

WESTOVER HILLS PRESBYTERIAN CHURCH
 STATED SESSION MEETING
August 10, 2008
12:00 p.m.

AGENDA

1. Opening Prayer
2. **Invitation to Christ-pages 39-47 (please read and be prepared to discuss your. This study was approved at the October session meeting.)**
3. Approval of Minutes
4. Correspondence and Membership Changes
5. Consent Agenda
6. Reports
 - Presbyterian Women
 - Board of Deacons
 - Christian Education
 - Fellowship
 - Membership/Communication
 - Mission
 - Service
 - *Stewardship
 - Property and Maintenance
 - *Personnel Committee
 - *Preschool
 - Worship and Music
 - Nominating
 - Pastor
7. Old Business
 - New Business:
8. Closing Prayer

Adjournment

2008	2009	2010
Angela Finney	Marcey Berry	Betsy Barnes
Charlotte Frith	Nancy Evans	Wilma Lewis
Mary Ellen Guise	Betty Glenn	David Stricklin
Tammy Pflug	Ron Kuerner	Deanine Rogers
Stuart Rubio	Shep Miers	Roy Nash
Bob Spencer	Megan Rubio	Bob Quinn
Ray Stephens	Matthew Smith	Susan Miller

Committee Report for Session Meeting
Westover Hills Presbyterian Church

Committee: Worship & Music

Date of Meeting: 27 July 2008

Consent Agenda Items: None

Need for Docket Time in Session Meeting: None outside of the Invitation to Christ discussion at the beginning of the meeting. **Please read p. 39-47.**

Calendar Items: None

Action Items for Discussion during Session Meeting: None

Information:

I2C

- The committee continued our discussion on the Invitation to Christ paper. Please read pages 39-47 for the Session meeting discussion.

New Committee Members

- The committee began discussing possible additions to our committee. A few names were suggested. We will continue the discussion at our next meeting before approaching the individuals about joining.

World Communion Sunday

- We started plans for this Sunday in October. Nothing has yet to be finalized.

Thanksgiving Service

- For the third consecutive year, the committee has decided not to hold a Thanksgiving Service. This will no longer be a discussion item each year. We will continue to encourage the congregation to attend the ecumenical service held on the Monday before Thanksgiving.

Advent

- We continued our discussion on the Advent season.

August 7, 2008

Lynn Condra
Central Presbyterian Church
2901 Rogers Avenue
Fort Smith, AR 72901

RE: Triennial Visit- Westover Hills- Little Rock

Dear Lynn:

Howard "Flash" Gordon and I conducted the triennial visit at Westover Hills Presbyterian Church in Little Rock on Sunday, July 13th. On the Thursday prior to the triennial visit I had the opportunity to visit with Debbie Freeman.

All the necessary forms were sent out in advance and we received 15 completed report forms from the session members prior to our visit. I am attaching a document with a compilation of the 15 reports. Debbie has also informed me that she is having copies of all of the reports made so that each session member can read what the others wrote on their forms. There were 2 main concerns that came up over and over again in the reports: 1) an aging congregation and the need for young families, and 2) financial worries and concern for paying off the building debt. There was also evidence of what they see as their great strengths, including their pastor, the focus on mission and outreach, and worship.

In my initial meeting with Debbie I had the opportunity to clarify some things from the reports (goals, mission statement, numbers) as well as talk to her about her joys and challenges in ministry with WHPC. While she does acknowledge that the finance issues seem to be nearing crisis status, she does believe that the people of the church have the resources they need. She also indicated that there are young families in the church, or at least on the rolls. Rather than putting a huge effort into bringing in new members, she believes they should invest energy in activating the members they already have. One of the great joys in ministry for Debbie is being with the people in good times and bad and all the times in-between. Since completing her doctoral work she has launched an "Every Member" visitation plan. She is making her way through the congregation, having significant one-on-one contact with each member. This has been fruitful for her and for the church already. Having recently completed her doctorate she spoke of future continuing education, vacation time, and other types of self-care (taking classes for fun, etc).

No one mentioned the departure of Jim Freeman in any of the reports and I asked Debbie how that transition was going. They worked hard to make that transition as smooth as possible. Debbie says that she has been energized by this new arrangement. She feels more productive. She has also worked to share more leadership with the congregation, as is evidenced in the Wednesday Worship teams.

In our time meeting with the session we began by asking them to tell us about the significant history in their congregation in the last few years. The first thing mentioned was the building debt. There is now one pastor when there were two. There is more of an emphasis on mission and service now, including involvement with the Interfaith Hospitality Network and Presbyterian Women's new mission activities. One elder said that there has been a change and now they are a "working" church, meaning the members are doing more, especially in relation to worship. Another said that the church is "calmer" now, and that is seen as a good thing.

When asked about their hopes for the congregation we got more about money and young families. One hoped that the church would become more a part of the surrounding community. Others hope that local missions will be increased. One elder spoke of his hope that they would all stick together in the face of whatever obstacles they may encounter together and most around the table nodded their heads in agreement. Another said that he hoped for more honesty and openness in discussions and in relationships.

From there I asked what their fears were. One person spoke up about money, but then there was silence. A few said they had no fears for the church because they have faith and God provides. I think this was genuine and not naïve. These same people were happy to speak about concerns and challenges they anticipate, but not "fears". There is concern for growth, both in width and in depth. There is concern that there will be no kids or youth. There are also some unresolved issues concerning the relationship between the church and the preschool there. Debbie informed me that this is an ongoing issue that is in the process of being dealt with.

Flash and I spoke some about why we were there and what our role is on behalf of the presbytery. This began a discussion of what the session of WHPC needs from the presbytery and much more. They asked for help in knowing how to grow- what works in other churches and what might work for them. In this same vain they would like to see a workshop of something like that offered to help churches discover how to aggressively and authentically market and recruit. In the midst of this discussion it became clear that members of this session know who they are and who they are not. They articulated why they didn't want to try to compete with the non-denominational mega-churches and wanted find a way to be the best WHPC they can be. Some elders spoke of what it is that makes WHPC unique and why it is so important to be firm in our identity as PC(USA). There was a request that the presbytery or cluster work on a way to "market" the PC(USA) in general. As one elder said- you don't have to check your brain at the door when you're Presbyterian but lots of people don't know that. In this, they also hoped that there would be more opportunities for churches in the cluster to share together in education, fellowship, worship, and mission.

