



**STATED MEETING OF SESSION
New Hope Presbyterian Church (EPC)**

**Tuesday: February 25, 2020 (6pm- RM 212)
Minutes**

Session (Elders)

Teaching Elders:		Pastor Eddie Spencer	P	Pastor Mike Jones	P
Class of 2020		Class of 2021		Class of 2022	
David Carpenter	P	Bill Ashton	P	Steve Boutelle	P
Bill Enslin	P	Al Frees	P	Sheldon Church	P
Art Hunkins	P	Randy Hincks	P	Sean Ellis	EA
Pat Mehaffie	EA	Jeannie Martin	P	Jackie Elliott	P
Signe Pagel	P			Jerry Franz	P
				Ken Seim	P
Ed Harger (Staff)	P	Chuck Knox (Treas)	P	Bob Welsh (Member)	P
Steve Shimp (Member)	P	James Laughlin (Scout Executive)	P	Chris Adams (BSA Rep)	P
Daniel Bills (BSA Rep)	P	Doug Adams (Scout Rep)	P	Quorum	Yes
P=Present, EA= Excused Absence, A= Absence					

1. Opening Prayer: Pastor Eddie
2. Elder/Deacon roundtable discussion
 - a. At this point the Deacons will leave for their own meeting.
3. Clerk of Session Report
 - a. **MSC (Ken S/Dave C/Unanimous)** to approve the January Session minutes as presented. (See attached report)
 - b. **MSC (Bill E/Randy H/Unanimous)** to approve the membership statistical report (RptMS01) as presented. (See attached report)
4. New Business move up due to time considerations:
 - a. Request to support another Cub Pack (Steve Shimp). See attached report. After some discussion it was decided to table this item until next month's Session meeting. We also appreciated the BSA representatives for answering all of our questions regarding this request.
 - b. Request to establish a Youth Internship program (Jordan Bates): See attached report **MSC (Al F/Art H/Unanimous)** to approve the recommendation to hire a part-time intern to work with the Youth Ministry program over the summer months.

5. Finance Ministry (Randy Hincks):
 - a. MSC (AI F/Unanimous) to accept the recommendation from the Finance Ministry to change the check signing authorization (see Attachment)

6. Financial reports (Chuck Knox):
 - a. Chuck gave a positive picture of our financial posture. He also noted that we are starting off 2020 strong. See attached report.

7. Pastor Eddie updated us on the where we are with establishing a building committee. After some discussion it was MSC (Art H/Dave C/unanimous) to have Steve Shimp establish and head-up a building committee. The committee will investigate what should be the next step and report back to Session with their recommendation. The recommendation, at minimum, will address the 4 most needed areas of concern; (1) Additional Classroom space, (2) Gathering space, (3) Kitchen, and (4) Storage area

8. Personnel Council Update (Al Frees):
 - a. Status on Job Descriptions
Still being worked on

9. Other Council/Ministry Status Updates and/or Reports (See attached reports):
 - a. Youth and Student Ministries report: Jordan Bates
 - b. Children Ministries report: Debbi Norris
 - c. Early Childhood Ministries report: Pam Poland
 - d. Mission/Outreach Council Minutes: Jim Mayer
 - e. Deacon's Minutes: Jill Ritterbusch

10. Old Business:

Since some Elders did not have copies of the Mission's council P&P and the updated NHP Constitution/By-laws, copies of these will be sent out again.
It is being hoped they will be reviewed and approved at the March Session Meeting.

 - a. Review and Approval of the Mission's Council Policy and Procedures
 - b. Proposed Schedule for Session review and approval on the Revised Constitution and By-laws.
 - i. The Constitution and By-laws will be emailed to all of the Elders by the end of this year. This will give us time to review and prepare for our Feb meeting.
 - ii. Looking to have a Congregational meeting sometime in April to ratify the Revised Constitution and By-Laws.

11. New Business:

- a. MSC (Ken/Jackie E/unanimous) to move the April 5th (Sun) communion to Maundy Thursday (April 9th).
- b. Suggested to have a special Seder Experience on April 4, 2021. This event would be conducted by the Chosen People Ministry of Fort Myers.

