



**STATED MEETING OF SESSION
New Hope Presbyterian Church (EPC)**

**Tuesday: September 24, 2019 (6pm- RM 212)
Minutes**

Session (Elders)

Teaching Elders:		Pastor Eddie Spencer	P		
Class of 2019		Class of 2020		Class of 2021	
Carlton Anderson	P	David Carpenter	Ea	Bill Ashton	P
Scott Connell	EA	Bill Enslin	P	Steve Boutelle	P
Jason Harre	EA	Art Hunkins	P	Al Frees	P
John Nord	P	Pat Mehaffie	P	Randy Hincks	EA
Bill Roeder	EA	Signe Pagel	P	Jeannie Martin	P
Kathy Scharlau	EA			Alice Stanley	P
Ed Harger (Staff)	P	Chuck Knox (Treas)	P	Quorum:	Yes
P=Present, EA= Excused Absence, A=Unexcused Absence					

1. Opening Prayer : Art H.
2. Devotion (Pastor Eddie): Expanding on the Importance of understanding our New Hope Vision. (see attachment)
3. Deacons Ministry presentation (Doug Keno):
 - a. Doug updated us on the Ministry of Visitation, letter and card correspondence. He encouraged all of us to sign up as part of the Visitation Group. He explained how this works in order to provide prayerful contact with those who requests a visit.
4. Clerk of Session Report
 - a. **MSC (Bill E/Al F/Unanimous)** to approve the change to the August minutes to reflect a new Congregational meeting schedule. (See attachment)
 - b. **MSC (Steve B/Alice S/Unanimous)** to approve the Revised August minutes as presented. (See attachment)
 - c. **MSC (Signe P/Carlton A/Unanimous)** to approve the Special Congregational Meeting Minutes (see attachment)
 - d. **MSC (Pat M/John N/Unanimous)** to approve the removal of certain members as presented (see attached Rpt09H). Note: Only those on the list that have a Hold Date of 25Sept2018 and do not have a (Hold) next to their name.
 - e. **MSC (Carlton A/Bill A/Unanimous)** to approve the membership statistical report (RptMS01) as presented. (See attachment)
 - f. **MSC (Pat M/Al F/Unanimous)** to approved Bob Welsh to replace Dave Carpenter for the October Presbytery meeting. Keep Dave in our prayers as he will be undergoing some surgery that day.
5. Personnel Council (Bill E): Bill explain the attachment.

6. Financial reports (Chuck Knox): Chuck noted with extrapolating Revenue and Expenses to the end of 2019, we will probably be running a slight deficit for the year.
Lord willing, we are looking for a breakeven at the end of the year.
7. Finance Ministry (Chuck Knox):
 - a. The Finance team recommendation for accelerating the payoff of the mortgage
After some discussion, **it was MSC (John N/Signe P/Unanimous)** to approve Randy's recommendation to update the congregation on the status of the Mortgage reduction. (See attachment)
8. Property Committee (Ed Hager): Ed updated us on the items as they appeared on the attachment.
9. Other Council/Ministry Status Updates and/or Reports:
 - a. Youth and Student Ministries report: Jordan Bates
Steve B update us on the attached report from the Student ministries and how well things are going with that ministry. We need to continue to uphold Jordan in our prayers and provide her with whatever support is needed.
Also, we may have candidate for the position of Assistant Director of Student Ministry (Too early to tell).
 - b. Children Ministries report: Debbi Norris
 - c. Mission/Outreach Council minutes: Jim Mayer
 - d. Deacon's Minutes: Jill Ritterbusch
10. Old Business:
 - a. Art H.- Revised By-laws for Session review and approval.
Still in a review process.
11. New Business: None
12. Tabled Items:
 - a. Review of potential Outreach opportunities (with new housing being built next door, etc.) It was the consensus to further explore this opportunity that the Lord has laid before us. We had some general conversation as to what could be done here.
 - b. Status on: A policy and/or guideline on handling investments (Tabled until further notice).
13. The meeting was closed in prayer by: Alice S.