Debbie spoke openly and emotionally to the session about her love of them and her respect and pride for what they do as a church.

Towards the end of our time together we asked Debbie and Heather Kilpatrick (DCE) to leave the room. This was intended to give the session the freedom to speak openly about any issues, particularly those related to staffing. The first thing I asked them was about the departure of Jim and the transition following. The consensus was that that transition has been a good one. No one spoke of any troubles related to that and none had heard negative things about it from the larger congregation. One elder said that Debbie has been able to "spread her wings" and they are a better church for it. We asked how they supported Debbie and a few of them expressed concern that she was working too hard. Flash and I encouraged them all to show their support and to share that concern with Debbie. One elder mentioned that Debbie is considering accepting the nomination to Vice Moderator of the Presbytery. This particular elder thinks that is a bad idea. A handful of people felt very strongly that this responsibility would take too much time and would take Debbie away from the church too much. Several others said they thought it would be great for Debbie. One said that if she can handle all of this and her doctorate, now that the schooling is over, surely she can handle the Presbytery. Most of the session members said that they trusted that Debbie would make a good choice about that and can decide for herself what she can handle or not. They agreed that they would support her no matter what her choice. One elder also anticipates that the next year will be difficult for Debbie in another way as she sends her daughter off to college in the Fall. I am impressed that members of the session are sensitive to those sorts of things and can anticipate what this means for their pastor. We encouraged them to offer support in that transition as well.

Members of the session also said that even though they are concerned about the size of the youth group and the numbers of children they are not concerned about the content or leadership of those programs. They think Heather is doing a great job and the kids/youth love her.

Overall Flash and I observed a healthy, stable church with a good sense of self, good resources, and good leadership. In the midst of all the concerns and challenges that were named, one elder said, "this is not a broken congregation." He is right. They are not broken. They do have real obstacles ahead of them, but we believe that they already have all the resources they need, both financially and in people, to meet those challenges, to grow in depth, and to continue to be a unique and authentic witness to God's love in Christ here in Little Rock.

Sincerely,

Rev. Camille LeBron Powell
Associate Pastor

cc: Debra Carl Freeman, Pastor
Angela Finney, Clerk of Session
Howard "Flash" Gordon
Sallie Watson, Interim General Presbyter

**Westover Hills Presbyterian Church
Little Rock, Arkansas**

Mission Statement

By the grace of God, Westover Hills Presbyterian Church is an open community of faith praising and serving God through worship, fellowship, outreach, and education.

Goals

- To increase the importance and awareness of the full meaning of stewardship as life lived in Christ.
- To provide opportunities for spiritual growth
- To explore new expressions of worship for our church
- To respond to the biblical call to seek justice and righteousness by developing additional outreach opportunities.
- To improve communication with our members and the community
- To increase membership and active participation in the life of our church.

Revenues

Tithes and Offerings

60100 - Loose Plate	\$7,500.00	\$2,976.68	\$4,523.32	39.69%	\$299.95
60200 - Pledge Receipts	\$324,123.00	\$177,759.50	\$146,363.50	54.84%	\$25,755.50
60250 - Non-Pledge Receipts	\$12,000.00	\$12,292.00	(\$292.00)	102.43%	\$2,795.00
Total Tithes and Offerings	\$343,623.00	\$193,028.18	\$150,594.82	56.17%	\$28,850.45

Other Income

60300 - Building Deposits & Use Fee	\$10,000.00	\$1,834.32	\$8,165.68	18.34%	\$102.94
60400 - Interest Income	\$400.00	\$73.11	\$326.89	18.28%	\$7.88
60500 - Organ Mtnce. Fund	\$1,000.00	\$1,358.00	(\$358.00)	135.80%	\$0.00
60600 - Preschool Use Fee	\$8,226.00	\$4,873.86	\$3,352.14	59.25%	\$685.50
60700 - Joy Gift	\$295.00	\$20.00	\$275.00	6.78%	\$0.00
60705 - One Great Hour of Sharing	\$1,265.00	\$319.57	\$945.43	25.26%	\$0.00
60710 - PW Birthday	\$720.00	\$0.00	\$720.00	0.00%	\$0.00
60715 - Thank Offering	\$535.00	\$0.00	\$535.00	0.00%	\$0.00
Total Other Income	\$22,441.00	\$8,478.86	\$13,962.14	37.78%	\$796.32

Total Revenues

\$366,064.00	\$201,507.04	\$164,556.96	55.05%	\$29,646.77
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Total Expenses

\$366,064.00	\$201,619.04	\$164,444.82	55.08%	\$32,823.20
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Expens

Child Care

71100 - Child Care	\$5,000.00	\$1,472.50	\$3,527.50	29.45%	\$145.00
Total Child Care	\$5,000.00	\$1,472.50	\$3,527.50	29.45%	\$145.00

Session/Presbytery Costs

72100 - Session/Presbytery Costs	\$500.00	\$178.71	\$321.29	35.74%	\$0.00
Total Session/Presbytery Costs	\$500.00	\$178.71	\$321.29	35.74%	\$0.00

Christian Education

73100 - Curriculum Literature	\$1,900.00	\$583.84	\$1,316.16	30.73%	\$119.67
73110 - Drama	\$800.00	\$456.09	\$343.91	57.01%	\$173.89
73300 - Youth Group	\$1,000.00	\$982.08	\$17.92	98.21%	\$0.00
73400 - Supplies	\$800.00	\$984.52	(\$184.52)	123.07%	\$145.62
73401 - Special Activities	\$100.00	\$59.50	\$40.50	59.50%	\$0.00
73402 - Camps, Conf., LDR Training	\$1,000.00	\$850.00	\$150.00	85.00%	\$0.00
73403 - Book Study Group/Library	\$100.00	\$0.52	\$99.48	0.52%	\$0.00
73404 - Childrens' Worship Folders	\$100.00	\$87.60	\$12.40	87.60%	\$0.00
73405 - Confirmation Act./Bibles	\$100.00	\$0.00	\$100.00	0.00%	\$0.00
73407 - Special Speakers	\$250.00	\$0.00	\$250.00	0.00%	\$0.00
73408 - Teacher Rec./Sr. Bibles	\$100.00	\$281.71	(\$181.71)	281.71%	\$0.00
73409 - Vacation Bible School	\$650.00	\$637.09	\$12.91	98.01%	\$240.83
Total Christian Education	\$6,900.00	\$4,922.95	\$1,977.05	71.35%	\$680.01

