

Covenant Presbyterian Church
Meeting of Session
Monday, September 12, 2022
7:00 pm
CONSENT AGENDA

ACTION ITEMS

1. Approval of August 8, 2022 Session Meeting Minutes (pp. 2-3). Tommy Lawson, Clerk of Session, moves that the minutes of this meeting be approved as written.
2. Approval of Called Session Meeting Minutes from August to receive new members (p. 4). Tommy Lawson, 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. August 2022 Treasurer's Report (pp. 7-8)
2. CDC Report (p. 9)
3. Clerk's Communications (p. 10)

FUTURE EVENTS

- September 18 Congregational Meeting, 10:30 a.m. Sanctuary
- October 2 Arts Task Force listening session, 9:30 a.m. Fellowship Hall
- October 10 Elder Dinner, 6:00 pm gathering, 6:30 p.m. dinner
- October 12 Arts Task Force Listening Session, 6:30 p.m. Fellowship Hall
- October 25 Presbytery Meeting, 9:30 a.m. Rocky River PC
- November 14 Session Meeting, 7:00 p.m.
- November 20 Commitment Sunday

**COVENANT PRESBYTERIAN CHURCH
MINUTES OF THE SESSION MEETING
AUGUST 8, 2022**

Call to Order and Opening Prayer – Bob Henderson, Moderator

Bob called the meeting to order at 7:02 p.m. via Zoom and opened by thanking staff and Session for their leadership during his planned sabbatical.

Determination of Quorum and Adoption of Agenda

The moderator declared that a quorum was present. The agenda and consent agenda were adopted as written.

Administration – No report

Personnel – Hugh Gaither, Chair

Hugh reported on two items:

- Pastoral resident Molly Smerko is leaving to serve at New Hope Presbyterian Church in Raleigh. We are grateful for her time at Covenant and will celebrate with her after the service on Aug. 21.
- The Personnel Committee approved a change in the structure of the Communications Department to better serve the needs of the church. Going forward, we will have two positions – communications director and communications manager – versus the three we have today. We will consolidate the duties of the social media manager into these two positions.

Planning and Evaluation – No Report

Ministry Reports:

Congregational Life – Lecia Horne, Chair

Lecia said that Open Table will return on Sept. 7 under the leadership of Johnny Gomillion, who was recently appointed Food Service manager. Pastoral Resident Serenitye Taylor reminded Session of the Fall Forward with Covenant congregational retreat on Sept. 10 from 9 a.m. to 2 p.m. at Anne Springs Close Greenway. Registration is now open for what promises to be a fun-filled event with hiking, crafts, games, food, and worship.

Education – Carla Haughton, Chair

Carla reported that the summer education programs have been very successful.

- More than 50 children attended each of the two summer preschool camps in June and July.
- Vacation Bible School started on Aug. 8 with more than 100 participants and 30 volunteers.
- The young adults have been busy with their service project at McCreesh Place and are looking forward to their retreat Oct. 21-23 at Lake Lure.

Engagement – Lucy Butler, Chair

Lucy said the summer weekly fellowship in the Welcome Center (10-11 a.m.) has been going well and will continue through August. She also said the committee will recruit volunteers to help write notes to each Covenant household in late August about Fall activities.

Mission and Outreach – Stephanie Guffin, Chair

Stephanie said the summer interns completed their service Aug. 5. Lucy Crain reported on the successful Kenya trip in June in which the group got to meet with school officials and students. She said that things are going very well and that Covenant's support continues to make a big difference. Tim Kendrick reminded Session of the mission trip to Reynosa, Mexico, in October, and Nikki Zimmerman said Covenant's Civil Rights tour to Mississippi and Alabama will happen Oct. 13-16.

Worship – John Longshore, Chair

John thanked those who helped with outdoor communion on Aug. 7. Grace Lindvall described changes to the 11 a.m. Fellowship Hall service starting Sept. 11. The service primarily will be focused on children and families to provide faith development through worship. She said children will actively participate in the service, including helping to lead prayers and sermons.

