

Session Agenda for Little Chapel on the Boardwalk

February 20, 2023

6:00 p.m. Room 201

Call to Order

Opening of the Meeting with Prayer by Rev. Dr. John Earl, Moderator

ATTENDANCE

Present:

Excused absence:

Guests: Beckey Smith, for Marti Shogi

Determination of Quorum

CLERK OF SESSION REPORT

Correspondence

From Presbytery on January 30, 2023:

Annual record submission complete

From Nancy Gladden on February 2, 2023:

Information about March 4 Presbytery meeting

Thanking LCOB for participation in **Chuluchosema Mission** w/SACPC

From Clerk Training on February 11, 2023:

Annual Sessional Records Checklist

Financial Review Checklist for Churches - conveyed to Finance Committee

Sexual Misconduct Policy sample

Child, Youth, and Vulnerable Adult Protection Policy sample

Sample By-laws

Sample Manual Contents

Insurance guidance from General Assembly - conveyed to Finance Committee

Information:

Church Calendar for March from Delores Dyer, Office Administrator

January Financial Information from Joan Denney, Bookkeeper

Deadline for April Newsletter articles is Friday, March 17, 2023

CONSENT AGENDA

Approval of this agenda

Approval of the minutes of the Stated Session Meeting of January 21, 2023

(Approval of Consent Agenda)

Membership:

No Report. No recommendations.

SESSIONAL COMMITTEE REPORTS

Christian Education Committee: Scottie Anderson

Report attached. No recommendations.

Communications and Marketing Committee: Wilson Rogers

No Report. No recommendations.

Finance Committee: Dickson Bridger

Report attached with recommendations.

Membership and Growth Committee: Sue Laakmann

No Report. No recommendations.

Mission Committee: Marti Shogi

Report attached. No recommendations.

Personnel and Planning Committee: Lisa Jordan

No Report. No recommendations.

Property Committee: Hank Metzger

Report attached. No recommendations.

Stewardship Committee: Christine McKirachan

Report attached. No recommendations.

Worship Committee: Terry Paterson, Sherri Alexander

Report attached. No recommendations

UNFINISHED BUSINESS

1. Officer of the Month Update: Still need April 8:30 officer.

2. Formal Election of Commissioners to Presbytery meetings for 2023. Nominees are:

March 4:	Sherri Alexander
May 6:	Dickson Bridger
October 7:	Chris McKirachan

NEW BUSINESS

1. Election of the officers of the Board of Trustees. of LCOB.

Background information: From our Organizational Manual, as prescribed by the Book of Order, G-7.0402): *"The Board of Trustees of the LCOB consists of the members of the Session, who in their responsibilities as trustees follow the By-Laws of the Corporation. The responsibilities of the trustees are to: 1. receive, hold, encumber, manage, and transfer property, real and personal, for the church; 2.to accept and execute deeds of title to such property; to hold and defend title to such property; 3. to manage any permanent special funds for the furtherance of the purposes of the church, all subject to the authority of the Session and under the provisions of the Constitution of the Presbyterian Church (U.S.A.).*

The officers of the Board of Trustees of the Corporation shall be a president, vice-president, and a secretary/treasurer. These officers shall be elected annually at a meeting of the Board of Trustees in conjunction with the first stated meeting of the Session following the ordination and installation of new elders."

The Bylaws of LCOB suggest that these three roles shall be filled according to positions, as follows: President: Moderator of the Finance Committee Dickson Bridger; Vice-President: Clerk of the Session Mary Jo Kohunsky, and Secretary/Treasurer: Church Treasurer Dean Coble. (Vote result:)

2. Election of the members of the Endowment Committee. These persons must be elected annually by the session. *LIST: Gary Gischel said he conveyed the list of proposed members to you, John, so that would be inserted here.*

Background information from the official Endowment Committee documents:

a. The Endowment Fund will be administered by the Governing Committee. The number of members of the Governing Committee shall be seven (7). Three (3) of the members shall be current Session Members as appointed by the Session. Three (3) of the members shall be members of the congregation who shall submit their names for consideration to the current Governing Committee, who shall in turn make a recommendation to the Session, and whom the Session shall confirm. The current pastor of the Church shall be the seventh (7th) member of the Governing Committee; however, the pastor shall only have voting rights in the event that there is a tie in the other votes cast. The determination on whether someone is a current Session member, or a general member of the congregation shall be made as of the date of appointment. If after the date of the appointment a general member of the congregation serving on the Governing Committee is elected to the Session, no person on the Governing Committee shall be forced to resign, even though more than three (3) of the members of the Governing Committee may be Session members.

b. The Members shall be chosen by the Session annually at an agreed upon meeting date, and those persons who receive a majority of the votes cast shall be elected. Initially, a Member shall be elected for a three (3) year, two (2) year, or one (1) year term. There shall be one Session member and one congregation member who serve a three (3) year term. There shall be one Session member and one congregation member who serve a two (2) year term. There shall be one Session member and one congregation member who serve a one (10) year term. The first year's term shall end on December 31, 2016. After the initial appointments, all subsequent appointments shall be for a three (3) year term. Election of Members of the Governing Committee need not be by ballot.

MODERATOR'S REPORT

The next stated meeting of the Session will take place on Monday, March 20, 2023, at 6:00 p.m. Committee for agenda packet are due to Delores by Tuesday, March 14, 2023. Officers of the Month for March are Dickson Bridger (8:30) and Scottie Anderson (10:30)

