

Trinity Presbyterian Church, Valdosta
Stated Session Meeting Minutes
Thursday, 16 January 2025

I. Call to Order and Opening Prayer, Scripture, or Reflection:

Members Present: Beth Reid, Grant Wright, Denise Dupras, Bryan Wright, Mark Ferguson, Paul Guilbeau, Brittany Digiammarino (Clerk), Jane Shelton (Moderator), Glennie Wicks, Zirkia Snyman

Members Excused: Sonja Guilbeau, Kelly Wicks

- *The clerk noted a quorum, and the moderator called the meeting to order at 6:32PM.*

II. Review and Approval of Minutes and November Agenda.

- October 2024 Stated Meeting Minutes
- November 2024 Minutes
- Called Session Minutes 15 December
- Called Congregational Minutes 5 January
- 16 January Agenda
 - *The clerk noted that the January Congregational Minutes and October Minutes were still entitled "agenda" and made the appropriate adjustments.*
 - *A motion was made to approve all minutes and agendas with appropriate corrections in omnibus fashion.*
 - *The motion was seconded.*
 - *The motion passed unanimously.*

III. Communications:

- a. Habitat for Humanity Thank You Letter
- b. Options Now Donation Information

IV. Sessional Committees

A. Building and Grounds

1. For Action:

- a. Committee recommends **increasing custodial salary** from \$9,698 (\$373 bi-weekly) to \$10,998 annually (\$423 bi-weekly) following the Task Schedule and signing off on the Cleaning Contract presented.
 - *This motion comes from the committee and does not require a second.*
 - *A question was asked as to when this raise would take effect. Building and Grounds stated the raise would be effective January 2025 and would be retroactive.*

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- *Other discussion noted that the custodial salary has not been raised in years.*
- *The moderator called the question, and the **motion passed** unanimously with voice vote.*

b. Peak Performance for Accounting Procedures Proposal:

Information: The following recommendations come from the Building and Grounds Committee for the purpose of determining whether to request an updated quote from Peak Performance.

- Create a comprehensive policy and procedure manual for the financial workings of the church.
- Review of the current financial statements and systems to ensure there are no easy opportunities for misappropriations.
- Implement the new policies and procedures along with auditing the processes to ensure they are understood and followed accordingly.

- *Finance member under point of order stated this matter should only be for information from building and grounds and that the action item should be turned over to the Finance Committee. The Moderator overruled the point of order and stated that Kelly Wicks, as president of the corporation is fulfilling her duties as president by requesting permission to explore (not follow-through) with Dan Barnes Audit.*
- *The Moderator entertained a motion to table the action item until Kelly Wicks (corporation president) can be present to explain more details.*
- *Discussion in response was that the action item was not a proposal for audit, but a recommendation to create a policy and then use that information to determine whether an outside audit was necessary.*
- *The moderator then ended the discussion and called the question.*
- *The motion comes from the committee and requires no second. The motion passed with 5-4 votes.*

2. For Information:

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a. Hurricane Helene Updates

- Brick facet – getting quote from masonry for insurance purposes; we are to save all bricks. Kelly is working to find a brick match for Columbarium as original brick is from 1985. Working with 3 brick masons for estimates and Scruggs for brick match to original brick.
- Brick facet, trim and gutters, storage building doors, atrium ceiling and membrane (leak), choir room (leak), roofing on East side of church (shingles) – pictures taken for insurance purposes. JH Strickland reviewed roof and membrane in areas that showed new leaks (atrium and choir room). Holes were found, pictures taken and quotes being developed for these two area and adding a shingle or two over Fellowship Hall . Shed – Jeff to get with Bill Tillman to ask about community service and Eagle Scout project.
- Check received - \$17,927.10 November 2024 and deposited.

b. Budget: *Medical devices and medical bag (new items) – Medical kit (toolbox in the kitchen - needs some updates)*

c. Church, Bus and Workers Compensation Insurance:

- Southern Mutual has renewed our insurance (Facility) for one year (no longer 3-year contracts) with an increase in premium, deductible increase and Hail/Wind deductible increase.
- Brotherhood Insurance, Shonna Davis and Bruce Wiles of Gibbs & Associates being contacted for policy and rate comparison.

B. Care and Share Committee

1. **For Action:** None.

2. **For Information:**

- a. Budget – no recommendations for change at this time.
- b. WNS – No additional price increase needed at this time.
- c. WNS Challenges – there have been RSVP no shows and folks eating who have not RSVP'd, which makes it harder for Care Share to plan.
- d. Dutch Lunch Bunch – looking for ideas to provide assistance in planning and improve communications.

C. Christian Education

1. **For Action:**

- a. Budget – **The Christian Education Committee recommends** the following changes to the committee budget:
 - Eliminate VBS (1000) and Trinity Trails (700). Combine amounts in each line to create one budget line item entitled “Christian Ed Events” (1700) This will cover Christian Ed

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related events such as the Easter Egg Hunt, Movie Nights, Circle Meetings, etc.

