

**COVENANT PRESBYTERIAN CHURCH  
MEETING OF SESSION  
MONDAY, AUGUST 14, 2023  
7:00 P.M.  
CONSENT AGENDA**

**ACTION ITEMS**

1. Approval of June 12, 2023, Session Meeting Minutes (pp. 2-3). Mark Folk, Clerk of Session, moves that the minutes of this meeting be approved as written.
2. Approval of Called Session Meetings Minutes from June and July to receive new members (p. 4). Mark Folk, Clerk of Session, moves that the minutes of these meetings be approved as written.
3. Approval of request for changes to active roll (p. 5)
4. Approval of baptisms (p. 6)

**INFORMATION ITEMS**

1. July 2023 Treasurer's Report (pp. 8-10)
2. Clerk's Communications (p. 11)

**FUTURE EVENTS**

- |                |                    |                              |
|----------------|--------------------|------------------------------|
| • August 19    | Presbytery Meeting | 9:30 a.m. First PC Albemarle |
| • August 25    |                    |                              |
| • September 11 | Session Meeting    | 7:00 p.m.                    |

**COVENANT PRESBYTERIAN CHURCH  
MINUTES OF THE SESSION MEETING ON  
MONDAY, June 12, 2023**

**Call to Order and Opening Prayer**

Moderator Bob Henderson called the meeting to order at 7:02 p.m. He offered a devotion followed by prayer.

**Determination of Quorum and Adoption of Agenda**

The moderator declared that a quorum was present. The agenda and consent agenda were adopted as written with the exception of a correction to the August Session meeting date.

**Administration - No Report**

However, the moderator introduced Scott Mollenkopf, Covenant's new business administrator. Mollenkopf expressed his appreciation for the opportunity. The moderator observed that Mollenkopf was already off to a great start.

**Personnel – Hugh Gaither, Member**

Gaither announced the hiring of a new middle school youth director. Andy Wertz is set to begin work on July 5, 2023. Wertz is a double graduate of Queens University and an elder at Selwyn Avenue Presbyterian Church. He is now a student at Union Presbyterian Seminary. Gaither also reported that hires for the mission and outreach director and accounting manager positions are imminent.

**Planning and Evaluation – Sandra Boozer, Chair**

Boozer commended the arts task force for its ongoing work. She announced that the Envisioning Core Team is at work developing questions, identifying potential facilitators and considering possible listening sessions to accommodate as many members of the Covenant community and mission partners as possible. Preliminary sessions with some small groups are being planned for the summer. Henderson added that the team's work will likely be the basis for the January Session retreat.

**Ministry Reports:**

**Congregational Life – No Report**

**Education – Courtney St. Onge, Chair**

St. Onge reported that the ministry is planning a number of activities including Open Table programming, vacation bible school to be held in August and middle and high school mission trips. A summer Sunday school series exploring the theme of Christian hospitality is underway and will continue through August 21. Additionally, front porch book chats are scheduled for June, July and August with a different book selected for each session.

**Engagement - Lecia Shockley, Chair**

Shockley confirmed that Sunday morning fellowship between 10:30 and 11:00 will continue. It is seen as an opportunity for worshipers at both services to have time and space for fellowship. A new visitor welcome table is a feature of the fellowship. Shockley reminded members of Session that all are free to join in the welcoming of new members in the parlor after the 9:30 service. She also encouraged Session

members to contact Laura Borelli if interested in serving as greeters prior to the worship services. Interest in summer dinner gatherings hosted by church members has been high and additional opportunities may be added.

**Mission and Outreach - Tim Kendrick, Chair**

Kendrick began by providing an update on Covenant's participation in the Jimmy and Rosalyn Carter work project hosted by Habitat for Humanity. Stephanie Guffin is serving as Covenant's volunteer coordinator for the project which is scheduled to run from October 2 through October 6, 2023. Covenant Impacts Charlotte will be held on November 12, 2023. The annual alternative gift market is set for December 10, 2023, the same day as the Lessons and Carols program. Thirteen members are set to depart on June 18, 2023 for the Yucatan mission trip. A primary activity will be hosting a vacation bible school for children in the area. Kendrick concluded by encouraging Session members to volunteer for Freedom school activities.

