

MONTCLAIR PRESBYTERIAN CHURCH
STATED SESSION MEETING
July 18, 2023 MINUTES

Elders Present: Linda Benson, Margaretha Derasary ,Mike Forbes, Gretchen Garlinghouse, Cindy Gullikson, Helen Hutchison, Sari Kulberg, Leslie Louie, Jean Roggenkamp, Linda Spencer, Allen Spore, May Tong.

Staff Present: Rev. Ben Daniel, Katie Kilby, Noel Moritz

Others Present: Suzanne Jones, Carrie McKiernan, Al Peters.

Clerk's Report: Rev. Ben Daniel called the meeting to order at 7:00 p.m. and Allen Spore offered the opening reflection. This was a hybrid ZOOM meeting. The next regular Presbytery meeting takes place on August 8, 2023 on Zoom. Session meets again on September 5.

- **MSP** to approve minutes of the June 6, 2023, stated session meeting.
- **MSP** to set a congregational meeting for Sunday, July 30 for purposes of affirming Rev. Ben Daniel's terms of call and receiving and ratifying the 2023-2024 church budget.

Earthcare Committee: Suzanne Jones presented the attached Policy for MPC Sponsored Events Serving Food. She indicated that the policy will be widely communicated.

MSP to approve the Policy.

B & G Update: Noel Moritz outlined upcoming B and G projects: retaining wall behind middle manse garage needs shoring up; parking lot fence leaning and needs stabilization/repair; upcoming fire inspections (we pay for them); \$3,000 repair on sprinkler system.

Middle Manse: Allen Spore presented the attached manse rental update and report.

MSP to hire Harvest Realty for one year to provide tenant acquisition and property management services for rental of 5677 Thornhill Dr. for \$3,500 to \$3,950. The property management fee is 6.5% of the rental. The \$600 tenant acquisition fee does not apply if we locate the tenant.

Personnel Committee: Liaison Leslie Louie informed session that pretax deductions - namely FSA Health Savings Plan and Retirement Savings Plans benefits - are already offered to Ben through the Board of Pensions. Because MPC is enrolled, we can now offer these benefits to all employees.

MSP to offer these pretax deductions to all employees at a minimum cost.

Leslie further indicated that training in harassment and workplace safety is required for staff and available for volunteers. (See attached Personnel Committee Report).

Closed Session: Personnel Committee Chair recommended an across the board 3% salary for Ben, Noel, Katherine, Marcia and Kim; (Katie Kilby excluded because we just hired her). Additionally, the committee seeks a one-time \$2,000 bonus for Ben's sabbatical.

MSP these recommendations.

While Ben was out of the room during Closed Session, Clerk of Session Susanne Lea notified session that Mimi Daniel, with professional education and experience in audio-visual (AV) issues, is available to assist the church in improving our AV system and delivery. Session members were interested in exploring this possibility and await a specified proposal.

Stewardship: Liaison Helen Hutchison presented the attached Stewardship update and noted that the committee did a great job of talking to people about paying outstanding pledges.

Finance Committee: Finance Chair Al Peters presented the attached year-end financials and proposed 2023-2024 budget. He indicated that the current fiscal year just ended with net income of nearly \$40,000. As well, for the coming budget year, the \$2,000 allocated to MPC at Tahoe is not needed, and we can deduct \$2,300 from the \$10,000 budgeted for salary increases, based on the salary increases just approved by session.

MSP to approve transferring \$40,000 to the B & G Repair Fund, zeroing out the net income for FY 2022-2023, to pay for expenses already incurred.

MSP to approve the proposed budget, taking into account the above adjustments (eliminating \$2,000 for MPC at Tahoe & reducing proposed salary increases by \$2,300.

Kick-Off Sunday: Katie Kilby and Susanne Lea discussed various proposals for Kick-off Sunday, and entertained suggestions. The plan will be refined accordingly.

Renew MPC: Cindy Gullikson reported that the Celebration/Innovation Task Force will meet again on August 6. She asked session to contemplate what deliverables session wants from this group - what does Session want it to do?

Ben closed with prayer at 9 p.m.

Respectfully submitted,

Susanne Lea, Clerk of Session