Clerk's Report – Tommy Lawson

Tommy said Ashley Roehrig (chair) John Downs (vice chair) have done a great job leading the Elder Nominating Committee. Session approved a motion to call a congregational meeting on Sept. 18 at 10:30 a.m. in the Sanctuary to elect new Session members. Tommy said once the new members are elected, the Committee on Assignments will meet to determine committees for next year. Tommy thanked staff for their great work during Bob's sabbatical and said the next Session meeting will be in-person on Sept. 12 at 6:30 p.m.

Old Business/New Business

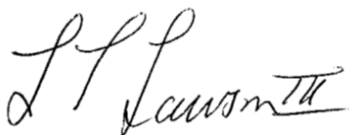
Staff Announcements/Pastoral Concerns

Bob and Katherine shared celebrations and concerns.

Closing Prayer

Katherine closed with prayer, and the meeting was adjourned at 8:14 p.m.

Respectfully submitted,



Tommy Lawson, Clerk



Robert W. Henderson, Moderator

Covenant Presbyterian Church

Called Session Meeting August 14, 2022

Covenant held one Called Session Meeting for the purposes of receiving new members. Lora Borrelli introduced the following new members and information:

August 14, 2022

Karen Bingaman	Transfer Letter--Grace Presbyterian Church, Fort Mill
Emily Sharpe	Reaffirmation of Faith
Greg Sharpe	Reaffirmation of Faith
Laura Starr	Transfer Letter--St James Episcopal, Baltimore MD
Conor Starr	Transfer Letter--Corpus Christi Catholic Church, Chatham, NJ

Active (confirmed) members as of 8/31/22: 2546

2022 new members as of 8/31/22: 81

2022 new affiliate members as of: 8/31/22: 0

New members since last report: 5

2022 transfers as of 7/31/22: 16

2022 deaths as of 7/31/22: 16

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

Respectfully submitted,



Tommy Lawson, Clerk



Robert W. Henderson, Moderator

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

Removed from Active Roll Per Request

<u>Name</u>	<u>Transferred to:</u>
Meg Taylor	remove per request--transferred to another Clt church
Stephen Taylor	remove per request--transferred to another Clt church
Jordan Pinto	remove per request--moved to West VA
Kathryn Pinto	remove per request--moved to West VA

**Covenant Presbyterian Church
Session Action Item
Summary**

SUBJECT: September, October and November Baptisms

DATE: September 12, 2022

Report From: Baptism Committee

Chair: Walker Doermann

Background: Baptism must be approved by the Session.

Process to Date: Parents requested that their children be baptized in September, October and November.

Budget Impact: None

Actions Taken or Recommendation: The Baptism Committee, with the support of the Ministry of Worship, recommends approval of the following baptisms at Covenant in September, October and November:

Sunday, September 25, 2022 at the 9:30 worship service in the Covenant Sanctuary
Sloane Broughton Thomas, child of Meredith and Lee Thomas

Sunday, October 9, 2022 at the 11:00 worship service in the Covenant Sanctuary
Owen Robert Williams, child of Dana and Mark Williams

Sunday, November 13, 2022 at the 11:00 worship service in the Covenant Sanctuary
Virginia Gavigan Bender, child of Rachel and Michael Bender

Motion: Motion to approve the baptisms of Sloane Broughton Thomas, Owen Robert Williams, Virginia Gavigan Bender, in September, October, and November 2022.

Covenant Presbyterian Church

Monthly Financial Comments August 2022

Income Statement Comments

The main impacts to the August Income Statement are outlined below; comments carried forward from prior months are noted.

Income: Year-to-date pledge receipts (Line 1) continue to trend under budget for the year by (\$121,221). This is the highest variance to our year-to-date budget. The largest improvement in income continues to come from Preschool receipts (Line 8) due to increased registration and summer programming. In addition to pledge receipts, the primary impacts to the income shortfall were the Misc. Contributions (Line 2) and CDC (Line 7). Continuing from last month, receipt of prior year pledges and loose offering were both less than budgeted. The CDC income is also unfavorable to budget due to less than full enrollment. Youth Trips (Line 9) show a large variance to budget this period due to some high school trips begin cancelled due to low interest.

