

Covenant Presbyterian Church
Meeting of Session
Monday, December 11, 2023
6:30 P.M.
CONSENT AGENDA

ACTION ITEMS

1. Approval of November 13, 2023 Session Meeting Minutes (pp. 2-4). Mark Folk, Clerk of Session, moves that the minutes of this meeting be approved as written.
2. Approval of November 26, 2023 Congregational Meeting Minutes (p. 5). Mark Folk, Clerk of Session, moves that the minutes of this meeting be approved as written.
3. Approval of Called Session Meetings Minutes from November to receive new members (p. 6). Mark Folk, Clerk of Session, moves that the minutes of these meetings be approved as written.
4. Approval of request for changes to active roll (p. 7)
5. Approval of baptisms (p. 8)
6. Approval of Committee on Assignments Report (pp. 9-11)

INFORMATION ITEMS

1. November 2023 Financial Treasurer's Report (pp. 12-13)
2. 2024 Session Meeting Schedule (p.14)
3. Clerk's Communications (p. 15)

FUTURE EVENTS

- | | | |
|------------------|--|---------------------------------|
| • December 13 | Wholeness & Healing service | 7:00 P.M. Chapel |
| • December 24 | Children's Worship | 9:30 A.M. Sanctuary |
| | Nativity animals | 9:35 A.M. The Green |
| | Traditional Worship | 11:00 A.M. Sanctuary |
| | Contemporary Candlelight and Communion service | 3:00 P.M. Sanctuary |
| | Traditional Candlelight and Communion service | 5:00 P.M. Sanctuary |
| • December 31 | One worship service | 11:00 A.M. Sanctuary |
| • January 5 | Session Retreat dinner + program | 6:30 P.M. Mahlon Adams Pavilion |
| • January 6 | Session Retreat program + lunch | 9:00 A.M. Fellowship Hall |
| • January 7 | Elder Ordination/Installation | 9:30 & 11:00 A.M. Sanctuary |
| • January 24 | Session Meeting | 7:30 P.M. |
| • February 10-11 | Jemar Tisby at Covenant | |

**COVENANT PRESBYTERIAN CHURCH
MINUTES OF THE SESSION MEETING ON
NOVEMBER 13, 2023
The Rise on Clanton**

Session gathered at The Rise on Clanton to share a meal with residents and several staff members. The delicious meal was prepared by Chef Johnny Gomillion and served by Session members. Other members were responsible for set up and clean up. Philip Harris, tenant engagement specialist, expressed appreciation for the visit and then outlined the mission, activities and capacity of the facility. Bob Henderson thanked Mark Folk for organizing the event.

Call to Order and Opening Prayer

Moderator Bob Henderson called the meeting to order at 7:12 p.m. Session recited the Iona Community Affirmation of Faith.

Determination of Quorum and Adoption of Agenda

The moderator declared that a quorum was present. The agenda and consent agenda were adopted as presented with the exception of a correction to the September 11, 2023 minutes to reflect that the CDC tuition increase went into effect on November 1, 2023.

Administration - Liz Ward, Chair

As part of her finance report, Ward advised that 2023 receipts are ahead of budget, but that expense increases are anticipated. The committee will continue to closely monitor. Amy Hunter, the incoming chair, will be in contact with new committee heads to prepare for 2024. Ward then presented a report on the Cornerstone Fund. The report included an in-depth explanation of the purpose and origin of the fund which has its own operating rules that were last amended in 1998. Since the existing rules do not reflect the importance of technology to the mission of the church, amendments are being proposed. The proposed amendments explicitly list "audio-visual communication systems and/or components including web streaming and broadcasting equipment" as a permitted use of Cornerstone funds and mandates that such systems and components have a life expectancy of five years. Ward commended Wilson Cooper for coordinating with the Property Committee to formulate the amendments. The Operating Rules require that an amendment be supported by three-quarters of the Session present at two successive meetings. All Session members present voted in favor of the amendments. A second vote will take place on December 11, 2023.

Personnel - Burnet Tucker, Chair

Tucker reported a pause in the search for a new organist/associate director of traditional music. This will open the pool of candidates to spring 2024 graduates. Claire Brown has transitioned from interim to permanent director of children's ministry. Finally, Serenity Taylor and Nikki Zimmermann have agreed to extend by one year their services as pastoral residents.

