

**MINUTES OF THE SESSION**  
**Stated Meeting, January 23, 2022**

The Session of First Presbyterian Church, Ada, Oklahoma, met in a regular stated meeting Sunday, January 23, 2022, at 12:04 p.m. via Zoom. Moderator Scott White called the meeting to order, and Session members recited the Mission and Vision Statements. Moderator then offered the opening prayer.

Those present included Session members Cathy Blackburn, Mindy Choate, Teresa Mayhue (elder and clerk), Ed Perkins, Gayla Cook, Amy Elliott, Terry Holman, and Amy Mayhue. David Piercy and Regina Robertson were absent with excuse. Carol Peshohonoff, Treasurer, Justin Isaacs, Deacon representative and Session member-elect, and Tami Thompson, Session member-elect, were also present. Moderator Scott White declared a quorum present.

**ADOPTION OF THE AGENDA**

Motion was made, seconded and approved to accept the agenda as written.

**APPROVAL OF MINUTES**

Motion was made, seconded, and passed to approve Stated Session Minutes, December 12, 2021, as written, attached.

**FROM THE TREASURER**

Carol Peshohonoff, Treasurer, presented the December 31, 2021, financial reports, attached.

**December, 2021**

Operations Fund Income	13,137.41
Operations Fund Expense	19,302.82
Net Income – Operations	(6,165.41)
Total Checking/Savings	62,544.86
Total Other Current Assets	166,633.13
Total Current Assets	229,177.99
<b>TOTAL ASSETS</b>	<b>229,177.99</b>

Motion made, seconded, and approved to receive the financial reports as of December 31, 2021.

**FROM THE CLERK OF SESSION**

- With sadness, but with trust in the rich promises of God through Christ our Lord, the Session records the death of Robert Richmond, January 6, 2021, which was inadvertently left out of the January 24, 2021, Session minutes.
- With sadness, but with trust in the rich promises of God through Christ our Lord, the Session records the death of Jack Lambert, December 31, 2021.
- On January 12 an e-vote was moved by Terry Holman and seconded by Mindy Choate that the church return to virtual services, including all in-person, church-related services, events, meetings, and other congregational gatherings, through at least Sunday, January 23, in light of the rising COVID-19 infection rate and the evidence of numerous positive cases within the congregation. Scott advised the Session by e-mail that the e-vote passed unanimously.

Mass e-mail mailings from Indian Nations Presbytery are forwarded to Session members, Moderator, and Treasurer. Significant e-mails are recorded:

- 12/13/21 – E-mail received from Tracy Evans, Stated Clerk, INP – Regarding legal and risk management 2021 from the General Assembly – Scott and Teresa reviewing to determine action.
- 12/16/21 – E-mail received from Sue McHugh, Administrative Assistant, INP – Advising the annual reports have been mailed and requesting necrology report and annual pastor compensation forms be returned as soon as possible after the first of the year. The remaining reports are due February 4, 2022, to the INP office. Necrology report was e-mailed on January 12, 2022. Deadline for statistical report due to the General Assembly by February 11, 2022.
- 12/22/21 - E-mail received from Sue McHugh, Administrative Assistant, INP – IRS Standard Mileage Rates for 2022.
- 1/6/22 – E-mail received from Charlie Smith, Interim Presbytery Pastor, INP – Update concerning current surge of the Omicron variant and renewed emphasis on church guidelines.
- 1/11/22 – Email from Kevin Keaton, Church Consultant – Start of the year checklist and Fidelity webinar.
- 1/12/22 – E-mail from Bobbie Heimbach, Presbyterian Women Student Grant Coordinator – Packet for students interested in applying for student grant for college.
- 1/20/22 – 2<sup>nd</sup> e-mail from Charlie Smith, Interim Presbytery Pastor, INP – Update concerning current Omicron surge in Oklahoma and reporting actions taken by churches across Oklahoma.

#### **EXAMINATION OF SESSION MEMBERS-ELECT: JUSTIN ISAACS, TAMI THOMPSON, MINDY CHOATE, AND AMY ELLIOTT**

- After examination of Session members-elect, motion made, seconded, and passed to approve ordination of Justin Isaacs as ruling elder in the Presbyterian Church USA and approve installations of Justin Isaacs, Tami Thompson, Mindy Choate, and Amy Elliott at an upcoming worship service in the near future.

#### **THE MINISTRIES, BY COMMITTEE**

1. From the COVID-19 Task Force by Terry Holman
  - Addressed the current surge of Omicron variant. He thanked the Worship Committee, Scott, and everyone who has taken part in recording services while we are back in virtual services.
2. From Christian Education Committee by Teresa Mayhue
  - No meeting this month.
  - Annual report attached.
3. From Congregational Life and Membership Committee by Amy Mayhue.
  - Meeting January 18, 2022, via zoom, report attached.
  - Annual report included in Session packet.
4. From Deacons by Justin Isaacs
  - Minutes from January 4, 2022, Deacons' meeting attached.
  - Same people will remain on as Deacons for this year's term.
5. From Finance Committee by Amy Elliott
  - Verbal report submitted.
  - Stewardship campaign has been pushed to February 2022 from November 2021.
  - Proposed 2022 budget has not been approved by Session. Amy will email proposed 2022 budget to Session members on Monday, January 24. Session called a meeting with the one item of business being to approve the 2022 budget by zoom on Thursday, January 27 at 6:30 p.m.