- Combine the line items “Youth Camp” (900.00) and “Youth Trips” (3,000). Combine amounts into one line item entitled, “Youth Trips” (3,900)
- Reduce “Children’s Ministry” amount to \$1,000.
- Reduce “Youth Programming” to \$2,100.
- Create Line Item “Young Adult Resources” with budget amount of \$200.00.
- Create line item “Family and Intergenerational Ministry” with budget amount of \$200.00.
- Include “Women’s Retreat” line item in the Christian Education Budget
 - o *The motion comes from the Christian Education Committee and requires no second.*
 - o *The motion passed unanimously.*

- b. The Christian Education Committee recommends** holding a youth fundraiser during the months of Feb-March 2025. The fundraiser will be a spaghetti dinner hosted by youth and funds will go to assist youth with Montreat costs.
- o *The motion comes from the Christian Education Committee and requires no second.*
 - o *The motion passed unanimously.*

2. For information:

- a. 9 February, Scout Sunday and Souperbowl of Caring
- b. Spring Break 2 April (NO WNS)
- c. Egg Hunt (12 or 19 April)
- d. Easter Sunrise Service (20 April) (Led by Christian Ed)

D. Finance Committee

1. For Action:

- a. Finance Report **Report has been updated and does not come from the Finance Committee, will need motion and second.*
 - *After some discussion, the moderator entertained a motion to accept the finance report.*
 - *A motion was made to approve the finance report.*
 - *The motion was seconded.*
 - *The motion passed unanimously.*

2. For Information: None.

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E. Missions Committee

1. **For Action:** None.
2. **For Information:**
 - a. Missions will keep 2025 budget as is.
 - b. Missions is researching opportunities for spring. Discussed Dutch Lunch Bunch serving at the Soup Kitchen.
 - c. Tentative date for summer mission project June 22-28.

F. Worship Committee

1. **For Action:** None.
2. **For Information:** None.

V. Old Business:

1. For Action:

- a. Ratify December session email approval of session fund request from Grant Wright.
- b. Ratify December session email approval for Building and Grounds recommendation to replace **evaporator** at a cost of \$2,819.31 with a 6-month warranty on evaporator.

- o A motion was made to ratify both approvals in omnibus fashion.*
- o The motion was seconded.*
- o The motion passed unanimously, no further discussion.*

VI. New Business:

1. For Action:

- a. Appoint representative from TPC session to serve as representative of Brittany DiGiammarino certification reference group. (attachment available)
 - o Brittany DiGiammarino asked the moderator to table this action item until all those who had been discussing involvement with this project are present.*
 - o The action item was tabled.*
- b. Elect Commissioner for Stated FRP Meeting (Saturday 8 February, 10AM at St. Andrews Macon)
 - o A recommendation came from session members to reach out to the upcoming session elders and ask if they would be interested in attending the meeting. The clerk agreed to reach out to those members and the action item was tabled.*
- b. Schedule for the next Stated Session Meeting.

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- o A motion was made to schedule the next Stated Session Meeting for Thursday, 20 February at 6:30PM*
 - o The motion was seconded.*
 - o The motion passed unanimously, no further discussion.*
- c.** Call a congregational meeting for the purpose of electing officers to the corporation and present the budget for information.
 - o A motion was made to schedule the congregational meeting for Sunday, 23 February.*
 - o The motion was seconded.*
 - o The motion passed unanimously, no further discussion.*

3. For Information: None.

VI. Prayer Concerns: Patsi Peacock (home), Pastor Nominating Committee.

VII. Upcoming Events:

- a. Sunday 19 January - Frank Kilgard Preaching*
- b. Monday 20 January - Food Pantry 10-12PM*
- c. Wednesday 22 January - Judy Bickers Cooking Team (Chicken Pot Pie)*
- d. Friday-Saturday 24-25 January - FRP Workday (Helene Clean-Up)*
- e. 25 January – 2 February, Bryan on Vacation*
- f. Sunday 26 January – Graduate Honors for Mickeala Mittelstadt, Grant Wright Preaching*
- g. Monday 27 January - Food Pantry 10-12PM*
- h. Wednesday 29 January – Jan Hobson Cooking Team (Black-Eyed Peas)*
- i. Sunday 2 February – John Akers Preaching, Exam, Ordination, and Installation of Officers*
- j. Monday 3 February – Food Pantry 10-12PM*
- k. Wednesday 5 February – Dupras Cooking Team (Taco Bar)*
- l. Thursday 6 February – Food Pantry 6-7PM*
- m. Sunday 9 February – Brittany Preaching, Scout Sunday and SouperBowl of Caring*
- n. Monday 10 February – Food Pantry 10-12PM*
- o. Wednesday 12 February- Deb Radabaugh Cooking Team (Lasagna)*
- p. Thursday 13 February- Canopy Sing-a-Long 2PM*
- q. Sunday 16 February – Grant Wright Preaching*
- r. Wednesday 19 February – WNS Chili Potluck*
- s. Thursday 20 February – Dutch Lunch Bunch 12PM*
- t. Thursday 20 February- Food Pantry 6-7PM*
- u. Sunday 23 February – Frank Kilgard Preaching*
- v. Monday 24 February – Food Pantry 10-12PM*
- w. Wednesday 26 February- Zirkia Snyman Cooking Team (TBD)*

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VIII. Adjournment and Closing Prayer:

- o The moderator entertained a motion to adjourn the meeting with prayer and asked if anyone would like to pray.*
- o A motion was made to adjourn the meeting with prayer.*
- o The motion was seconded.*
- o The Stated Session Meeting adjourned at 7:33PM after a prayer from elder Bryan Wright.*

Respectfully Submitted,



Britanny DiGiammarino, Clerk of Session