

ZPC Session Meeting Agenda — March 2, 2021
Meeting at 6:30pm — Gathering Space OR Zoom
Moderator: Rev. Dr. Jerry Deck

1. Call Session Meeting to Order/Opening Prayer — Jerry Deck..... 3 min
2. Approve the Meeting Agenda — Jerry Deck 2 min
3. Consent Agenda — Jerry Deck — **Attachments 3A & 3B Respectively** 5 min
 - A. Approval of minutes for the Regular Session Meeting held on Feb 2, 2021
 - B. March Clerk's Report *[no actions to report this month]*
4. Session Development — Jerry Deck, Part One "The Ruthless Elimination of Hurry" 20 min
5. Property Team Report — Jay Maddox, Eileen Davis, & RJ Pollak, *Property Team* 45 min
6. TEAM REPORTS:
 - A. Finance Team Report — Marjie Breisch..... 10 min
 1. February Dashboard — **Attachment 6A1** *(will follow next week)*
 - B. Personnel Team Report — Karen Elliott 10 min
 - C. Generosity/Endowment Team Report — RJ Pollak..... 5 min
 - D. Governance Team Report — Lynn Thomas 5 min
7. Pastor's Report — Scott Shelton 10 min
8. Pastor's Report — Jerry Deck 10 min
9. Time of Prayer for Concerns of the Church 10 min

Upcoming Scheduled Meetings:

Mission Commission Meeting (2nd Wed) — March 10, 2021 @ 7:00pm

Generosity Team Meeting —

Board of Deacons Meeting (3rd Tue) — March 16, 2021 @ 7:00pm

Finance Team Meeting (3rd Tue) — March 16, 2021 @ 7:00pm

Regular Session Meeting (1st Tue) — April 13, 2021 *delayed 1 week due to spring breaks*

**ZPC Session Clerk's Report
for March 2, 2021 Session Meeting**

Baptism:

<u>Date:</u>	<u>Person to be Baptized:</u>	<u>DOB:</u>	<u>Parents:</u>	<u>Baptized By:</u>
4/18/21	<i>Bodie Martin Brewer</i>	12/11/2019	Jordan & Kelly Brewer	Jerry Deck
	<i>Originally scheduled for 5/17/20, postponed due to the COVID19 public health crisis, church closed for an indefinite period</i>			

**Zionsville Presbyterian Church
Minutes of Session Meeting
February 2, 2021**

The regular meeting of the Session of the Zionsville Presbyterian Church, Zionsville Indiana was called to order by the Moderator Rev. Dr. Jerry Deck at 6:31pm, February 2, 2021 at ZPC. The session met both in person and via Zoom.

Members Present: Voting Elders: Andrew Beardsley, Mike Berry, Marjie Breisch, Dave Canal, Cynthia Carr, Catherine Coscia, Karen Elliott, Betsy Howden, Stevie Mulia (*Zoom*), Sharon Pierce, RJ Pollak (*Zoom*), & Greg Rankin

Voting Pastor Present: Jerry Deck & Scott Shelton

Clerk of Session Present: Lynn Thomas

Members Absent and Excused: *none*

Special Guests Attending: Nancy Thompson & Angie Campbell, *Zionsville Food Pantry Leadership Team*

Jerry Deck opened the meeting with prayer.

Agenda:

- Approve Meeting Agenda
- Consent Agenda (*including Clerk's Report*)
- Session Development
- Ministry Report: Food Pantry
- Team Reports
- Pastor's Reports
- Time of Prayer for Concerns of the Church

Dave Canal made a motion to approve the agenda. The motion was seconded by Cynthia Carr and approved.

Consent Agenda:

A motion was made by Andy Beardsley and seconded by Scott Shelton to accept this month's consent agenda. The motion was approved. The agenda included:

- Minutes of the Regular Session meeting held on January 5, 2021
- ZPC's 2020 Annual Statistical Report^A
- Whitewater Valley Presbytery's 2021 Consent Agenda^B
- February 2021 Clerk's Report (*no actions to report this month*)

Session Development:

Jerry led a discussion on the article "The Persistent Problem" by Michael O Emerson.

Ministry Report — Food Pantry:

Nancy Thompson described the Food Pantry's quick response to altering how they served their clients when COVID halted their standard operating procedures. High School students stepped up to serve. Instead of just serving Boone County residents, they served everyone in need. Food was brought outside and loaded into people's trunks.

Judy Barnes, who heads the devotion team, prepares devotions to put in the food bags. The team goes car to car to take prayer requests. The number of prayer requests significantly increased and were, as always, passed on to the ZPC Prayer Team.

