

Session Meeting Agenda – June 16, 2019

Excused: Debra Gentry

1. Opening prayer – TBD
2. Approval of Agenda
3. Approval (or attestation of approval) of minutes from May 19 meeting
4. Grace on a Plate presentation
5. Office Manager report
 - a. Realm accounting; keys in vault; incident folder; event folder
6. Moderator's Report – *see accompanying report*
7. Treasurer's Report
8. Clerk's Report
9. Committee Reports – *Oral reports should be limited to items for action only.*
 - Building & History – *met June 9 see accompanying report*
 - *discussion around moving nursery to rooms 215 and 216 and relocation of handbell rehearsal space.*
 - Education & Evangelism –
 - Finance & Administration – *met June 9, see accompanying report*
 - Hospitality – *met June 10, see accompanying report*
 - Outreach – *next meeting June 30*
 - Personnel – *met June 5*
 - Worship & Art – *met June 10*
 - Communications task force – *see accompanying report; Justin will give oral update*
10. Nashville Pride participation – June 22
11. John Bell in Nashville September 28; Second PC and DPC as co-sponsors
12. Further discussion of Capital Infrastructure Investment plan (if needed)
13. Continued Conversation around identity, mission and long-term goals, including New Beginnings material, Mike's musings, October visioning session, etc.
14. Next Meetings
 - Session: July 21 (third Sunday)
 - August 18 (third Sunday)
 - September 22 (fourth Sunday)
 - October 27 (fourth Sunday)Presbytery: Thursday, July 20, Westminster Columbia
15. Closing Prayer

Session Meeting of The Downtown Presbyterian Church

May 19, 2019

Moderator: Rev. Mike Wilson

Clerk: Jack Henderson

In Attendance: Rev. Wilson – Moderator, Jeff Koontz – Treasurer, Elders Jack Henderson – Clerk, Deborah Gentry, David Maddox, Vickie Coffin, Jim Hoobler, Chuck Cardona

Excused: Justin Near, Dave Coleman, Mary Turner

1. **Opening prayer** – Opened by Rev Wilson at 12:50pm
2. **Approval of Agenda** – Approved with change to move Grace on a Plate discussion earlier.
3. **Attestation of approval of minutes from March 17, 2019 meeting** – Minutes were approved via email prior to this meeting.
4. **Moderator's Report** – see accompanying report.
5. **Treasurer's Report** – See accompanying report. Discussion pertained to pledges being different than budgeted and if we expect to catch up over the year.
6. **Grace on a Plate proposal** – GoAP toured the space recently and expressed continued interest in utilizing our space for a weekday lunch program. Concerns and questions from DPC about cost, use of space, investment have been expressed. GoAP representatives will be attending next Session meeting in June.
7. **Clerk's Report** - Membership transfer: Amy Harkness and Amelia Hahn from First PC to DPC. Motion to receive Amy and Amelia into membership was carried unanimously. Libby Shoulders passed away and will be taken off Rolls. Jimmy Cheshire made a donation in her honor.

8. **Committee Reports** – Oral reports should be limited to items for action only.

Building & History – see accompanying report. No items for action

Education & Evangelism – see accompanying report. No items for action

Finance & Administration – see accompanying report. No items for action

Hospitality–see accompanying reports. No items for action.

Outreach–see accompanying report. No items for action.

Personnel-see accompanying report - Program to develop stronger personal relationships with the pastor, tentatively titled “Coffee with Mike” will be developed. Individuals can reach out to him for meet ups and conversation.

Worship & Art – see accompanying report. Discussion pertained to returning worship to the Chapel in the summer following renovations.

Communications task force – see accompanying report. No items for action.

9. **Nashville Pride participation** – Pride is June 22. The parade route is shorter this year, not passing the church and only going down Broadway this year. Middle TN presbytery will be marching in the parade with their own banner. DPC will have their own sign as a participant congregation with congregants volunteering to join the march.