Planning and Evaluation - Sandra Boozer, Chair

The arts task force will present its recommendations to the board on November 27, 2023. The Envision Covenant group is sifting through reports of the numerous listening sessions which have been conducted. A few additional listening sessions are set up and the group expects to present a report to Session during the January 2024 retreat. Finally, the board is developing a conflict-of-interest policy and anticipates presenting it to Session during a coming meeting.

Ministry Reports:

Congregational Life - Katie Coley, Chair

Third quarter outings continue to be well attended. The most recent event, coordinated by Bill Saunders, drew approximately 80 members. The ministry will be hosting the popular Christmas crafts program on December 6, 2023. The annual Prime Timers holiday lunch will take place on December 12 and is being hosted by Martha Isaacs.

Education - Courtney St. Onge, Chair

First Sunday programs continue. The most recent was led by Bob McKillop, former Davidson men's basketball coach. Bob Folk, member and Myers Park High School principal, will lead the December session. 2024 sessions will follow the Grounding theme. On the children's side, the ministry continues to develop a plan for educational programming from transitional kindergarten to high school.

Engagement - Lecia Shockley, Chair

No report.

Mission and Outreach - Tim Kendrick, Chair

Kendrick confirmed Covenant's \$5,000.00 gift to Dar al-Kalima (OAK) University for emergency relief and a \$21,000.00 to the Tomorrow's Youth Organization in Palestine to assist families in need of immediate support. Covenant Impacts Charlotte was another success. This year it ran four days and included 49 objects staffed by 376 volunteers. Upcoming ministry activities include Thanksgiving dinners at Moore's Place and The Rise on Clanton. The alternative gift market will take place on December 10, 2023. The annual mission festival will be held on February 25, 2023 and 2024 mission trips to Kenya, Avery County and Reynosa are being planned.

Worship - Ann Reed, Chair

Reed reported that participation in extended communion continues to expand. In November, 11 teams served 30 recipients. Reed reviewed the Christmas Eve services and implored Session members to sign up to serve communion as there are a number of openings for the 5 o'clock traditional service.

Clerk's Report - Mark Folk, Clerk

Folk recognized Tommy Lawson, co-chair of the Elder Nominating Committee who reported that Thomas Porter, one of the newly elected Elders, has withdrawn due to a change in job circumstance. The ENC will nominate Teresa Moore as a new Elder. A motion to hold a congregational meeting on November 26, 2023 to elect the new Elder was seconded and approved. The need to elect a new Elder necessitates a delay in the 2024 committee on assignments report. The report will be presented at the December Session meeting.

Old Business/New Business - None

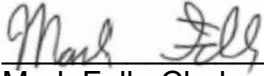
Staff Announcements/Pastoral Concerns

In addition to congregational concerns, Henderson requested remembrance of and prayer for Covenant's West Bank mission partners.

Closing Prayer

The meeting closed with prayer and was adjourned at 8:15 p.m.

Respectfully submitted,



Mark Folk, Clerk



Robert W. Henderson, Moderator

**Covenant Presbyterian Church
Minutes of the Congregational Meeting on
November 26, 2023**

Call to Order and Opening Prayer

Moderator Bob Henderson called the meeting to order at 10:31 a.m. and determined that a Quorum was present. He opened the meeting with a prayer.

Purpose

The Moderator stated that the purpose of the meeting was to elect one Elder. All Covenant members present are eligible to vote. The moderator introduced Grace Williams, Co-Chair of the Elder Nominating Committee (ENC).

Report from the ENC

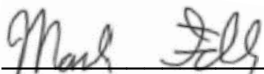
Grace recognized ENC members: Alan Atwell, Amber Brown, Mary Clare Chinery, Tommy Lawson, Richard Magrath, Carolyn Renner, Jen Thomas, Susie Vincent, and Linsey Zalecki. She said that Bob Henderson served as staff liaison.

Grace explained that since the Session Class of 2026 was elected in September, one member of the class, Thomas Porter, had to withdraw. She said the ENC was tasked with finding a replacement and is pleased to nominate Teresa Moore, a member of Covenant for more than a decade who has been active with Outreach Ministries, the Child Development Center, and other initiatives, to serve as Elder in the class of 2026. The Moderator called for nominations from the floor and none were made. The ENC motion was seconded and unanimously approved.