12. Tabled Items:

- a. Review of potential Outreach opportunities (with new housing being built next door, etc.) It was the consensus to further explore this opportunity that the Lord has laid before us. We had some general conversation as to what could be done here.

13. The meeting was closed in prayer by: Jerry F.

Note: Don't forget our season of prayer at 5:45pm

Respectfully submitted,
Pastor Eddie, Moderator
Art H., Clerk of Session



New Hope Presbyterian Church (EPC)

RptMS01- Monthly Membership Statistics for: January 2020

Active Membership as of the Beginning of Month		1,026
New Members this Month	2	
Membership (Unadjusted)		1,028
Membership Removals for the Month		
Members Deceased this Month	1	
Members Transfer Out this Month	0	
Members- Session has Approved to Remove	0	
Total Removals for this Month		-1
** Total Active Members as of the End of Month		1,027 **
<hr/>		
Active Affiliates as of the Beginning of Month		33
New Affiliates this Month	0	
Affiliates (Unadjusted)		33
Affiliate Removals for the Month		
Affiliates Deceased this Month	0	
Affiliates Transfer Out this Month	0	
Affiliates- Session has Approved to Remove	0	
* Total Removals for this Month		0
** Total Active Affiliates as of the End of Month		33 **
*** Total Active Membership:		1,060 ***



New Hope Presbyterian Church (EPC)

RPT09G- Adjustments to Membership (ELI)

For Month of: January 2020

Membership Dates
Start End

AA13	Vanderpoel, Marcia ()	Spouse	1/28/2020		New Member this Month
AA13	Vanderpoel, Peter ()	Primary Con	1/28/2020		New Member this Month

* Total Catg: 2

AR20	Welsh, Kathy (-14)	Spouse	9/18/2016	1/11/2020	Member Deceased on: 1/11/2020
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* Total Catg: 1

Prepared by the Church Admin Office

**** End of Report ****



New Hope Presbyterian Church (EPC)

AT05- Total Worship Services/Learning Groups for: 2020

From Jan to (Enter Month): 1 January

Worship Services- Total Averages

Year	8am		9:30am		11am		YTD Totals	
		%+-		%+-		%+-		%+-
2020	58	22.0%	405	4.1%	316	-12.1%	779	-2.1%
2019	48	6.5%	389	3.8%	359	-8.0%	796	-1.3%
2018	71	-27.1%	388	-3.1%	387	0.3%	845	-4.1%
2017	73		390		309		772	

Sunday School- Total Averages

Year	Adults		Children		Early Childhood		Students		YTD Totals	
		%+-		%+-		%+-		%+-		%+-
2020	260	4.3%	100	-19.4%	51	-24.3%	59	22.4%	469	-3.8%
2019	249	-1.6%	124	-7.4%	67	-12.4%	48	-2.8%	487	-4.8%
2018	258	16.3%	118	24.7%	49	0.4%	51	19.6%	475	16.0%
2017	212		78		56		39		384	

Wednesday Night Classes- Total Averages

Year	Adults		Children		Early Childhood		Students		YTD Totals	
		%+-		%+-		%+-		%+-		%+-
2020	104	5.1%	54	3.8%	0	-100.0%	84	15.1%	242	2.5%
2019	99	33.2%	52	13.3%	12	152.6%	73	1.0%	236	101.0%
2018	48		0		0		55		104	

New Hope Presbyterian Church of SWFL, Inc.