PASTORAL CONCERNS AND CLOSING PRAYER

March 2023

April 2023

Su	Mo	Tu	We	Th	Fr	Sa
2	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						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26 8:30 Arise 9:15 Adult Educ 9:30 Choir 10:30 Worship 11:45 Property #201	27 6:30 Scouts	28 10:00 Circle #2 - Choir Rm 10:00 Writing Group #102 7pm Circle #3 - Parlor	1 9:00 Home School #201 9:30 Knitting - Parlor 10:00 Bible Study. - F.H. 6:30 PNC #102	2 11:15 Staff #102	3 9 Garden Club F.H.	4 8:30 Men's Breakfast 10 Communion prep
5 8:30 Arise 9:15 Adult Educ 9:30 Choir 10:30 Worship 11:45 Property #201	6 6:30 Scouts	7 10:00 Circle #2 - Choir Rm 10:00 Writing Group #102 7pm Circle #3 - Parlor	8 9:00 Home School #201 10:00 Bible Study. - F.H. 5:00 P&P Parlor 6:30 PNC #102	9 11:15 Staff #102	10 9 Garden Club F.H.	11
12 Daylight Saving Starts 8:30 Arise 9:15 Adult Educ 9:30 Choir 10:30 Worship	13 9:00 Worship Committee #102 6:30 Scouts	14 9:30 Prayer Group - Library	15 9:00 Home School #201 9:30 Knitting - Parlor 10:00 Bible Study. - F.H. 4:00 Finance #102 6:30 PNC #102	16 11:15 Staff #102	17 Saint Patrick's Day	18 8:30 Men's Breakfast
19 8:30 Arise 9:15 Adult Educ 9:30 Choir 10:30 Worship	20 6:00 Session #201 6:30 Scouts	21 9:30 Prayer Group - Library 10:00 Writing Group #102	22 9:00 Home School #201 10:00 Bible Study. - F.H. 6:30 PNC #102	23 11:15 Staff #102	24	25 M-O-W
26 8:30 Arise 9:30 Breakfast 9:30 Choir 9:15 Adult Educ 10:30 Worship 11:45 Mission #111 3:00 WYSO - Sanctuary	27 6:30 Scouts	28 9:30 Prayer Group - Library	29 9:00 Home School #201 10:00 Bible Study. - F.H. 6:30 PNC #102	30 11:15 Staff #102	31	1 April 100's Party

January 2023 Financial Summary

	January			Year to Date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
INCOME							
Pledges & Contributions	45,212	37,214	7,998	45,212	37,214	7,998	446,570
Open Offering	1,275	1,100	175	1,275	1,100	175	13,200
5th Sunday	380	-	380	380	-	380	-
Sunday School	-	17	(17)	-	17	(17)	200
Use of Building/Miscellaneous	1,375	1,542	(167)	1,375	1,542	(167)	18,500
TOTAL INCOME	48,242	39,873	8,370	48,242	39,873	8,370	478,470
EXPENSES							
Christian Education Committee	309	354	(45)	309	354	(45)	4,250
Diaconate Committees	252	575	(323)	252	575	(323)	6,900
Personnel Committee	20,595	20,932	(337)	20,595	20,932	(337)	266,125
Property Committee							
Utilities	2,112	2,633	(521)	2,112	2,633	(521)	31,600
Repairs/Maint./Landscaping	56	1,750	(1,694)	56	1,750	(1,694)	21,000
Office	1,572	1,742	(170)	1,572	1,742	(170)	20,900
	3,740	6,125	(2,385)	3,740	6,125	(2,385)	73,500
Finance Committee							
Insurance	1,705	6,480	(4,774)	1,705	6,480	(4,774)	96,355
PCC - Per Capita/Mission	542	542	0	542	542	-	6,500
Office Supplies/Postage	819	742	77	819	742	77	8,900
Other Office Expenses	186	267	(81)	186	267	(81)	6,200
	3,251	8,030	(4,778)	3,251	8,030	(4,778)	117,955
Mission Committee	-	-	-	-	-	-	6,000
Worship Committee	56	313	(256)	56	313	(256)	3,750
TOTAL EXPENSES	28,204	36,328	(8,124)	28,204	36,328	(8,124)	478,480
NET INCOME/(LOSS)	20,039	3,544	16,494	20,039	3,544	16,494	(10)

THE LITTLE CHAPEL ON THE BOARDWALK

Balance Sheet

02/01/2023 10:00 AM

GENERAL FUND 01, January 2023

Page: 1

	Current Year
ASSETS	
CHECKING ACCOUNTS	
FIRST CITIZENS CHECKING	
UNDESIGNATED FUNDS	\$17,725.47
OTHER CURRENT ASSETS	
Sales Tax Receivable	1,479.19
Miscellaneous Receivables	32.08
Subtotal Other Current Assets	<u>1,511.27</u>
TOTAL ASSETS	<u><u>\$19,236.74</u></u>
LIABILITIES	
CURRENT LIABILITIES	
PAYROLL LIABILITIES	
Federal PR Taxes Payable	\$2,291.02
State PR Taxes Payable	484.00
FSA Contribution Payable	-514.99
Subtotal Payroll Liabilities	<u>2,260.03</u>
TOTAL LIABILITIES	<u>2,260.03</u>
FUND BALANCE	
Unrestircited Funds	<u>\$16,976.71</u>
TOTAL FUND BALANCE	<u>16,976.71</u>
TOTAL LIABILITIES AND FUND BALANCE	<u><u>\$19,236.74</u></u>

THE LITTLE CHAPEL ON THE BOARDWALK

Balance Sheet

02/01/2023 10:01 AM

DESIGNATED FUNDS 02, January 2023

Page: 1

Current Year

ASSETS

CHECKING ACCOUNTS

FIRST CITIZENS CHECKING

DESIGNATED FUNDS

Mission Committee Fund	\$3,665.18
Flower & Beautification	-195.11
PYC Fund	2,369.88
Beach Service Sound Equip	91.62
Disaster Relief Fund	1,992.00
Endowment Tsf - Missions	5,500.00
Pastor Discretionary Fund	335.59
Music Fund	4,510.41
Flower Fund-Supplemental	560.00
Audio/AV Fund	3,144.00
Staff Christmas Fund	50.00
Communications-Variou	2,750.00
Meals on Wheels Fund	1,234.57
Breakfast Dinner Fund	366.44
Pastor Nominating Search	7,208.45
Wednesday Dinner Fund	358.56
Thurs Morning Bible Study	582.90
Mission Trips Fund	3,164.73
College Ministry Fund	305.63
Insurance Fund	11,458.33
Senior Trips Fund	216.26
Matthew House Fund	12,941.10
W.A.R.M. Fund	3,025.00
Easter Egg Hunt Fund	161.08
Crossnore Missions Fund	366.23
Marilyn Gray Trust Fund	30,078.48
PNC Fund-Moving/Boarding	10,000.00
Pictoral Directory Fund	829.49
WB Police Security Fund	1,160.00
Mclver Lecture Fund	2,240.58
Investment Offset	-69,943.00

Subtotal Designated Funds 40,528.40

Subtotal Checking Accounts 40,528.40

INVESTMENT ACCOUNTS

WELLS FARGO MM - Rosselot	396,470.73
NEW COVENANT-MCIVER	106,260.66
WELLS FARGO - ENDOWMENT	1,128,507.97
NEW COVENANT-INVESTMENT	69,943.00

