The Session of the First Presbyterian Church of Wilmington, North Carolina met on Wednesday, February 7, 2018 at 6:30 pm in the Session Room.

The following members, constituting a quorum, were present:

**Pastors:**
- Dr. Dan Lewis, Moderator
- Richard Aylor, Interim Associate for Christian Formation and Congregational Care

**Elders:**
- Murphy Averitt
- Bonnie Eksten
- Tommy King
- Lindsey McKee
- John Murray
- Bert Williams
- Ben Rigby
- Ben Woodruff
- Brian West
- Beth Hawthorne
- Liz Coffey
- Jan Wessell
- Dayna Pray
- Chris Daughtry

**Others Present:** Bam Alling, Treasurer; Dale Cagle, COM Representative

**CALL TO ORDER:**

Dan Lewis called the meeting to order, called a quorum and led a brief devotion about what God might be causing to bloom in our church during the upcoming season of Lent and opened the meeting with prayer.

Following the Call to Order and devotion, Dan Lewis welcomed Dale Cagle from the COM who proceeded to conduct an interview with the Session regarding Dr. Charlie Lee’s service to First Presbyterian. In addition, he briefly discussed the upcoming Associate Pastor search process.

The next item was to adjourn the Session meeting for the purpose of holding the annual church business meeting to elect officers. Following motion, second and approval the meeting was adjourned and the slate of officers presented: Bert Williams, President; Bam Alling, Treasurer, Murphy Averitt, Secretary. Following motion, second and vote in favor, the slate of corporate officers was approved. The Session next voted to reconvene the Session meeting and continue with the agenda.

**CLERK’S BUSINESS:**

Following motion and second, the following meeting minutes were approved by the Session:

January 10, 2018 stated meeting; Joint meeting January 20, 2018 and Congregational meeting February 4, 2010.

Following motion and second, the following weddings were approved by the Session:

Maggie H. Dickens to William J. Blair, October 201, 2018; Carolyn Talbert to Aaron Bryan, January 5, 2019.
Following motion and second, the following Baptism was approved:

Jones Hickman Woodard – June 24, 2018, 11:00am.

MODERATOR’S REPORT:

Dan Lewis reported that Lorene had some good news from MD Anderson about her treatment. Please keep her in your prayers.

Dr. Lewis continued and indicated that his main emphasis is currently on staffing issues in the church. He discussed staffing needs that may include a business manager, the beginning of the search process for an Associate Pastor, lead sexton and assistant sexton.

Dr. Lewis indicated that a new accounts manager, Linda Minor, has started.

With the approval of the Session, Dr. Lewis discussed Rev. Hannah Vaughn’s contract with the church. She will be employed as a temporary pastor working 10-15 hours per week. Her weekly salary will be $325. The salary will be allocated as a housing allowance subject and contingent upon written confirmation from the Board of Pensions/Presbytery that her salary can be designated as a housing allowance.

Upon motion and second, the contract was approved as noted.

Finally, Dan made a point to thank Jan Wessell for compiling all of the information and comments on the life of the church made at the officer retreat.

COMMITTEE REPORTS:

Dan made a point to indicate that he would like the Session committees, Prayer & Partnership, Planning and Discernment and Church Life, to become more active.

STAFF REPORTS:

None.

OTHER BUSINESS:

Following motion and second, the Session approved the youth request to hold a fundraiser in the Gathering Space Feb. 11 to sell Tervis tumblers and cards.

The next item was a discussion of the formation of a committee to discuss safety and hospitality at the church. Gary and Carlos Lamberty will be involved and Dan will work on putting together additional members of the group.

TREASURER’S REPORT:

Barn Ailing reported on the financial status of the church. A copy of the most recent report is attached as Ex. A.

Pastoral concerns were then noted for Rick Lawson, Lorene Walsh and Marion Mayes. There being no further business, the meeting was closed in prayer by Dr. Lewis.
Recorded by:

Murphy Averitt
Clerk of Session

These minutes are submitted as information only, as they have not been approved.