Fellowship

74100 - Kitchen Supplies/Coffee	\$650.00	\$473.11	\$176.89	72.79%	(\$50.00)
74200 - Special Projects	\$850.00	\$92.00	\$758.00	10.82%	\$0.00
74300 - Misc.-Fellowship	\$200.00	\$153.61	\$46.39	76.81%	\$116.75
74400 - Westover Wednesdays	\$2,000.00	(\$647.26)	\$2,647.26	0.00%	(\$422.07)
Total Fellowship	\$3,700.00	(\$71.46)	\$3,628.54	1.93%	(\$355.32)

Worship & Music

84100 - Organ/Piano Maintenance	\$1,500.00	\$0.00	\$1,500.00	0.00%	\$0.00
84200 - Music Library	\$350.00	\$0.00	\$350.00	0.00%	\$0.00
84300 - Paid Choir/Musicians	\$2,000.00	\$1,300.00	\$700.00	65.00%	\$250.00
84400 - Pulpit Supply	\$1,000.00	\$400.00	\$600.00	40.00%	\$250.00
84401 - Musician Substitutes	\$75.00	\$0.00	\$75.00	0.00%	\$0.00
84500 - Special Projects - W & M	\$200.00	\$97.74	\$102.26	48.87%	\$0.00
84700 - Communion	\$100.00	\$0.00	\$100.00	0.00%	\$0.00

Total Worship & Music

\$5,225.00	\$1,797.74	\$3,427.26	34.41%	\$500.00
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Finance & Administration

75100 - Office Supplies	\$3,300.00	\$1,711.15	\$1,588.85	51.85%	\$96.18
75200 - Postage	\$2,700.00	\$1,542.00	\$1,158.00	57.11%	\$168.00
75300 - Copier Expense	\$10,000.00	\$6,116.08	\$3,883.92	61.16%	\$1,360.95
75600 - Misc. - F & A	\$2,700.00	\$1,375.83	\$1,324.17	50.96%	\$364.00

Total Finance & Administration

\$18,700.00	\$10,745.06	\$7,954.94	57.46%	\$1,989.13
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Staff Expense**Pastor-Debbie**

76101 - Salary/Allowance - Debbie	\$57,474.00	\$33,526.36	\$23,947.64	58.33%	\$4,789.48
76105 - Auto Allowance - Debbie	\$1,700.00	\$500.96	\$1,199.04	29.47%	\$0.00
76201 - Pension/Insurance - Debbie	\$17,817.00	\$10,393.32	\$7,423.68	58.33%	\$1,484.76
76202 - Dental - Debbie	\$1,216.00	\$709.94	\$506.06	58.38%	\$202.84
76301 - FICA-Debbie	\$4,397.00	\$2,198.50	\$2,198.50	50.00%	\$1,099.25
76501 - Professional - Debbie	\$3,000.00	\$1,899.41	\$1,100.59	63.31%	\$0.00

Total Pastor-Debbie

\$85,604.00	\$49,228.49	\$36,375.51	57.51%	\$7,576.33
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Church Staff**DCE**

76900 - DCE's salary	\$31,000.00	\$18,083.38	\$12,916.62	58.33%	\$2,583.34
76901 - DCE's FICA/Medicare	\$2,371.00	\$1,383.34	\$987.66	58.34%	\$197.62
77301 - DCE's auto allowance	\$200.00	\$173.61	\$26.39	86.81%	\$0.00
77302 - DCE book allowance	\$200.00	\$230.50	(\$30.50)	115.25%	\$0.00
77303 - DCE Cont. Ed.	\$750.00	\$144.52	\$605.48	19.27%	\$0.00

Total DCE

\$34,521.00	\$20,015.35	\$14,505.65	57.98%	\$2,780.96
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Director of Music

77200 - Director of Music's salary	\$22,231.00	\$12,968.06	\$9,262.94	58.33%	\$1,852.58
77202 - Director of Music FICA/Medicare	\$1,701.00	\$992.04	\$708.96	58.32%	\$141.72

Total Director of Music

\$23,932.00	\$13,960.10	\$9,971.90	58.33%	\$1,994.30
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Other Staff

76803 - Adm. Assistant's salary	\$27,300.00	\$15,925.00	\$11,375.00	58.33%	\$2,275.00
76805 - Adm. Assistant FICA/Medicare	\$2,088.00	\$1,303.08	\$784.92	62.41%	\$174.04
76807 - Adm. Assistants Auto Allowance	\$200.00	\$162.59	\$37.41	81.30%	\$0.00
76812 - Children's Choir Dir.	\$1,800.00	\$1,108.20	\$691.80	61.57%	\$0.00
76814 - Temporary Labor	\$300.00	\$550.00	(\$250.00)	183.33%	\$0.00
77500 - Sexton Salary	\$21,239.00	\$12,389.44	\$8,849.56	58.33%	\$1,769.92
77501 - Sexton FICA/Medicare	\$1,625.00	\$947.80	\$677.20	58.33%	\$135.40