10. **John Bell in Nashville September 28**; Second PC and DPC as co-sponsors for the workshop that will be hosted at 2PC and would be publicized throughout both and other churches. Event would be two sessions broken up by lunch.

11. **Further discussion of Capital Infrastructure Investment plan** – Discussion covered plans for the bathrooms upstairs (two single unisex bathrooms with interior lock) and HVAC renovations. A motion for the new proposal for stained glass in Narthex, that was not in the capital plan, to be referred to the Building and History committee for discussion. B&H notes that this proposal was not brought before the committee.

12. **Continued Conversation around identity, mission and long-term goals, including New Beginnings material, Mike’s musings, October visioning session, etc.** – Discussion touched on our identity as a truly welcoming congregation to all walks of life, not just on Saturdays but on Sundays.
13. **Next Meetings** Session: June 16, 2019 Presbytery: Thursday, May 30 at Trinity PC Nashville – David Maddox will attend.

Pastor Mike will be on vacation on Sunday, September 15 (back on the job on Monday, Sept. 16). Hospitality would like to schedule the Cauldron Cook-off on October 20. Possible session schedules are:

- One meeting for Sept./Oct. on Sept. 22, 29 or Oct. 6.
- Meeting on Sept. 22 and Oct. 27 – **THIS PLAN WAS ADOPTED**
- Meet on Sunday, Sept. 22 and Monday, Oct. 21
- Something else

14. **Closing Prayer** - Meeting adjourned at 2:55pm and closed with prayer by Rev. Wilson

Pastor's Report (Mike Wilson)
May 20, 2019 – June 16, 2019

Worship services: 4

Sermons: 4

Visits, including hospital, coffee, breakfasts and lunches: 7

Tuesday Bible Study: 3

Saturday breakfast: 3

Meetings/Events:

- Worship & Arts committee meetings
- Finance & Admin. and Building & History meeting
- Personnel committee meeting & Wm. Taylor evaluation
- Nominating Committee meeting
- Moderated Bellevue PC session
- CPM meeting (committee chair)
- Presbytery meeting
- Belmont workshop – *Sacred Space Into Kingdom Cash*
- Intersection concert (provided sound system support)

Pastoral expenses – approx. <\$200

Study Leave & Vacation:

- August 1 – 4 (Thursday – Sunday) study leave: PC(USA) Big Tent conference in Baltimore
- September 2 – 15 (2 weeks, Monday – Sunday) vacation
- November 7 -10 (Thursday – Sunday) study leave: Awakening Soul Conference, Ashville
Guest preachers for August 4, September 15 and November 10 TBA

Joint Meeting of the Finance
and Building and History Committees
June 9, 2019 at the Downtown Presbyterian Church

- I. Building and History
 - a. Upcoming costs:
 - i. \$1,200: Bible display case in History Room
 - ii. \$2,200: Wrought iron gate and fence repair plus locking enhancement **To keep out the random vandals.**
 - iii. \$25,000: Chapel renovation continues with wood and concrete floor, final payment on chairs **This will be the full payment completion of the chapel! Paid off!**
 - b. The Cohen building wants to use some of our parking lot space **They would like to use 3 of our parking spaces for a dumpster for renovations to begin June 10. We will ask for a quid pro quo of parking spaces in the parking garage directly behind DPC. Anticipated construction is 2-3 months, but will it take longer and run into parking for Waffle Shop? Jimmy Cheshire and Jake Byl will review a contract with them. And anticipated start date for the dumpster might be June 17. Thanks to David Maddox for taking the lead!**
 - c. Renovation/placement of the nursery **Mike K. will bring back a quote for the building additions for the “flower” room to open the space for the nursery. This will let the kids have a straight shot from the Sanctuary to the new location for the nursery.**
 - d. Stained glass for the Narthex **We will investigate the costs and need to add this, perhaps for the 2020 budget. Thanks, Denny for the initial work on this.**
- II. Finance
 - a. Finance update
 - i. Current operating account balance as of 6/8/19: \$29,410.71. (And today’s count was \$11,088.67) **We have some expenses coming up...do we need to draw in light of the upcoming expenses? We’ll delay this until the Session meeting next week to get a better handle of the totality of the expenses. We are thinking around 30K.**
 - ii. Treasurer’s Report **Jeff Koontz provided a useful monthly deposit analysis of the last four years to give us an idea of what trends in giving we see. There’s not a lot of consistency, but our summer months aren’t as bad as we thought and December isn’t always the biggest giving month. David Maddox asked for this because our giving has been weak lately and he wants to do an analysis.**
 - iii. The last of the Virginia Tipton Craig money **\$12,200! Thanks for this! This shows the value of making a pitch in stewardship for this because it has really been a help to DPC.**
 - b. Libby Greer memorial notification **There is a request to let the family know how many donations have come in so that they can thank them. Jimmy brought up that DPC should let families in general know when this happens so that we can add this to our best practices in communication. Pastor Mike will let Dena**