**Worship – Beth Koonce, Vice Chair**

Koonce reported that after the COVID-mandated pause, extended communion will be resuming on August 6, 2023. Mary Wood Stallings and Judy Grubbs will coordinate the effort and associate pastor Katherine Kerr is finalizing the list of possible recipients of extended communion. Koonce encouraged Session members to contact the coordinators to volunteer for the meaningful outreach.

**Clerk's Report - Mark Folk, Clerk**

Covenant will honor the Juneteenth holiday on June 19 and church offices will be closed. The elder nominating committee, chaired by Tommy Lawson and co-chaired by Grace Williams, will begin meeting in July. The deadline for nominations for the elder class of 2026 is June 26, 2023. Folk concluded by outlining the year-long "Grounded and Growing" series being planned by ministers and staff. Kickoff Sunday is set for August 27, 2023. Programming including speakers and workshops will take place on Wednesday evenings and Sunday mornings.

**Old Business/New Business – None**

**Staff Announcements/Pastoral Concerns**

Henderson expressed appreciation for all the hard work that went into making the past weekend's worship activities, including the ordination service of Mary Kate Sykes, a success. He particularly noted the excellent work of director of operations William Lucas, food service manager Johnny Gomillion, property manager Zeno Wall and communications manager Rosie Strawn.

**Closing Prayer**

Katherine Kerr highlighted several health concerns before concluding the meeting in prayer.

Respectfully submitted,



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Mark Folk, Clerk



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Robert W. Henderson, Moderator

**COVENANT PRESBYTERIAN CHURCH**  
**CALLED SESSION MEETINGS**  
**SUNDAYS, JUNE 11, JULY 16, 23 & 30, 2023**

Covenant held four Called Session Meetings each on a Sunday morning for the purpose of receiving new members. Lora Borrelli introduced the following new members and information:

**June 11, 2023**

Dan Warnock	Reaffirmation
Dorothy Warnock	Reaffirmation

**July 16, 2023**

Evan Akers	Transfer Letter--Oakridge Presbyterian Church, Oakridge NC
Laura Akers	Reaffirmation
Trevor Cox	John Knox Presbyterian Church, Greenville SC
Rebecca Cox	John Knox Presbyterian Church, Greenville SC

**July 23, 2023**

Christopher Thompson	Reaffirmation
Hillary Thompson	Reaffirmation

**July 30, 2023**

Mary Burritt	Reaffirmation
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**Active (confirmed) members as of 7/31/2023: 2628**

**2023 new members as of 7/31/2023: 85**

**2023 new affiliate members as of 7/31/2023 : 1**

**New members since last report: 9**

**2023 transfers as of 7/31/2023: 7**

**2023 deaths as of 7/31/2023: 4**

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

Respectfully submitted,



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Mark Folk, Clerk



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Robert W. Henderson, Moderator

**COVENANT PRESBYTERIAN CHURCH  
SESSION MEETING  
REQUEST FOR CHANGES IN THE ACTIVE ROLL**

**Removed from Active Roll Per Request**

<b>Name</b>	<b>Transferred to:</b>
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None to report at this time.

**COVENANT PRESBYTERIAN CHURCH  
SESSION ACTION ITEM  
SUMMARY**

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**SUBJECT:** Upcoming Baptisms

**DATE:** August 14, 2023

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**Report From:** Baptism Committee

**Background:** Baptisms must be approved by the Session.

**Process to Date:** Parents request that their children be baptized in September and November 2023.

**Budget Impact:** None

**Actions Taken or Recommendation:** The Baptism Committee, with the support of the Ministry of Worship, recommends approval of the following at Covenant:

September 24, at the 9:30 a.m. service in the Covenant Sanctuary  
Townsend Edward Cox  
Parents – Kali and Ryan Cox

November 26, at the 11:00 a.m. service in the Covenant Sanctuary  
Ellison Anne Seippel  
Parents – McKenzie and Cris Seippel

**Motion:** Motion to approve the baptisms of Townsend Edward Cox and Ellison Anne Seippel.

**COVENANT PRESBYTERIAN CHURCH  
SESSION INFORMATION ITEM  
SUMMARY**

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**Subject: Treasurer's Report**

**From: Liz Ward, Treasurer**

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**Covenant Presbyterian Church  
Monthly Financial Comments  
July 2023**

**Income Statement Comments**

The main impacts of the July Income Statement are outlined below.

