

The session of Westminster Presbyterian Church (“WPC”) convened for a stated meeting on 16 March 2008 in Room 105 of the Holderness Mission Center. Moderator Jack Walchenbach was present and called the meeting to order at 5:05 P.M. Clerk of Session Doug Wellemeyer was present.

Associate Pastor Betty Berghaus was present. Associate Pastor Paul Ransford was absent and excused.

Elders Kathryn Bunch, Bruce Cunningham, Alex Denson, Claudia Draffin, John Graham, June Jones, Susan Landis, Sara Pottenger, Shayne Ruffing, Holly Huffman Schmidt and Eric Wolf were present. Elder John Dancy was absent and excused.

WPC staff members Barbara Fletcher, Nancy Rozak and Kay Wellemeyer were present.

The meeting was opened with a reading in unison of the WPC Mission Statement, followed by a devotional and prayer by Alex Denson.

The Moderator declared a quorum present.

#### **MINUTES**

The draft minutes of the Stated Meeting of the Session on 17 February 2008 were distributed at the beginning of the meeting.

**Motion:** On a motion by Kathryn Bunch, the approval of the minutes of the Stated Meeting of the Session on 17 February 2008 was deferred until the April Stated Meeting.

The draft minutes of the Called Meeting of the Session on 6 March 2008 were read.

**Motion:** On a motion by Bruce Cunningham, the minutes of the Called Meeting of the Session on 6 March 2008 were approved as read.

#### **COMMUNICATIONS**

The Moderator circulated copies of a letter from Presbytery requesting the nomination of one member from WPC to be recognized as the 2008 Outstanding Older Adult, and reminded the session that Elder Frances Anton prepared and coordinated the nomination for last year’s nominee, John Knight.

After brief discussion, the Moderator asked Alex Denson and Eric Wolf to compile a list of possible nominees for this year, and to report back to the session at its April stated meeting.

#### **Dismissal:**

**Motion:** On a motion by Susan Landis, Chris McLeod was dismissed to Myers Park Baptist Church in Charlotte, NC.

## **OLD BUSINESS**

### **2007 Annual Report:**

Bruce Cunningham reported at some length on the successful completion and publication of WPC's first annual report. The report is being distributed electronically via the website. Printed copies will be filed in the church library, and will otherwise be prepared only on request.

The Moderator acknowledged the outstanding quality of the finished product, and thanked Bruce on behalf of the session for a job well done.

### **Staffing – Interim Youth Director & part-time Interim Associate Pastor:**

Bruce Cunningham reported that Rebecca Mattern started today in her new position as Interim Youth Director.

There was extended discussion about a joint recommendation by the Personnel Committee and the Ways & Means Commission to defer active search efforts for a part-time Interim Associate Pastor until June 1, to allow sufficient time to better assess the church's financial capacity for additional hiring, and also to evaluate and document the job description for an interim associate pastor.

**Motion:** On the recommendation of the Personnel Committee, the session suspended current search activities for an Interim Associate Pastor until June 1 and directed that, in the meantime, the Interim Associate Pastor Search Committee should continue its work to prepare a CIF and otherwise prepare for communications with the Presbytery's Committee on Ministry.

### **PNC:**

John Graham reported that the PNC continues to make good progress in its search for and examination of candidates.

## **REPORTS**

**Worship:** (Kathryn Bunch) The Worship Committee's 2 March 2008 meeting minutes were distributed at the beginning of the meeting.

Holy Communion will be celebrated on Sunday 6 April 2008. Sara Pottenger will coordinate for the 8:30 A.M. service, and Claudia Draffin will coordinate for the 11:00 A.M. service.

**Christian Education:** (John Dancy) The Christian Education Committee's 19 February 2008 meeting minutes were distributed via the Session Packet mailing.

**Ways and Means:** (Shayne Ruffing) The Ways and Means Commission's 12 March meeting agenda, 13 February meeting minutes and WPC Financial Statements for February 2008 were distributed via the Session Packet mailing.

**Nominating:** (Alex Denson) The Nominating Committee has begun work to compile a slate of new officers to be elected this year. The Committee would welcome recommendations from session members.

**Youth Council:** (Susan Landis) The Youth Council's 2 March 2008 meeting minutes were distributed via the Session Packet mailing.

In an effort to resolve uncertainties about this summer's youth mission plans, Rebecca Mattern is investigating a potential work site in Kentucky that seems to be well organized and run. An advance expedition to confirm suitability will likely be needed before finalizing any plans.

**Personnel:** (Bruce Cunningham) Don Heagren has affirmed his intentions to retire from the Personnel Committee once the current staffing issues are resolved.

**Motion:** Susan Landis moved that the session prepare a letter acknowledging Don's outstanding service to WPC as Chair of the Personnel Committee.

**Motion:** Bruce Cunningham made a substitute motion to prepare a letter acknowledging Don's outstanding service as soon as the timing of his retirement is known, which was seconded and approved.

**Motion:** On a motion by Bruce Cunningham, the session decided to prepare a letter acknowledging Don's outstanding service as soon as the timing of his retirement is known.

**Fellowship:** (Holly Schmidt) A new supper club has recently been started. "Settled Singles" meets on the first Sunday each month.

**Ransford Ministry Celebration:** (Claudia Draffin) Planning activities are underway and progressing very well. The Committee held its second meeting last Tuesday.

There was a report and discussion about the funds collected to date for the Ransfords and for the establishment of the Paul Ransford Youth Ministry Fund. It was the sense of the session that a reminder notice about the arrangements for contributions would be helpful to the congregation. Shayne Ruffing volunteered to draft a short message and provide it to the staff early next week for general use.