Attachments (Exhibits and additional documentation)
Financial Summary for the Session meeting
January 10, 2018 (delivered 1/30/18)

### Church, November final
(data from ACS 1/9/18)

<table>
<thead>
<tr>
<th></th>
<th>Year to date</th>
<th>Actual</th>
<th>Budget</th>
<th>(worse than)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Unrestricted:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pledges</td>
<td>949,232</td>
<td>970,129</td>
<td>(20,896)</td>
<td></td>
</tr>
<tr>
<td>General</td>
<td>109,713</td>
<td>91,792</td>
<td>17,921</td>
<td></td>
</tr>
<tr>
<td>Other income</td>
<td>102</td>
<td>-</td>
<td>102</td>
<td></td>
</tr>
<tr>
<td><strong>Total Unrestricted Revenue</strong></td>
<td>1,059,048</td>
<td>1,061,921</td>
<td>(2,873)</td>
<td></td>
</tr>
<tr>
<td>Personnel expense</td>
<td>609,814</td>
<td>693,048</td>
<td>83,234</td>
<td></td>
</tr>
<tr>
<td>Other Expenses</td>
<td>420,868</td>
<td>462,650</td>
<td>41,781</td>
<td></td>
</tr>
<tr>
<td><strong>Total Unrestricted Expenses</strong></td>
<td>1,030,683</td>
<td>1,155,698</td>
<td>125,015</td>
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</tr>
<tr>
<td>net unrestricted</td>
<td>28,365</td>
<td>(93,777)</td>
<td>122,142</td>
<td></td>
</tr>
<tr>
<td><strong>Restricted:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue;</td>
<td>226,555</td>
<td>48,586</td>
<td>177,969</td>
<td></td>
</tr>
<tr>
<td>Expenditures</td>
<td>203,836</td>
<td>48,586</td>
<td>(155,250)</td>
<td></td>
</tr>
<tr>
<td>net restricted</td>
<td>22,718</td>
<td>-</td>
<td>22,718</td>
<td></td>
</tr>
</tbody>
</table>

**Revenue exceeded, (fell short of) expenses**
$ 51,083 $ (93,777) $ 144,861

See comments for December preliminary on page 2.

### Pre-School, November final
(data from ACS 1/9/18)

<table>
<thead>
<tr>
<th></th>
<th>Year to date</th>
<th>Actual</th>
<th>Budget</th>
<th>(worse than)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition</td>
<td>347,958</td>
<td>329,958</td>
<td>18,000</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>122,584</td>
<td>112,401</td>
<td>10,183</td>
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</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>$ 470,542</td>
<td>$ 442,359</td>
<td>$ 28,183</td>
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<tr>
<td>Personnel expense</td>
<td>434,147</td>
<td>394,719</td>
<td>(39,428)</td>
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</tr>
<tr>
<td>Other Expenses</td>
<td>27,236</td>
<td>36,346</td>
<td>9,110</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>461,383</td>
<td>431,065</td>
<td>(30,318)</td>
<td></td>
</tr>
</tbody>
</table>

**Revenues exceeded expenses**
$ 9,159 $ 11,294 $ (2,135)

See comments for December preliminary on page 2.
Financial Summary
for the Session meeting
January 10, 2018 (delivered 1/30/18)

Church, December preliminary

(data from ACS 1/25/18)

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Year to date</th>
<th>Actual</th>
<th>Budget</th>
<th>Actual is better, (worse than)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pledges</td>
<td></td>
<td>1,076,862</td>
<td>1,133,050</td>
<td>(56,188)</td>
</tr>
<tr>
<td>General</td>
<td></td>
<td>231,530</td>
<td>161,000</td>
<td>70,530</td>
</tr>
<tr>
<td>Other income</td>
<td></td>
<td>106</td>
<td>-</td>
<td>106</td>
</tr>
<tr>
<td>Total Unrestricted Revenue</td>
<td></td>
<td>$1,308,498</td>
<td>$1,294,050</td>
<td>$14,448</td>
</tr>
<tr>
<td>Personnel expense</td>
<td></td>
<td>688,276</td>
<td>779,316</td>
<td>91,040</td>
</tr>
<tr>
<td>Other Expenses</td>
<td></td>
<td>486,630</td>
<td>514,690</td>
<td>28,060</td>
</tr>
<tr>
<td>Total Unrestricted Expenses</td>
<td></td>
<td>$1,174,905</td>
<td>$1,294,006</td>
<td>$119,101</td>
</tr>
<tr>
<td>net unrestricted</td>
<td></td>
<td>133,593</td>
<td>44</td>
<td>133,549</td>
</tr>
<tr>
<td>Restricted</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenue;</td>
<td></td>
<td>297,521</td>
<td>48,586</td>
<td>248,935</td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td>269,727</td>
<td>48,586</td>
<td>(221,141)</td>
</tr>
<tr>
<td>net restricted</td>
<td></td>
<td>27,794</td>
<td>-</td>
<td>27,794</td>
</tr>
<tr>
<td>Revenue exceeded expenses</td>
<td></td>
<td>$161,387</td>
<td>44</td>
<td>$161,343</td>
</tr>
</tbody>
</table>

After analysis, Pledge and General Revenue have been reallocated to the amounts shown above; receipts in December produced the improvement over the November totals.