Balance Sheet

As of January 31, 2020

02/18/20

Cash Basis

	Jan 31, 20
ASSETS	
Current Assets	
Checking/Savings	
11001 · Busey Operating	222,574.62
11005 · Finemark Checking	138,032.51
11009 · Petty Cash	200.00
Total Checking/Savings	<u>360,807.13</u>
Total Current Assets	360,807.13
Fixed Assets	
13003 · Office Equipment	49,011.94
13010 · Church Organ	736,149.04
13101 · Land Acquisition	2,451,549.32
14101 · Pre-Project Capital Costs	146,401.37
15101 · New Building Costs	7,754,368.97
19101 · Accumulated Depreciation	-72,739.56
Total Fixed Assets	<u>11,064,741.08</u>
TOTAL ASSETS	<u><u>11,425,548.21</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
22001 · Federal Tax Payables	377.22
22002 · FICA/Medicare Payables	-177.22
22101 · Retirement/IRA Payable	401.17
Total Other Current Liabilities	<u>601.17</u>
Total Current Liabilities	601.17
Long Term Liabilities	
24001 · Capital Building Mortgage	501,072.42
Total Long Term Liabilities	<u>501,072.42</u>
Total Liabilities	501,673.59
Equity	
30001 · General Fund	149,856.27
31001 · Amortized Capital Reserve Fund	50,000.00
31201 · Operational Contingency	6,718.00
31301 · Land/Facilities/Equip/Furnish	9,793,671.12
31302 · Organ Fund	736,149.04
31401 · Campus Debt Reduction Fund	6,481.70
32001 · Worship Fund	
32101 · Worship/Music Fund	2,640.98
32201 · Organ Maintenance Fund	17,077.20
32301 · Memorial Fund	2,137.97
Total 32001 · Worship Fund	<u>21,856.15</u>
33001 · Preschool Fund	199.63
34001 · Kid's Ministry Fund	
34101 · Kids Ministry General	6,645.02
34201 · Kids Sunday AM Offering	99.36
34301 · Kids Special Projects/Events	54.92
34321 · Mom Son Event	-400.12
34501 · Kids Camp KidJam	-243.24
Total 34001 · Kid's Ministry Fund	<u>6,155.94</u>
35001 · Student Ministry Fund	
35101 · Student Ministry General	2,834.21
35201 · Student Events	1,351.32
35202 · Student Projects	268.35

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New Hope Presbyterian Church of SWFL, Inc.

Balance Sheet

As of January 31, 2020

02/18/20

Cash Basis

	Jan 31, 20
35301 · Student Retreat	-1,593.00
35401 · Student MS Trip	-2,279.84
35402 · Student HS Trip	-688.41
35411 · Student Trip Scholarship	2,453.89
Total 35001 · Student Ministry Fund	2,346.52
36001 · Adult Class Funds	
36102 · Adult New Community Class	2,655.42
Total 36001 · Adult Class Funds	2,655.42
36201 · Womens Ministry Fund	
36211 · COF World Mission	2,099.53
36212 · COF Deborah Circle	221.38
36214 · COF Lois Circle	209.07
36215 · COF Rebekah Circle	683.00
36222 · Womens Mission	1,999.81
36231 · Womens Retreat Registrations	425.93
36232 · Womens Retreat Donations	229.43
Total 36201 · Womens Ministry Fund	5,868.15
36301 · MOPS Fund	
36311 · MOPS AM	6,137.94
36321 · MomsNext AM	2,498.04
36331 · Moms @ Night	2,162.35
Total 36301 · MOPS Fund	10,798.33
37001 · Missions Fund	
37101 · Local Ministries General	240.00
37121 · Local Brittany Apartments	1,789.68
37131 · Local Dunbar Booster Club	8,328.52
37141 · Local Dream Center	200.00
37161 · Local Verity	40.00
37171 · We Care	-323.63
37301 · Supporting Ministry Fund	3,062.61
37311 · Supporting Edwards Scholarship	657.50
37321 · Supporting Mission Kid Care	375.00
37501 · Outreach Ministry Fund	4,540.04
37511 · Outreach ECHO	1,710.00
37521 · Outreach Edwards-New Intl	600.00
37531 · Outreach Erwin-Faith Partners	400.00
37700 · Mission Trips Fund	
37701 · Mission Trip DR 2020	2,375.00
Total 37700 · Mission Trips Fund	2,375.00
37711 · Mission Trips Scholarships	861.14
37801 · Mission Projects	20,448.20
Total 37001 · Missions Fund	45,304.06
38011 · Care & Compassion Fund	26,312.07
38201 · Single Moms Ministry	1,392.00
38901 · Memorial Garden Perpetual Care	33,143.57
Net Income	24,966.65
Total Equity	10,923,874.62
TOTAL LIABILITIES & EQUITY	11,425,548.21