Angie Campbell (member of Saint Alphonsus Catholic Church and Volunteer Coordinator for the Food Pantry) reported that for the ZFP to serve their 400 clients, they must first have enough food and volunteers, all of which are provided by God. The ZFP is a unique place to serve and as such, the turnover of volunteers is very low.

Catherine Coscia reported they spent about \$10,000 on new steel racks and tables when COVID hit, allowing them to bring the food outdoors to serve clients in their cars. Zionsville Police Department, ZPC Men's Group, Lions Club, and Rotary Club have all volunteered in some capacity at the ZFP. This is a wonderful way to get folks into the pantry to see how it works.

Forty percent of the food is purchased from Gleaners at cost, 40% is USDA, and 20% is purchased or donated. Cynthia Carr thanked ZPC for the financial support, the use of the building, and the prayer support. Jerry Deck closed our time with these leaders of the Zionsville Food Pantry with prayer of gratitude and thanks for those who serve and those that are served.

Team Reports:

Finance Team Report:

Marjie Breisch reviewed the January Dashboard.^C She noted we have restored our cash reserves to \$500,000. Giving is just a little behind budget and not alarming. We remain below budget in expenses. Noah's Ark is maintaining break-even. Marjie stated the dashboard will be revamped to reflect Mission Commission spending and removing attendance numbers as that is not an adequate reflection of attendance with online services.

Marjie presented the revised Conflict of Interest Policy,^D noting the addition of Mission Commission and Finance Team members to the policy as well as expanded examples of conflicting interests. Sharon Pierce made a motion to approve the revised Conflict of Interest Policy requiring annual signing by Staff, Session, Mission Commission, and Finance Team members. Mike Berry seconded the motion. The motion passed.

Marjie shared the Mission Commission Expense Summary.^E Marjie reported that MC has funds that are budgeted to be spent this fiscal year that have not been used because of COVID. Rather than force spending, Marjie made a motion to approve a one-time allowance to rollover up to \$30,000 of the 2020/2021 Mission Commission budget to the 2021/2022 Mission Commission budget. Scott Shelton seconded the motion. The motion passed. Marjie will give a PPP update to session at the March session meeting.

Personnel Team Report:

Karen Elliott reported that Stuart Johnson-Kwochka accepted the Technical Director position. Karen made a motion to approve the Technical Director job description.^F The motion comes from committee so a second was not required. The motion passed.

Governance Report:

Lynn Thomas presented the slate for 2021 Whitewater Valley Presbytery Commissioners from ZPC as follows:

Commissioners: Gary Ball, Jim Cochrane, Kim Cochrane, Amanda Stricker, Barry Sumner, & Lynn Thomas

Alternates: Bud Axley, Allyson Ball, Liz Todd, & Butch West

A motion was made and seconded to accept the slate as presented. The motion was approved, electing six Commissioners and four Alternate Commissioners.

Pastor's Report – Scott Shelton:

Scott reported^G the Grace Marriage pilot is on track to begin in the Spring. The Great Banquet Advisory Board has moved Women's GB #134 to November of 2021 (originally planned for Spring of 2020). The rest of the Great Banquets are scheduled for Spring of 2022.

Scott met with Claude and Jane Burgess to determine the dates for the All-Church Retreat originally planned for August, 2020. The dates being considered are August 27-29, 2021 or August 2022. After discussion, the overall feeling of session was to go with the August 2022 dates.

Scott shared a summary of the joint Mission Commission / Session meeting held to help build relationship between the two groups. Scott Nolan will attend the April session meeting to share the Mission Commission response to the Session Direction for Mission Commission Funding and Focus approved by session at the January 2021 meeting.

Pastor's Report – Jerry Deck:

Jerry reported that Amy Crispin's last Sunday, Jan 24th, was a successful celebration of her 15 years with ZPC. Elia will be leading elementary programming over the next few months to assess our needs going forward.

Property Team will report next month on the scope and cost estimates for renovation/remodeling of the bathrooms, kitchen, chapel and building a free-standing Food Pantry.

The staff and worship team are considering options for Easter services including 3-4 indoor services, an outdoor service, an online service, or some combination of these. RSVP's and use of the chapel for overflow would most likely be used if indoor services are done.

Jerry asked session members to read the first section of The Ruthless Elimination of Hurry by John Mark Comer for our March session meeting. Jerry is still planning on taking his sabbatical May-Aug 2021.

