

**COVENANT PRESBYTERIAN CHURCH  
MEETING OF SESSION  
WEDNESDAY, JANUARY 20, 2021  
6:30 P.M.  
CONSENT AGENDA**

**ACTION ITEMS**

1. Approval of December 14, 2020 Session Meeting Minutes (pp. 2-4). Phil Koonce, Clerk of Session, moves that the minutes of this meeting be approved as written.
2. Approval of baptisms (p. 5)

**INFORMATION ITEMS**

1. December 2020 Treasurer's Report (pp. 6-7)
2. Engagement Ministry Year End Report (p. 8)
3. Clerk's Communications (p. 9)

**FUTURE EVENTS**

- |              |                              |                     |
|--------------|------------------------------|---------------------|
| • January 24 | Congregational Meeting       | 10:30 A.M. via Zoom |
| • February 6 | Charlotte Presbytery Meeting | 9:30 A.M. via Zoom  |
| • February 8 | Session Meeting              | 7:00 P.M. via Zoom  |

**COVENANT PRESBYTERIAN CHURCH  
MINUTES OF THE SESSION  
MONDAY, DECEMBER 14, 2020**

**Call to Order and Opening Prayer – Bob Henderson, Moderator**

The moderator called the meeting to order at 6:30 PM via Zoom web meetings and opened with scripture, a devotion and prayer.

**Determination of Quorum, Adoption of Agenda and Consent Agenda**

The moderator declared that a quorum was present. The Agenda and Consent Agenda were adopted as written.

**Capital Campaign Update – Randy Ripple**

Expenses are roughly \$28k under budget and the \$500k contingency has not been used.

Receipts are about \$1 million short of pledged (reminder that the campaign does not end until April 2021). Based on what we know today, additional receipts should cover the remaining financial commitments to repay Rosebro (\$300k) and additional affordable housing (\$500k).

Mezzanine buildings 1, 2 and 3 are fully occupied. Building 4 occupants are moving in December/early January. Building 4 should house more children given there are 16 three-bedroom units. Currently, 129 of 185 total units are reserved for those making less than area median income.

A capital campaign update will be included in the year-end Covenant News.

**Examination of Elders and Reports from Exam groups**

The newly elected elder class of 2023 was in attendance, which includes Sandra Boozer, Lucy Butler, Mark Folk, Hugh Gaither, Stephanie Guffin, Carla Haughton, Tommy Lawson, Hannah Leitner, John Longshore, Liz Ward, and youth elders, Elise Currie and Walt St. Onge. The Session and new elders broke out into four groups for a period of examination and sharing of faith journeys. On behalf of their groups, Sarah Gaston, Betty Graybeal, Davis Isaacs and Phil Koonce affirmed that the elders had been satisfactorily examined and moved that their exam be sustained until their ordination and/or installation. A motion was made for the entire class and unanimously approved.

**Administration - Bill McNairy, Treasurer**

November results reflected a loss of \$63,876 which is greater than the budgeted loss for the month by \$34,666. This is due primarily to lower-than-budgeted pledge receipts and a net loss from the CDC. Year-to-date net income, of \$21,938, remained favorable to budget, by \$256,873, primarily due to strong pledge receipts and lower Personnel costs.

Katie Cornwell reported that the Stewardship Campaign has received 407 pledges thus far, but is still about \$800k short of the 2021 goal. Campaign leadership will be making calls to those who have yet to make a pledge.

**Personnel - Katie Stewart, Chair**

As reported earlier, Chris Callaway has resigned as Director of the Child Development Center. Fortunately, Alexis Modebelu has very ably moved from Assistant Director into the Interim Director role. Likewise, Abigail Avalos has transitioned into the Interim Assistant Director role from her role as Resource Teacher.

The search for the Pre-school Director continues under the leadership of Lecia Shockley. The committee is conducting round two interviews with some very qualified candidates.

Revision of the Employee Handbook continues. Revisions include additional requirements that result from the opening of the Child Development Center.

**Planning and Evaluation**

**No Report**

**Ministry Reports:**

**Congregational Life – Debbie Enna, Chair**

Wednesday, December 16 will be the final Open Table of the year and it will include a Service of Wholeness and Healing. It will resume on January 13 at a new time of 7:30 going forward. Programs in 2021 will be a little shorter than an hour and, based on feedback that people are craving connection, will feature small group breakout sessions during the latter part of the Zoom session.