Personnel expenses for the year were $91k under budget, B&G ($19k), Christian Education - Children ($7k), and Community Service ($5k) were the major reason for the $35k underspending of other expenses.

This combination resulted in a $134k excess of unrestricted revenues over unrestricted expenses for the year.

Adding the positive performance of restricted revenues against restricted expenditures results in a total gain of $161k for the year.

Pre-School, December preliminary

(data from ACS 1/25/18)

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Year to date</th>
<th>Actual</th>
<th>Budget</th>
<th>Actual is better, (worse than)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition</td>
<td></td>
<td>390,409</td>
<td>367,588</td>
<td>22,821</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td>137,262</td>
<td>115,601</td>
<td>21,661</td>
</tr>
<tr>
<td>Total Revenue</td>
<td></td>
<td>$527,671</td>
<td>$483,189</td>
<td>$44,482</td>
</tr>
<tr>
<td>Personnel expense</td>
<td></td>
<td>504,314</td>
<td>437,381</td>
<td>(66,933)</td>
</tr>
<tr>
<td>Other Expenses</td>
<td></td>
<td>30,386</td>
<td>37,802</td>
<td>7,416</td>
</tr>
<tr>
<td>Total Expenses</td>
<td></td>
<td>$534,700</td>
<td>$475,183</td>
<td>(59,517)</td>
</tr>
<tr>
<td>Revenue exceeded, (fell short of) expenses</td>
<td>$ (7,029)</td>
<td>$8,006</td>
<td>$ (15,035)</td>
<td></td>
</tr>
</tbody>
</table>

Expenses exceeded revenues by $6k, which was $15k under budget. This was due to:
- Personnel expenses increasing by more than the tuition generated by enrollment over budget.
- Enrollment fee discounts for FPC members greater than expected.
Appendix C

Presbytery of Coastal Carolina

Relationship Between a Congregation and a Former Pastor

(For Session Members & Congregation)

For the purposes of this document the term “pastor” and “minister” shall include:
Pastor; Associate Pastor; Interim Pastor; Interim Associate Pastor; Stated Supply;
Temporary Supply; Intern; Inquirer or Candidate as Temporary Supply; and
Commissioned Ruling Elder.

To the churches, ministers and commissioned ruling elders, the Commission on Ministry has
been concerned about the relationship between the particular church and its former pastor or
associate pastor. While recognizing the enduring value of the friendships established during
the term of a pastoral, administrative, educational, teaching advice and counsel or worship
leadership or preaching relationship, the Commission is aware of difficulties which may
result for a current pastor when the congregation or a portion of the congregation continues
to look to a former pastor for pastoral advice and counsel.

Therefore, the Commission on Ministry commends to the churches and pastors the following:

A. When Presbytery dissolves the pastoral relationship, that relationship is dissolved. Only
the pastor duly installed by Presbytery, or the pastor approved by the Presbytery for
temporary service, is authorized to perform pastoral, administrative, educational, teaching
advice and counsel or worship leadership or preaching duties among a particular
congregation.

1. The former pastor should not participate in any way with the function of the Pastor
Nominating Committee.

2. The former pastor should make every effort to be supportive of the next pastor.
Encourage persons who might make contact with concerns about the current pastor to
address them to their current pastor or the Session or the Commission on Ministry.
Avoid drawing conclusions about the current pastor on interpreting his/her behavior
or words. Encourage openness and opportunities for growth.

3. Should the former pastor’s family return for a visit or for a vacation, make a friendly
phone call to the current pastor prior to the visit/vacation and soon after arrival.

B. For a pastor or associate pastor to return to a former parish to perform pastoral, admin-
istrative, educational, teaching advice and counsel or worship leadership or preaching and
continuing services for the church and its people while they have another person as their
pastor is to show disregard for the minister who is there. The same is true for continual
visiting among the congregation, continual attendance at congregational functions, or
visiting the people in hospitals, as pastor. “Intentional or not, it expresses discourtesy and
disregard toward the new person’s service as pastor when a former pastor returns without
such invitation and coordination.”

C. “Former pastors, associate pastors and assistant pastors may officiate at services for
members of a particular church, or at services within its properties, only upon invitation
D. The people of the church shall give consideration to the pastors they have called and to show respect for them by calling them to perform pastoral, administrative, educational, teaching advice and counsel or worship leadership or preaching services.