- First Presbyterian Church Foundation of Ada, Oklahoma – Foundation Trustee Jack Lambert, who passed away on December 31, 2021, needs to be replaced. This person will be elected by church membership. Foundation Trustee Doug Haney resigned in March 2021 and will need to be replaced by an appointment by the Finance Committee.

6. Media Relations

- No Report at this time.

7. From Mission and Evangelism Committee by Gayla Cook

- Verbal report submitted.
- Continuing with Compassionate Outreach and Meals on Wheels.
- Annual report included in Session packet.

8. From Nominating Committee by Amy Mayhue

- Verbal report submitted.
- Still asking and pleading for two people to fill the two session vacancies
- Feel sure Nominating Committee will continue as is for this year.

9. From Personnel and Administration Committee by Mindy Choate.

- Verbal report submitted.

10. From Property Committee by Terry Holman.

- Verbal report submitted.
- Annual report included in Session packet.
- New carpet in Westminster Center is finished.
- New vacuum is needed for Westminster
- New stove is still in transit. Possibly be here in early February.

11. From Steering Committee

- No meeting

12. From Worship Committee by Cathy Blackburn.

- No meeting.
- Verbal report submitted.
- Annual report included in session packet.

## CONTINUING BUSINESS

- Current status of no in-person events – two-week closure ends today. After discussion, motion made, seconded, and approved (seven yes votes and one no vote) to remain closed through January 30 and reopen February 6 with live streaming and stricter recommendations for safe in-person events.
- Scouting Unit 4–Kurt Jackson, Charter Organization Representative – report attached.
  - Troop Banquet on February 22 at Westminster Fellowship Center
  - Invitation from James Jackson, District Executive, Arbuckle Area Council, to Harry Miller District Committee Open House on March 3, invitation attached.
  - Due to COVID concerns and busy day at church, Congregational Life Committee would like to postpone Scout Sunday to early March so they will have time to prepare a reception. Scott will communicate to Scouts.

## NEW BUSINESS

- Adjustments to draft *Annual Report 2021*, attached – Christian Education, Personnel and Administration, Nominating Committee, End-of-Year 2021 financial reports, and approved 2022 budget will be included in final *Annual Report 2021*.

- Motion made, seconded, and approved unanimously to call an annual congregational meeting to follow the worship service on Sunday, February 6.
- E-mail announcements concerning *Annual Report 2021* will be sent tomorrow. The report itself with the agenda for the congregational meeting set for February 6 will be sent out on Monday, January 31.
- Clerk presented the 2021 General Assembly church statistical report for FPC, attached. Motion made, seconded, and approved unanimously to accept as presented. Clerk will submit to General Assembly next week.
- Motion made, seconded, and passed unanimously to approve the wedding building usage form for Emma Hardage and Clayton Baker on May 14, 2022, at 3:00 p.m. Regina Robertson will serve as the wedding coordinator.

**UPCOMING KEY DATES:** (January and February calendars, attached.)

1. Elder of the Month for February: Teresa Mayhue
2. Scott on study leave February 7-13.
3. Next Session Meeting: February 27, 2022, 12:00 noon, Westminster Center  
-Teresa will order lunch.

**ON THE ANNUAL PLANNING CALENDAR**

Reviewed for January and February.

- **January**

Third new session member orientation meeting

Notes provided for the *Annual Report 2021*

Stated Session meeting usually on the 3<sup>rd</sup> Sunday

Last Session meeting with elders completing terms on the session

Examination of Session members-elect

Finance Committee presents next-year budget for session approval (if not done in December)

Nominating Committee provides report to session of adjustments to the Nominating Committee membership (for action by congregation in Annual Congregation Meeting), and members willing to be commissioned as Deacon

Approve Annual Statistical Report for General Assembly

Session action on pastor's terms of call (any changes must be an item in congregational meeting)

- **February**

First Sunday: Ordinations and Installations of Elders, Commissionings or Ordinations and Installations of Deacons

First Sunday: Annual Congregational Meeting

Receive Annual Report, with discussion

Election of Nominating Committee

Action on any changes to pastor's terms of call

Other business as appropriate

Submit annual pastor compensation form to presbytery

First session meeting with new class of session members

Adopt session configuration

Committees

Chairpersons

Elect Clerk of Session (who is also congregational secretary)  
Elect Presbytery Commissioner and alternate  
Elect congregational President and Vice-President  
Elect Congregational Treasurer (if the term is complete)

**EXECUTIVE SESSION (If needed)**

**SHARING TIME**

- Thank you to Cathy Blackburn, Terry Holman, and Regina Robertson (not present) who are completing tenures on session.

**ADJOURNMENT**

- Motion was made, seconded, and carried to adjourn the meeting at 1:50 p.m. with prayer offered by Scott and Session members.

Respectfully submitted,

Teresa Mayhue, Clerk of Session