know that he wants to know when the memorials come in so that he can send a letter.

- c. Who will chair Finance and be the treasurer next year? **Chuck has pondered this since the budget time will come up in the fall. It would be good to have people who are current and versed to take over in January.**
- d. Miscellaneous **Tom Wills and Denny have been talking about having community movie nights in the winter. Tom has the equipment this might be a good way to link with the community.**

III. Next meeting? **July 14, 2019!**

In attendance: Chuck Cardona, David Maddox, Mary Turner, Jim Hoobler, Jimmy Cheshire, Pastor Mike, Jeff Koontz, Denny Harris, Mike Korak and Tim Johnson

Hospitality Meeting Minutes June 20, 2019
(Calypso Café, 100 Oaks, 6pm)

Attendees: Jim & Faye Dickson; Michael Arwood; Denny Harris; Dave Coleman; Mary Turner

Next Meeting: Monday July 21, 6pm. Smoking Thighs 5:30 Bingo to follow!

Meeting Highlights

1. Little Library donated by Jim & Faye Dickson. Put in Narthex. Will "advertise" to congregation in evotion and bulletin.
2. Lots of activities scheduled to work around existing church events and noted area schedules such as Titans' home games.
3. Greeter sign-up filled through mid-July.
4. Ice Cream Crankin' on first Sunday in August (4th) will be day before Metro school starts. Will replace lunch at Farmers' Market. Will miss one Farmers' Market lunch to keep alternating Corner Pub around Titans' games.

Upcoming Event Dates (in addition to regular first Saturday Art Crawl and first Sunday lunch)

1. July 14: Sunday, 3pm. McConnell's lakeside get together
2. August 4; Sunday, post service: Cranking Ice Cream – "court yard" alley!
3. August 6; Tuesday, possible Night Out Against Crime, DPC host community.
4. August 24th, Saturday, time TBD: summertime "cottage" dinners.
5. September 7, Saturday, Habitat for Humanity: Time & Place TBD
6. September 29th, Sunday, post service picnic @ Metro Parks
7. October 13, Sunday, post service: Chili cookoff

To do list

Michael Arwood

1. Ice cream cranking follow-up.

Dave Coleman

1. Follow-up with Stephanie regarding Gay Pride parade on Saturday, June 22, 10 am. Water; participation?
2. Invite Les Kerr to do Art Crawl, Saturday, September 7th.
3. Reserve picnic space for summer picnic: Sunday, September 29th.
4. Consider inserting trimmed post cards into pews.

Jim & Faye Dickson

1. Habitat for Humanity in September.

Denny Harris

1. Contact Aron Hoke Doenges regarding upcoming July 6th Art Crawl concert
2. Work on summer cottage dinners with Samera and others.
3. Develop plan with Tom Wills regarding winter movie "madness".

