

STATED SESSION MEETING MINUTES
July 12, 2016 7:00 PM in the Thornhill Room

Elders Present: Amy Bess, Gretchen Garlinghouse, Shelley Kelly, Dave Miller, Paula Moseley, Rayno Niemi, Anna Santos, Brenda Steinmetz-Vallenez

Elders Excused: Sue Davies, Betsy King, Mary Ellen McKey, Blake Thompson

Staff Present: Rev. Ben Daniel, Rev. Talitha Phillips

Others Present: Al Peters, Debra Stastny

Rev. Ben Daniel called the meeting to order at 7:02 p.m. Brenda Steinmetz-Vallenas offered the opening prayer.

Diane Hill presentation: Diane moved with her family to the middle manse in 1942. She shared her experiences there and presented session with a binder with her historical notes and photos.

Conversation with prospective new member Debra Stastny: Session members met with prospective new member Debra Stastny. She shared her spiritual journey to MPC and interest in joining; session members introduced themselves and shared their backgrounds and rolls.

- **MSP** to accept Debra Stastny as a new member of MPC, joining by letter of transfer.

Clerk's Report: The next regular session meeting is scheduled for Tuesday, September 6 at 7:00 p.m. Presbytery meets again on Saturday August 27 at 10 a.m. at Christ San Leandro; the triennium delegation will be introduced at that time.

- **MSP** the minutes of the June 7, 2016 stated session meeting, with minor corrections.
- **MSP** to hold a congregational meeting on July 31 to ratify the 2016-2017 budget.
- **MSP** to hold a special session meeting on Sunday, August 7 at 4 p.m. to meet prospective new members.

Capital Projects Update: Leonard Nielson presented a \$12,000 contract from Pacific Light to install LED panels, replacing existing fluorescent lights.

- **MSP** to approve the proposed \$12,000 contract with Pacific Light.

Work on the middle manse is progressing. MPC will serve as the general contractor under its Owner-Permit status. MPC will hire Leonard, a licensed general contractor, to be its client project manager on behalf of MPC. MPC will pay the bills directly for labor, materials and subcontractors. The manse windows need to be replaced; Leonard is exploring whether MPC is eligible for an energy upgrade rebate. As well, the manse needs a new kitchen, bathroom and flooring. Plans include creating a space for a half bath out of an existing closet. The capital campaign has allocated \$77,000 for the middle manse.

Originally slated for \$90,000 (minus the sewer work), the scaled back amount does not include rebuilding the garage, landscaping or work on fences. With Leonard's oversight fee built in as a direct cost, the total to finish the manse will be \$82,000.

- **MSP** to cap the manse work at \$82,000, and authorize Leonard to move forward with the project, including securing all necessary permits.

Shelly Kelly and Amy Bess will serve as neutral session decision makers for the manse project.

Finance Committee: Finance Chair Al Peters presented the attached 2016-2017 draft budget. (See also attached budget memo from Finance committee.) There are no changes in Ben's or Talitha's terms of call at this time. However, MPC will be paying garbage and utilities on Ben's manse, which is in effect a raise. The proposed budget assumes \$15,000 in income from fundraising and reflects a budget deficit of approximately \$5,000. Due to glitches in the website link for pledging, we still do not have a firm number for pledges. However, the \$326,500 in proposed pledges reflects past giving patterns.

- **MSP** to approve the proposed 2016-2017 budget.

Custodial Transition Team Report: Ben presented the attached report from the Custodial Transition Team. He explained that moving forward, the congregation will have to change its culture, taking on tasks of setting up, cleaning up, taking down and locking up, as needed.

- **MSP** to continue using Al's Cleaning Service on a Wednesday and Saturday basis.
- **MSP** to hire someone at \$15.00 an hour to work on Sunday mornings; tasks would include setting up the Family Room, opening parking at Thornhill School, and washing dishes.

Ben noted that initially he would like to approach the Ordonez family to work on Sunday mornings. A job description will be forth coming.

Personnel Committee: Session segued to executive session to discuss an ongoing personnel matter.

Hadsell Speaker's Fund: Ben reported that there are several subcommittees involved with the Hadsell Speaker's Fund.

- **By consensus**, session agreed that all subcommittees should be folded into one committee.

Staff Reports: Session received Talitha's staff report (attached). Ben requested permission to use the MPC credit card to pay the \$2,400 deposit for the Fall 2017 Geneva trip.

MSP to authorize Ben to put this item on the MPC credit card.

Ben adjourned the meeting with prayer at 9:00 p.m.

Respectfully submitted,

Susanne Lea
Clerk of Session