Total Other Staff

\$54,552.00	\$32,386.11	\$22,165.89	59.37%	\$4,354.36
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Total Church Staff	<u>\$113,005.00</u>	<u>\$66,361.56</u>	<u>\$46,643.44</u>	<u>58.72%</u>	<u>\$9,129.62</u>
Total Staff Expense	\$198,609.00	\$115,590.05	\$83,018.95	58.20%	\$16,705.95
Membership					
78100 - Membership Comm.	\$1,610.00	\$346.25	\$1,263.75	21.51%	\$0.00
78200 - Communication Com.	<u>\$1,140.00</u>	<u>\$807.97</u>	<u>\$332.03</u>	<u>70.87%</u>	<u>\$0.00</u>
Total Membership	\$2,750.00	\$1,154.22	\$1,595.78	41.97%	\$0.00
Diaconate					
86000 - Diaconate Care	<u>\$1,000.00</u>	<u>\$619.24</u>	<u>\$380.76</u>	<u>61.92%</u>	<u>\$0.00</u>
Total Diaconate	\$1,000.00	\$619.24	\$380.76	61.92%	\$0.00
Property & Maintenance					
79200 - Building Repairs	\$300.00	\$164.14	\$135.86	54.71%	\$164.14
79300 - Heating/AC	\$200.00	\$0.00	\$200.00	0.00%	\$0.00
79400 - Plumbing	\$250.00	\$0.00	\$250.00	0.00%	\$0.00
79500 - Lights	\$400.00	\$863.28	(\$463.28)	215.82%	\$0.00
79600 - Painting	\$100.00	\$0.00	\$100.00	0.00%	\$0.00
79700 - Pest Control	\$500.00	\$338.64	\$161.36	67.73%	\$258.01
79800 - Dumpster	\$2,200.00	\$1,450.27	\$749.73	65.92%	\$231.69
79900 - Janitorial Supplies	\$4,500.00	\$2,246.76	\$2,253.24	49.93%	\$459.96
80000 - Misc.-P & M	\$1,500.00	\$1,021.18	\$478.82	68.08%	\$176.69
80001 - Grounds	\$1,800.00	\$967.50	\$832.50	53.75%	(\$262.14)
80002 - Van Expense	\$1,000.00	\$779.33	\$220.67	77.93%	\$98.00
80003 - Capital Replacement Account	\$5,000.00	\$0.00	\$5,000.00	0.00%	\$0.00
80004 - Elevator Maintenance	\$2,000.00	\$1,989.57	\$10.43	99.48%	\$0.00
80005 - Fire Alarm Inspection	\$250.00	\$234.67	\$15.33	93.87%	\$0.00
80006 - RPZ Inspections	\$750.00	\$546.00	\$204.00	72.80%	\$0.00
80007 - HVAC Maintenance Contract	<u>\$12,200.00</u>	<u>\$7,452.17</u>	<u>\$4,747.83</u>	<u>61.08%</u>	<u>\$0.00</u>
Total Property & Maintenance	\$32,950.00	\$18,053.51	\$14,896.49	54.79%	\$1,126.35
Utilities					
81100 - Gas	\$10,000.00	\$8,483.63	\$1,516.37	84.84%	\$0.00
81200 - Electricity	\$20,500.00	\$8,947.80	\$11,552.20	43.65%	\$2,035.83
81300 - Water	\$2,000.00	\$1,509.34	\$490.66	75.47%	\$449.43
81400 - Sprinklers	\$600.00	\$410.35	\$189.65	68.39%	\$202.68
81500 - Telephone	<u>\$8,000.00</u>	<u>\$4,917.62</u>	<u>\$3,082.38</u>	<u>61.47%</u>	<u>\$665.39</u>
Total Utilities	\$41,100.00	\$24,268.74	\$16,831.26	59.05%	\$3,353.33
Insurance					
81600 - Insurance	<u>\$10,900.00</u>	<u>\$5,087.50</u>	<u>\$5,812.50</u>	<u>46.67%</u>	<u>\$0.00</u>
Total Insurance	\$10,900.00	\$5,087.50	\$5,812.50	46.67%	\$0.00
Service					
82100 - Service Comm.	<u>\$1,200.00</u>	<u>\$300.00</u>	<u>\$900.00</u>	<u>25.00%</u>	<u>\$0.00</u>
Total Service	\$1,200.00	\$300.00	\$900.00	25.00%	\$0.00
Benevolences					
83100 - Presbytery/Synod/GA	\$25,100.00	\$12,550.00	\$12,550.00	50.00%	\$6,275.00
83200 - Presbyterian Village	\$1,200.00	\$600.00	\$600.00	50.00%	\$300.00
83400 - Stewpot	\$2,200.00	\$1,100.00	\$1,100.00	50.00%	\$550.00

83500 - Life Quest	\$1,200.00	\$600.00	\$600.00	50.00%	\$300.00
83604 - Pastors' Disc. Fund	\$840.00	\$420.00	\$420.00	50.00%	\$210.00
83606 - Theological Educ. Fund	\$500.00	\$250.00	\$250.00	50.00%	\$125.00
83608 - Joy Gift	\$295.00	\$0.00	\$295.00	0.00%	\$0.00
83609 - Ferncliff	\$500.00	\$250.00	\$250.00	50.00%	\$125.00
83610 - One Great Hour of Sharing	\$1,265.00	\$0.00	\$1,265.00	0.00%	\$0.00
83611 - PW Birthday	\$720.00	\$0.00	\$720.00	0.00%	\$0.00
83612 - Thank Offering	\$535.00	\$0.00	\$535.00	0.00%	\$0.00
Total Benevolences	\$34,355.00	\$15,770.00	\$18,585.00	45.90%	\$7,885.00
Presbyterian Women					
83600 - Presbyterian Women	\$3,175.00	\$1,587.50	\$1,587.50	50.00%	\$793.75
Total Presbyterian Women	\$3,175.00	\$1,587.50	\$1,587.50	50.00%	\$793.75
Total Expenses	\$366,064.00	\$201,619.18	\$164,444.82	55.08%	\$32,8233.20
Net Total	\$0.00	\$112.14	\$112.14	0.00%	(\$3,176.43)

**STATED SESSION MEETING
SUNDAY, JULY 13, 2008
FELLOWSHIP HALL**

The Session of Westover Hills Presbyterian Church met Sunday, July 13, 2008, in a stated session meeting in the Fellowship Hall. Dr. Debbie Freeman moderated and opened the meeting with prayer at 12:00 noon.

ELDERS PRESENT: Angela Finney, Charlotte Frith, Mary Ellen Guise, Tammy Pflug, Bob Spencer, Ray Stephens, Marcey Berry, Nancy Evans, Betty Glenn, Ron Kuerner, Betsy Barnes, Wilma Lewis, David Stricklin, Roy Nash, Bob Quinn, and Susan Miller.