Close

The Moderator thanked the committee for its work, thanked the congregation for their attendance, and closed the meeting with a prayer.

Respectfully submitted,



Mark Folk, Clerk



Robert W. Henderson, Moderator

Covenant Presbyterian Church
Called Session Meetings Sundays, November 12, 19, 20, and December 3, 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:

November 12, 2023

Becky Rizzo Transfer from Myers Park Baptist Church, Charlotte, NC

November 19, 2023

Lauren Russell Reaffirmation
 Kary Beaman Affiliate membership
 Carla DuPuy Transfer from Myers Park Presbyterian Church, Charlotte, NC
 Philip (PJ) Stark Transfer from Selwyn Avenue Presbyterian Church, Charlotte, NC
 Laura Stark Transfer from Selwyn Avenue Presbyterian Church, Charlotte, NC
 Hailey Arico Reaffirmation
 David Evans Transfer from Madison Presbyterian Church, Madison, GA
 Allison Evans Transfer from Madison Presbyterian Church, Madison, GA
 Broughton Evans Transfer from Madison Presbyterian Church, Madison, GA

November 20, 2023

Bill Thorpe Restore to active membership
 Anne Thorpe Restore to active membership

December 3, 2023

Carter Comer Reaffirmation
 Mark Comer Reaffirmation
 Allie Hanson Reaffirmation
 Mike Hanson Reaffirmation
 Ruth Hsieh Reaffirmation

Active (confirmed) members as of 11/30/2023: 2691

2023 new members as of 11/30/2023: 136

2023 new affiliate members as of 11/30/2023: 2

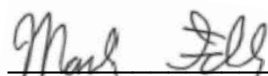
New members since last report: 17

2023 transfers as of 11/30/2023: 10

2023 deaths as of 11/30/2023: 10

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

Respectfully submitted,



Mark Folk, Clerk



Robert W. Henderson, Moderator

**Covenant Presbyterian Church
Session Meeting
Request for Changes in the Active Roll
Removed from Active Roll Per Request**

Name	Transferred to
David Felgner	Transfer to Centenary UMC, Winston Salem
Robby McNeill	Transfer to LDS church

Session Action Item Summary

SUBJECT: Baptisms in 2024

DATE: December 11, 2023

Report From: Baptism Committee

Background: Baptism must be approved by the Session.

Process to Date: Parents requested that their children be baptized in February 2024.

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 in February 2024:

February 4th at the 11 a.m. service in the Covenant Sanctuary

Andrew Charles Wickard

Parents- Mollie and Brad Wickard

February 18th at the 11 a.m. service in the Covenant Sanctuary

Grant Robert Arnold

Parents- Mary Catherine and Chris Arnold

Motion: Motion to approve the baptisms of Andrew Charles Wickard and Grant Robert Arnold.

Report from the Committee on Assignments 2024

CLERK OF SESSION	Terry Horne
ASSISTANT CLERK	Janet Delery
TREASURER	Amy Hunter
ASSISTANT TREASURER	Ashley Holland

SESSION AGENDA

Clerk of Session	Terry Horne
Assistant Clerk	Janet Delery
P & E Board Chair	Ben Unger
Personnel Chair	John McAlister
Administration Chair	Amy Hunter
Congregational Life Chair	Grace Williams
Education Chair	Robin Goodson
Engagement Chair	Whitney Bouknight
Mission & Outreach Chair	Stephen Hicks
Worship Chair	Beth Koonce
Staff Liaison	Bob Henderson

ELDER NOMINATING COMMITTEE

Co-Chairs	tbd
Staff Liaison	Bob Henderson

PLANNING & EVALUATION BOARD

Chair	Ben Unger
Vice Chair	Teresa Moore
Members-At-Large (4)	Bill Fryling
	Stephen Moore
	Helen Richards
	Jordan Schriefer

MINISTRY REPS

Administration/Finance	Ashley Holland
Congregational Life	Bill Saunders
Education	Sarah Wilson
Engagement	David Frost
Mission and Outreach	Jim Dobbins
Worship	Jacquelyn McAbee
Staff Liaisons	Bob Henderson, Scott Mollenkopf