**Education**

**No Report**

**Engagement**

**No Report**

**Mission and Outreach**

**No Report**

**Worship**

**No Report**

**Christmas Eve – Home for Christmas – Ian Clark**

For Christmas Eve this year, Covenant will offer a festive, sacred and safe experience for families who wish to come and visit the campus. The experience will include music, a Christmas tree forest, a Christmas story, an opportunity to visit inside the sanctuary, a petting zoo and a packet of supplies to take home which will include a bulletin, Christmas ornament and communion elements. Families must register for specific 30-minute time slots, wear masks and practice social distancing. Also, COVID forms will be required and temperatures will be taken for each attendee.

There will be a drive through option to pick up a bag of worship elements.

The Christmas Eve worship service will be streamed at 5 P.M. and 8 P.M.

**Clerk’s Report – Deana Cooper, Clerk of Session**

Ordination/installation of the Elder Class of 2023 will occur on Sunday, January 10, 2021.

A motion was approved for a called congregational meeting on January 24, 2021 to hear a report on the 2021 budget and to vote on any changes in terms of call for ordained staff.

Elders Doris Ann Bradley and Ruth Meighan, who both died on November 27, 2020, were remembered for their faithful service to Covenant Presbyterian Church.

### **Old Business/New Business**

### **Staff Announcements/Pastoral Concerns**

Bob, Katherine, Grace, Julia and Ian thanked each member of the outgoing Elder Class of 2020 for their dedication and service to the Session.

Ian Clark and Julia Watkins, whose residencies will end in 2021, shared that they will be taking new positions as Naval Active-Duty Chaplain (location TBD) and Associate Minister at Westminster Presbyterian Church in Greenville, SC respectively. They both expressed thanks for the experiences, relationships and personal growth afforded them by the residency program.

Pastoral concerns were shared.

### **Closing Prayer**

Katherine Kerr closed the meeting with prayer and the meeting was adjourned at 8:55 pm.

Respectfully submitted,



---

Deana Cooper, Clerk



---

Robert W. Henderson, Moderator

**COVENANT PRESBYTERIAN CHURCH  
SESSION ACTION ITEM  
SUMMARY**

---

**SUBJECT:** January and February 2021 Baptisms

**DATE:** January 20, 2021

---

**Report From:** Baptism Committee

**Chair:** Casey Unger

**Background:** Baptisms must be approved by the Session.

**Process to Date:** Parents request that their children be baptized in January and February 2021.

**Budget Impact:** None

**Actions Taken or Recommendation:** The Baptism Committee recommends approval of the following baptisms that will occur in January and February 2021:

Thursday, January 14, 2021 to be streamed in worship on January 17, 2021

Dean Francis McNichol

Parents - Suzanne and Matt McNichol

Thursday, January 21, 2021 to be streamed in worship on Sunday, January 24, 2021

Rangeley Jon Jett

Parents - Allison and Andrew Jett

Thursday, January 28, 2021 to be streamed in worship on Sunday, January 31, 2021

Rhett Middleton Turner

Parents – Britney and Chris Turner

Thursday, February 11, 2021 to be streamed in worship on Sunday, February 14, 2021

Lenoir Elizabeth Howson

Parents - Katie and Art Howson

**Motion:** Motion to approve the baptisms of Dean Francis McNichol, Rangeley Jon Jett, Rhett Middleton Turner, and Lenoir Elizabeth Howson.

**COVENANT PRESBYTERIAN CHURCH  
MONTHLY FINANCIAL COMMENTS  
DECEMBER 2020**

**Income Statement Comments**

**Income:** Receipts for December were under budget substantially, resulting in full year total receipts being under budget by (\$1,019,844). The December shortfall related to the Preschool and campus being closed; a transfer from restricted funds for Mission & Outreach not being needed; budget contributions toward mission trips not occurring; and the CDC not being at full enrollment, all consistent with recent months. Planned and unplanned pledge receipts came in about \$65,000 higher than budgeted for the month.

Full year pledge receipts came in about \$130,000 higher than budget, and contributions without a pledge came in nearly \$120,000 higher than budgeted. Full year CDC receipts were a little over (\$600,000) below budget, and receipts from areas related to the campus being closed came in nearly (\$350,000) under budget.

**Expenses:** CDC expenses for the year were lower than budget by (\$328,060), due to not being at full staff or full enrollment. Personnel expense was favorable to budget, by (\$245,405) for the full year, due to open positions and due to funding certain salaries for staff not working while the campus has been closed with the employee relief fund. Like with the CDC, Personnel expense is budgeted as if all roles are filled, but most open positions are not being filled at this time in an effort to partly offset income shortfalls.