New Hope Presbyterian Church of SWFL, Inc.
Session General Fund Financials vs Budget
January 2020

	<u>Jan 20</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jan 20</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense							
Income							
40000 · General Budgeted Income	188,852.67	143,639.70	131.5%	188,852.67	143,639.70	131.5%	1,981,161.00
40011 · Interest Income	7.01			7.01			
42000 · Worship	70.00			70.00			
44100 · Kids Ministry	95.00			95.00			
45000 · Student Ministries	36.25			36.25			
46000 · Adult Ministry	340.00			340.00			
46200 · Womens Ministry	890.00			890.00			
46600 · Family Ministries	360.00			360.00			
46800 · Hospitality	767.00			767.00			
58500 · Deacons Ministry	50.00			50.00			
Total Income	191,467.93	143,639.70	133.3%	191,467.93	143,639.70	133.3%	1,981,161.00
Expense							
62000 · Worship/Music	3,101.75	23,600.00	13.1%	3,101.75	23,600.00	13.1%	23,600.00
63000 · Christian Education	5,407.05	91,900.00	5.9%	5,407.05	91,900.00	5.9%	91,900.00
66800 · Hospitality/Fellowship	2,047.71	11,550.00	17.7%	2,047.71	11,550.00	17.7%	11,550.00
70000 · Missions & Outreach	8,379.12	200,000.00	4.2%	8,379.12	200,000.00	4.2%	200,000.00
78100 · Care Ministries	2,083.33	29,500.00	7.1%	2,083.33	29,500.00	7.1%	29,500.00
78500 · Deacons	496.60	3,050.00	16.3%	496.60	3,050.00	16.3%	3,056.00
79000 · EPC Support	2,833.33	38,000.00	7.5%	2,833.33	38,000.00	7.5%	38,000.00
88000 · Facilities & Campus	16,720.07	188,070.00	8.9%	16,720.07	188,070.00	8.9%	188,070.00
88500 · Administration	10,195.38	135,890.00	7.5%	10,195.38	135,890.00	7.5%	135,890.00
89001 · Mortgage Principal and Interest	14,000.00	168,000.00	8.3%	14,000.00	168,000.00	8.3%	168,000.00
90000 · Personnel	103,473.89	1,091,595.00	9.5%	103,473.89	1,091,595.00	9.5%	1,091,595.00
Total Expense	168,738.23	1,981,155.00	8.5%	168,738.23	1,981,155.00	8.5%	1,981,161.00
Net Ordinary Income	22,729.70	-1,837,515.30	-1.2%	22,729.70	-1,837,515.30	-1.2%	0.00
Net Income	22,729.70	-1,837,515.30	-1.2%	22,729.70	-1,837,515.30	-1.2%	0.00



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Summer Student Ministry Internship Program

Benefits/goals:

1. Develop the younger generation of ministry leaders
2. Support New Hope student ministry staff in planning, preparing, and leading summer trips, special events, and weekly ministry
3. Relationally and spiritually invest in our middle and high schoolers more effectively through one-on-one contact work
4. Attract New Hope's college-age students to return for ministry training

Category & Compensation:

- This would be a full-time, 10-week summer internship, without employee benefits
- \$4,000 (\$2,000 covered by the church, \$2,000 support raised by the intern)
(note: \$700 is budgeted in Student Ministry for intern expenses)
- Free housing **provided by NHP family*

Length of internship:

10 weeks; late May - early August

Primary role of intern:

- Contact work/building relationships with middle and high school students in one-on-one and group settings
- Supporting the Student Ministry staff in planning and leading events, trips, and weekly ministry



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Summer 2020 **Student Ministry Internship** **Information**

Purpose:

To assist the student ministry staff and leadership in encouraging, equipping, and empowering the middle and high school students of New Hope Church to build authentic relationships with Jesus and with others that will lead to an active life of faith in God, witness to Him, and service to others. To develop and hone one's own ministry gifts, skills, and calling through discipleship, mentorship, and training.