PLANNING & EVALUATION

PERSONNEL COMMITTEE

Chair	John McAlister
Vice Chair	Drew Quartapella
Past Chair	Burnet Tucker
Finance Chair	Ashley Holland
Clerk of Session	Terry Horne
Active Elder	Courtney St. Onge
Member-At-Large (3)	Mollie James
	Seth Strickland
	Barbara Ann Zizzi
Staff Liaisons	Bob Henderson, Scott Mollenkopf

MINISTRY OF ADMINISTRATION

Chair	Amy Hunter
Vice Chair	Ashley Holland
Staff Liaison	Scott Mollenkopf
CDC Advisory Chair	Erin Nixon
CDC Advisory Vice Chair	Wilson Cooper

FINANCE COMMITTEE

Chair	Ashley Holland
Vice Chair	Vince DiSandro
Treasurer	Amy Hunter
Active Elder	Wilson Cooper
Staff Liaison	Scott Mollenkopf

BUDGET ADVISORY BOARD

Chair	Ashley Holland
Finance Com Rep	Vince DiSandro
Personnel Com Rep	Drew Quartapella
P&E Board Rep	Teresa Moore
Congregational Life Rep	Bill Saunders
Education Rep	Sarah Wilson
Engagement Rep	David Frost
Mission & Outreach Rep	Jim Dobbins
Worship Rep	Jacquelyn McAbee
Staff Liaison	Scott Mollenkopf

MINISTRY OF CONGREGATIONAL LIFE

Chair	Grace Williams
Vice Chair	Bill Saunders
Active Elder	Katie Coley
Active Elder	Preston Manning Jr.
Staff Liaison	Katherine Kerr

MINISTRY OF EDUCATION

Chair	Robin Goodson
Vice Chair	Sarah Wilson
Active Elder	Lou Watson
Active Elder	Kerry Hamilton
Staff Liaison	Grace Lindvall

MINISTRY OF ENGAGEMENT

Chair	Whitney Bouknight
Vice Chair	David Frost
Active Elder	Lecia Shockley
Staff Liaison	Lora Borrelli

MINISTRY OF MISSION & OUTREACH

Chair	Stephen Hicks
Vice Chair	Jim Dobbins
Active Elder	Tim Kendrick
Active Elder	Payton Majors
Staff Liaisons	Mandy Rencher

MINISTRY OF WORSHIP

Chair	Beth Koonce
Vice Chair	Jacquelyn McAbee
Active Elder	Bill Cathey
Active Elder	Ann Reed
Staff Liaisons	Bob Henderson, Heather Potter, Shea Watts

