

The Session of the Downtown Presbyterian Church
Meeting of June 16, 2019

A meeting of the Session of the Downtown Presbyterian Church (DPC) was opened at 12:48 PM on June 16, 2019.

Attending Rev. Mike Wilson, Moderator, Jack Henderson, Clerk of Session, Jeff Koontz, Treasurer, Mary Turner, Vickie Coffin, Jim Hoobler, Chuck Cardona, Dave Coleman, David Maddox, Justin Near, and guests Michael Korak, Pam Swoner, Dena Swoner, and Denny Harris.

1. Opening prayer by Rev. Wilson.
2. Approval of Agenda
Add discussion of a proposal from Raskin Company under Building & History Committee report.
Add discussion of grant writing under Finance & Administration Committee report.
Motion to approve the agenda with amendments from Mr. Coleman, second from Mr. Hoobler.
Motion carried.
3. Approval of minutes from May 19 meeting
Motion to approve the minutes from Mr. Coleman, second from Mr. Hoobler. Motion carried.
4. Office Manager report
Dena Swoner brought us up to date.
 - New tax exempt form to be approved.
 - For 501(c)3 status, we fall under Presbyterian Church (USA).
 - Keys to the church: Ms. Swoner has developed a system for organizing door keys with color coded tags. Keys are kept in the vault. People will have to sign out keys.
 - Realm accounting system has been installed. It is functional, has good-looking reports. PC backup is on external drive in the vault.
 - Security Binder: A black book was introduced for the reporting of incidents.
 - Event Binder: Organization of requests for use of the building.
5. Grace on a Plate presentation
Michelle Warren and Ed Cantwell visited to speak about the Grace on a Plate (GOP) proposal for use of the DPC building. In Nashville, we have elite hospitals, and we have those who need care. Mr. Cantwell's organization hopes to bridge the distance between the caregivers and those needing care. There is a desire to serve mind, body, and soul. There is also an urgent need for security on DPC property. These discussions will continue.
6. Moderator's Report
The Moderator's report is included in the Session packet.

7. Treasurer's Report

Motion from Mr. Coleman, second from Mr. Henderson to request a draw from the DPC endowment of up to \$30,000 for capital expenses and \$25,000 for operational expenses. Motion carried.

The Treasurer commented on benefits of the Realm accounting system.

8. Clerk's Report

Nothing of note.

9. Committee Reports

○ Building & History

Discussion around moving the DPC nursery to rooms 215 and 216 of the Sunday School building and relocating the handbell storage and rehearsal space. We will request help from Mr. Korak to determine best-use case.

The Raskin Company is working on the remodeling of the Cohen Building at 421 Church Street. The building is east of the DPC building. The DPC parking lot is directly at the rear of the Cohen Building. The Raskin Co. has requested use of part of the DPC parking lot for a dumpster during the remodeling. Communications with members and friends of DPC will be needed. Mr. Hoobler and Mr. Korak will be responsible for negotiating and signing the agreement with the Raskin Co.

Motion from Mr. Coleman, second from Mr. Henderson to accept the Raskin Co. proposal with amendments. The motion carried.

○ Education & Evangelism

Adult Sunday School class with conversations on parables was successful.

○ Finance & Administration

A report is included in the Session packet.

Help in writing grant requests is wanted. The Session Moderator proposed forming a "Development Committee."

○ Hospitality

A report is included in the Session packet.

Motion from Ms. Turner, on behalf of the Hospitality Committee, to allow DPC to host Night Out against Crime on August 6th. The motion carried.

○ Outreach

Next meeting of Saturday Breakfast Committee June 23rd.

Next meeting of Outreach Committee June 30th.

○ Personnel

A review with William Taylor was completed.

○ Worship & Arts

Discussion of the availability of the Browsing Room/Gallery to DPC visitors.

○ Communications task force

A report is included in the Session packet.

10. Nashville Pride participation – June 22

Mr. and Ms. Coleman will take the lead in representing DPC and handing out water to parade participants.

11. John Bell, the Scottish theologian and hymnist, will speak at DPC on September 28th. Second Presbyterian Church and DPC will act as co-sponsors. Two sessions will take place in one day; lunch will be provided.
12. Next Meetings
 - Session: July 21 (third Sunday)
August 18 (third Sunday)
September 22 (fourth Sunday)
October 27 (fourth Sunday)
 - Presbytery: Saturday, July 20, Westminster Columbia
Motion from Mr. Coleman, second from Ms. Near to elect Mr. Cardona as Elder
Commissioner from DPC. The motion carried.
13. Mr. Coleman will provide the opening prayer at the Session's next meeting.
14. Mr. Hoobler moved to adjourn the meeting at 4:12 PM.
15. Closing Prayer by Rev. Wilson.

Respectfully Submitted,

Vickie Coffin