Expenses for Ministries were below budget for the year, generally due to the campus being closed, and expenses for areas that generate income were below budget by about (\$180,000) for the year, due to closures.

**The Bottom Line:** The December bottom line reflected income of \$208,080, unfavorable to the budgeted income for the month by (\$110,207). Due to the higher pledge receipts and higher receipts without pledges and the fact that expense control measures generally offset CDC and other revenue shortfalls, net income for the full year was \$230,018, favorable to budget by \$146,666.

**Balance Sheet Comments**

Significant changes in the Balance Sheet as of December 31, as compared with November 30, were as follows:

**Lines 22:** Reflects Capital Campaign receipts, pre-paid 2021 pledges and the net income for December.

**Line 26 and 32:** Reflects market appreciation of endowment funds in November.

**Line 28:** Reflects prepaid 2021 pledges.

**Line 33:** Reflects Capital Campaign receipts.

**Lines 36:** Reflects net operating loss for December.

<b>Covenant Presbyterian Church</b>		Period ending: 12/31/20			Y-T-D Actual as % of Annual Budget						
<b>INCOME STATEMENT</b>		<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Variance</b>	<b>Annual Budget</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
<b>Income:</b>											
1	Pledge Receipts	\$ 3,010,000	\$ 3,139,300	\$ 129,300	\$ 3,010,000	104%	98%	97%	101%	102%	101%
2	Misc Contributions	\$ 395,700	\$ 361,969	\$ (33,731)	\$ 395,700						
3	Investment Income	\$ 286,000	\$ 281,029	\$ (4,971)	\$ 286,000						
4	Other Receipts	\$ 55,000	\$ 25,908	\$ (29,092)	\$ 55,000						
5	Food Service	\$ 110,000	\$ 21,743	\$ (88,257)	\$ 110,000						
6	Recreation Wing Re	\$ 145,000	\$ 40,014	\$ (104,986)	\$ 145,000						
7	Child Development	\$ 1,323,600	\$ 712,204	\$ (611,396)	\$ 1,323,600						
8	Preschool Receipts	\$ 310,000	\$ 160,204	\$ (149,796)	\$ 310,000						
9	Youth Trips	\$ 70,700	\$ 9,685	\$ (61,015)	\$ 70,700						
10	Adult Trips	\$ 67,400	\$ 1,500	\$ (65,900)	\$ 67,400						
	<b>Total Income</b>	<b>\$5,773,400</b>	<b>\$ 4,753,556</b>	<b>\$ (1,019,844)</b>	<b>\$5,773,400</b>	<b>82%</b>	<b>97%</b>	<b>97%</b>	<b>101%</b>	<b>100%</b>	<b>100%</b>
<b>Expenses:</b>											
11	Worship	\$ 112,650	\$ 64,960	\$ (47,690)	\$ 112,650						
12	Congregational Life	\$ 34,850	\$ 15,229	\$ (19,621)	\$ 34,850						
13	Engagement	\$ 7,500	\$ 4,358	\$ (3,142)	\$ 7,500						
14	Mission & Outreach	\$ 618,000	\$ 479,233	\$ (138,767)	\$ 618,000						
15	Education	\$ 156,400	\$ 43,723	\$ (112,677)	\$ 156,400						
16	Administration	\$ 621,750	\$ 528,731	\$ (93,019)	\$ 621,750						
17	Food Service	\$ 69,500	\$ 35,603	\$ (33,897)	\$ 69,500						
18	Recreation Ministri	\$ 32,650	\$ 28,111	\$ (4,539)	\$ 32,650						
19	Child Development	\$ 1,240,248	\$ 912,188	\$ (328,060)	\$ 1,240,248						
20	Preschool	\$ 318,900	\$ 179,207	\$ (139,693)	\$ 318,900						
21	Personnel	\$ 2,477,600	\$ 2,232,195	\$ (245,405)	\$ 2,477,600						
	<b>Total Expenses</b>	<b>\$5,690,048</b>	<b>\$ 4,523,538</b>	<b>\$ (1,166,510)</b>	<b>\$5,690,048</b>	<b>79%</b>	<b>98%</b>	<b>97%</b>	<b>99%</b>	<b>99%</b>	<b>96%</b>
	<b>Net Income</b>	<b>\$ 83,352</b>	<b>\$ 230,018</b>	<b>\$ 146,666</b>	<b>\$ 83,352</b>						
<b>BALANCE SHEET</b>			<b>December</b>	<b>November</b>	<b>Change</b>						
<b>Assets:</b>											
22	Truist (BB&T) Checking/Savings	\$ 4,583,498	\$ 3,837,791	\$ 745,707							
23	M&F, Towne, WF Holding & Rosebr	\$ 864,702	\$ 864,627	\$ 75							
24	Petty Cash	\$ 350	\$ 350	\$ -							
25	Accounts Receivable and Advances	\$ 26,711	\$ 22,922	\$ 3,789							
26	Endowment Fund Mkt Value	\$ 16,367,135	\$ 14,534,727	\$ 1,832,408							
27	Real Estate Funds	\$ 2,025,000	\$ 2,025,000	\$ -							
	<b>Total Assets</b>	<b>\$23,867,396</b>	<b>\$21,285,417</b>	<b>\$2,581,979</b>							
<b>Liabilities:</b>											
28	Accounts Payable and Misc. Accrua	\$ 923,810	\$ 606,764	\$ 317,046							
	<b>Total Liabilities</b>	<b>\$ 923,810</b>	<b>\$ 606,764</b>	<b>\$ 317,046</b>							
<b>Fund Balances:</b>											
29	Donor Advised	\$ 142,160	\$ 175,896	\$ (33,736)							
30	Infrastructure Fund/Cornerstone I	\$ 175,903	\$ 175,903	\$ -							
31	Payable to Endowment Corpus	\$ 1,465	\$ 12,080	\$ (10,615)							
32	Restricted End/Cornerst & Real Est	\$ 18,392,135	\$ 16,559,727	\$ 1,832,408							
33	Restricted Funds	\$ 3,246,072	\$ 2,964,608	\$ 281,464							
34	Non-Budgeted Benevolences	\$ 156,485	\$ 166,808	\$ (10,323)							
35	Section 125 Plan	\$ 2,703	\$ 3,046	\$ (342)							
36	Genl Fund Balance	\$ 692,936	\$ 484,856	\$ 208,080							
37	Columbarium	\$ 44,904	\$ 47,208	\$ (2,304)							
38	Reserve Fund Balances	\$ 88,823	\$ 88,521	\$ 302							
	<b>Total Fund Balances</b>	<b>\$22,943,585</b>	<b>\$20,678,652</b>	<b>\$2,264,933</b>							
	<b>Total Liab. &amp; Fund Balances</b>	<b>\$23,867,396</b>	<b>\$21,285,417</b>	<b>\$2,581,979</b>							