Covenant Presbyterian Church				Period ending:	11/30/23							
						Y-T-D Actual as % of Annual Budget						
INCOME STATEMENT			YTD	YTD	YTD	Annual						
			Budget	Actual	Variance	Budget	2023	2022	2021	2020	2019	2018
Income:												
1	Pledge Receipts	\$ 2,626,500	\$ 2,713,747	\$ 87,247	\$ 3,385,000	80%	79%	86%	85%	79%	79%	
2	Misc Contributions	\$ 206,600	\$ 221,095	14,495	402,200							
3	Investment Income	\$ 300,100	\$ 297,585	(2,515)	302,000							
4	Other Receipts	\$ 33,000	\$ 99,316	66,316	35,000							
5	Total Schools	1,557,335	1,632,957	75,622	1,714,727							
6	Child Dev. Ctr.	\$ 1,209,000	\$ 1,294,422	85,422	1,322,392							
7	Preschool	\$ 348,335	\$ 338,535	(9,800)	392,335							
8	Food Service	\$ 136,900	\$ 160,442	23,542	150,400							
9	Recreation Wing	\$ 112,425	\$ 143,482	31,057	115,000							
10	Youth/ Adult Trips	\$ 124,750	\$ 127,804	3,054	135,750							
	Total Income	\$ 5,097,610	\$ 5,396,428	\$ 298,818	\$ 6,240,077	86%	81%	75%	69%	77%	79%	
Expenses:												
11	Worship	\$ 102,925	\$ 105,426	\$ 2,501	\$ 117,400							
12	Congregational Life	\$ 23,520	\$ 20,700	(2,821)	30,950							
13	Engagement	\$ 8,450	\$ 5,818	(2,632)	9,750							
14	Mission & Outreach	\$ 476,950	\$ 587,503	110,553	622,200							
15	Education	\$ 144,785	\$ 124,079	(20,706)	159,630							
16	Total Schools	1,530,939	1,751,724	220,785	1,678,336							
17	Child Dev. Ctr.	\$ 1,203,719	\$ 1,415,152	211,433	1,312,284							
18	Preschool	\$ 327,220	\$ 336,572	9,352	366,052							
19	Food Service	\$ 112,400	\$ 85,271	(27,129)	134,700							
20	Recreation Ministries	\$ 34,775	\$ 30,128	(4,647)	36,660							
21	Administration	\$ 572,550	\$ 641,613	69,063	636,600							
22	Personnel	\$ 2,582,932	\$ 2,573,822	(9,110)	2,813,851							
	Total Expenses	\$ 5,590,226	\$ 5,926,083	\$ 335,857	\$ 6,240,077	95%	87%	77%	70%	85%	87%	
Net Income			(\$ 492,616)	(\$ 529,655)	(\$ 37,039)	\$ -						
BALANCE SHEET				November	October	Change						
Assets:												
22	Truist (BB&T) Checking/Savings		\$ 1,048,731	\$ 1,161,181	(\$ 112,450)							
23	M&F, Towne, WF Holding & Rosebro		\$ 2,489,659	2,481,629	8,030							
24	Petty Cash		\$ 350	350	-							
25	Accounts Receivable and Advances		\$ 43,395	57,497	(14,102)							
26	Endowment Fund Mkt Value		\$ 15,003,397	15,284,965	(281,568)							
27	Real Estate Funds		\$ 2,025,000	2,025,000	-							
	Total Assets		\$ 20,610,532	\$ 21,010,621	(\$ 400,089)							
Liabilities:												
28	Accounts Payable and Misc. Accruals		\$ 95,924	13,445	82,479							
	Total Liabilities		\$ 95,924	\$ 13,445	\$ 82,479							
Fund Balances:												
29	Donor Advised		\$ 227,331	\$ 227,331	\$ 0							
30	Infrastructure Fund/Cornerstone Income		\$ 220,006	220,006	0							
31	Payable to Endowment Corpus		\$ 2,000	1,550	450							
32	Restricted End/Cornerst & Real Estate		\$ 17,028,397	17,309,964	(281,567)							
33	Restricted Funds		\$ 2,758,303	2,780,287	(21,984)							
34	Non-Budgeted Benevolences		\$ 11,691	14,308	(2,617)							
35	Section 125 Plan		(\$ 2,440)	(3,006)	566							
36	Genl Fund Balance		\$ 113,980	278,050	(164,070)							
37	Columbarium		\$ 56,160	57,210	(1,050)							
38	Reserve Fund Balances		\$ 99,182	111,476	(12,294)							
	Total Fund Balances		\$ 20,514,609	\$ 20,997,176	(\$ 482,567)							
	Total Liab. & Fund Balances		\$ 20,610,533	\$ 21,010,621	(\$ 400,088)							

Covenant Presbyterian Church
Monthly Financial Comments
November 2023

Income Statement Comments

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

Income: Giving receipts in November were \$57K below budget. Despite this, YTD giving continues to be above budget. There is \$671K left in pledge receipts and \$120K of budgeted contributions without pledge (part of Misc Income) to collect in December in order to meet our planned budget. YTD giving as a % of budget is on par with last year and 2018-2019. In 2020-2021, pledge receipts were slightly ahead at 85-86% of budget. Other income line items continue to be on budget or slightly ahead. The primary focus for year-end will be on outstanding pledges.

School Ministry Update: CDC Income has improved and was above budget for November. In November, the pre-school received a transfer of pre-paid tuition from its reserve account which will help balance the remainder of the year. We continue to expect to transfer funds from the Utting Estate Gift to help offset total lower revenue and higher operating expenses – with a goal of working toward break even monthly operations by the end of 2024.

