

STATED SESSION MEETING
FIRST PRESBYTERIAN CHURCH OF ORLANDO
March 24, 2020

The meeting was called to order by moderator David Swanson at 5:30 pm via Zoom Conference.

ADMINISTRATIVE MATTERS:

ATTENDANCE:

LEADERSHIP TEAM: David Swanson, Case Thorp, Becky Davis, Jack Peebles, Tanner Fox, Dale van Gelder, Bret Allen

Ruling Elders: Robby Ball, Greg Burden, John Caplan, Amanda Cowan, Bob Francis, Erin Lindblad, Katie Witter, Bo Morgan, Allen Peacock, Ellen Arnold, Kurt Wood, Barbara Clayton, Melody Lynch, Jim Hardy

Excused: Quino Martinez

An IPAD no number was on the list of attendees, but did not have a name attached.

Total in attendance 23.

A quorum was declared.

STATISTICS

Membership as of January 31, 2019	3696
Transfers into the congregation.....	13
Reaffirmation of faith.....	10
Profession of faith.....	0
Profession of faith & baptism.....	1
Restored to the roll.....	0
Total.....	24
Transfers from the congregation.....	6
Deaths.....	0
Removed from the roll.....	41
Placed on the inactive roll.....	44
Total.....	91
Membership as of February 29, 2020.....	3,629

Transfers Into The Congregation:

Mr. Luke Cabrera – From Aletheia Church, Gainesville, Florida
Mrs. Kaitlyn Cabrera – By Reaffirmation Of Faith
Mr. Ronald Craddock – From First Baptist Church, Augusta, Georgia
Mrs. Beth Craddock – From First Baptist Church, Augusta, Georgia
Mr. Sean Delamer – By Reaffirmation of Faith

Mrs. Amanda Dukes – From Summit Church, Orlando, Florida
Ms. Cydney Glasser – By Reaffirmation of Faith
Mr. Nolan Jahna – By Reaffirmation of Faith
Mr. Frank Johnson – From First United Methodist Church, Melbourne, Florida
Mrs. Norma Johnson – From First United Methodist Church, Melbourne, Florida
Mr. Keith Lorenz – From Holy Cross Lutheran Church, Lake Mary, Florida
Mrs. Sherry Lorenz – From Holy Cross Lutheran Church, Lake Mary, Florida
Mr. Gino Matteoni – From First United Methodist Church, Winter Park, Florida
Mrs. Lindsay Matteoni – From First United Methodist Church, Winter Park, Florida
Mr. Scott Mcintyre – By Reaffirmation of Faith
Mrs. Anna Mcintyre – By Reaffirmation of Faith
Mr. David Mckinney – From Mariners Church, Annapolis, Maryland
Mrs. Lindsay Mckinney – From Mariners Church, Annapolis, Maryland
Mr. Nathan Nichols – By Reaffirmation of Faith
Mrs. Leigh Rosenberger – By Reaffirmation of Faith
Ms. Deborah Shelton – From St Andrews Chapel, Sanford, Florida
Ms. Taylor Boutelle – By Reaffirmation of Faith
Mr. Matthew Walker – By Reaffirmation of Faith
Ms. Anna Wilson – By Profession of Faith & Baptism

Affiliated members who have renewed affiliation (they will not be in the count.)

Mr. Philip Baur
Mrs. Ann Baur
Mrs. Chandra Elizabeth (Hodoval) Broadbent
Mr. Gabriel J. “Gabe” De Guia
Ms. Lorissa H. Garcia
Mr. Matthew Kasowski
Lt. Col. James Speese, Jr.
Dr. Natalie A. Stephens

Dismissed:

Ms Nancy Katherine “Kaylee” Swanson - Dismissed to Covenant Presbyterian Church, Nashville, Tennessee.
Mr. & Mrs. Joseph Curtis (Kathy) Grace – Dismissed to First Presbyterian Church, Sylva, North Carolina
Mr. & Mrs. Michael P.(Rebecca) Bedell – Dismissed to Myers Park Presbyterian Church, Charlotte, North Carolina
Mr. Dylan Michael Bedell – Dismissed to Myers Park Presbyterian Church, Charlotte, North Carolina

