

SUMMARY OF STATED SESSION MEETING
COVENANT PRESBYTERIAN CHURCH
SHERMAN, TEXAS
January 19, 2012

TREASURER'S REPORT

For the year to date through December 31, 2011, Covenant has received \$373,821 total income and has incurred \$374,023 of expenses, which results in a net shortfall of \$202 for the year. This figure does not include \$5,136 of Preschool's income over expenses which were zeroed out at year-end.

The year end balance sheet includes a new account, Accounts Payable-Misc. This account was created to accrue \$1,030 of expenses that were purchased in 2011, but will appear on the credit card statement for January 2012. These items need to be reflected in 2011 in order to be attributed to the correct budget.

\$281,277 has been spent on the Annex Building as of 12/31/11. \$218,123 of funds is still designated to be used on the Annex Building.

The proposed budget was reviewed with the session. The changes from the prior budget were due to the Property Budget being changed for the operation of the Annex Building in 2012. These numbers are estimates due to our not knowing for certain the exact cost that will be incurred.

CLERK'S REPORT

Minutes of the Stated Meeting of December 17, 2011, were approved. Correspondence received was routed to the proper person or committee. No membership changes.

The annual statistical report was late, but the form had just been posted on the internet. The Clerk and secretary Jamie Stephens will work on preparing the report and presenting it to the session at the next meeting for approval.

The minutes for 2011 are likewise being prepared for review by the clerk and secretary Stephens. The review is February 12th at 2:30 p.m in Bonham, Texas.

There was discussion of record keeping and what logs the session wants to keep in view of the fact that not all records we have traditionally kept are required. It was decided that the Baptized Members Roll, Active Members Roll and Affiliate Members Roll would be kept and that a decision on the optional registers would be made at a later time.

Session discussed the distinction between administrative policies and guidelines. It was also discussed that those distinctions would be made clearer in the writing of the new church operations manual, work that is just being begun by the now appointed chair of the process.

A brief report was made of the progress of the design of the new logo.

PASTOR'S REPORT

Neill stressed the importance of the session minutes and asked the members to read them when they became available. He also asked that only action items be brought to the session from the committee meetings and that members call the church office, him or the clerk if not able to attend a session meeting.

The schedule of the committee meetings was discussed and it was decided to change them from the 2nd and 3rd Thursdays of the month to the 3rd and 4th Thursdays. Such a change would allow the finance committee and treasurer Nickie Harrison more time to see and analyze the bank records before having to report on them at the meetings. Such a change was approved beginning in February, 2012.

Neill reported that he continues to meet with the Tuesday night group where he is doing the Crazy Uncle series. The group which has been meeting on Sundays is not meeting currently.

Neill reported that the Sexton funeral, held at our church on January 9, 2012, had filled the church to standing room only and had been very emotionally draining.

DCE REPORT

Janet Chester reported the following:

- Senior High Youth Council (SHYC) will be held next week at Austin College
- Souper Bowl of Caring will be at the church on Sunday Feb. 5th
- Jr. High Sexuality Workshop will be Feb. 17 and 18.
- Sr. High Sexuality Workshop will be Feb. 25th
- Jr. High Jubilee will be July 8-12
- SYW will be July 23-28
- A Jr. and Sr. high mission trip to Heifer Ranch in Missouri is being planned for July 15-20, 2012
- Children's Sabbath will be on Feb. 12th

Janet discussed a replacing Assistant Youth Director as J. Tucker leaves and Jennie Nichols replaces him. Interviews for the replacement will be in April, 2012. For the summer, Jennie Nichols will be used as she is available and a volunteer will be used for the weeks Jennie is not available. Janet also reported that she has been working with the Mission Commission and that the Monthly Mission calendar is filled for entire 2012.

COMMITTEE REPORTS

Finance

Howard Haun reported that the committee had been looking at the financial operations of the church with an eye to improving efficiency, accuracy and supervision. The current system of using an outside firm is causing problems with the reconciliation of the records. The committee brings a four part motion in writing (see attached motion). The motion, in short, proposes the following:

- 1) The records and fund management are brought back to the church office as soon as procedures and staffing allows.
- 2) The current plan with outside firm Smith-Garner be changed or terminated
- 3) A plan be developed and implemented in which the financial records, procedures and controls are reviewed annually by an outside auditing firm.
- 4) The regular meeting of the Session be moved to the 4th Thursday of the month to allow review of the monthly financial reports.

Howard reported that the cost of this new system should be roughly equal to our current expenditure and thus the change should be a cost wash. Motion approved.

Caring

Moved that home communion be re-instated and be held on the Tuesday following each monthly communion. Motion passed. Session members were informed that it may be required that each member go with Neill about once a year to assist with home communion.

Worship

Lana Caswell Garcia asked for approval of the Seth Greenwood and Kristen McKoy wedding to be held in our church. An outside minister (the uncle of Ms. McKoy) will be used to perform the service. The wedding will be held on June 22, 2012, at 7:00 pm with a rehearsal on June 21st at 6:30 pm. A reception will follow the wedding in the Fellowship Hall. Approval for the wedding was given.

NEW MINISTRY DEVELOPMENT

Neill informed that each committee will need to develop a manual of operations for its committee and that the manual should at the minimum have the policies and procedures for the committee.

Session members for 2012 are Ogden Baur, Chuck Vaughn, Terri Chapin, Richard Davis, Joanne Fowler, Lana Caswell-Garcia, Nickie Harrison, Lila Johnson, Jim Fry, Colleen White, Brawley Marze, Susan McGinn, Bob Robertson, Howard Haun,

Barbara Vogelsang and Austin Stephens. Please contact your Session members if you have comments or questions.