Responsibilities:

- Student contact work (attending student extracurricular events, meeting one-on-one with students, getting small groups of students together to hang out, etc.)
- Personal development under the guidance of the student ministry staff and/or others (personality, spiritual gifts, Strengths Finder, calling, etc.)
- Spiritual development under the guidance of an older man/woman (mentorship, discipleship)
- Professional development work under the guidance of the student ministry staff (read a student ministry book, plan and lead a creative student event, complete a self-evaluation at the end of the summer & receive feedback from student ministry staff, etc.)
- Assist the student ministry staff in leading the middle school mission trip to Chattanooga and the high school mission trip to Alabama
- Teach occasionally on Sunday mornings in student ministry



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- Help plan and lead mid-week student ministry events (5-7 events throughout the summer)
- Participate in VBS alongside staff and student and adult volunteers
- Attend weekly staff meetings

Category & Compensation:

- This is a full-time, 10-week summer internship program, without employee benefits
- \$4,000 (\$2,000 covered by the church, \$2,000 support raised) *
- Free housing (living with a New Hope family or empty-nest couple)
- Budget money available to be used for student contact work

Length of internship:

10 weeks; late May - early August (specific dates TBD between Director and potential intern)

Qualifications:

- Must have completed 1 year of college by the time the internship begins
- A personal faith story that reflects a relationship with Jesus and reliance on Scripture (this should be evident in one's lifestyle and relationships)
- Flexibility and confidence to engage with students and their families in a variety of settings
- A valid driver's license
- A reliable source of transportation
- Ability to lift and carry 40 pounds
- Must pass a background check
- Must complete internship application and phone (or in-person) interview with student ministry staff

Important Dates:



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**VBS: June 8-12, 2020

**MS Mission Trip: June 21-28, 2020

**HS Mission Trip: July 11-18, 2020

Fun on the Run (mid-week events): Wednesdays 6-8:30pm

*we do not expect you to support raise alone! If you don't have experience with raising support (or even if you do), we can walk you through this process and help you by providing ideas, tips, and advice throughout the process. We advise that you begin support-raising as soon as you are approved for the position!

**these weeks are a HUGE part of the internship, so please plan around these dates as you look at your summer schedule (family vacations, weddings, etc.)



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Summer 2020
Student Ministry Internship
Application

Personal Info

Name (first and last)

Email _____

Cell (_____) _____ - _____

Current occupation (*circle one*) college student* working full-time working part-time

*How many semesters will you have completed by the summer of 2020?

*What university/college do you currently attend?

*Major/areas of interest

(feel free to use a separate piece of paper to write answers to the following questions, or type answers directly into document)

How did you come to faith in Christ Jesus?

How are you actively growing and maturing in your relationship with God?



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How have you grown spiritually in the last 6 months?

**Do you currently have someone holding you accountable?
Describe...**

What is your involvement at your current church?

**What do you consider to be your greatest strengths or
characteristics?**

**What do you consider to be your greatest weakness or area
of your life needing the most improvement?**



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Describe yourself as a leader...

What excites you most about working with students and what is your greatest fear?

What are your expectations of working with New Hope's student ministry? What are your personal goals and desired outcomes as a result of participating in our summer ministry intern program?

What hobbies do you have/ what are your favorite activities?



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Are you willing for us to ask for a background check on you? Yes No

Please email a completed copy of this application to the Director of Student Ministry by **February 3, 2020**. Once we receive your application we will contact you to set up an interview.

February 19, 2020

From: Finance Ministry

To: Session

RE: Recommendation to change the Check Signing authority

It is being recommended for Session's review and approval, Beginning April 1, 2020, the Treasurer and Trustees of New Hope Presbyterian Church of Southwest Florida, Inc become the check signers for the Church.