Placed On The Inactive Roll: (Session Meeting 2/25/2020)

Mrs	Loretta	Alfano
Mr	Robert D. "Rob"	Ambre
Mrs	Keva E.	Ambre
Miss	Berlyn Elizabeth	Ambre

Mrs	Jennifer	Apple
Mr	Mike J.	Augello
Mrs	Pamela "Pam"	Augello
Miss	Emily	Ballard
Mr	Clint B.	Beaty
Mrs	Mary Katherine "Mk"	Beaty
Mr	Jason	Brewer
Mrs	Vanessa	Brewer
Mr	John	Coleman
Mrs	Linda Jarratt	Coleman
Miss	Caroline G.	Coleman
Mr	Davis J.	Coleman
Mr	Christopher "Chris"	Elrod
Miss	Elizabeth C. "Lizzy"	Elrod
Mr	Anthony J. "Tony"	Fiorillo
Mrs	Dawn E.	Fiorillo
Mr	Larry	Garrison
Mrs	Lynn M.	Garrison
Ms	Morgan T.	Hall
Mr	Alan D.	Hanuschik
Mr	Steven J. "Steve"	Harman
Mrs	Erin "Bailey"	Hinson-harman
Ms	Jennie Ann	Jamison
Mr	Charles G. "Charlie"	Kirven
Mrs	Kate	Kirven
Mr	Michael Jayson	Lipsey
Mrs	Catherine "Catie"	Lipsey
Mr	Howell R.	Mayo
Mr	Rick L.	Moore
Mrs	Catrina S.	Moore
Mrs	Judy Marks	Peirsol
Mr	David Kirk	Pietruszka
Mr	David	Taylor
Mrs	Kathy M.	Taylor
Mr	Dakota	Taylor
Miss	Sydney	Taylor
Mr	Jackson	Taylor
Mrs	Victoria C. "Tori"	Thorndike
Mrs	Geri	Thornton
Mr	Kyle T.	Williams

Removed from the roll: (Session Meeting 2/25/2020)

Miss	Desiree' G.	Allison
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Mr	Chandler P "Chan"	Bryla
Miss	Walker E	Bryla
Mr	Barclay A. "Clay"	Bryla
Dr	Allison L.	Butt-williams
Mr	Christopher L. "Chris"	Cottrill
Mrs	Kitty	Cottrill
Mrs	Linda	Fahnestock
Mr	Andrew Taylor	Fish
Mrs	Chrissy Elizabeth	Garton
Mr	Craig Edward	Garton
Mrs	Ruth Robinson	Gibbs
Mr	Hunter Brown	Gordy, Sr.
Mrs	Amy Witherspoon	Gordy
Ms	Barbara M.	Gray
Mr	William D "Bill"	Hetzer
Mr	Walter G "Wally"	Klee, Sr.
Mrs	Linda Marie	Klee
Mr	Walter W. Wally	Klee li
Mr	Robert L.	Lamp
Mrs	Julia	Lamp
Ms	Leah A,	Langley
Miss	Stephanie M.	Lazarus
Mr	Garrett S.	Robinson
Mr	H. Jennings	Rou
Mrs	Diane	Rou
Mr	David	Shaffer
Mrs	Anne Watson	Shaffer
Mr	Parker Wyatt	Shaffer
Mr	Thomas Blake	Shaffer
Mrs	Claire L.	Shakarji
Mrs	Christina	Sweeting
Mrs	Courtney Christine	Thomas
Mr	Jacob Anthony	Tremain
Mr	Noah Michael	Tremain
Mr	Mike W.	Wilcox
Mrs	Joan M.	Wilcox
Mr	Nick	Wilcox
Mrs	Mildred D. "Millie"	Williams
Miss	Taylor Barner	Wood
Mrs	Susan	Woodman

Child Baptisms:

Harper Emilia Price on 1/19/2020

Conor Blake Ciaravella on 1/19/2020 (Non-member)

Callum Donald Swanson on 2/9/2020
Brinkley Anne Schulze on 2/9/2020
David Swanson opened the meeting in prayer.