Next Session meeting is scheduled for Tuesday, Oct 22nd at 6:00pm

Note: Don't forget our season of prayer at 5:45pm

Respectfully submitted,
Pastor Eddie, Moderator

Art H., Clerk of Session



Sept 4, 2019

To: All Elders (via an email)

From: Art Hunkins, Clerk of Session

RE: To revise the August minutes in order to reflect a change of schedule
(See below)

Greetings in the Name of our Lord and Savior,

In order to get a revised schedule out to the Congregation ASAP, a vote needs to be taken to revise the Session minutes on Item# 3.c concerning the Nominating committee and the schedule for our upcoming Congregational Meetings.

Please read the following motion and reply back to me your Yes or No vote.

Due to the fact the nominee for Associate Pastor will be preaching on Sunday, Sept 15th, the previously announced schedule for our congregational meeting(s) has been revised.

The new schedule for our Congregational meetings is as follows:

- **Sunday, Sept 22nd - Vote on the nominee for Associate Pastor**
- **Sunday, Sept 29th- Vote on electing the Nominating Committee for Elders, Deacons and Trustee.**
- **Sunday, Dec 8th- Vote on the slate of officers (Elders, Deacons and Trustee) as presented by the Nominating Committee.**

It is import that we get your vote back to me ASAP.

Note: the disposition of this motion will be ratified at our next Session meeting.

Please let me know if you have any questions.

Looking forward to your response.

Shalom

Art, Clerk of Session

Out of a possible 17 Elders there was a return of 15 Elders. All voting yes for the change.



New Hope Presbyterian Church (EPC)

RptMS01- Monthly Membership Statistics for: August 2019

Active Membership as of the Beginning of Month		1,051
New Members this Month	0	
Membership (Unadjusted)		1,051
Membership Removals for the Month		
Members Deceased this Month	1	
Members Transfer Out this Month	0	
Members- Session has Approved to Remove	0	
Total Removals for this Month		-1
** Total Active Members as of the End of Month		1,050 **
<hr/>		
Active Affiliates as of the Beginning of Month		35
New Affiliates this Month	0	
Affiliates (Unadjusted)		35
Affiliate Removals for the Month		
Affiliates Deceased this Month	0	
Affiliates Transfer Out this Month	0	
Affiliates- Session has Approved to Remove	0	
* Total Removals for this Month		0
** Total Active Affiliates as of the End of Month		35 **
*** Total Active Membership:		1,085 ***

Prepared by the Church Admin Office 15-Sep-19

Mission Council Meeting

August 12, 2019 at 6 pm

Present: Robin Flanagan, Art Hunkins, Bonnie Hunkins Jim LaRue, Jim Mayer, Veronica Towe, Bob White

Absent: Bill Ashton, Pam LaRiviere, Olivia Myers, Ken Seim

The meeting was called to order at 6 pm by Jim Mayer, Missions Coordinator.

Bob White led a discussion on *The Sending Church*, pages. 91-120, stressing the point that missions is global but needs to start locally and partnerships need to be developed.

The following Partners were prayed for:

- ESL as the new classes begin
- Emily Franz for safe travel as she leaves on a trip to SE Asia to provide medical help and for the receptivity of the people she is there to help.
- Colonial Elementary as the school year begins, for the prayer gathering early on 8/15 and for the bi-monthly opportunities to bless the teachers at the Teacher Appreciation meals.
- Lance & Elizabeth Edwards for wisdom as they cope with dire conditions in Zimbabwe and for Elizabeth's work at the hospital.
- Jon & Kristi Nykamp as Jon runs the summer youth program, for a guard who is ill, for Cornelia and Werner who are joining them for six months, and for Kyle and Sarah (teachers) who are raising support.
- Jesse Frame as he recovers from surgery.
-

A motion was made by Robin Flanagan, seconded by Veronica Towe and unanimously passed to approve the July minutes.

OLD BUSINESS:

- The Mission Table and schedule was reviewed, and the following dates were added:
 - Stephen's Ministry – 2nd and 4th weeks of October
 - OCC – 3th week of October
 - Lifeline - 2nd week of November
- The Partner Reviews and budget were passed out to the members to take home. They were asked to read over them and be ready to discuss them at the next meeting.