E. Any complaint to the COM shall receive a first response in the form of a private meeting of three members of the COM with the person alleged to have violated the privilege of the pastoral relationships. Should they find the complaints valid, and should the practice continue, the matter shall be brought before the entire COM and the accused may be subject to censure according to the Rules of Discipline. The pastor, associate pastor, interim pastor, interim associate pastor, stated supply, commissioned lay pastor, intern, makes no comments, even privately, about the new pastor after leaving except to install confidence and support in the congregation. All other approaches, questions, comments from any member or staff of the congregation shall be referred appropriately.

F. If the accused is a member of another Presbytery, the COM shall communicate with the COM of that Presbytery.

G. When a minister or lay pastor leaves a pastoral relationship with a church, a copy of this statement will be given to the minister or lay pastor as well as to the session members. The session will be asked to share this statement throughout the entire congregation by reading it aloud to the congregation gathered or by using it as an insert for the bulletin or newsletter, unless the statement has been distributed through the congregation within the past year. The Commission on Ministry’s liaison person will share the statement with the session when an installed pastorate is ended or has ended.

H. A minister who has served a church in an established relationship may not serve that church as parish associate or in any other relationship until at least two years after the next pastor has begun serving the church.

NOTE: These guidelines do not apply in case of a relationship of an interim pastor, interim associate pastor, stated supply, or lay pastor that lasts four months or less.
The Session of First Presbyterian Church  
Wilmington, North Carolina  
125 S Third Street  
Wilmington, NC 28401  

Dear Friends,  

I join you in celebrating your witness to Jesus Christ over the past 200 years and wish with all my heart that I could be present at one of the events that you have planned to mark this historic occasion. Unfortunately my schedule is already filled up for all of them!  

Please extend to the members and friends of First Church the congratulations of all the other congregations that make up this great Presbytery as well as my own appreciation for all that they have done in partnership with us in the ministry of our Lord.  

From the earliest days of your church’s life you have not only witnessed where you are but have extended your ministry across Southeastern North Carolina and around the world. I personally know of the ministry of the Bill and Martha Worth in the Congo as well as the continuing service of Ruth Brown in the Congo and now Zimbabwe. Your extensive ministry in China is also known across our whole denomination. But also of note is the significant support that you have given in personnel and resources to the development of the bridge presbyterian church in Leland. For these and many other gifts to the Kingdom of God we salute you.  

With great confidence in your continuing dedication to the ministry of First Church I pray that God will richly bless the next 200 years of faithful service that you begin this year.  

Sincerely yours,  

William T. Reinhold, General Presbytery and Stated Clerk
The Session
First Presbyterian Church
125 S. 3rd St.
Wilmington NC 28401-4554

Dear Friends,

Thank you. I need to start with simply saying, thank you. Your financial gifts make our ministry possible and without them we would cease to be. I recognize that you have many choices when it comes to charitable giving and I do not take your choice of the Outlook for granted. I pray daily for wisdom and for a teachable spirit as I seek to fulfill this call as the editor and publisher of a magazine with deep roots and, I believe, an important role in our current and future life together.

This is not an easy time to be a small magazine. This is not an easy time to be a part of the mainline, Protestant church. The combination of those two worlds, at times, feels like the perfect storm of challenges. And yet, we press forward, running faithfully the race set before us, trusting that God has called us to this work for a purpose, aware that following Jesus Christ is not easy, but always joyful.

I believe that the Outlook has an important mission within the life of the Presbyterian Church (U.S.A.). We are an independent voice that seeks to share and facilitate a myriad of ministry in our denomination. We strive to think deeply about our theology, about current issues, and about the larger context in which we live and work. Your gifts, your writing, your letters, your prayers, help us each day to lift up the vision of God’s promised future.

Thank you. I need to end with simply saying, thank you.

Grace and peace,

Jill

Jill Duffield
Editor/CEO

The Presbyterian Outlook Foundation is a 501(c)(3) non-profit organization. Accordingly, as IRS rules specify us to report, the net tax deductible amount of your contribution is given below. Please retain this statement for your records.

Your contribution in the amount of $500.00 was received 12/28/2017
Less the value of the benefits in the amount of $0.00 for a tax deductible contribution of $500.00
Congratulations on 200 years!
Love, The Good Shepherd Staff

Congrats on 200!! Thank you for everything you do for us! - Liz
Awesome job! 200 is a huge benchmark! - Kenneth

So excited for you! What a milestone! - Katrina
Happy to have shared part of this journey with you! Jade

Congrats on 200!! - Jai
November 13

Dear Session Members,

I wish to thank each of you for the four dinners you most graciously prepared for the 2019 class of Deacons and Elders. The meals were delicious and your hospitality and care were truly divine. I appreciate your time and efforts.

Sincerely,

[Signature]

Car Wessel