Mary Turner

1. Do Little Free Library write-up for evotion and bulletin.
2. Update Greeter signup online.
3. Update marquis for "Pray with Pride"
4. Follow-up with Betty McConnell regarding lakeside get together on Sunday, July 14th, 3pm.
5. Follow-up with Night Out Against Crime.
6. Get event dates online, evotion, church bulletin boards and Sunday bulletin.

Other – Future events

1. Movie madness in the winter (January-March 2020). Denny to work up proposal with Tom Wills.

2. Homecoming 2020? Could it be Pentecost Sunday, May 31, 2020 (Memorial Day May 25); would not conflict with CMA. Evening event. Remodeling of chapel and bathrooms.
3. Consider hosting Night Out Against Crime, Tuesday, August 6th.
4. Consider hosting night with Metro Council rep Freddie O'Connell.

Budget Overview

Hospitality covers:

1. Sunday mints, juices, etc.
2. Meals for congregational events (Easter breakfast, Spring clean-up, prizes for chili cookoff, etc.)
3. Advertising for Art Crawl.

Category	Annual Budget	YTD Actual
Receptions	100	0
Congregational Meals	166.68	21.32
Bereavement	166.68	0
Advertising	333.32	260.63
New Member Assimilation	83.32	0
Misc Hospitality	33.32	52.97
Waffle Shop	833.32	28.58

Standing Activities:

Art Crawl (Michael A.; Denny, Mary regular volunteers)		
Date	Artist	Comments
July 6	Aron Hoke Doenges	Denny will meet with earlier. Michael, Dave, Mary to work event.
Aug 3	Jodie & Emlin O'Regan	Mary will ask Jodie & Emlin to help advertise to their Aussie friends!
Sep 7	Les Kerr?	Dave to follow-up with Les Kerr. Mary GONE
Oct 5	Eric Near	
Nov 2	William & Ann Landis Jetton	
Dec 7	William/Organ concert	Let's make this a big shindig!

First Sunday Lunch		
Date	Location	Comments
Jul 7	TBD	
Aug 4	Church	Ice Cream Crankin'
Sep 8	Corner Pub	Titans away
Oct 6	Farmers' Mkt	Titans home
Nov 3	Corner Pub	Titans away
Dec 8	Farmer's Mkt.	Titans away (3:25 game)

Communications Task Force

Justin Near, Holly Kellar, and Jennifer Zehnder met on June 2, 2019. We will continue discussions via email until we feel like we need to have another in-person meeting.

Many areas were covered during our first meeting.

Topics included:

- **messaging** - open, affirming, missional, progressive, acknowledging our formal, traditional, and historical appearance but also showing what we look like on the inside
- **invitation** - what are we specifically inviting people to do? Be sensitive to it being more than just coming to worship on Sunday morning - we have and are continuing to develop lots of other entry points, all important
- **audience** - look beyond our holes/gaps and find the group(s) most open, willing, and able to participate at DPC; identify target audiences (downtown employees, downtown residents, Nashville at-large residents), best message for each, and who is most likely to respond
- **intent** - contemplative times kept coming up in the discussion, the need to refuel and recenter; possibility of designated weekday time for employees and post-service time on Sundays (Chapel); also discussed the need for deeper fellowship - allows us to better know why someone is leaving before they leave rather than after, when it's too late to do anything
- **Twitter** - need someone to spearhead; consider leveraging some sort of Friends of DPC organization or simply developing stewardship campaigns beyond our membership
- **Facebook** - developing a more intentional strategy that is easy to enact (ex. assign admins a specific day of the week and specific topics, collaborate on Google Docs for resources, post events, share items from other groups that align with our mission, Pastor Mike post his letter from the eVotion); enfold organ page into public page if possible; work on boosting numbers on public page
 - current public page admins - Richard Feaster, Nina Cardona, Michael Arwood, Tom Byl, Jewly Hight, Stephanie Coleman, and Claire Armbruster
 - would like to add William and Tom Wills as admins to that page

Take-away to-do's were:

- grass roots flyer delivery to local residences, which could include door-to-door, bulletin boards, welcome packets, etc (depends on the residence) (Holly)
- simply survey to be handed out at larger public events (Art Crawl, Liturgists) with the purpose of seeing who walks through our door and why (Jennifer)
- profile form of members/friends to be featured on website (Jennifer/Justin)
- look into becoming a Matthew 25 initiative church
<https://www.presbyterianmission.org/ministries/matthew-25/> (Vickie?)