Subtotal Investment Accounts 1,701,182.36

TOTAL ASSETS \$1,741,710.76

FUND BALANCE

Restricted Funds (02) \$1,741,710.76

TOTAL FUND BALANCE 1,741,710.76

THE LITTLE CHAPEL ON THE BOARDWALK

Balance Sheet

02/01/2023 10:01 AM

DESIGNATED FUNDS 02, January 2023

Page: 2

	Current Year
TOTAL LIABILITIES AND FUND BALANCE	<u>\$1,741,710.76</u>

THE LITTLE CHAPEL ON THE BOARDWALK

Balance Sheet

02/01/2023 10:02 AM

MEMORIALS FUND 03, January 2023

Page: 1

	Current Year
ASSETS	
FIRST CITIZENS CHECKING	
SCHOLARSHIP FUNDS	
Little Chapel Memorials	\$375.00
Barnes Scholarship Fund	1,808.66
Burns Scholarship Fund	751.77
Long Scholarship Fund	2,305.29
Smith Scholarship Fund	155.51
Towles Scholarship Fund	313.65
Bristow Scholarship Fund	510.85
Shogi Scholarship Fund	468.82
Robinson Scholarship Fund	714.98
Allen Scholarship Fund	641.37
Subtotal Scholarship Funds	8,045.90
MEMORIAL FUNDS	
General Memorials	69,834.49
Music Memorials	790.00
Honorariums	5,707.05
Subtotal Memorial Funds	76,331.54
Subtotal First Citizens Checking	84,377.44
INVESTMENT ACCOUNTS	
NEW COVENANT FUNDS	
Barnes Schlrshp #1019301	49,286.23
Burns Schlrshp 3543003586	6,607.26
Long Schlrshp #101042	228,429.40
Smith Schlrshp #109621	1,568.43
Towles Schlrshp #300661	3,184.40
Bristow Schlrshp #300827	5,307.20
Shogi Schlrshp #300952	7,604.48
Robinson Schlrshp #300984	34,845.98
Allen Schlrshp #200394	3,612.24
Subtotal New Covenant Funds	340,445.62
Subtotal Investment Accounts	340,445.62
TOTAL ASSETS	\$424,823.06
FUND BALANCE	
Restricted Funds (03)	\$424,823.06
TOTAL FUND BALANCE	424,823.06
TOTAL LIABILITIES AND FUND BALANCE	\$424,823.06

THE LITTLE CHAPEL ON THE BOARDWALK

Balance Sheet

02/01/2023 10:03 AM

PRESBYTERIAN WOMEN FUND 04, January 2023

Page: 1

Current Year

ASSETS

CHECKING ACCOUNTS

FIRST CITIZENS CHECKING

PRESBYTERIAN WOMEN FUNDS

PW-General Contributions	\$2,080.70
PW-Birthday Offering	314.00
PW-Study Books/Year Books	-136.53
PW-Gatherings	-149.00
PW-Funerals/Hospitality	964.42
PW-Least Coin	136.87
PW-Memorial Funds	1,310.00

TOTAL ASSETS \$4,520.46

FUND BALANCE

Restricted Funds (04) \$4,520.46

TOTAL FUND BALANCE 4,520.46

TOTAL LIABILITIES AND FUND BALANCE \$4,520.46

THE LITTLE CHAPEL ON THE BOARDWALK

Balance Sheet

02/01/2023 10:05 AM

FACILITY FUND 05, January 2023

Page: 1

Current Year

ASSETS

CHECKING ACCOUNTS

FIRST CITIZENS CHECKING

Facility Checking Account

\$8,747.98

Emergency Repairs Fund

10,000.00

Subtotal Checking Accounts

18,747.98

INVESTMENT ACCOUNTS

NEW COVENANT - INSURANCE

81,290.92

TOTAL ASSETS

\$100,038.90

FUND BALANCE

Restricted Funds (05)

\$100,038.90

TOTAL FUND BALANCE

100,038.90

TOTAL LIABILITIES AND FUND BALANCE

\$100,038.90

THE LITTLE CHAPEL ON THE BOARDWALK

Balance Sheet

02/01/2023 10:06 AM

Consolidated - January 2023

Page: 1

Current Year

ASSETS

CHECKING ACCOUNTS

FIRST CITIZENS CHECKING

UNDESIGNATED FUNDS \$17,725.47

DESIGNATED FUNDS

Mission Committee Fund	3,665.18
Flower & Beautification	-195.11
PYC Fund	2,369.88
Beach Service Sound Equip	91.62
Disaster Relief Fund	1,992.00
Endowment Tsf - Missions	5,500.00
Pastor Discretionary Fund	335.59
Music Fund	4,510.41
Flower Fund-Supplemental	560.00
Audio/AV Fund	3,144.00
Staff Christmas Fund	50.00
Communications-Variou	2,750.00
Meals on Wheels Fund	1,234.57
Breakfast Dinner Fund	366.44
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Wednesday Dinner Fund	358.56
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College Ministry Fund	305.63
Insurance Fund	11,458.33
Senior Trips Fund	216.26
Matthew House Fund	12,941.10
W.A.R.M. Fund	3,025.00
Easter Egg Hunt Fund	161.08
Crossnore Missions Fund	366.23
Marilyn Gray Trust Fund	30,078.48
PNC Fund-Moving/Boarding	10,000.00
Pictoral Directory Fund	829.49
WB Police Security Fund	1,160.00
Mclver Lecture Fund	2,240.58
Investment Offset	-69,943.00

Subtotal Designated Funds 40,528.40

SCHOLARSHIP FUNDS

Little Chapel Memorials	375.00
Barnes Scholarship Fund	1,808.66
Burns Scholarship Fund	751.77
Long Scholarship Fund	2,305.29
Smith Scholarship Fund	155.51
Towles Scholarship Fund	313.65
Bristow Scholarship Fund	510.85
Shogi Scholarship Fund	468.82
Robinson Scholarship Fund	714.98
Allen Scholarship Fund	641.37