NEW BUSINESS:

- A motion was made by Jim LaRue, seconded by Art Hunkins and unanimously passed for Jim Mayer to fill the position of Missions Coordinator.
- There will be a dinner with the Nykamps on Saturday, September 14, at 6 pm. We will sell tickets for \$7.00 per adult (children and ECHO Interns will be free). The meal will be from Mission BBQ and Veronica Towe will pick it up. The Nykamps will give a short presentation after dinner. Jim will check on where the Nykamps are staying.
- There will be a gathering for the Missions Council with the Nykamps on Sunday, September 15, at 6 pm at Ken Seim's house.
- Verity Gala is on Friday, November 1. It is free, but you need to RSVP. Also, they are still looking for a man to run the Men's Ministry.
- A motion was made by Jim LaRue, seconded by Veronica Towe and unanimously passed to buy \$200 worth of books for the Bodens from their Amazon Wish List.

- WeCare requested bus tickets and a motion was made by Veronica Towe, seconded by Bonnie Hunkins and unanimously passed to buy \$200 worth of bus tickets for them.
- We are responsible for a Teacher Appreciation Meal for Colonial Elementary teachers in October. This will be finalized at the next meeting.
- Jim Mayer proposed that the Missions Council encourage the Sunday School classes to sponsor meals for the needy (possibly through WeCare). This was left for further discussion at the next meeting.
- Jim Mayer will meet with Nathan Struble from In Better Hands (Thailand) although the council's position is to not add new missionaries at this time. He will find out Nathan's relationship with the Griffiths.
- Bonnie Hunkins will order 600 Operation Christmas Child shoeboxes for this year.
- Robin Flanagan will do the devotional from *The Sending Church* , pages 121-144.
- Jim Mayer polled the Mission Council and they approved Robin Flanagan to be added to the Executive Committee.

The meeting was closed in prayer by Jim Mayer at 7:18 pm.

Respectfully submitted,
Bonnie Hunkins
Secretary

New Hope Property Council 9 - 10 -19 Minutes

- Members Present - Ed Harger, Scott Connell, Dave Milligan, John Hoving, Al Staffon, Bob Ritterbush, Ken Seim, Chris Rutherford, Chris Bundschu
- Opening Prayer - Chris Bundschu
- Presentations - Bill Hooth, Community Garden Request
Echo and Brian Flanigan would assist with Community Garden Intern
Hopefully would involve Brittany Apts and Colonial Elem
Size is flexible, Maybe 30' x 30', Need Land, Water and Fence
Council willing to assist, but not manage, maintain or operate
- Chris Rutherford, Safety Team Leader
Starting Wednesday Night Safety Team, needs more volunteers
Concerned about music room door, left open during services
Chris R and Chris B will meet with Choir Thur nite, a week
Propose Door unlocked at 8:30 and re-locked at 9:00 am
Ed will talk with Kevin about praise band
Consider using golf cart again for member transport and safety
- Financials - Slightly Under Budget Overall YTD
AC high YTD - Last Month Replacements
- Old Business - Ed's Report -
- Mattamy - Ed still working on wall berm, landscaping, mulching and plants repair
- Honda - Discussed N Access Improvements, lack of curb, sign damage
- Signage - Discussed additional signage, Ed getting US Sign proposals
Need Better Parking Lot Signs, Sandwich Signs
Ed getting US Sign New Pylon Sign Proposal
- Ladies Tea - Setup - Friday 9-20, 9 - 11 am
Event & Clean Up - Saturday, 9-21, 12:30 - 4:30 am
- Organ - Installation first week of October
Ed will call for help as needed
- New Business -
- Scott - Meeting and Storage Space Building Planning
Need Meeting Space, Have 80% Sunday School Participation
Discussed 6,000 SF building and site planning options
Dave Milligan will prepare a preliminary site plan to move forward
- Next Work Day - Ladies Tea September 20 & 21
- Next Meeting - October 8 at 6 pm
- Closing Prayer - Scott Connell

Student Ministry Report for September

- SoulStation for students on Sunday mornings has continued to grow; we are using LIVE's "Journey to Freedom" curriculum and students seem to be well receptive to it. We've been averaging 60-65, and need additional adults to volunteer during this hour.
- Common Ground on Wednesday nights kicked off September 4, and there were 139 total people (104 of those were students); many of our regular students brought friends and leaders have been following up since then. We are in the middle of a series on habits for spiritual growth. This is intentional based on New Hope's vision frame, hopefully helping students grow in their spiritual appetite and commitment to community (two measures in our vision frame).
- Contact work with students is ongoing.
- The ADSM committee currently is struggling to find candidates. Steve Boutelle, the chairman of the committee can give further updates as needed.
- URGENT needs for October:
 - **an adult female to co-lead the small group of 7th grade girls on Wednesday nights with Kellie Witenko**
 - adult volunteer helpers and teachers for Sunday mornings at SoulStation 9:30-10:30am (I expect we'll average 60-70 students every Sunday this fall and will need more than just 3-4 adults helping out)

Submitted by Jordan Bates

Children's Ministry Report September 2019

X-Treme Team began with 67 children! Kids had a great time and learned what a parable is. This year we are learning many of the parables Jesus taught about God's Kingdom.