Expenses: With underspending on many line items, several ministries improved their position from prior months. While still unfavorable to budget, Worship (Line 11) has been able to offset prior over expenditures in Contemporary Worship by spending less than budgeted for Traditional Staff Singers. Two donations have also been transferred to Worship to cover equipment costs. Administration (Line 17) continues to be negatively impacted by the insurance increase from sanctuary kitchen fire, as well as higher than budgeted expenses on telephones and digital/print.

The largest positive variances to budget came from Education (Line 15), and Personnel (Line 21). The cancellation of high school mission trips—mentioned above as income impact—and their associated budgeted expenses are reflected as savings. Continuing from previous periods, less than budgeted expenses for Personnel Support Staff also contributed to the savings.

The Bottom Line: Net Income through August was forecasted to be (-\$75,036) and actuals were lower at (-\$163,183), performing below budget by a total of (\$88,147). The lower than budgeted ministry expenses mentioned above were unable to fully offset the underperformance of pledge receipts.

Balance Sheet Comments

Significant changes in the Balance Sheet as of August 31, 2022, as compared with July 31, 2022, were as follows:

Line 22: Reflects the lower donations for month of August.

Lines 26 & 32: Reflects a positive reversal in market performance for the period.

Line 36: Partially reflects expenditures associated with the Rec Wing HVAC controls upgrades

Covenant Presbyterian Church					08/31/22					
					Y-T-D Actual as % of Annual Budget					
INCOME STATEMENT	YTD Budget	YTD Actual	YTD Variance	Annual Budget	2022	2021	2020	2019	2018	2017
Income:										
1 Pledge Receipts	\$ 2,020,700	\$ 1,899,479	\$ (121,221)	\$ 3,285,000	58%	64%	68%	61%	59%	60%
2 Misc Contributions	\$ 211,389	\$ 175,966	\$ (35,423)	\$ 423,000						
3 Investment Income	\$ 296,800	\$ 296,838	\$ 38	\$ 300,700						
4 Other Receipts	\$ 17,000	\$ 11,264	\$ (5,736)	\$ 35,000						
5 Food Service	\$ 45,000	\$ 36,798	\$ (8,202)	\$ 82,000						
6 Recreation Wing Re	\$ 31,105	\$ 39,936	\$ 8,831	\$ 94,500						
7 Child Development	\$ 740,000	\$ 705,308	\$ (34,692)	\$ 1,147,500						
8 Preschool Receipts	\$ 128,900	\$ 145,345	\$ 16,445	\$ 219,300						
9 Youth Trips	\$ 51,750	\$ 23,650	\$ (28,100)	\$ 76,150						
10 Adult Trips	\$ 45,400	\$ 31,015	\$ (14,385)	\$ 72,000						
Total Income	\$3,588,044	\$ 3,365,597	\$ (222,447)	\$5,735,150	59%	55%	56%	58%	59%	62%
Expenses:										
11 Worship	\$ 65,200	\$ 69,157	\$ 3,957	\$ 109,850						
12 Congregational Life	\$ 15,130	\$ 7,020	\$ (8,110)	\$ 30,950						
13 Engagement	\$ 4,650	\$ 4,638	\$ (12)	\$ 9,750						
14 Mission & Outreach	\$ 382,664	\$ 357,731	\$ (24,933)	\$ 618,000						
15 Education	\$ 114,888	\$ 69,219	\$ (45,669)	\$ 148,750						
16 Preschool	\$ 176,850	\$ 168,790	\$ (8,060)	\$ 308,000						
17 Administration	\$ 383,148	\$ 405,962	\$ 22,814	\$ 615,000						
18 Food Service	\$ 35,100	\$ 29,538	\$ (5,562)	\$ 69,500						
19 Recreation Ministri	\$ 22,270	\$ 22,850	\$ 580	\$ 31,260						
20 Child Development	\$ 695,880	\$ 670,304	\$ (25,576)	\$ 1,136,880						
21 Personnel	\$ 1,767,300	\$ 1,723,573	\$ (43,727)	\$ 2,657,210						
Total Expenses	\$3,663,080	\$ 3,528,780	\$ (134,300)	\$5,735,150	62%	53%	52%	62%	63%	64%
Net Income	\$ (75,036)	\$ (163,183)	\$ (88,147)	\$ -						
BALANCE SHEET		August	July	Change						
Assets:										
22 Truist Checking/Savings		\$ 1,520,756	\$ 1,864,628	\$ (343,872)						
23 M&F, Towne, WF Holding & Rosebr		\$ 1,884,389	\$ 1,884,851	\$ (462)						
24 Petty Cash		\$ 350	\$ 350	\$ -						
25 Accounts Receivable and Advances		\$ 31,061	\$ 41,030	\$ (9,968)						
26 Endowment Fund Mkt Value		\$ 15,207,967	\$ 14,457,806	\$ 750,161						
27 Real Estate Funds		\$ 2,025,000	\$ 2,025,000	\$ -						
Total Assets		\$20,669,523	\$20,273,664	\$ 395,859						
Liabilities:										
28 Accounts Payable and Misc. Accrua		\$ (51,986)	\$ (15,127)	\$ (36,859)						
Total Liabilities		\$ (51,986)	\$ (15,127)	\$ (36,859)						
Fund Balances:										
29 Donor Advised		\$ 356,803	\$ 359,403	\$ (2,600)						
30 Infrastructure Fund/Cornerstone In		\$ 60,177	\$ 134,282	\$ (74,105)						
31 Payable to Endowment Corpus		\$ 450	\$ 9,510	\$ (9,060)						
32 Restricted End/Cornerst & Real Est		\$ 17,232,967	\$ 16,482,806	\$ 750,161						
33 Restricted Funds		\$ 2,465,908	\$ 2,477,034	\$ (11,126)						
34 Non-Budgeted Benevolences		\$ 62,007	\$ 42,957	\$ 19,050						
35 Section 125 Plan		\$ (3,025)	\$ (3,425)	\$ 400						
36 Genl Fund Balance		\$ 387,611	\$ 625,826	\$ (238,216)						
37 Columbarium		\$ 59,360	\$ 60,760	\$ (1,400)						
38 Reserve Fund Balances		\$ 99,252	\$ 99,638	\$ (386)						
Total Fund Balances		\$20,721,509	\$20,288,791	\$ 432,718						
Total Liab. & Fund Balances		\$20,669,523	\$20,273,664	\$ 395,859						