Subtotal Scholarship Funds 8,045.90

MEMORIAL FUNDS

General Memorials	69,834.49
Music Memorials	790.00

THE LITTLE CHAPEL ON THE BOARDWALK

Balance Sheet

02/01/2023 10:06 AM

Consolidated - January 2023

Page: 2

	Current Year
Honorariums	5,707.05
Subtotal Memorial Funds	76,331.54
PRESBYTERIAN WOMEN FUNDS	
PW-General Contributions	2,080.70
PW-Birthday Offering	314.00
PW-Study Books/Year Books	-136.53
PW-Gatherings	-149.00
PW-Funerals/Hospitality	964.42
PW-Least Coin	136.87
PW-Memorial Funds	1,310.00
Facility Checking Account	8,747.98
Emergency Repairs Fund	10,000.00
Subtotal Presbyterian Women Funds	23,268.44
Subtotal Checking Accounts	165,899.75
INVESTMENT ACCOUNTS	
WELLS FARGO MM - Rosselot	396,470.73
NEW COVENANT-MCIVER	106,260.66
WELLS FARGO - ENDOWMENT	1,128,507.97
NEW COVENANT-INVESTMENT	69,943.00
NEW COVENANT - INSURANCE	81,290.92
NEW COVENANT FUNDS	
Barnes Schlrshp #1019301	49,286.23
Burns Schlrshp 3543003586	6,607.26
Long Schlrshp #101042	228,429.40
Smith Schlrshp #109621	1,568.43
Towles Schlrshp #300661	3,184.40
Bristow Schlrshp #300827	5,307.20
Shogi Schlrshp #300952	7,604.48
Robinson Schlrshp #300984	34,845.98
Allen Schlrshp #200394	3,612.24
Subtotal New Covenant Funds	340,445.62
Subtotal Investment Accounts	2,122,918.90
OTHER CURRENT ASSETS	
Sales Tax Receivable	1,479.19
Miscellaneous Receivables	32.08
Subtotal Other Current Assets	1,511.27
TOTAL ASSETS	\$2,290,329.92
LIABILITIES	
CURRENT LIABILITIES	
PAYROLL LIABILITIES	
Federal PR Taxes Payable	\$2,291.02
State PR Taxes Payable	484.00
FSA Contribution Payable	-514.99

THE LITTLE CHAPEL ON THE BOARDWALK

Balance Sheet

02/01/2023 10:06 AM

Consolidated - January 2023

Page: 3

	Current Year
Subtotal Payroll Liabilities	2,260.03
Subtotal Current Liabilities	2,260.03
TOTAL LIABILITIES	2,260.03
FUND BALANCE	
Unrestircited Funds	\$16,976.71
Restricted Funds (02)	1,741,710.76
Restricted Funds (03)	424,823.06
Restricted Funds (04)	4,520.46
Restricted Funds (05)	100,038.90
TOTAL FUND BALANCE	2,288,069.89
TOTAL LIABILITIES AND FUND BALANCE	<u>\$2,290,329.92</u>

THE LITTLE CHAPEL ON THE BOARDWALK
Income and Expense Statement
 GENERAL FUND 01, January 2023

02/01/2023 10:06 AM

Page: 1

	Current Period	Current Budget	Current Budget Difference	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
INCOME							
Pledges & Contributions	\$45,212.00	\$37,214.17	\$7,997.83	\$45,212.00	\$37,214.17	\$7,997.83	\$446,570.00
Open Offering	1,275.34	1,100.00	175.34	1,275.34	1,100.00	175.34	13,200.00
5th Sunday Income	380.00	0.00	380.00	380.00	0.00	380.00	0.00
Sunday School	0.00	16.67	-16.67	0.00	16.67	-16.67	200.00
OTHER INCOME							
Use of Building Income	0.00	166.67	-166.67	0.00	166.67	-166.67	2,000.00
Use of Surplus Reserve	1,375.00	1,375.00	0.00	1,375.00	1,375.00	0.00	16,500.00
Subtotal Other Income	1,375.00	1,541.67	-166.67	1,375.00	1,541.67	-166.67	18,500.00
TOTAL INCOME	48,242.34	39,872.51	8,369.83	48,242.34	39,872.51	8,369.83	478,470.00

THE LITTLE CHAPEL ON THE BOARDWALK
Income and Expense Statement
 GENERAL FUND 01, January 2023

02/01/2023 10:06 AM

Page: 2

	Current Period	Current Budget	Current Budget Difference	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
EXPENSES							
CHRISTIAN EDUCATION COMM							
Sunday School	\$0.00	\$20.83	\$20.83	\$0.00	\$20.83	\$20.83	\$250.00
PKC	124.99	4.17	-120.82	124.99	4.17	-120.82	50.00
PYC	0.00	83.33	83.33	0.00	83.33	83.33	1,000.00
Vacaton Bible School	0.00	41.67	41.67	0.00	41.67	41.67	500.00
Easter	0.00	20.83	20.83	0.00	20.83	20.83	250.00
Halloween Festival	0.00	20.83	20.83	0.00	20.83	20.83	250.00
Rally Day	0.00	83.33	83.33	0.00	83.33	83.33	1,000.00
College Students/Care Pkg	0.00	20.83	20.83	0.00	20.83	20.83	250.00
Study Books/Curriculum	183.90	41.67	-142.23	183.90	41.67	-142.23	500.00
Puppet Ministry	0.00	8.33	8.33	0.00	8.33	8.33	100.00
Misc. CE Activities	0.00	8.33	8.33	0.00	8.33	8.33	100.00
Subtotal Christian Education Comm	308.89	354.15	45.26	308.89	354.15	45.26	4,250.00

THE LITTLE CHAPEL ON THE BOARDWALK
Income and Expense Statement
 GENERAL FUND 01, January 2023

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Page: 3

	Current Period	Current Budget	Current Budget Difference	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
DIACONATE COMMITTEES							
Congregational Life	0.00	50.00	50.00	0.00	50.00	50.00	600.00
Fellowship	66.83	133.33	66.50	66.83	133.33	66.50	1,600.00
Communications	185.00	300.00	115.00	185.00	300.00	115.00	3,600.00
Membership	0.00	41.67	41.67	0.00	41.67	41.67	500.00
Stewardship	0.00	50.00	50.00	0.00	50.00	50.00	600.00
Subtotal Diaconate Committees	251.83	575.00	323.17	251.83	575.00	323.17	6,900.00

THE LITTLE CHAPEL ON THE BOARDWALK
Income and Expense Statement
 GENERAL FUND 01, January 2023

