moderators are reminded to get a list of members and their mail and phone contact information to Delores as soon as next week.

The next stated meeting of the Session will be held on Monday, May 16, 2022, at 6:00 p.m. in room 201.

PRAYER CONCERNS and CLOSING PRAYER

At the conclusion of this prayer led by Dr. Earl, all present sang the closing refrain:

"God, call us home; Christ, make us one.

Come, Holy Spirit; Love will be done."

Mary Jo Kohunsky, Clerk

May 11, 2022

LCOB Personnel & Planning Meeting Minutes

Last Committee Meeting: March 9, 2022

Committee Members

Lisa Jordan – Co-moderator (excused)	Ed O’Neil – Co-moderator – present
Brett Blizzard (excused)	Dan Hammond – present
Larry Honeycutt (excused)	Rhonda Woodell - present
Also attending - Rev John Earl	

2022 Personnel & Planning Meeting Dates (Wednesdays @ 5:00 pm)

Note – all meetings will be held at LCOB in the Conference Room (old library)

January 12, 2022 - complete	July 13, 2022
March 9, 2022 - complete	September 14, 2022
May 11, 2022 - complete	November 9, 2022

- Rev. Earl opened the meeting with prayer
- Ed provided an update on the Delores Back-Up staffing process.
 - A group of church member volunteers were scheduled to come in for a brief overview of responsibilities and it was followed by a lunch at the church. The intention is for these people to respond to emergent sick days as well as pre-planned vacation or professional development days off.
 - Delores is also coordinating with this group of volunteers to provide blocks of time for her to have dedicated work time on various church projects.
 - John shared that the recent week when Delores was attending a PCUSA developmental program worked very well with volunteers.
- Ed shared an update on the PT Youth Director Position and the resulting applicant flow is non-existent. Due to the church officer “strategic direction” discussion the filling of the youth director has been placed on hold until this outcome is clearly defined.
- Other business/Open Forum
 - John Earl will be off on vacation the week of the 4th of July and David McKirachan has agreed to be pulpit supply on that Sunday.
 - John Earl has resumed staff meetings and has requested all full-time employees provide six weeks notification prior to taking vacation time off.
- Dan Hammond closed the meeting in prayer

Worship Committee Meeting

May 9, 2022

The LCOB Worship Committee met in the Conference Room at 9:00a.m. on Monday, May 9, 2022. Those present were: Terry Paterson, Moderator; Sherri Alexander, Elder; John Earl, Pastor; Janice Allen, Harriett Andrew, Judy Gibson, Connie Houser, and Janet O'Neil. Absent were: Carole Coble, Ginny Hall, David Heinzman, Sherry Lovette, Margaret McIntyre, and Wilda Moore.

Terry Paterson opened the meeting with prayer.

The minutes of the April 11, 2022, meeting were read and approved unanimously with a motion by Sherri Alexander and a second by Janet O'Neil.

FLOWERS: The flower donations have increased, but there seems to be a breakdown in the payment procedure. Payment should be made when someone signs up to provide flowers for the Sunday worship services. Connie Houser is going to call the ones for 2022 who have not paid, and Terry Paterson will submit an article for the Sunday bulletin and the monthly newsletter. Hopefully, this will reduce the amount of bookkeeping and time spent making the system work. Worship Committee will also speak to Congregational Care Committee about resuming the delivery of unused flowers to members and friends who are home/hospital bound.

COMMUNION: There were some concerns about the method used May 1 in celebrating this sacrament. After some discussion, we decided that beginning in June, Communion will be served by the Elders to the congregants while seated. We will take precautions to ensure that all safety measures will be followed to prevent any possible spreading of germs. We also discussed replacing the brass pitcher which has become corroded over time and use. We will discuss this further after investigating price and availability.

USHERS: We have resumed the method of having 4 ushers at the 10:30 service who will distribute bulletins, collect the offering, and make sure the sanctuary is left orderly. It was clarified by Janice Allen that the Membership Committee is responsible for the Friendship Booklets, but at the end of the service, the ushers will collect the used sheets and take to the office. Membership Committee is also responsible for the Greeters at the front entrance at each service.

BAPTISM: McKenzie and Matt Sawyer will present their infant son ,Tyce, for Baptism on May 22, 2022. This was approved by the Session during the April meeting.

BEACH SERVICE: A committee has been formed and is operational in handling the details of **the 4@8** service on Wrightsville Beach which began on May 1, 2022. This service will continue (weather providing) each Sunday through the Labor Day weekend. Janet O'Neil will be the liaison with the Worship Committee.

Attendance has been average for the 2 Sundays with more members than visitors at this time. This will probably vary from week to week as the summer tourist season grows. The city has approved our "surfboard" signage to market this service. Volunteers have been secured for the different tasks that are necessary to carry out this endeavor as a Little Chapel Outreach Program.

Pastor John Earl discussed some insights about elements of worship and types of communication for the Beach Service which we hope will carry over in the Fall when the 8:30 service resumes at the church at the end of the beach season.

He encouraged us all to keep the leadership at the Little Chapel in prayer as we continue to grow and prepare the vision for LCOB and the preparation for a new pastor through a search committee.

With no further discussions, Pastor John Earl closed the meeting with prayer.

Respectfully submitted,

Terry Paterson, Moderator