Downtown Demographics:

- Downtown Partnership Employee Survey Results - https://www.nashvilledowntown.com/_files/docs/2018-employee-survey-report-for-website.pdf
- Downtown Partnership Resident Survey Results - https://www.nashvilledowntown.com/_files/docs/residential-survey-results-document-2018.pdf
- Unofficial demographics of downtown Nashville - <https://www.point2homes.com/US/Neighborhood/TN/Nashville/Downtown-Nashville-Demographics.html>

DPC Incident Report (May)

Monday, May 6, 2019 – Monday morning at first arrival found lights on first and second floors + bathrooms turned on, donation box left on bench in Fellowship Hall next to 5th Avenue door, fan and light left on in clothes closet, middle 5th Avenue door left unbolted again.

Man inside alley fence screamed obscenities and threatened to rape the office manager. Construction workers walking past parking lot intervened. Person is new to the area. White male, thirties, thinning brown hair, wearing jeans and white t-shirt, carrying a lot of bags and a red sleeping bag

Three youths around 12 years old went through parking lot trying to break into cars. Members attending meeting in Brew Room saw them.

Tuesday, May 7, 2019 – Alley gate was ripped off hinges. Contacted Premier to see if security camera on Cohen Building still works. Contractors kept leaving alley door propped open even though they were given temporary access codes.

Wednesday, May 8, 2019 – Contributor left Fellowship Hall doors unattended during distribution including both doors leading up to Sanctuary, and chain was not pulled past bathrooms. People coming into the building were not all Contributor Vendors. Caught 5 people smoking on premises including a volunteer who has been told twice already and a vendor right outside the open Fellowship Hall doors took one step onto the sidewalk and said she was on public property refusing to move. Inner and outer doors to Contributor office are being kept open even though the air conditioning is on and the Contributor office gets really loud. They have been asked repeatedly to keep the inner door closed. Employees from 5/3 building called because vendors were completely blocking 5th Avenue sidewalk, and they had to walk in the street to get to work. Tom Wills was told about the blocked sidewalk.

Saturday, May 9, 2019 – Incident during Saturday breakfast. Man (whose name is Cory) was being verbally abusive to volunteers outside clothes closet. After he went outside a fight broke out between him and another guest.

Monday, May 13, 2019 – Tim Donahow (who attacked office manager) and Cory (who got in fight on Saturday) were sitting 10 feet apart outside church office. Flags out front were ripped down and city garbage can was thrown over church fence on 5th Avenue.

Tuesday, May 14, 2019 – Donahow and Cory were both on the church property again today. Parking lot was full of illegal parkers. All stickered and moved in a couple hours.

Thursday, May 16, 2019 – No smoking sign was ripped off fence and thrown at building along with garbage. Dog poop was left right in front of alley gate. Artists and Contributor volunteers had multiple cars in the lot today. People with business at the church had to pay to park in garages.

Friday, May 17, 2019 – Car illegally parked in lot. Driver parked and jumped in waiting car in alley. Car was towed by Baileys and was possibly stolen.

Saturday, May 18, 2019 – Cory tried to come to Saturday breakfast. Pastor Mike told him to leave.

Monday, May 20, 2019 – Red statue on 5th Avenue was pulled down. Lots of garbage was left on office entrance landing on 5th Avenue. No smoking sign was badly bent. Person tried to rip it off the fence again, but the zip ties held. Vendor for the Contributor came to the AA meeting and left after 10 minutes. Paulino caught him searching rooms. He became very angry when Paulino told him to leave. Volunteers for the Contributor have been notified and Tom Wills will be informed. His name is Derrick Youngblood Walker.