02/01/2023 10:06 AM

Page: 4

	Current Period	Current Budget	Current Budget Difference	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
PERSONNEL/PLANNING COMM							
PASTOR'S COMPENSATION							
Pastor's Salary	4,476.94	4,476.94	0.00	4,476.94	4,476.94	0.00	58,200.22
Pastor's Social Security	407.76	407.78	0.02	407.76	407.78	0.02	5,301.14
Pastor's Auto, Tvl, Entm	0.00	166.67	166.67	0.00	166.67	166.67	2,000.00
Pastor's Cont Ed. Books	0.00	125.00	125.00	0.00	125.00	125.00	1,500.00
Pastor's Pension	767.00	756.58	-10.42	767.00	756.58	-10.42	9,079.00
Subtotal Pastor's Compensation	5,651.70	5,932.97	281.27	5,651.70	5,932.97	281.27	76,080.36
DIR OF MUSIC COMPENSATION							
Dir of Music Salary/Comp	2,847.32	2,847.32	0.00	2,847.32	2,847.32	0.00	37,015.16
Dir of Music Social Sec	217.84	217.82	-0.02	217.84	217.82	-0.02	2,831.66
Dir of Music Cont Educ	0.00	83.33	83.33	0.00	83.33	83.33	1,000.00
Dir of Music Pension	246.42	293.00	46.58	246.42	293.00	46.58	3,516.00
Dir of Music Medical	880.67	851.67	-29.00	880.67	851.67	-29.00	10,220.00
Subtotal Dir Of Music Compensation	4,192.25	4,293.14	100.89	4,192.25	4,293.14	100.89	54,582.82
ADMIN ASST COMPENSATION							
Admin Asst Salary	2,692.32	2,692.32	0.00	2,692.32	2,692.32	0.00	35,000.16
Admin Asst Social Sec	197.14	197.14	0.00	197.14	197.14	0.00	2,562.82
Admin Asst Cont Ed	0.00	100.00	100.00	0.00	100.00	100.00	1,200.00
Admin Asst Pension	231.12	277.08	45.96	231.12	277.08	45.96	3,325.00
Admin Asst Medical	1,352.66	1,321.17	-31.49	1,352.66	1,321.17	-31.49	15,854.00
Subtotal Admin Asst Compensation	4,473.24	4,587.71	114.47	4,473.24	4,587.71	114.47	57,941.98
CUSTODIAN COMPENSATION							
Custodian Salary	2,240.00	2,240.00	0.00	2,240.00	2,240.00	0.00	29,120.00
Custodian Social Security	171.36	171.36	0.00	171.36	171.36	0.00	2,227.68
Custodian Pension	188.26	230.50	42.24	188.26	230.50	42.24	2,766.00
Custodian Medical	873.83	851.67	-22.16	873.83	851.67	-22.16	10,220.00
Subtotal Custodian Compensation	3,473.45	3,493.53	20.08	3,473.45	3,493.53	20.08	44,333.68
OTHER PERSONNEL							
Bookkeeper Compensation	1,692.32	1,692.32	0.00	1,692.32	1,692.32	0.00	22,000.00
Nursery Attendants	949.86	732.17	-217.69	949.86	732.17	-217.69	8,786.00
Subtotal Other Personnel	2,642.18	2,424.49	-217.69	2,642.18	2,424.49	-217.69	30,786.00
HELP FOR STAFF							

THE LITTLE CHAPEL ON THE BOARDWALK
Income and Expense Statement
 GENERAL FUND 01, January 2023

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	Current Period	Current Budget	Current Budget Difference	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
Supply Pastors	0.00	16.67	16.67	0.00	16.67	16.67	200.00
Organist Substitutes	0.00	16.67	16.67	0.00	16.67	16.67	200.00
Workers Comp Insurance	162.40	166.67	4.27	162.40	166.67	4.27	2,000.00
Subtotal Help For Staff	162.40	200.01	37.61	162.40	200.01	37.61	2,400.00
Subtotal Personnel/planning Comm	20,595.22	20,931.85	336.63	20,595.22	20,931.85	336.63	266,124.84

THE LITTLE CHAPEL ON THE BOARDWALK
Income and Expense Statement
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	Current Period	Current Budget	Current Budget Difference	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
PROPERTY COMMITTEE							
UTILITIES AT 2 W FAYETTEV							
Power - Church	1,407.13	1,208.33	-198.80	1,407.13	1,208.33	-198.80	14,500.00
Gas - Church	0.00	83.33	83.33	0.00	83.33	83.33	1,000.00
Water and Sewer - Church	0.00	333.33	333.33	0.00	333.33	333.33	4,000.00
Cable/Internet/Tele-Church	231.35	200.00	-31.35	231.35	200.00	-31.35	2,400.00
Subtotal Utilities At 2 W Fayettev	1,638.48	1,824.99	186.51	1,638.48	1,824.99	186.51	21,900.00
UTILITIES AT 14 W FAYETTE							
Power - Matthew House	68.37	150.00	81.63	68.37	150.00	81.63	1,800.00
Water/Sewer-Matthew House	0.00	125.00	125.00	0.00	125.00	125.00	1,500.00
Subtotal Utilities At 14 W Fayette	68.37	275.00	206.63	68.37	275.00	206.63	3,300.00
UTILITIES AT 11 W OXFORD							
Power - Manse	224.97	225.00	0.03	224.97	225.00	0.03	2,700.00
Water/Sewer - Manse	0.00	125.00	125.00	0.00	125.00	125.00	1,500.00
Cble/Internet/Tele-Manse	180.66	183.33	2.67	180.66	183.33	2.67	2,200.00
Subtotal Utilities At 11 W Oxford	405.63	533.33	127.70	405.63	533.33	127.70	6,400.00
REPAIRS & MAINTENANCE							
General Maint - Church	0.00	166.67	166.67	0.00	166.67	166.67	2,000.00
General Maint-Manse	0.00	166.67	166.67	0.00	166.67	166.67	2,000.00
Service Contracts/Expense	56.00	708.33	652.33	56.00	708.33	652.33	8,500.00
Cleaning Supplies	0.00	125.00	125.00	0.00	125.00	125.00	1,500.00
Landscaping/Lawn Maint	0.00	541.67	541.67	0.00	541.67	541.67	6,500.00
Safety & Security	0.00	41.67	41.67	0.00	41.67	41.67	500.00
Subtotal Repairs & Maintenance	56.00	1,750.01	1,694.01	56.00	1,750.01	1,694.01	21,000.00
OFFICE SUPPORT							
Copier for Office	1,193.38	1,125.00	-68.38	1,193.38	1,125.00	-68.38	13,500.00
Office Equipment	0.00	125.00	125.00	0.00	125.00	125.00	1,500.00
Office Maintenance	198.00	266.67	68.67	198.00	266.67	68.67	3,200.00
Licensing	180.53	225.00	44.47	180.53	225.00	44.47	2,700.00
Subtotal Office Support	1,571.91	1,741.67	169.76	1,571.91	1,741.67	169.76	20,800.00
Subtotal Property Committee	3,740.39	6,125.00	2,384.61	3,740.39	6,125.00	2,384.61	73,500.00

THE LITTLE CHAPEL ON THE BOARDWALK
Income and Expense Statement
GENERAL FUND 01, January 2023