## **NEW BUSINESS**

### **Request to host the "Health Mission on the Move (MoM)" van:**

Kay Wellemeyer reported briefly on a PC(USA) National Health Ministries program called Health Mission on the Move (MoM). The program is based on a van that travels with staff around much of the country, providing non-invasive screening, health risk assessments and education around personal risk reduction. The program also involves informational visits with congregations as a way to highlight health ministry.

With the session's permission, Kay proposed to arrange a visit by the van to WPC on Sunday 27 April. The session's authorization would be needed in the event that program staff would make any request for financial support during their visit.

**Motion:** On a motion by Eric Wolf, the session approved the proposed visit by the PC(USA) National Health Ministries' Health Mission on the Move van on Sunday 27 April.

### **Report from staff retreat:**

The Moderator reported at some length on the nature of planning and celebration activities that were undertaken together by church staff at the recent Staff Retreat. In particular, the Moderator noted that the staff celebrations around the pending retirement of Paul Ransford were well-attended by past and current staff members and greatly appreciated by all.

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**Review of rolls:**

The Moderator then reported on the review of church rolls that was completed by the staff as is customary at the staff retreat, and delivered the staff's recommendations on the need for communication with certain members and/or the transfer of certain non-resident members to the Inactive Roll.

The following members should be contacted by a member of the session. The session members indicated volunteered to make the contacts and report back to the session at its April stated meeting:

<u>Member(s)</u>	<u>Last Date of Attendance</u>	<u>Session Member to Contact</u>
Madgie McRae	9/23/2007	Kathryn Bunch
Philip & Patricia Blizzard	3/26/2006	Bruce Cunningham
Andrew & Joanne Finkle	5/27/2007	Claudia Draffin
Linda Hylander	12/19/2004	Claudia Draffin
Cam Glenn	12/10/2006	John Graham
Mark Easley & Mary Grigg	12/5/2004	John Graham
Tim Darrow & Karen Gil	2/6/2005	Sara Pottenger
Morris & Kathy Griffin	4/1/2007	Shayne Ruffing
Sam & Katy Knoll	1/29/2006	Shayne Ruffing
Mac Smith	2/4/2007	Shayne Ruffing
Andy Jones	5/13/2007	Eric Wolf
Bill & Martha Kerns	6/25/2006	Eric Wolf

Staff recommends that the following members should receive a letter indicating the session's intention to transfer them from the Active Roll to the Inactive Roll unless otherwise notified:

<u>Member(s)</u>	<u>Last Date of Attendance</u>
Bob Chapman & Vicky Patton	4/30/2001
John Cowan	12/25/2005
Jill Denton	4/22/2002
Mark & Lia Dickey	11/5/2006
John Dorminey	6/25/2006
Harriet Henderson	4/10/2005
John & Catherine Hennessy	3/27/2005
Margaret Laster (non-resident)	6/3/2007
Cheryl Lavender	8/28/2005
Leslie Oakley	4/9/2006
Chris Paul & Danielle Hudson	4/1/2002
Alan, Nancy, & Alice Proia	2004
Dan & Bonna Robbins	3/1/2004
Brian & Michelle Westrom	10/30/2005
Jim & Susan Thompson	5/22/2005

Staff further recommends that the following non-resident members should be transferred from the Active Roll to the Inactive Roll:

Member(s)

Jerald Breitman  
Michael Darby  
Mike & Jodi Hughes  
Tom Marsicano  
Sandy McNutt  
David Snider, Jr.

No action was taken in regard to the recommendations for transfers to the Inactive Roll.

**Pastoral concern:**

Betty Berghaus reported at length on recent events surrounding the theft of credit cards and cash from purses belonging to a number of staff and church members. Overwhelming circumstantial evidence indicates that a church member was likely the perpetrator of these offenses. Betty has met and counseled with the suspected member and the member's spouse, and the member has denied any involvement.

There was extensive discussion to bring all those assembled up to date with the subject of communications with the suspected member, the victims, other church members, the Durham police and the Executive Presbyter, after which the session agreed by acclamation that 1) limitations should be placed on the suspected member's participation as a volunteer in certain church activities, and 2) that the member should be required to be accompanied by the member's spouse when on church grounds.

The Moderator asked Alex Denson to prepare a letter to the suspected member communicating the session's decisions, and to accompany Betty as the session's representative in any further discussions with the suspected member.

**STAFF REPORTS**

**Nancy Rozak:**

Nancy Rozak reminded those assembled about the great significance of confirmation in the lives of the seven members of this year's confirmation class, and heartily encouraged everyone to be present for these young people at the upcoming special meeting of the session to conduct their examination on Sunday 30 March.

**Betty Berghaus:**

Betty again expressed her sincere thanks for the opportunity to take her "mini-sabbatical" during the month of April, and explained that she plans to visit with her daughter Mary in Honduras, and later to attend a rigorous self-development conference for pastors.

**CONCERNS AND CELEBRATIONS**

Concerns were expressed for Dave Edwards who is at Rex Hospital, Martha Uzzle who is at Duke Medical Center, and Julie Beckwith who continues to recover at home.

Celebration: Marian Draffin has accepted a call to be Associate Pastor of Youth and Missions at First Presbyterian Church in Arlington, Texas.

The Session's current business having been completed, the Moderator declared the meeting adjourned.

The meeting was closed with a prayer by Alex Denson at 7:35 P.M.

Respectfully submitted,

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Doug Wellemeyer  
Clerk of Session

Jack Walchenbach  
Moderator

So31608 Stated (Approved 20 Apr 2008)