

MONTCLAIR PRESBYTERIAN CHURCH
STATED SESSION MEETING
June 6, 2023 MINUTES

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

Elders Absent: Mike Forbes, May Tong.

Staff Present: Rev. Ben Daniel, Katie Kilby

Others Present:

Clerk's Report: Rev. Ben Daniel called the meeting to order at 7:00 p.m. and Margaretha Derasary offered the opening reflection. This was a hybrid ZOOM meeting. There will be a special Presbytery meeting on June 13, 2023. The next regular Presbytery meeting takes place on August 22, 2023 on Zoom. Session meets again on July 18th. Pro tem Clerk of Session Linda Spencer shared the reflection schedule for 23/24.

- **MSP** to approve minutes of the May 2, 2023, stated session meeting.
- **MSP** to approve minutes of the May 28, 2023, special session meeting.

CA Poor People's Campaign (PPC): Pat Schwinn reported that the Peace and Justice Committee (PJ) has supported Pat's work. Pat has been asked by PPC to create a template for congregational sponsorship. The PJ has recommended that MPC sponsor the PPC. Pat will identify the PPC logo for possible placement on the MPC website.

- **MSP** for MPC to sponsor the CA Poor People's Campaign

Rental of Manse: Noël Moritz reported that property management companies have been interviewed. Only leasing services are sought from the management company at this point. If B&G finds the management to be onerous, then this arrangement will be revisited.

- **MSP** to authorize Finance Committee and Buildings and Grounds to make the final selection of the leasing firm and monthly leasing amount between \$3,500 and \$4,500

B&G Update: Noël Moritz reported that all invoices, totaling about \$74,000, have been paid. Project management for the front of the church is estimated at \$6,000.

Preliminary Budget: Al Peters presented the preliminary budget. He explained which items were firm estimates and which were uncertain. There is a \$40,000 deficit in this budget. Allen Spore, Susanne Lea, Al Peters, and Ben Daniel will serve on the budget reconciliation team. Helen Hutchison stated that Stewardship could use volunteers for follow-up pledge calls.

- **MSP** to extend the existing budget.

Kick-Off Sunday: Linda Spencer reported that kick off Sunday has been rescheduled to Sunday, September 17. This date change is being made to accommodate MPC's participation in the September 10th Pride Parade. Liaisons are asked to let your committee chairs know about

this change. Sari and Linda B. volunteered to work with Katie and Susanne to coordinate this activity.

Renew MPC: Cindy Gullikson reported that the Celebration committee is looking for a volunteer to bring communion to on additional person a month. Steve McKiernan is preparing a survey for targeted groups (inactive, active, Zoom participants, etc.). Linda Spencer has been compiling a list of committees and other groups/activities. Celebration Innovation team held their second meeting discussing music and how the Celebration is created.

Nursery Update: Cindy Gullikson reported that we are not in compliance with our Safe Church policy because we don't have volunteers to serve in the nursery.

Owl tutorial: Ben discussed that hybrid meetings will be continuing at MPC. He invited us all to learn to use the Owl for meetings. Ben provided the following tutorial of Owl camera system operation. The Owl works with a laptop or the big screen.

1. Reserve and pick up the Owl from the MPC office.
 2. Plug the power chord from the Owl into an electrical outlet.
 3. Attach the USB from the Owl into the computer.
 4. Connect the computer to Zoom.
 5. Adjust the audio* setting microphone to "Meeting Owl Pro" and speaker to "meeting Owl Pro"
 6. Adjust the video** settings to "Meeting Owl Pro"
 7. After the meeting, please arrange to return the Owl to the office
- * Look for the "Mute" ^ symbol at the lower left of the Zoom window.
 - ** Look for the "Stop Video" ^ symbol at the lower left of the Zoom window. Click on it for the settings.

Staff Reports: Katie reported that she has started in her full-time position. Her day off is Friday. Ben reported that he is grateful for the support received during last two weeks, which were hectic.

Ben closed with prayer at 9 p.m.

Respectfully submitted,

Linda Spencer, Pro Tem Clerk of Session