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	Current Period	Current Budget	Current Budget Difference	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
FINANCE							
STEWARDSHIP/OFFICE							
Offering Envelopes	0.00	41.67	41.67	0.00	41.67	41.67	500.00
Audit of Church Books	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00
Bank/FSA/ACH Fees	185.97	200.00	14.03	185.97	200.00	14.03	2,400.00
Presbytery-Per Capita	333.34	333.33	-0.01	333.34	333.33	-0.01	4,000.00
Presbytery-Shared Mission	208.33	208.33	0.00	208.33	208.33	0.00	2,500.00
Office Supplies	386.51	625.00	238.49	386.51	625.00	238.49	7,500.00
Postage and Mailing	432.00	116.67	-315.33	432.00	116.67	-315.33	1,400.00
Capital Emergency Fund	0.00	25.00	25.00	0.00	25.00	25.00	300.00
Subtotal Stewardship/office	1,546.15	1,550.00	3.85	1,546.15	1,550.00	3.85	21,600.00
INSURANCE							
Property Insurance Expens	1,705.20	6,479.58	4,774.38	1,705.20	6,479.58	4,774.38	77,755.00
Flood Ins-Church Building	0.00	0.00	0.00	0.00	0.00	0.00	17,000.00
Flood Ins-14 W Fayettevil	0.00	0.00	0.00	0.00	0.00	0.00	900.00
Flood Ins - 11 W Oxford	0.00	0.00	0.00	0.00	0.00	0.00	700.00
Subtotal Insurance	1,705.20	6,479.58	4,774.38	1,705.20	6,479.58	4,774.38	96,355.00
Subtotal Finance	3,251.35	8,029.58	4,778.23	3,251.35	8,029.58	4,778.23	117,955.00

THE LITTLE CHAPEL ON THE BOARDWALK
Income and Expense Statement
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	Current Period	Current Budget	Current Budget Difference	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
WORSHIP COMMITTEE							
Chor Supplies	0.00	25.00	25.00	0.00	25.00	25.00	300.00
Handbell Supplies/Confere	0.00	8.33	8.33	0.00	8.33	8.33	100.00
Communion Supplies	0.00	29.17	29.17	0.00	29.17	29.17	350.00
Music Maintenance	0.00	141.67	141.67	0.00	141.67	141.67	1,700.00
Misc. Worship Expenses	56.04	108.33	52.29	56.04	108.33	52.29	1,300.00
Subtotal Worship Committee	56.04	312.50	256.46	56.04	312.50	256.46	3,750.00
TOTAL EXPENSES	28,203.72	36,328.08	8,124.36	28,203.72	36,328.08	8,124.36	478,479.84
EXCESS INCOME/EXPENSES	\$20,038.62	\$3,544.43	\$16,494.19	\$20,038.62	\$3,544.43	\$16,494.19	-\$9.84

THE LITTLE CHAPEL ON THE BOARDWALK

Statement of Activities

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DESIGNATED FUNDS 02, January 2023

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	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
INCOME				
DESIGNATED FUND INCOME				
Easter Offering Income		\$5.00		\$5.00
Christmas Joy Income		100.00		100.00
Flower & Beautification		75.00		75.00
Two Cents a Meal Income		21.50		21.50
Miscellaneous Fund Income		10.00		10.00
Breakfast/Dinner Income		106.00		106.00
Thurs Morning Bible Study		420.00		420.00
Matthew House Fund		700.00		700.00
Wells Fargo MM - Income		396,470.73		396,470.73
TOTAL INCOME	0.00	397,908.23	0.00	397,908.23
EXPENSES				
DESIGNATED FUND EXPENSES				
Easter Offering Expense		\$5.00		\$5.00
Mission Committee Expense		83.33		83.33
Christmas Joy Expense		100.00		100.00
Beach Service Sound Equip		1,308.38		1,308.38
Pastor Discretionary Expe		10.69		10.69
Two Cents a Meal Expense		21.50		21.50
Music Fund Expense		100.00		100.00
Communications - Various		250.00		250.00
Miscellaneous Fund Exp		10.00		10.00
Meals on Wheels Expense		120.68		120.68
Breakfast/Dinner Expense		220.87		220.87
Pastor Nominating Search		280.00		280.00
Insurance Fund Expense		1,041.67		1,041.67
Malawi Child Sponsorship		910.00		910.00
TOTAL EXPENSES	0.00	4,462.12	0.00	4,462.12
CHANGE IN FUND BALANCE	0.00	393,446.11	0.00	393,446.11
BEGINNING FUND BALANCE		1,348,264.65		1,348,264.65
ENDING FUND BALANCE	\$0.00	\$1,741,710.76	\$0.00	\$1,741,710.76

Little Chapel on the Boardwalk
Finance Committee Meeting
February, 2023
Minutes

Members Present: Abe Watson, Al Wordsworth, Jack Homestead, Dickson Bridger, Dean Cobble, John Copeland, John Earl, and Neal Turlington

Members Absent: Beth Price and Wilson Rogers

Opening Prayer: Dickson Bridger opened the meeting with prayer

New Business:

Minutes of Last meeting were approved via email

Reviewed January Financial. Good way to start the year, Income up by \$8,370 and expenses down by \$8,124 which gives us a net income of \$16,494 for the month.

Will get Joan Denney to start getting 2022 financials together to present to dmjps for the annual review of the churches books.

Time and Talent Fair-John Copeland, Dean Cobble and Dickson Bridger will man our table.

Donations received:

The church has received 2 donations in the last 45 days. The Williams family gave a \$25,000 donation. The Session will need to come up with a great use of those funds which may come with a naming opportunity.

Nancy Rosselot left the church a donation of \$396,470.73. According to the will, below is how the funds are to be used.

"After the sale of my house, sixty percent of the closing proceeds will go to the Little Chapel on the Boardwalk at Wrightsville Beach, NC for its use and benefit and shall not go to the Presbytery.

After much discussions, the finance committee is making the following recommendation presented by Neal and seconded by Abe.

That the session looked at the following scenarios and break into teams of 3. Each team member will meet with their committee and then the 3 committee moderators will meet as a group to come up with which scenario or additional scenario that they would like to present at the next session meeting.

Scenario # 1- 100% goes for Capital Improvements

Scenario # 2-Divide between Capital Improvement and the Church Vision.

Scenario # 3-Set up an account similar to the current Endowment fund and put a percentage of the total funds into this fund with a set amount to be disbursed being made annually.

There could be other scenarios or there could be a combination of any of the above scenarios.

The finance committee with looking at the future use of these funds would ask the property committee to come up with definitions on use of funds for the following reasons:

- Capital Improvements
- Emergency Funds
- Maintenance Funds

We need to know what types of items would go with each fund

Old Business:

John Copeland brought us up to date on VANCO. A QR code has been set up and is now being tested. The individuals that have tested so far have all be successful. Once a successful test pool has been established, VANCO will be ready to go live.

Next meeting is scheduled for March 15th at 4.

With there being no further business, John Earl closed the meeting with prayer.