Expenses: The activity within the church has been robust. YTD expenditures are currently \$335K over budget, of which \$220K is from the School Ministry overages and \$115K is from other ministry overages. The increased operating expenses from the School Ministry in 2023 are 66% covered by the NC Stabilization Grant. The balance of the overages are expected to be covered by an transfer from the Mary Utting Estate Gift.

Other ministry overages are primarily from Mission & Outreach (\$110K) with a large portion coming from the impact of the cancelled Holy Land Mission trip. Refunds are still being processed and we expect this impact be fully offset once reconciliations are complete. If needed, M&O has restricted funds available to help cover any increases in mission spending. YTD, Administration has seen increased expenses but this has been offset by other savings (primarily from reduced food expenditures).

Local grant support in November was focused on Covenant Impacts Charlotte. There was also support for Avery County Habitat Mission!

The Bottom Line: Year to Date, Net Income was negative (\$529K), which is slightly worse than the budgeted loss of (\$492K) that was projected for this point in the year (primarily due to timing). Our goal is to still generate a balanced budget, which will primarily rely upon fulfillment of 2023 pledges, contributions without pledge and planned transfers from restricted accounts. Thank you SO much for helping to make this a fantastic year at Covenant!

Balance Sheet Comments

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

Line 22: This primarily reflects net operating loss in November and transfer of reserve funds.

Lines 26 & 32: Reflects decrease in market value.

Line 28: Increase is due to payables not yet processed.

Line 33: Primary change was release of preschool tuition prepayments and CDC financial aid, which was partially offset by a deposit to the administration fund.

Line 36: Reflects decrease in cash from November Net Loss.

COVENANT PRESBYTERIAN CHURCH 2024 Scheduled Meetings of Session

EVERY Sunday Session Meeting to receive New Members	10:30 am	Parlor – weekly
January		
5 Session Retreat – FRIDAY Night	6:30 pm	Mahlon Adams
6 Session Retreat - SATURDAY	9:00 am	Fellowship Hall
7 Ordination/Installation – SUNDAY	9:30/11:00 am	During Worship
24 Session Meeting – WEDNESDAY	7:30 pm	TBD
28 Annual Congregational Meeting – SUNDAY	10:30 am	Sanctuary
February		
3 Presbytery Meeting - SATURDAY	9:30 am	C. N. Jenkins
5 Session Agenda	6:00 pm	Zoom
10 Jemar Tisby – SATURDAY	9:30 am	Covenant
12 Session Meeting	7:00 pm	Peek Music Room
March		
4 Session Agenda	6:00 pm	Zoom
11 Session Meeting	7:00 pm	Peek Music Room
31 Easter Sunday		
April		
2 Session Agenda - TUESDAY	6:00 pm	Zoom
8 Session Meeting	7:00 pm	Peek Music Room
May		
6 Session Agenda	6:00 pm	Zoom
13 Session Meeting & Quest Examination	6:30 pm	Peek Music Room
21 Presbytery Meeting – TUESDAY	9:30 am	
June		
3 Session Agenda	6:00 pm	Zoom
10 Session Meeting	7:00 pm	Peek Music Room
July – No Session Agenda or Session Meeting		
August		
5 Session Agenda	6:00 pm	Zoom
12 Session Meeting	7:00 pm	Peek Music Room
17 Presbytery Meeting – SATURDAY	9:30 am	First-Concord PC
September		
3 Session Agenda – TUESDAY	6:00 pm	Zoom
9 Session Meeting	7:00 pm	Peek Music Room
October		
7 Session Agenda	6:00 pm	Zoom
14 Elder Dinner	6:30 pm	Fellowship Hall
29 Presbytery Meeting – TUESDAY	9:30 am	Sardis PC
November		
4 Session Agenda	6:00 pm	Zoom
11 Session Meeting	7:00 pm	Peek Music Room
December		
2 Session Agenda	6:00 pm	Zoom
9 Session Meeting & Elder Exams	6:30 pm	Peek Music Room

Church Offices will be closed the following holidays in 2024: January 1 & 15, April 1, May 27, June 19, July 4, September 2, November 28-29, and December 25-26 and January 1, 2025.

**Covenant Presbyterian Church
Session Information Item
Summary**

Subject: Clerk Communications

From: Mark Folk, Clerk

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

- Unified Mission and Giving