David welcomed Christina McDaniel as the Director of Communications.

David asked that as we hear of stories of church members living out our mission in communities to relay those back to Christina for inclusion in a firth coming bi-weekly email blast to the congregation.

CORRESPONDENCE: we did not have any correspondence prior to the session meeting.

OPERATIONS REPORT: Dale van Gelder reported on the budget.

- We are currently 137K behind on tithing budget
- We are cash flowing to meet expenses based on less expenditures
- We had two large contributions come in last week- 25K and 30K

MOTION: To approve communion led by Becky Davis for the deacons in January. M/S/P

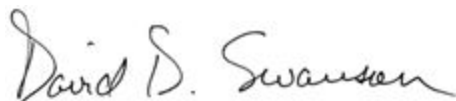
GOOD SAMARITAN FUND POLICY: Tanner and Dale led the session thru the new Good Sam Policy. One change was recommended- to change Ordained Pastor to Full time Minister on the approval of up to \$150.

MOTION: To approve Good Samaritan Fund Policy M/S/P

General Discussion- David Swanson led us through general discussions on current worship cadence and activities led by staff to meet the needs of the congregation.

- Sunday- 8:45 and 11:05 service recorded and broadcast. Case's class was recorded and broadcast during development hour.
- M-F David's morning devotional and Becky leading noon time prayer
- Wednesday- Case leading Theology of Social Chaos
- Tanner's blog
- Fellows meeting via Zoom to keep program alive
- Gotham Fellows meeting on Wednesday's only via Zoom
- Deacons and pastoral staff calling all members over the age of 70 to check in.

There being no further business, the meeting was adjourned at 6:30 PM with prayer by several of the Elders.



David Swanson
Moderator

Greg Burden
Clerk

THE GOOD SAMARITAN FUND POLICY

I. PURPOSE

The Good Samaritan Fund is the benevolence resource of First Presbyterian Church of Orlando. Such benevolence is integral to our identity, finding roots in our core value of *RELENTLESS GENEROSITY: We give extravagantly, beyond what is expected. We give because God was generous to us first. We give responsibly, cheerfully, and without guilt, championing the future forward.*

II. HISTORY

Under the 1989 Organization and Structure Plan of the Officers of First Presbyterian Church, adopted on November 14, 1988, the formation of a Board of Deacons was authorized. Among the powers granted to the Diaconate was the following: *9-52 Disburse from The Good Samaritan Fund.* The Good Samaritan Committee, which previously had this responsibility, was disbanded by the Diaconate on February 26, 1990. Further revisions to the document were adopted by the Diaconate on June 22, 1992, and the revisions included in this document were adopted by the Diaconate on October 21, 2002 and September 20, 2004. A revised process was approved on May 15, 2013. In an effort to streamline and expedite the process for helping those in our community, this amended and restated Good Samaritan Fund policy was adopted on March 24, 2020.

III. MINISTRY STRUCTURE

The oversight and stewardship of this fund is comprised of a five-member committee, designed to provide for the continuity in distribution of funds as well as the flexibility to meet needs in a timely fashion:

1. Associate Pastor of Mission
2. Chief Operating Officer (with a voice but no vote)
3. An active Deacon
4. Two active Ruling Elders

The Session shall appoint the deacon and elders annually. Additionally, the support staff of the mission team will execute the work of the fund, including processing applications and payments, alongside the finance department to ensure confidentiality.

IV. ELIGIBILITY

The Good Samaritan fund exists to provide assistance to those in need. For our covenant partners, the fund embodies our core value of *CHURCH FAMILY: We are the people you call in a crisis. Our covenant relationship matters to us, and we joyfully surround our brokenhearted.* For non-covenant partners, the fund embodies our core value of *THE CITY: Our identity is deeply rooted in Orlando. Our Christlike leadership in the city matters. We stay and we serve without expectation or condition, because we are part of the social fabric of the city.*