ELDERS ABSENT: Stuart Rubio, Shep Miers, Megan Rubio, Matthew Smith, and Deanine Rogers (all excused)

ALSO PRESENT: Dr. Debbie Freeman, Heather Kilpatrick (DCE), Kay Stephens (PW), Dotty McLemore (Deacons), and Sid McCollum.

The privilege of the floor was granted Sid McCollum to present a plan for Worship Visitors. Elders were assigned to different sections of the sanctuary during worship. The purpose is to assure that “visitors” are identified and welcomed. The visitor will be contacted by the Membership & Communications Committee within 24 hours.

Minutes of the Stated Session Meeting of May 18, 2008 were approved with a correction to one date that Heather will be away - should be July 5th to 11th instead of June.

COMMUNION:

The Sacrament of Holy Communion was celebrated on Sunday, June 1st, and July 6th, and Wednesdays, May 21st, May 28th, June 4th, June 11th, June 18th, June 25th, July 2nd, and July 9th, 2008.

On Sunday, June 1, 2008, Nancy Evans and Marcey Berry were commissioned to attend the Presbytery Meeting at Grace Presbyterian Church, Little Rock, on June 7, 2008.

CONSENT AGENDA:

Presbyterian Women

1. Request permission to take a monetary offering at the Fall Gathering on September 20th for the Presbytery “Clean up Buckets” as well as a gift of can goods to be brought and shared with a local mission project.

Christian Education

1. Request approval to have Rally Day as a potluck lunch after church on August 24th. The fellowship committee has agreed to help with the event. We will have normal Sunday School classes that morning.
2. Request approval to not have Sunday School on August 31st, as it is Labor Day weekend and the Sunday between Rally Day and the start of fall classes.
3. Request approval to begin Youth Group activities on September 7th.

4. Request approval to begin the fall DRAMA program on September 16th.
5. Request approval to hold Westover Wednesday classes/activities on September 17th through November 12th (no class on Oct. 8th because of Cotham Lectures.)
6. Request approval for our junior high youth to participate in the Junior High Youth Quake at Ferncliff on September 26th-28th. We will use the church van for transportation (this has been coordinated with P&M)

Fellowship Committee

1. Consent to schedule Fall Family Fest on October 26, 2008.

The consent agenda was approved after removing #2 under Christian Education.

The Rev. Camille LeBron Powell and Rev. Howard Flash Gordon from the Committee on Ministry of Arkansas Presbytery made their Triennial Visit with the Session. This part of the meeting was opened with prayer by Dr. Freeman.

COMMITTEE REPORTS:

Christian Education - Heather Kilpatrick

- 1) Motion was made to not have Sunday School on August 31st, Labor Day Weekend. Motion passed.
- 2) Motion made to invite other churches to participate in our youth fellowship program. Motion passed.

The remainder of the report received as information.

Stewardship - Bob Spencer

1. Update of financial status.
2. Discussed changes in restricted accounts
3. Will receive a charitable donation of \$15 to \$16,000.

Nancy Evans gave a Minute for Mission

4. Bob discussed the Bank of the Ozarks visit and the Capital Campaign III.
Remainder of report received as information.

Preschool - Betty Glenn

Misty Clark resigned as director on June 5, 2008. The board has interviewed two candidates for the Position of Director of the Preschool. The job has been offered to Shawn Mittedorf and they are awaiting her decision. Betsy Barnes and Laura Whitmore have worked on a proposed budget for the 2008-2009 school year. Laura has worked many hours with the Preschool Board, and will act as the Financial Assistant for at least the remainder of the calendar year. Betsy will work on an audit of the Preschool and Kathy Balkman has agreed to work with Betsy. Alison Nicholson has worked as director of the Play Day Program this summer.

Session expressed their thanks to Betty Glenn for all the hours she is giving to the Preschool, along with other church members. Debbie offered a prayer of thanks.

Personnel - Mary Ellen Guise

The Personnel Committee will meet Tuesday night, July 14th. Renetta has resigned as Administrative Assistant and they will be working on a replacement for her. Remainder of report received as information.

OLD BUSINESS:

Commissioners to Presbytery, Nancy Evans and Marcey Berry, reported on the Presbytery Meeting on June 7, 2008, at Grace Presbyterian Church, Little Rock.

Susan Miller expressed her appreciation of Heather Kilpatrick and what an excellent job she is doing as DCE. She also spoke on the importance of prayer in meeting the challenge of adding more children and parents to our church. She quoted Philippians 4:6: "Do not be anxious about anything, but in everything by prayer and petition with thanksgiving, present your requests to God."

NEW BUSINESS:

Motion was made that the following church members be accepted as the 2009 Annual Stewardship Campaign team members; and further to commission them on Sunday, August 10, 2008, to serve faithfully following the spiritual guidance of our Lord, Jesus Christ.

Fara Faubus, Wilma Lewis, David Stricklin, Laura Wehner, Sid McCollum, Alison Nicholson and one pending fill.

Motion passed.

Motion was made to approve a measure to create a task force consisting of 3 current Session Elders, 2 current Deacons, 1 youth representative and 2 members at large from the congregation to examine the structure and goals required for Capital Campaign III and other fund raising options. The appointment of this task force requires completion before the session meeting on August 10, 2008. Further, that the task force report back to the session on September 14, 2008, of their findings on the most effective means of conducting CCIII either in-house or by professional fundraisers. Complete the primary efforts to garner the required pledges and special gifts by starting by no later than January 1, 2009, and ending by April 30, 2009. Motion failed.

Motion was made that we do not hire an outside source. Motion failed.

Motion was made to approve a measure to create a task force consisting of 3 current Elders, 1 youth representative and 2 members at large from the congregation to examine the structure and goals required for CCIII and other fund raising options. The appointment of this task force requires completion before the session meeting on August 10, 2008. Further that the task force report back to Session on September 13, 2008, of their findings on the most effective means of conducting CCIII either in-house or by professional fundraisers. Complete the primary efforts to garner the required pledges and special gifts by starting no later than January 1, 2009, and ending by April 30, 2009. Motion passed. Bob Quinn, Wilma Lewis, and Betsy Barnes will serve as the Elders.