Tuesday, May 21, 2019 – Homeless man came to office door and tried to force his way in demanding food, because he saw other people coming into the building so he knew we were feeding today. The group he saw was AA. His language was most inappropriate. Artist did not move their button, so last person out of the building did not set alarm. Reminder was sent to artists and David Maddox about moving the buttons.

Thursday, May 23, 2019 – Parking lot was full of tourist golf carts blocking entrance for disabled guests attending memorial. Tourists were taking pictures of mural on Viridian wall. When asked to move one of the cart drivers started to insult the office manager and DPC in a very loud voice. Finally some of the tourists on the carts demanded the drivers leave the parking lot.

Friday, May 24, 2019 – Two no smoking signs were cut off fence. Man who got in fight during Saturday breakfast (Cory) was passed out on the stoop right in front of church office doors. Michael Korak removed him.

Tuesday, May 28, 2019 – Contributor vendor, Derrick Walker, who came to AA then snuck out to rummage through the church tried to come in the office again. He was told he was not allowed in the church and to go to the Contributor's office. The volunteers told him to come to the Contributors office only. Man was passed out on stoop in front of church office. Michael Korak removed him.

Thursday, May 30, 2019 – Scooter thrown over fence... again. Reported to Hub Nashville along with scooter in back area of church that is still there from Wednesday. Two homeless including Cory were sleeping in front of the church office doors at 2:30p.m. Mike and

Michael were off and Paulino was gone, so outer glass doors were locked. Viridian was cleaning balcony area above mural and blasted concrete and debris onto office manager's car in parking lot. Manager of the Viridian has been informed.

DPC Incident Report (June)

Monday, June 3, 2019 – Signs ripped off fence again. Scooters blocking entrance to Fellowship Hall and dumped on stairs leading to church office. Reported to HUB Nashville for removal. Homeless sleeping on ledge by red statue. Three separate homeless groups demanded to see the pastor to learn how to pray. They are coming into town for the CMAs and are targeting churches.

Tuesday, June 4, 2019 – Fence jumper on Church Street. He went down the alley from the parking lot after being told the gates were locked and jumped the fence by the big pot. His clothes got caught on the fence. Cory was passed out on middle 5th Avenue landing. Fellowship Hall door was left unlocked and homeless person came inside and started to go up to the Sanctuary. Office Manager saw him on the cameras and got him out of the building then locked the doors. Contributor had car parked in lot again after being told multiple times they do not have parking privileges. They were told to move. Lot was at capacity with people and employees preparing for evening concert.

Wednesday, June 5, 2019 – Contributor blocked sidewalk on 5th Avenue again, smoked inside fence after walking past the no smoking signs, and were caught past the chain by the bathrooms. Most of the people who are informed of the smoking policy have been wonderful. There were two today who were very rude, and were not wearing Contributor badges. The Contributor is not doing enough to control the people who are there for food or training, but are not officially vendors. The people past the chain all used Tom Wills as an excuse for roaming in the back building. Toilets were full of paper towels in women's restroom after Contributor distribution. Multiple scooters were dumped in back alley between church fence and parking garage. Reported to HUB Nashville for removal.

Friday, June 7, 2019 – Drunk people on Viridian balconies were throwing bottle caps and garbage onto cars in church parking lot. Viridian management has been informed. Fight between two homeless outside church office on 5th Avenue. Police came after the fight was over.

Tuesday, June 11, 2019 – Viridian residents are still throwing garbage into church parking lot. Contractor from Viridian was trying to break into water faucet on side of church. Church faucet has a lock on it, so the contractor stole water from the Cohen Building instead. Cohen Building and Viridian management has been informed. Tim Donahow was removed from parking lot.