Submitted: Dickson Bridger

Delores Dyer

From: Katherine Anderson <ksranderson56@gmail.com>
Sent: Tuesday, February 14, 2023 11:08 AM
To: Delores Dyer
Cc: John Earl
Subject: CE Minutes for Sunday meeting, 2/12/23

Good morning again, Delores! Below are the minutes from the CE meeting this past Sunday. John, please review this submission and let me know if there is anything I should change. Thanks so much! Scottie

"The CE Committee had a called meeting by John Earl on Sunday, February 12, 2023. This called meeting took the place of the regularly scheduled CE meeting for February. The meeting's intent was to address the question **"Little Chapel can be of great help in creating a ministry to our family/child(ren) by"** This question was given previously, by John, to the families of young children in our church, in hopes that they would come to the meeting prepared to give their thoughts and answers to the question.

In attendance at the meeting were John Earl, Scottie Anderson, Mark & Lydia Labocchetta, Stephanie & Jordan Davis, Jim Alexander, Mackenzie Sawyer and Erin Crouse. Many ideas were brainstormed and I list them here in the order that they were mentioned:

- offer a service for teacher workdays (would help build membership?)
- make the beach service kid friendly
- offer a "date night" for parents
- offer a service for children on Saturday mornings
- offer a program like Kindermusic
- take advantage of being on the beach...offer a water camp
- offer a summer program on weekdays
- offer more structure and consistency in programs
- offer a monthly theme for Sunday School
- offer a music school once a week
- have children acolyte
- have children be readers during worship
- update the children's classrooms
- offer a program during the middle of the week that includes the whole family for a time span of 10 weeks
- work with the town of Wrightsville Beach to combine programs

The meeting concluded with John thanking the group for coming and offering their thoughts and suggestions."

Minutes submitted by Scottie Anderson

LITTLE CHAPEL ON THE BOARDWALK
Mission Committee Minutes
January 22, 2023

Meeting was called to order by Marti Shogi. She opened with prayer.

Present: Carole Coble, Leita McCormick, Ada Legg, Joan Welsh, Janice Willetts, Susan Long, Bonnie Warwick, Beckey Smith, Pastor John Earl.

Absent: Ann Martz, Kathy Blizzard, Patty Rogers, Jeannie Willets, Joyce Zimmerman.

Mary Jo Kohunsky is no longer serving on this committee. We will send a note of appreciation.

Minutes of October 23, 2022, meeting were approved by email.

Correspondence: Marti read thank you notes from Presbyterian Disaster Relief and Mother Hubbard's Cupboard for the \$1000 given to each in 2022 from additional funds the committee raised. A thank you note was sent to Phil Dorroll at GE Software, Inc. for the \$2000 he donated for 2023 Meals-on-Wheels program. (Lisa Jordan contact.)

Newsletter: Marti wrote article for newsletter on Eden Village and planned dedication on February 18, 2023, honoring Rev. Pat Rabun and Marcia Rabun. Also, the article included the gift website where household goods can be purchased.

Calendar: The 2023 Mission event calendar was handed out.

Committee Reports:

1. Alternative Christmas Market – Carole reported that we received \$3025 for WARM. Next year we need to set up the tables in the Narthex as we did this year to improve donations.
2. A Safe Place – Joan reported she had no current information. The fundraiser at Landfall seemed to be successful.
3. Christmas Shoeboxes – Leita reported more than 100 shoeboxes were collected, all of which were distributed. Next year we may ask for soft (rolled) blankets in addition to the shoeboxes.
4. Special Offerings – Bonnie reported we received \$974 for the Joy offering. She will make sure a note goes in the bulletin and newsletter that the Blanket offering will be collected February 19.
5. Crossnore – Susan said that she has learned there will be more children in each group who stay in June in Matthew House. More details to come.
6. Eden Village – Leita passed the list (posted on the kiosk) of goods needed. Marti said that we will soon have to form a small team who will mentor our resident to help them settle into the village.
7. Feed the Pig – Ada reported that the 2022 collection is around \$350. She will continue to roll the coins and provide us an updated total.
8. First Fruit Ministries – Marti delivered about seven coats.
9. Congo Missionaries – After some problems with the Sthreshley's receiving our \$1500 check, we now have confirmed their email so we will be in direct contact with them to

obtain their US bank account. This will streamline the deposit of our annual donation this year.

10. Malawi Scholarships – Janice reported that \$1,245 was collect last year. St. Andrews PC is sending a delegation to Malawi and invited a member of LCOB to accompany them. The person would have to pay for their trip.
11. Matthew House – Ann emailed her report, she they currently has 8 groups scheduled for this year, both spring and summer.
12. Meals-on-Wheels – Circle 4 will be responsible for January, May, and August; Circle 3 will be responsible for February, June and September. We will have to request other groups (Choir? Session? Sunday School?) to do the other months, March, April, July, and November. Also, a notice requesting volunteers will be posted. Patty will write a description of the MOW process for posting on the kiosk.
13. Sister Isaac Center – Susan said that the donation process is working well, and they appreciate our consistent deliveries.
14. Mother Hubbard Grants – Joan is unsure whether December’s grant application was signed and delivered. She will follow up on this.
15. NourshNC – No report.
16. Parking Lot Collections – Marti requested ideas about where we will use the money collected during 2023 summer parking lot fundraisers.
17. Salvation Army – Carole reported that Kathy and Brett deliver the monthly food items. We will provide the yearly list of items to Delores for the newsletter.
18. Domestic Violence – Marti will deliver used cell phones.

New Business:

Betty Gischel said the knitting/crocheting group wanted to create a lap robe blanket for our Eden Village resident. The group suggested the colors should include, blue, white and aqua.

Beckey announced she is also serving on the Worship Committee. Terri Paterson asked her for suggestions about a Mission element for the ARISE service, and Pastor John said it should be an ongoing focus, not just single events. Beckey will provide more information.

Stewardship chair Chris McKirachan is working on a new Time and Talent booklet for the February 19 fair. Beckey will update our input for this booklet. We will have a table at the fair to entice new members to join the Mission Committee. Marti suggested that we all seek new members for this committee, especially among new people in the church.

Finance Committee reported that they had an additional \$1000 to give to Mission for our causes. Discussion will continue about where we use this money as well as the future Parking Lot funds.

Ann will be asked to update the bulletin board about current Mission projects.

Pastor John reminded us that Souper Bowl Sunday is on February 12. Marti will ask John Moore to set up the table in the Narthex with appropriate team banners and soup pots.

Soup cans and funds will be delivered to Salvation Army.

Pastor John read Palm Sunday descriptions from the Bible and suggested that in lieu of palm branches this year, coats should be collected and then donated. We will consider this.