Talked about the celebration of the 60th anniversary of Westover Hills Presbyterian Church and also the Preschool on the first Sunday in December.

There being no further business, the meeting was adjourned with prayer at 3:00 p.m.

CALLED SESSION MEETING
Sunday, July 20, 2008
CHURCH OFFICE

The Session of Westover Hills Presbyterian Church met Sunday, July 20, 2008 in a called meeting in the Church Office. The purpose of the meeting was to receive a new member into the fellowship at Westover Hills. Reverend Debbie Freeman moderated and opened the meeting with prayer at 10:05 AM.

ELDERS PRESENT: Deanine Rogers, Bob Spencer, Nancy Evans, Marcey Berry and Ray Stephens.

ALSO PRESENT: Dotty McLemore, Deacon, Will Branch and Rev. Debbie Freeman.

A quorum was present.

Debbie introduced Will Branch to the Session and stated that Will had requested to meet with the session and request membership at Westover Hills. Debbie said that it was a little out of the ordinary for an individual who lived so far away (Austin, TX) to make this request. However, Debbie has met with Will and supports his request. The Session asked Will about what led him to this decision and Will said that, although he has never had a church home, he has come to know and love individuals within Westover Hills through his participation in the Chiapas mission. He is enthused about the mission outreach of Westover Hills and feels especially led to make this request.

Debbie asked Will the three constitutional questions required of all who request to unite with a Presbyterian USA Church, after which, it was moved and seconded to receive Will Branch into membership at Westover Hills. William Freeman will be Will's sponsor and will stand with him as he makes his public profession of faith before the congregation in this morning's worship service.

There being no further business, the meeting was adjourned with prayer by Rev. Debbie Freeman.

Respectfully submitted,
Ray Stephens, Acting Clerk

Consent Agenda

CHRISTIAN EDUCATION:

1. Request approval to use the Akaloo curriculum for preschool and children's Sunday school classes for the 2008-2009 school year.
2. Request approval to use the Youth Thoughtful Christian curriculum for the youth Sunday school class.
3. Request approval to continue the Richard B Hardie class, Lectionary class, and Thoughtful Christian class for adult Sunday school options.

MEMBERSHIP AND COMMUNICATION

Request Session approval of Liz Branch as a member of the Membership & Communications Committee.

Committee Report for Session Meeting Westover Hills Presbyterian Church

Committee: Presbyterian Women
Date/Time: August 4, 2008 10:30 am

Consent Agenda Items: None

Need No Docket Time in the Session meeting.

Calendar Items:

1. WHPC PW will be the host for the Fall Gathering for Cluster IX and Cluster VIII on September 20. Registration will begin at 9:30 a.m. in the gathering space with worship to follow in the Chapel. We will need to provide morning snacks and lunch for 60 to 80 women.
 - ✚ The following people will coordinate tasks at Fall Gathering: Susan Miller and Vivianna McAtee will receive money and help with reservations; Jean Dabbs and Kay Stephens with the set up for the luncheon; Betty Glenn and Kay Stephens with cleanup after gathering; Kay Stephens will make signs for registration and gathering; Charlotte Frith and Donna Callaway with preparing juice, coffee and muffins at registration; and Dotty McLemore will get greeters and guides; Allison Nicholson with serving at the luncheon; Lucy Owens and Melanie Webre will be preparing lunch.
 - ✚ Debbie Freeman will be leading the service at the cluster meeting. Medical supplies will be collected at the Fall Gathering. The offering during worship will be for Clean-up Buckets for Presbyterian Disaster Assistance.
2. Lewis House boys will be coming for the church picnic on September 28.
3. Church Women United (CWU) will meet on November 7, 2008 at Pulaski Heights United Methodist Church, 4823 Woodlawn. Registration starts at 9:30 and celebration will be at 10:00 am.

Information:

- ✚ On June 28th in the fellowship hall a brunch was served from 10:30 to 12:00 noon by the Civitan (Developmental Disabled Group) and PW. This allowed PW to raise \$244.00 to support mission projects (Women and Children First and the Lewis House).
- ✚ With funds, which were raised, by the Mariner's and the church allowed the Lewis House Boys to come on July 29th and be treated to a day at "Wild River County" park. They came back to the church and played basketball and then had barbeque dinner before going home. A set of 24 plastic glasses (12 ice tea and 12 water) and a pitcher were given to the Lewis House Boys on July 29th.
- ✚ Voted to give a \$30.00 donation to the WHPC building fund in honor of Betty Farmer for her making covers for all the church silver serving pieces, which will help to keep them from tarnishing quickly.
- ✚ Volunteers are needed to help Carolyn, Betty, Charlotte, and Mary Lois down at W&C First on Thursdays from 6:00 to 7:00 pm.
- ✚ There are several of the baby jackets, which have been cut out and need to be sewn. It would be a big help to search out people in the congregation who might be able to sew these and baby blankets for next years UAMS layettes.
- ✚ An article for the church newsletter has been written about "Dress for Success". This is a non-profit organization that helps low-income women make tailored transition into the workforce by providing interview suits and confidence boosts.