The team discussed creating a volunteer culture. One plan is to have occasional gatherings for appreciating children's leaders, helpers and support. The next appreciation is scheduled for Sunday, November 3rd after worship with family. We hope to cook out and hang out.

New Hope Presbyterian Church of SWFL, Inc.

Balance Sheet

As of August 31, 2019

09/16/19

Cash Basis

	Aug 31, 19
ASSETS	
Current Assets	
Checking/Savings	
11001 · Busey Operating	93,100.86
11005 · Finemark Checking	294,112.35
11009 · Petty Cash	200.00
Total Checking/Savings	387,413.21
Total Current Assets	387,413.21
Fixed Assets	
13003 · Office Equipment	48,969.44
13101 · Land Acquisition	2,451,549.32
14101 · Pre-Project Capital Costs	146,401.37
15101 · New Building Costs	7,720,447.97
19101 · Accumulated Depreciation	-72,739.56
Total Fixed Assets	10,294,628.54
TOTAL ASSETS	10,682,041.75
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
22001 · Federal Tax Payables	377.22
22002 · FICA/Medicare Payables	-177.22
22101 · Retirement/IRA Payable	401.17
Total Other Current Liabilities	601.17
Total Current Liabilities	601.17
Long Term Liabilities	
24001 · Capital Building Mortgage	625,079.28
Total Long Term Liabilities	625,079.28
Total Liabilities	625,680.45
Equity	
30001 · General Fund	149,282.50
31001 · Amortized Capital Reserve Fund	50,000.00
31201 · Operational Contingency	8,221.00
31301 · Land/Facilities/Equip/Furnish	9,669,664.26
31401 · Campus Debt Reduction Fund	42,960.70
32001 · Worship Fund	
32101 · Worship/Music Fund	1,490.98
32201 · Organ Fund	55,294.46
32301 · Memorial Fund	1,862.97
Total 32001 · Worship Fund	58,648.41
32899 · Retained Earnings	6,250.00
33001 · Preschool Fund	199.63
34001 · Kid's Ministry Fund	
34101 · Kids Ministry General	7,295.97
34201 · Kids Sunday AM Offering	83.46
34301 · Kids Special Projects/Events	54.92
34501 · Kids Camp KidJam	291.76
Total 34001 · Kid's Ministry Fund	7,726.11
35001 · Student Ministry Fund	
35101 · Student Ministry General	2,707.21
35201 · Student Events	1,351.32
35202 · Student Projects	268.35
35301 · Student Retreat	542.00
35401 · Student MS Trip	-2,300.00

4:50 PM

New Hope Presbyterian Church of SWFL, Inc.

09/16/19

Balance Sheet

Cash Basis

As of August 31, 2019

	<u>Aug 31, 19</u>
35402 · Student HS Trip	3,861.59
35411 · Student Trip Scholarship	1,353.89
Total 35001 · Student Ministry Fund	7,784.36
36001 · Adult Class Funds	
36102 · Adult New Community Class	2,580.42
Total 36001 · Adult Class Funds	2,580.42
36201 · Womens Ministry Fund	
36211 · COF World Mission	1,099.53
36212 · COF Deborah Circle	91.38
36214 · COF Lois Circle	1.07
36215 · COF Rebekah Circle	15.00
36231 · Womens Retreat Registrations	450.93
36232 · Womens Retreat Donations	399.23
36401 · Women Ministry Events	2,260.00
Total 36201 · Womens Ministry Fund	4,317.14
36301 · MOPS Fund	
36311 · MOPS AM	9,924.49
36321 · Moms @ Night	2,389.79
36331 · MomsNext AM	2,785.60
Total 36301 · MOPS Fund	15,099.88
37001 · Missions Fund	
37101 · Local Ministries General	1,298.92
37111 · Local Colonial Elementary	521.56
37121 · Local Brittany Apartments	1,789.68
37131 · Local Dunbar Booster Club	6,082.62
37141 · Local Dream Center	200.00
37301 · Supporting Ministry Fund	3,012.61
37311 · Supporting Edwards Scholarship	567.00
37321 · Supporting Mission Kid Care	375.00
37501 · Outreach Ministry Fund	20,255.15
37511 · Outreach ECHO	1,710.00
37711 · Mission Trips Scholarships	1,705.76
37801 · Mission Projects	1,452.12
Total 37001 · Missions Fund	38,970.42
38011 · Care & Compassion Fund	22,409.09
38201 · Single Moms Ministry	3,975.00
38901 · Memorial Garden Perpetual Care	31,228.04
Net Income	-62,955.66
Total Equity	10,056,361.30
TOTAL LIABILITIES & EQUITY	10,682,041.75