**Income:** Giving receipts and Total Income in the month of July were both above budget and continued the trend for year-to-date giving being above YTD budget. YTD Receipts are now 59% of Annual Budget, which is in line with the historical 5-year average. The bi-annual distribution from the endowment was received in July and met budget, which is reflected in Line 3. Income from food service and recreation also continue to be above budget.

Actual July CDC Income was above budget, but YTD revenue is \$57K below target when you remove the unbudgeted NC Stabilization Grant\*. The remaining forecast for the year is under review with CDC leadership.

YTD Income, including the NC Stabilization grant\*, continues to be ahead of budget by \$299K (and ahead of prior years as a % of annual budget).

*\*This is a non-recurring grant for the CDC was not included in the budget (\$147.5K in total receipts for 2023).*

**Expenses:** YTD expenses were approximately \$147K over budget at the end of July, primarily driven by \$130K of the NC Stabilization Grant spent in the first seven months of the year (87% of the increase over budget). The remaining \$18.9K of the expense overage is allocated to \$13.5K of overages in the CDC and \$5K of overages in non-school expenditures. As we approach fall programming, finance is asking all committees to check in on their budgets and remaining expected expenditures for the rest of the year.

Administration continues to see higher insurances expenses, but these have been offset by lower than expected personnel costs.

Local grant support went to Charlotte Family Housing and Loaves & Fishes in July.

**The Bottom Line:** Year to Date, Net Income is positive at \$54K, which is above budget for this

point in the year (+\$126K of NI is attributable to non-school activities while the schools were at -72K net loss). Administration has completed initial review meetings with CDC leadership and is working on recommendations for actions to rebalance their budget.

**\*\*Reminder\*\* Finance is asking all committees to check in on their budgets and remaining expected expenditures for the rest of the year.**

### **Balance Sheet Comments**

Significant changes in the Balance Sheet as of July 31, 2023, as compared with June 30, 2023, were as follows:

**Line 22:** Reflects receipt of estate gift in July.

**Lines 26 & 32:** Reflects an increase market performance during July.

**Line 28:** Immaterial change.

**Line 36:** Reflects decrease in cash primarily from July Net Loss.



Covenant Presbyterian Church				Period ending:	07/31/23						
INCOME STATEMENT		YTD Budget	YTD Actual	YTD Variance	Annual Budget	Y-T-D Actual as % of Annual Budget					
						2023	2022	2021	2020	2019	2018
<b>Income:</b>											
1	Pledge Receipts	\$ 1,810,300	\$ 1,993,253	\$ 182,953	\$ 3,385,000	59%	55%	59%	63%	56%	55%
2	Misc Contributions	\$ 161,700	\$ 167,030	5,330	402,200						
3	Investment Income	\$ 298,100	\$ 295,458	(2,642)	302,000						
4	Other Receipts	\$ 23,800	\$ 58,257	34,457	35,000						
5	Total Schools	978,735	1,054,755	76,020	1,714,727						
6	Child Dev. Ctr.	\$ 763,400	\$ 853,608	90,208	1,322,392						
7	Preschool	\$ 215,335	\$ 201,147	(14,188)	392,335						
8	Food Service	\$ 84,000	\$ 98,146	14,146	150,400						
9	Recreation Wing	\$ 46,375	\$ 50,280	3,905	115,000						
10	Youth/ Adult Trips	\$ 100,125	\$ 85,702	(14,423)	135,750						
	<b>Total Income</b>	<b>\$3,503,135</b>	<b>\$ 3,802,881</b>	<b>\$ 299,746</b>	<b>\$ 6,240,077</b>	<b>61%</b>	<b>55%</b>	<b>50%</b>	<b>53%</b>	<b>55%</b>	<b>56%</b>
<b>Expenses:</b>											
11	Worship	\$ 66,450	\$ 70,954	\$ 4,504	\$ 117,400						
12	Congregational Life	\$ 13,850	\$ 10,884	(2,966)	30,950						
13	Engagement	\$ 5,650	\$ 5,272	(378)	9,750						
14	Mission & Outreach	\$ 359,600	\$ 364,861	5,261	622,200						
15	Education	\$ 73,682	\$ 77,745	4,063	159,630						
16	Total Schools	984,632	1,126,941	142,309	1,678,336						
17	Child Dev. Ctr.	\$ 769,457	\$ 908,674	139,217	1,312,284						
18	Preschool	\$ 215,175	\$ 218,267	3,092	366,052						
19	Food Service	\$ 66,500	\$ 51,937	(14,563)	134,700						
20	Recreation Ministries	\$ 31,700	\$ 29,396	(2,304)	36,660						
21	Administration	\$ 358,550	\$ 391,675	33,125	636,600						
22	Personnel	\$ 1,639,924	\$ 1,618,633	(21,291)	2,813,851						
	<b>Total Expenses</b>	<b>\$3,600,538</b>	<b>\$ 3,748,298</b>	<b>\$ 147,760</b>	<b>\$ 6,240,077</b>	<b>60%</b>	<b>53%</b>	<b>46%</b>	<b>46%</b>	<b>54%</b>	<b>56%</b>
	<b>Net Income</b>	<b>\$ (97,403)</b>	<b>\$ 54,583</b>	<b>\$ 151,986</b>	<b>\$ -</b>						
<b>BALANCE SHEET</b>			July	June	Change						
<b>Assets:</b>											
22	Truist Checking/Savings		\$ 1,995,185	\$ 1,488,926	\$ 506,259						
23	M&F, Towne, WF Holding & Rosebro		\$ 2,461,368	2,309,507	151,861						
24	Petty Cash		\$ 350	350	-						
25	Accounts Receivable and Advances		\$ 49,854	44,465	5,389						
26	Endowment Fund Mkt Value		\$ 15,193,867	14,850,764	343,103						
27	Real Estate Funds		\$ 2,025,000	2,025,000	-						
	<b>Total Assets</b>		<b>\$21,725,624</b>	<b>\$20,719,012</b>	<b>\$ 1,006,612</b>						
<b>Liabilities:</b>											
28	Accounts Payable and Misc. Accruals		\$ 788	297	491						
	<b>Total Liabilities</b>		<b>\$ 788</b>	<b>\$ 297</b>	<b>\$ 491</b>						
<b>Fund Balances:</b>											
29	Donor Advised		\$ 218,774	\$ 218,874	\$ (100)						
30	Infrastructure Fund/Cornerstone Inco		\$ 220,006	214,552	5,454						
31	Payable to Endowment Corpus		\$ 1,455	655	800						
32	Restricted End/Cornerst & Real Estate		\$ 17,218,867	16,875,764	343,103						
33	Restricted Funds		\$ 3,236,420	2,542,535	693,885						
34	Non-Budgeted Benevolences		\$ 11,661	11,469	192						
35	Section 125 Plan		\$ (4,881)	(1,831)	(3,050)						
36	Genl Fund Balance		\$ 698,218	732,006	(33,788)						
37	Columbarium		\$ 58,742	59,040	(298)						
38	Reserve Fund Balances		\$ 65,575	65,651	(76)						
	<b>Total Fund Balances</b>		<b>\$21,724,836</b>	<b>\$20,718,715</b>	<b>\$ 1,006,121</b>						
	<b>Total Liab. &amp; Fund Balances</b>		<b>\$21,725,624</b>	<b>\$20,719,012</b>	<b>\$ 1,006,612</b>						

**COVENANT PRESBYTERIAN CHURCH  
SESSION INFORMATION ITEM  
SUMMARY**

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**Subject: Clerk's Communications**

**From: Mark Folk, Clerk**

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

- Charlotte Family Housing
- Loaves and Fishes