Committee Report for Session Meeting
Westover Hills Presbyterian Church

Committee: Christian Education

Date of Meeting: July 29, 2008

Need for Docket Time in Session Meeting: No

Calendar Items: No new items

Information:

Fall Sunday School

- We plan to use the Akaloo curriculum for preschool and elementary-age children's Sunday school classes. Here are some basics on the Akaloo curriculum:
 - The word Akaloo is inspired by the Greek word *akolouthein*, which means "to follow". Jesus said to his disciples, "Follow me." Akaloo is based on this simple, radical call to discipleship. It is about growing as a disciple of Christ.
 - Akaloo is a lifelong, intergenerational series with curriculum for children, youth, and adults. At this time, we will only explore the children's series, but there is the opportunity to get all generations of our faith community involved in the future.
 - Akaloo is all about the questions, not the answers. Answers tend to stop a conversation, but questions drive it forward. Following Jesus is no different. Discipleship is a dynamic process at any stage of life, and posing the right questions propels growth.
 - Akaloo explores 5 broad areas with 5-8 lessons in each area. The areas include Discovering the Bible, Experiencing God, Becoming a Disciple, Celebrating the Church, and Embracing the World
 - Akaloo is a web-based curriculum with print support. The DCE can go online to schedule classes, assign teachers and build the basic lesson plan. Each teacher can pull up their lessons on-line and add extra activities like crafts, music, science, cooking, etc., that support the lesson. All the materials can be printed or are available in handbooks, as well.
- The Youth Sunday school class will include mid-high and senior-high youth (6th -12th grade. We will use the Youth Thoughtful Christian lessons to lead the class.
- Adult Sunday School
 - Lectionary Class – Debbie will continue to lead the weekly study of the lectionary
 - Richard B Hardie Class – Rev. Don Campbell will lead a study on Acts.
 - Thoughtful Christian Class – Megan Rubio will facilitate the TC discussion topics

Work in Progress

- We continue to work on plans for our fall CE activities. We are currently developing the themes and calendars for DRAMA and the Youth program. We are also in the process of finalizing classes and teachers for Westover Wednesdays and the Kerygma classes.
- We are actively recruiting teachers for Sunday school classes and volunteers for DRAMA, and we are working on sponsors for the confirmation class.
- Plans are in the works for the Rally Day pot luck on August 24th. We will have information on all of the fall CE classes and activities. Hope to see you there.

NEXT MEETING - will be Sun., Aug. 17th after worship. Meeting was closed with prayer

Committee Report for Session Meeting
Westover Hills Presbyterian Church

Committee: Fellowship

Date of Meeting: August, 2008

Consent Agenda Items: No

Need for Docket Time in Session Meeting: No

Calendar Items:

August 10 – Back to School Service

August 24 – Rally Day Potluck following worship

September 21 – Choir/Volunteer Appreciation sip and chat

September 28 – Ferncliff Picnic

October 5,6,7 – refreshments for Cotham Lectures

October 26 – Fall Family Fest

December 7 – potluck for 60th anniversary celebration

Action Items for Discussion during Session Meeting:

Information

1. The Fish Fry/Talent Show on July 12 was well attended. Favorable comments were received from many church members regarding providing both catfish and barbecue this year. Many thanks to all who helped with the Talent Show and who provided items for the silent auction....especially to Mary Ellen Guise, who served as emcee for the talent show. Approximately \$850.00 was raised through the Silent Auction.
2. The Back to School Service will be held at St. Paul Methodist Church on August 17. The Preschool Committee will furnish refreshments.
3. Fellowship Committee will assist with a potluck dinner following worship on Rally Day, August 24.
4. Fellowship Committee has been asked to help with a Choir Appreciation Sip and Chat on September 21.
5. The annual church-wide picnic will be held at Ferncliff on September 28, following worship.
6. The Cotham Lectures are scheduled for October 5-7. The Sarah/Ester Circle will help with refreshments on Oct.5; the Ruth Circle on Oct. 6; and the Mary Circle on Oct.7.
7. Plans are starting for the Fall Family Fest/ Chili Cookoff on Oct. 26.
8. Fellowship Committee will assist with the potluck on December 7, celebrating the WHPC 60th anniversary.

Committee Report for Session Meeting
Westover Hills Presbyterian Church

Committee: Membership & Communications

Date of Meeting: July 27, 2008

Need for Docket Time in Session Meeting: Yes/**No**

Calendar Items: None

Actions Items for Discussion during Session Meeting:

Information:

REMINDER TO ELDERS – On Sunday August 3rd, two visitors from Grace Presbyterian came to hear Rev. Don Campbell in the pulpit. To our knowledge, no one approached them from the Session and they had not signed the Friendship pad. Dotty McLemore made contact with them and assured that we got contact information. Please review your Elder responsibilities for Sunday morning visitor identification and ask if you have questions or concerns.

Plan for Worship Visitors – M&C reviewed the plan so that everyone understands their responsibilities. Bill Branch suggested that if a visitor is seated by themselves on a pew, that the elder spotter might either sit next to them or in close proximity to act as a resource during worship. It was recommended that a ‘Caller Contact Sheet’ be developed for use by the congregants who will be making the calls. Dottie mentioned that she will work with the office volunteers to edit and update the remaining supply of the “Praising God in the Heights” booklet. Eileen volunteered to get the Monthly M&C contact name into each weekly bulletin and the newsletter.

The Committee reviewed the current budget and expenditures and agreed to request that the current yearly amount allotted to Membership & Communications remain the same for 2009.

Committee Report for Session Meeting
Westover Hills Presbyterian Church

Committee: Preschool Board

Consent Agenda Items: none

Need for docket time in Session Meeting: Yes

The pre-school has hired Shawn Middledorf as Director and Helen Paulson as Assistant Director of the WHPC Pre-school for the 2008-09 school year. Last month we submitted a draft budget that is being fine tuned to reflect the additional funds to cover salaries and additional students that are enrolling at the last minute. We still have some available slots in some classes and we are still receiving calls from parents looking for slots. We should have a final picture in another week. We will then provide you with a final budget for the 2008-09 school year. As of August 1, the Pre-school starts a new fiscal year. Probably, in September when all bank statements etc have come in Paul, Kathy, and I will work on as much of an audit that can be done, considering the lack of computerized records for last year.

We had a very successful Play Day summer program, thanks to Betty Glenn, Donna Callaway, Laura Whitmore, and Alison Nicholson. We thank the numerous church volunteers that helped out over the long hot months of summer. We could not have done it without everyone's help.

If you have any questions, please let me or Betty know. Unless I hear from you we will not be attending the meeting tonight since you have a full agenda.