Rationale:

From early in the church's life, checks have been signed by a group of people, including the church's treasurer and 3 members-at-large. These persons have been chosen by the Finance ministry team from the general church population and their names forwarded to Session for notification. They serve until resignation. While this system has worked for 12+ years, we believe that this system should be replaced by asking our Trustees to sign checks as part of their ministry to New Hope.

Trustees are voted into office by the congregation and hold legal standing for the corporate affairs of the church. It seems prudent that as legal representatives of the congregation under the direction and authority of Session that they should be the ones signing checks. Because the church's treasurer is part of our corporate filing (President, Vice-President, Secretary, Treasurer), that person would be included in the check-signing group. We would, therefore, continue the use of four signers.

We can easily make this change through new signature cards being filed with each of our banks.

JANUARY-FEBRUARY Report in Student Ministry

1. Zack Unkenholz--our new Assistant Director of Student Ministry has begun and is getting settled in!
2. We still need additional adults to volunteer during the Sunday morning hour with students.
3. We hosted a High School only pizza movie game night on January 19 and had record attendance for a high school event--students had a wonderful time playing game together.
4. We took 67 students and leaders to Suncoast Student Retreat in Lake Placid, FL and students had great small group discussions with leaders and built connections with one another and the Lord.
5. We had our first "Small Group Serve Night" on February 12: all the student small groups (9 groups, 70 people total) chose a service project or local mission partner to support. Groups delivered cookies to local first responders, made valentine goodie bags for the church staff, purchased supplies for Verity Pregnancy Resource Center, did yard work at a church member's home, and much more!

URGENT needs:

adult volunteer helpers and teachers for Sunday mornings 9:30-10:30am (we are averaging 50-60 students every Sunday and need more than just 3-4 adults helping out)

Submitted by Jordan Bates

Children's Ministry Session Report February 2020

February is about Love (choosing to treat others the way you want to be treated).

Kids' ministry is showing love to We Care Outreach Ministries with several projects.

- A clothing drive through the month
- Collecting money for Bibles for worship (goal is 60 Bibles)
- Requesting food and sending a group to serve on February 21
- Collecting food items and assembling bag lunches on March 11.

Daddy-Daughter Dance for K-5th grade girls is Saturday March 7th from 5:30-7:30 pm Tickets are on sale soon for \$10 each. Amanda Heidt is directing this year's dance.

To Mars and Beyond Vacation Bible School (June 8-12) planning is underway. Registration is open on the newly launched New Hope website. Parents began calling about registration from the beginning of February. Several have said their children are asking to come back to VBS this summer. We are grateful for their positive response and give God the glory.

Rise Up with Jesus – April 8th Planning and recruiting has begun for an Easter Event for the Wednesday of Holy Week when Wednesday family nights are not meeting. This is a family event with a similar concept to the Easter Experience but a completely different theme and format. The focus is hands on activities to help children understand the Resurrection, the most important event of God's Story.

If you are interested in helping support, please contact Debbie Norris. Help is needed with outreach, setup and experience volunteers. Thank you!

Report from Early Childhood Ministry - January 2020

The holidays went by in a flash. We were busy with Jingle Jam, Happy Birthday Jesus Party and of course Christmas Eve. I've got a great team of loving people working alongside me, but I could use some help. The New Year has been hard on my nursery staff. Due to some illnesses, births, job changes, and school schedule changes we're left very short on some nursery staffing shifts. Please pray for several people to come with open hearts to want to minister to our littles.

I just got back from the Children's Pastors Conference in Orlando. There were over 3000 children's pastors worshipping, sharing and learning together. I participated in a peer coaching time. I had a wonderful experience listening, praying and coaching others with similar experiences.

I am excited for this New Year and having Mike and Zack onboard our New Hope team. I look forward to working with them and getting to know them and their families.

Thank you all for your continued support and prayers!

Happy New Year!!

Love,

Pam Poland