New Hope Presbyterian Church of SWFL, Inc.
Profit & Loss Budget vs. Actual General Fund
August 2019

09/16/19

Cash Basis

	Aug 19	Budget	Jan - Aug 19	YTD Budget	Annual Bud...
Ordinary Income/Expense					
Income					
40000 · General Budgeted Income	129,699.84	127,423.40	1,205,612.22	1,303,859.18	2,105,841.00
40011 · Interest Income	426.87		3,823.50		
42000 · Worship	345.00		2,587.50		
44100 · Kids Ministry	10.00		10,182.51		
45000 · Student Ministries	0.00		599.05		
46000 · Adult Ministry	0.00		1,986.00		
46200 · Womens Ministry	400.00		2,613.00		
46500 · Mens Ministry	0.00		2,696.39		
46600 · Family Ministries	0.00		15.00		
46800 · Hospitality	0.00		1,054.00		
48001 · BizNet Income	240.00		240.00		
49001 · Miscellaneous Income	0.00		0.00		
51000 · Missions	109.00		1,492.00		
58100 · Caring Ministries	0.00		590.00		
58500 · Deacons Ministry	0.00		150.00		
Total Income	131,230.71	127,423.40	1,233,641.17	1,303,859.18	2,105,841.00
Expense					
62000 · Worship/Music	1,006.55	0.00	18,919.96	20,300.00	20,300.00
63000 · Christian Education	12,233.64	0.00	74,086.79	106,700.00	106,700.00
66800 · Hospitality/Fellowship	582.87	0.00	8,367.06	11,800.00	11,800.00
70000 · Missions & Outreach	30,282.36	0.00	125,622.15	202,500.00	202,500.00
78100 · Care Ministries	2,083.33	0.00	18,800.51	28,100.00	28,100.00
78500 · Deacons	151.10	0.00	1,520.50	2,950.00	2,950.00
79000 · EPC Support	4,940.06	0.00	35,684.93	48,000.00	48,000.00
88000 · Facilities & Campus	12,802.41	0.00	123,903.00	202,900.00	202,900.00
88500 · Administration	22,540.99	0.00	91,385.19	150,350.00	150,350.00
89001 · Mortgage Principal and Interest	14,000.00	0.00	112,000.00	168,000.00	168,000.00
90000 · Personnel	76,921.89	0.00	683,759.44	1,164,241.00	1,164,241.00
Total Expense	177,545.20	0.00	1,294,049.53	2,105,841.00	2,105,841.00
Net Ordinary Income	-46,314.49	127,423.40	-60,408.36	-801,981.82	0.00
Net Income	-46,314.49	127,423.40	-60,408.36	-801,981.82	0.00

Sept. 24, 2019 Session Meeting – update from Personnel Council

The following items are updates from September:

- Clarify the Position Title for Gregg Meserole related to Presbytery – after some discussion it was agreed upon to use “ Pastoral Administrator”. Gregg and Brad are to adjust payroll specifics.
- Review of the NHP Employee Evaluation Form - as proposed by Gregg – agreed that Gregg would utilize the “Basic Form” in October. During the summer Gregg will utilize the proposed Detailed Form.
- New Members to Council: additional and replacements for 2020 are being considered at this time.
- Update on Job Descriptions - suggestions made for the standardization of Descriptions. Developed the standard topics list and additional specific Description details shall be included as an addendum.
- A new Receptionist / Office Manager has been hired and began Monday Sept. 25; her name is Jessica Cribbett.