Marti suggested that the Mission Committee write an alternative to the Newsletter with descriptions of the Mission work of Little Chapel. Joan suggested that we might use stories of people who are served by our Mission work. More discussion will follow.

Next meeting: February 26, 2023.

Pastor John closed the meeting with prayer.

Minutes February 5, 2023 LCOB Property Committee

Meeting called to order with morning prayer.

1. *Attendance: John Moore, Helen Brunbaugh, Jim Herren, Phil Pearsall, Hank Metzger; and Pastor John Earl.*
 - *Absent: Barry Lindholm, Jim Martz, Jeannie Willets, Jim Alexander, Gary Gischel, (Brett Blizzard has removed himself from committee, thanks for all your hard work)*
2. *Discussed annual Budget for property at \$73,500.00 for utilities and on going contracts. Projects will require approval of Session for funding.*
3. *New Business:*
 - *Introductions of members and backgrounds.*
 - *Discussed assignments of expertise:*
 - John Moore, Sanctuary & General Assistance*
 - Helen Brunbaugh, Manse*
 - Jim Martz,*
 - Jim Herren, General Assistance*
 - Phil Pearsall, Hard & soft landscape, General*
 - Barry Lindholm, Safety & Security, HVAC, 5 year plan*
 - Gary Gischel, Hard & Soft Landscape*
 - *Meeting times will still be on Sundays at 11:45 am.*
4. *Maintenance Requirements:*
 - *Voted to Request Session to approve a motion to repair the existing Elevator (Lift) by Port City Elevator with a Quotation of \$5,400.00 and a contingency of \$1,000.00 for any additional elevator repairs required for operation. Total Requested is \$6,400.00.*
 - *Research of the ADA Law requirements for an elevator claim that a building with less than 3 floors or less 3,000 sq.ft. per floor, are not required; however, in another section in the ADA law requires that if you have bathrooms on both floors, both the ground floor and the second floor bathrooms MUST BE ASSESSIBLE. Thus requiring us to have an elevator (Lift).*
 - *A sub-committee for the suggestions for economical repair of the existing Parking lot paving has been established. Gary Gischel, Neale Turlindton, Phil Pearsall; And Helen Brunbaugh will have a meeting to establish goals for a progress report at next month.*
 - *John Moore Suggested that the outside front doors to the sanctuary need painting as well as the column protectors at drive through. John will obtain quote for approval.*
 - *Before meeting Jim Martz reported that Mathew House was not in need of work at this time.*

- *Gary Gischel informed me that a donation from the Harbor Island Garden Club of \$500.00 will be forth coming for landscaping work on the berm on Lumina Ave. Neale Turlington and Betty Gischel coordinating. Thanks.*
- *Committee expressed a concern that funds should be reserved to replace the roof patching over the sanctuary Narthex.*

*Submitted by Hank Metzger, Elder
Next Meeting March 5th at 11:45AM
Closing Prayer by Pastor Earl.*

Stewardship Committee: Christine McKirachan

A Minute for Stewardship was presented during both the Arise and 10:30 worship services on January 29th. The Time and Talent booklets were assembled and mailed on Monday, February 13th to be used in coordination with the Time and Talent Fair being held Sunday, February 19th following Worship and the Annual Congregational Meeting. The T&T booklets will be collected and the gifts of time and talent listed in the books will be collated into a report and offered to the various Session and Deacon committee moderators for follow-up.

Worship Committee Meeting

February 13, 2023

The Worship Committee of the Little Chapel on the Boardwalk (PCUSA) met at 9:00a.m in the Conference Room on Monday, February 13, 2023.

Members present were: Terry Paterson, Moderator; Sherri Alexander, Elder; Janice Allen, Brett Blizzard, David Henizman, Music Director; Sherry Lovette, Beckey Smith, Barbara Williams, John Earl, Interim Pastor.

Absent were: Carole Coble, Judy Gibson, Jane Millard, and Wilda Moore.

Terry Paterson opened with a devotional and prayer.

January 9, 2023, meeting minutes were read and approved with a motion for acceptance made by Janice Allen. Terry Paterson provided the second. Motion carried.

Sherry Lovette reported that all facets of preparing and serving communion for the coming months was all in order. Janice Allen reported that she had returned the brass bread tray that had been refurbished by Top Brass for \$35.

Sherry also reported that she and Carole Coble had secured Usher Captains for all months except for April, 2023, and January, 2024. Sherry Alexander suggested that a condensed version of the Ushering Guidelines be made available for each month's group of ushers to make sure that the duties were carried out properly. It was decided that two ushers were needed for each of the Ash Wednesday services on February 22, 2023. Until further notice one of the ushers will be responsible for handing out the Sand Dollar ornaments to first-time visitors.

Jane Millard was sick and unable to report on the Flower Schedule, but Terry Paterson reported that the flower donations were down this year from the number of last year. Since the price increased \$15.00 per vase, we discussed and voted to allow two people to share a donation each week whether it be one vase or two vases. The donation announcement in the bulletin will have to be kept to a minimum due to lack of space. Motion was made by Sherry Lovette and seconded by Janice Allen. Motion carried.

Judy Gibson sent her report to the meeting by Terry Paterson. She has filled the slots for Liturgists for each 10:30 Worship Service through May. More people agreed to serving in this capacity since it isn't a requirement to be an Elder.

David Heinzman reported that the music for the ARISE service has been upgraded with the hiring of a UNCW student, Megan_____, who is helping to lead the singing. Handbells are resuming practice this week. The music program will be represented in the Time and Talent Fair which will hopefully reveal the hidden musical talent amongst our members. Also, most of the component parts for upgrading the sound system for the beach service has been ordered and received and will be ready to go for the beginning of the summer Beach Service.

The Time and Talent Fair will take place Sunday, February 19, 2023. We will set up our table on Saturday after the Eden Village dedication service. We will have different committee members available to talk about specific duties within the Worship Committee with some items representative of the committee

on the table display. We hope to gain people to help with various jobs rather than increasing the size of our committee.

All of the worship services and other activities of Lent and Easter were discussed. "Opening the Gates of Lent" will begin with two Ash Wednesday services at 12 Noon and 7:00p.m. Lenten Devotionals will be emailed each Friday as an attachment with the Sunday bulletin. Printed copies will be mailed or delivered to homebound congregants who may not receive email messages.

We also discussed ways of marketing the services and activities of Little Chapel through the next few months. We decided to place printed signs in the windows facing Lumina Avenue that will be visible especially to those "walking the loop". Other methods of welcoming people and reaching out to make our services and church activities known to the community were discussed and will be finalized at the March meeting, March 10, 2023.

John Earl closed the meeting with prayer.

Submitted by Terry Paterson