V. DISBURSEMENT APPROVAL

AMOUNT	APPROVAL PROCESS
Up to \$150.00	Full Time Ministers at First Presbyterian Church to use for immediate, urgent needs at their discretion
\$150.01 to \$1,000.00	Requires approval of the Associate Pastor of Mission*
\$1,000.01 - \$5,000.00	Requires majority approval of the five-member committee
\$5,000.01 - \$100,000	Requires Operations Committee approval

**In the absence of the Associate Pastor of Mission, a proxy approval vote shall be completed by both active ruling elders. The decision must be unanimous.*

VI. DISBURSEMENT GUIDELINES

- *Temporary assistance:* assistance will be given to help people overcome temporary financial needs and will avoid creating dependency on the fund. This does not mean

people are unable to be helped more than once. In general, funds are allocated to meet essential, immediate needs of a critical nature such as housing, food, utilities, transportation and medical needs. In general, funds should not be made available for payment of expenses such as credit card bills, cable television bills or other similar expenses.

- *Holistic care*: the fund exists to stand in the gap, but opportunity should be exercised to refer recipients to other resources (i.e. counseling) that are applicable for long-term care and future prevention of their need.
- *Gifts, not loans*: benefits are given without obligation for repayment.
- *Direct to provider*: Funds should be disbursed directly to the provider when possible. Disbursing directly to an individual should be the exception.
- *Collaboration with Compassion Corner*: Case workers at Compassion Corner have a direct connection with those in our community who have an immediate, crisis need. As part of the church's regular budgeting process, Compassion Corner will request a grant from The Good Samaritan Fund for the estimated emergency client aid for the next fiscal period. Compassion Corner shall provide reporting on how the funds were used no less than quarterly to the mission team.
- *Requests from staff*: all requests made by current FPCO staff members and/or staff members employed within the previous twelve months must be reviewed by the entire committee and the Director of Human Resources regardless of the dollar amount, to ensure compliance with compensatory, severance or tax regulations.
- *Tax considerations for gifts to staff*: when assisting FPCO staff, the amount of support given, according to the tax law, is considered compensation and requires appropriate tax which may include federal rates for income tax, social security and medicare.
- *Multiple gifts in a calendar year*: Additional gifts made to a family unit who has received three gifts within a 12 month period or gifts totaling more than \$7,500 for a family during a 12 month period must receive a unanimous approval of the committee prior to disbursement and/or escalation to Operations committee for approval.
- *Operational controls*: the committee shall meet at least quarterly to review disbursements made in the previous 12 months and the current fund balance.

VII. DISBURSEMENT PROCESS

1. After referral of the need, mission support staff should make initial contact to send the Good Samaritan application.
2. Upon receipt of the application, mission support staff should process the application and deliver to the appropriate approval process.
3. Decisions should be made within two business days for approval of the Associate Pastor of Mission; three business days for the majority approval of the Good Samaritan committee; and five business days from approvals required by the Operations Committee. During times of a significant event affecting multiple people in the community (ex. hurricane) the timeline may be longer to allow the committee to triage the community needs and make informed decisions.
4. After approval, mission support staff will work with the finance department to process disbursements. When able, disbursements should be processed as part of the normal accounts payable request cycle.
5. Records of all requests and responses shall be maintained by the mission support staff.
6. Every effort shall be made to maintain confidentiality throughout the application and gift process. However, at the discretion of the committee, it may be appropriate to share information with the Heart of the City Foundation if they have received a request from someone who was granted relief from the Good Samaritan Fund.

VIII. MINISTRY FUND BALANCE

The Ministry is funded by congregational offerings that are maintained in a designated fund. Appeals for donations will not be aggressively pursued until the balance of the fund is \$25,000 or less. When the fund balance is below \$25,000 the Good Samaritan Committee may seek fundraising approval from the Operations Committee and commence soliciting funds upon approval.

IX. MEASURE & EVALUATION OF SUCCESS

Success of the Good Samaritan Fund should be measured by the movement of resources to those in need. The fund should not accumulate and hold funds like a savings account; rather, money should be moved on and off the books by disbursement and replacement. Session should receive an annual report from the Committee showing the total amount of funds disbursed in the prior 12 months as well as stories of how the Good Samaritan Fund helped those in need, while maintaining the integrity of confidentiality.