Covenant Presbyterian Church

CDC Report

As we kick off the new school year, things are brighter than ever at Covenant's CDC (the Center). It feels as if the Center has finally found its stride and is fulfilling the bold mission that Covenant Presbyterian Church originally outlined for the Center. This summer, Covenant's Mission/Outreach Ministry was able to connect the Center with a Ukrainian refugee family. After the child participated in summer preschool programs, the child was enrolled at the Center.

It is wonderful to see joy in the classrooms, smiles on teachers' faces, and peace among the minds of parents. Below is an overview of where the Center stands:

Staffing: We continue to stay competitive with our recruiting and hiring packages (pay, benefits, etc.). Thanks to the diligent work of Covenant's Director of Schools, Janice Price, we currently have **22 members on staff**, with three openings. It is worth noting, prior to Janice joining the Center on April 4th, we had 14 staff members (including the Director and Assistant Director).

Enrollment: We currently have **71 of our 88** seats filled. With the new school year came a big enrollment push, which allowed us to welcome 19 new families in the Covenant CDC family. More families are scheduled to join after the first of the year. We have also welcomed lots of Covenant church member families during this time frame.

Financial Assistance: We currently have **21 of our 22** financial assistance (FA) seats filled! With the help of our FA sub-committee and the hard work of Janice, we have refined and simplified the FA application process. Given our recent success in filling these seats, the new process is proving to be a success!

Financials: Total Year to Date as of August 31, 2022

	Plan	Actual	Variance to Plan
Income	\$740,000	\$705,308	\$(34,692)
Expenses	\$695,880	\$670,304	\$(25,576)
Net	\$ 44,120	\$ 35,004	\$ (9,116)

**Covenant Presbyterian
Church Session Information
Item Summary**

Subject: Clerk Communications

From: Tommy Lawson, Clerk

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

- Union Presbyterian Seminary