Committee Report for Session Meeting
Westover Hills Presbyterian Church

Committee: Stewardship

Date of committee meetings: Tuesday, Aug 5, 2008

Consent Agenda Items: none

Need for docket time in Session Meeting: Yes

Minute for Mission: Stuart Rubio

Monthly Update of Financial Status

Balance Sheet ~ Modified

Restricted Account ~ Summary explanation

Operating Account ~ Monthly report

TPF Endowment updates

Cotham Endowment \$127,026.14

Mission Endowment \$ 6,595.54

Monthly Financial Update for Mid Month Newsletter (see attachment 1)

Income Chart ~ pledge, non-pledge and loose plate (see attachment 2)

Calendar Items:

None for July

Actions for Discussion/Information during Session Meeting

Loan update

Church Bond Overview (Pending Meeting, September 9, 2008)

Pie Chart overview (see attachment 3)

Capital Campaign II Revitalization letter (see attachment 4)

August 14 Task Force meeting with CFCS

Annual Stewardship Campaign

New Business

Motions (2)

Disbursing Treasurer

Purchase of short term CDs

Attachments:

Monthly Financial Update

Income charts

Mortgage Requirements Pie Chart

Sample CC II letter

Motions

Motion 1:

That Doyle Hughes be accepted as the church volunteer Disbursing Treasurer from the period of July 21 and for the remainder of 2008. He will work under the supervision of the Church Treasurer, Tammy Pflug.

Motion 2:

That the Stewardship Committee be allowed to invest up to \$100,000.00 in short term CDs for the purpose of improving interest income. The proposed investment is as follows.

\$25,000 3 mo CD @ 2.80

\$25,000 4 mo CD @ 3.00

\$25,000 6 mo CD @ 3.20

\$25,000 7 mo CD @ 3.40

Note: Interest rates fluctuate. These are estimated yields and are subject to change.

		Assets	
Current Assets			
Checking			
10000 - BOZ #1 Operating		\$10,815.76	
10010 - BOZ #2 Operating Reserve Acct		\$30,876.86	
10020 - BOZ #3 Operating Designated Funds		\$20,096.03	
10900 - BOZ Construction Account		\$160,750.70	
Total Checking		\$222,539.35	
Building Fund			
10030 - BOZ #4 - Capital Campaign #1		\$14,172.29	
10035 - BOZ #5 - Capital Campaign #2		\$23,647.68	
Total Building Fund		\$37,819.97	
Total Current Assets			\$260,369.32
Fixed Assets			
14001 - Buildings		\$3,725,424.25	
14002 - Land		\$298,750.00	
14003 - McKinley property		\$326,416.15	
14101 - Acc Depr - Buildings		(\$217,971.63)	
Total Fixed Assets			\$4,132,618.77
Total Assets			\$4,392,978.09
Liabilities, Fund Principal, & Restricted Funds			
Liabilities			
40000 - Construction Loan Payable		\$2,342,051.78	
Payroll Withholdings			
40100 - FICA withheld		(\$16.96)	
40300 - State Tax withheld		\$319.26	
40301 - Ferncliff		\$50.00	
40302 - Child Support		\$318.00	
40350 - Pension/Insurance Payable		(\$8,201.57)	
Total Payroll Withholdings			(\$7,531.27)
Preschool Payroll			
40400 - Preschool FICA withheld		(\$29.44)	
40500 - Preschool Federal Tax withheld		(\$0.10)	
40600 - Preschool State Tax withheld		\$25.18	
40700 - Preschool Salaries		(\$423.94)	
40800 - Preschool Employer Payroll Tax		\$29.24	
Total Preschool Payroll			(\$399.06)
Total Liabilities			\$2,334,121.45
Fund Principal			
49900 - Fund Balance		\$4,710,011.55	
49950 - Net Investment-Prop. & Equip.		(\$2,915,003.92)	
Excess Cash Received		\$28,785.87.87	
Total Fund Principal and Excess Cash Received			\$1,823,793.50
Restricted Funds			
Total Temporarily Restricted		\$235,063.14	
Total Permanently Restricted		\$0.00	
Total Restricted Funds			\$235,063.14
Total Liabilities, Fund Principal, & Restricted Funds			\$4,392,978.09

Temporary Restricted

10202 - Capital Campaign Grounds	\$200.03	\$0.00	\$0.00	\$200.03
90000 - Memorial Fund	\$2,265.15	\$0.00	\$0.00	\$2,265.15
90003 - Gifts/Misc	\$181.06	\$0.00	\$0.00	\$181.06
90005 - Lacandon Ladies Society Mission	\$2,380.00	\$0.00	\$0.00	\$2,380.00
90006 - InterFaith Hospitality Network	\$643.37	\$490.00	\$282.05	\$851.32
90008 - Choir	\$15.67	\$0.00	\$0.00	\$15.67
90009 - Back-To-School Supplies	\$50.00	\$25.00	\$0.00	\$75.00
90010 - Misc. Designated	\$833.45	\$2,204.30	\$2,662.36	\$375.39
90012 - Lewis House	\$473.12	\$0.00	\$0.00	\$473.12
90018 - Whitmore Scholarship	\$656.95	\$0.00	\$0.00	\$656.95
90020 - Pres. Women Birthday	\$20.00	\$0.00	\$20.00	\$0.00
90026 - Deacons Helping Hands-PDF	\$40.00	\$0.00	\$0.00	\$40.00
90035 - Footsteps in Faith Scholarship Fund	\$284.00	\$0.00	\$0.00	\$284.00
90050 - Souper Bowl Luncheon	\$25.00	\$0.00	\$25.00	\$0.00
90060 - Drama Group	\$48.33	\$150.00	\$0.00	\$198.33
90400 - Susie Wiggins' Seminary Fund	\$0.00	\$50.00	\$50.00	\$0.00
90500 - Chiapas Trip 2008	\$5,051.65	\$1,945.00	\$830.55	\$6,166.10
90600 - Chapel Renovation	\$4,400.30	\$0.00	\$0.00	\$4,400.30
90700 - Computer Replacement	\$799.61	\$0.00	\$285.00	\$514.61
90800 - Honorarium	\$95.00	\$55.00	\$0.00	\$150.00
90900 - Living Waters	\$156.00	\$0.00	\$156.00	\$0.00
90905 - Talent Show Building Fund Proceeds	\$0.00	\$869.00	\$0.00	\$869.00
Total Temporary Restricted	\$18,618.69	\$5,788.30	\$4,310.96	\$20,096.03