**COVENANT PRESBYTERIAN CHURCH  
SESSION INFORMATION ITEM  
SUMMARY**

---

**Subject: 2020 Engagement Ministry Report as of 12/31/2020**

**DATE: January 20, 2021**

---

**Report From: Engagement Ministry**

**Chair: Liza Christy**

**NEW MEMBERS**

**83** new members as of 12/31/20

- **43%** joined by Reaffirmation
- **11%** joined by Profession or Declaration of Faith (includes 2020 Quest class)
- **46%** joined by Transfer Letter—of all of the transfers in 2020, **75%** came from other Presbyterian churches, 40% of whom transferred in from other Charlotte churches

**TRANSFERS OUT 2020**

**7** members transferred out in 2020 as of 12/31/20

- **3** people transferred to churches out of town
- **1** people transferred to other Charlotte churches
- **3** people requested to be removed from our membership roll

**NEW MEMBER DEMOGRAPHICS**

- Below age 18: 22 new members (includes Quest class)
- Ages 18-25: 3 new members
- Ages 26-35: 34 new members
- Ages 36-45: 10 new members
- Ages 46-55: 3 new members
- Ages 56-65: 3 new members
- Over 65: 8 new members

**OTHER INFORMATION**

- **86%** of our new members are involved in some other way besides attending worship (education small groups, local outreach, PW, bible studies, church-wide fellowship, music ministries, etc.)
- **56%** of new members joined within a year of their first visit.



**COVENANT PRESBYTERIAN CHURCH  
SESSION INFORMATION ITEM  
SUMMARY**

---

**Subject: Clerk Communications**

**From: Phil Koonce, Clerk**

---

Communication has been received from the following organizations in acknowledgement of donations:

- Habitat for Humanity of the Charlotte Region
- Faith Ministry