Jerry asked the Elders to report on the new people they had reached out to meet.

Time of Prayer for Concerns of the Church:

The Session entered into prayer for the church, session, and congregation.

The meeting adjourned with prayer at 9:06pm.

The next regularly scheduled meeting of the Session will be Tuesday, March 2, 2021 beginning at 6:30pm.

Respectfully Submitted,

Lynn Thomas, Clerk of Session

Rev. Dr. Jerry Deck, Moderator

^A ZPC's 2020 Annual Statistical Report

^B Whitewater Valley Presbytery's 2021 Consent Agenda

^C January Financial Dashboard

^D Conflict of Interest Policy, revised

^E Mission Commission Expense Summary

^F Technical Director PD

^G Pastor's Report — Scott Shelton

2020 Church Statistical Report

Church	Zionsville	PIN	10864
Presbytery	Whitewater Valley		
Address	4775 W 116th St, Zionsville, IN 46077-9311		
Phone	317-873-6503	Fax	317-873-8133
Email	zpc@zpc.org		
Web Site	www.zpc.org		



Membership

Prior Active Members	976	Adjusted membership	976
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Gains	Losses		
Certificate	9	Certificate	2
Youth Professions	17	Deaths	4
Professions & Reaffirmations	3	Deleted for any Other Reason	5
Total Gains	29	Total Losses	11
Total Ending Active Members	994		

Baptisms

Presented by Others	6	Average Weekly Worship Attendance	483
At Confirmation	1	Female Members	526
All Other		Friends of the Congregation	353
		Ruling Elders on Session	12
		Do you have Deacons?	Yes

Age Distribution of Active Members

25 & Under	236	People with Disabilities	
26 - 40	123	Hearing impairment	18
41 - 55	224	Sight impairment	4
56 - 70	254	Mobility impairment	12
Over 70	157	Other impairment	23
Total Age Distribution	994		

Christian Education

Birth - 3	49	Grade 7	34
Age 4	19	Grade 8	23
Kindergarten	26	Grade 9	28
Grade 1	26	Grade 10	20
Grade 2	22	Grade 11	25
Grade 3	31	Grade 12	24
Grade 4	33	Young Adults	16
Grade 5	23	Over 25	485
Grade 6	39	Teachers/Officers	116
		Total Christian Education	1039

Racial Ethnic

Asian/Pacific Islander/South Asian	7	Native American/Alaska Native/Indigenous	
Black/African American/African	8	White	964
Middle Eastern/North African		Multiracial	9
Hispanic/Latino-a	6		
		Total Racial Ethnic	994

Financial Data

Annual Income	4,187,467	Mission Expenses	581,819
Annual Expenses	3,828,496	Personnel Expenses	1,816,212
		Facilities Expenses	384,876

WHITEWATER VALLEY PRESBYTERY CONSENT AGENDA- February 2, 2021

The following items, required by the Book of Order of the Presbyterian Church (U.S.A.), are presented to the session for its favorable action at this meeting.

2. That **Tony Smith** was elected TREASURER of the corporation on **December 8, 2019** for a term of **2-years**, ending **December 31, 2021**. That **Marjie Breisch & Bob Bierwagen** be designated to: a) co-sign checks where necessary, b) sign checks in the absence or incapacity of the Treasurer.
3. **Record Offerings**: That **Mary Beth Bell, Barb Luther, Pat Sharp, Nancy Gruesser, Michele Sutton, Nancy Baker, & Lisa Price** be appointed to count and record offerings.
4. **Commissioner & Alternate Commissioner Election**: The following **six** Ruling Elders be elected Commissioners to the Presbytery for **2021**; and the **five** Ruling Elders below be elected Alternate Commissioners to the Presbytery for **2021**:
Commissioners: Gary Ball, Kim Cochrane, Jim Cochrane, Amanda Stricker, Barry Sumner, & Lynn Thomas
Alternate Commissioners: Bud Axley, Allyson Ball, Liz Todd, & Butch West
5. **Audit Committee Election**: The following persons be elected as the "Audit Committee" for **2020** records (**6/1/20-5/31/2021**) with responsibility for providing the Session with a Full Financial Review by **September 1, 2021**. The financial review is done by the accounting firm of Greenwalt CPA's. The Finance Team – **Marjie Breisch, Chair; Tony Smith, Treasurer**; and **Mike Berry, Bob Bierwagen, Jeff Pratt, & Sue Seitz, At-Large members**.
6. **Statistical Report**: The *Session Annual Statistical Report* was received by the Session on **February 2, 2021**
7. **New Officer Training**: The annual training of new Officers was completed on **September 27** and **October 21, 2021**.
8. **Annual Congregational Meeting**: The Annual Meeting of the Congregation was held **May 31, 2020** and the following persons were elected to the Nominating Committee:
 - a. Ruling Elders: **Stevie Mulia, Chair**; and **Andrew Perrin, elder rep**
 - b. Provided for in Standing Rules: **Aleks Johnson, deacon rep**
 - c. Members at Large: **Clay Barnes, Todd Nelson, Liz Todd, & Mike Woods**
9. **Terms of Call**: The changes in the installed pastor(s)'s terms of call have been submitted to the Presbytery of Whitewater Valley and to the Board of Pensions. ___ YES, date: _____; **X** NO, date they'll be submitted: **February 15, 2021**
10. **Sexual Misconduct Policy**: The Session approved a Sexual Misconduct Policy on **November 4, 2014** and the congregation is aware of the policy.
11. **Compliance of IRS Regulations**: The following resolution is adopted by the Session in compliance with the regulations of the Internal Revenue Service:

The following resolution was duly adopted by the Board of Directors of the Zionsville Presbyterian Church at a regularly scheduled meeting held on **December 1, 2020**, a quorum being present:

Whereas, section 107 of the Internal Revenue Code permits a minister of the gospel to exclude from gross income (in computing federal income taxes) a church-designated allowance paid to him/her as part of his/her compensation to the extent used by him/her for actual expenses in owning or renting a home; and

Whereas, **Pastor Jerry Deck** is compensated by ZPC exclusively for services as a Minister of Word and Sacrament; and Whereas, ZPC does not provide **Pastor Deck** with a manse; therefore, it is hereby resolved, the total compensation paid to **Pastor Deck** for calendar year **2021** shall be **\$125,757 (eff 1/1/21)**, of which **\$32,000** is hereby designated to be a housing allowance pursuant to section 107 of the Internal Revenue Code; and it is further

Resolved, the designation of **\$32,000** as a housing allowance shall apply to calendar year **2021** and all future years unless otherwise provided.

And The following resolution was duly adopted by the Board of Directors of the Zionsville Presbyterian Church at a regularly scheduled meeting held on **December 1, 2020**, a quorum being present:

Whereas, section 107 of the Internal Revenue Code permits a minister of the gospel to exclude from gross income (in computing federal income taxes) a church-designated allowance paid to him/her as part of his/her compensation to the extent used by him/her for actual expenses in owning or renting a home; and

Whereas, **Pastor Scott Shelton** is compensated by ZPC exclusively for services as a Minister of Word and Sacrament; and Whereas, ZPC does not provide **Pastor Shelton** with a manse; therefore, it is hereby resolved, the total compensation paid to **Pastor Shelton** for calendar year **2021** shall be **\$76,953**, of which **\$28,500** is hereby designated to be a housing allowance pursuant to section 107 of the Internal Revenue Code; and it is further

Resolved, the designation of **\$28,500** as a housing allowance shall apply to calendar year **2021** and all future years unless otherwise provided.

- 12. Resolution Adoption for IRS Purposes:** The following resolution is adopted by the Session in compliance with the regulations of the Internal Revenue Service:

The following sentence be included on all statements to members of contributions:

Unless noted, or if no value is listed, no goods or services were provided to you by the church in connection with any contribution, or their value was insignificant or consisted entirely of intangible religious benefits.

And further, the Treasurer is directed to comply with all related regulations regarding reporting of contributions.

- 14. Budget Approval:** Budget Approval: The Budget (other than Pastoral Compensation) for the fiscal year **2020/2021** was approved on **June 2, 2020**.

The Budget (other than Pastoral Compensation) for the fiscal year **2021/2022** will be scheduled for a vote to approve prior to **June 1, 2021**.

- 15. Per Capita Apportionment Recorded:** The per capita apportionment for **2021** operational expenses of General Assembly, Synod, and Presbytery in the amount of **\$40,425.92** will be accounted for in the following manner. **\$35,000.00** will be remitted to the Presbytery in **February 2021**. The remaining monies, if any, will be paid after **April 15, 2021**, as soon as we determine the number of members that request a relief of conscience withholding to not pay per capita on their behalf.

- 16. Insurance Coverage:** The Church's **2021** insurance is provided by **Brotherhood Mutual Ins** with coverage of **\$13,907,000 structure; \$2,387,000 contents; and \$1,263,000 for other structures**, and at a premium of **\$21,962.00** per year.

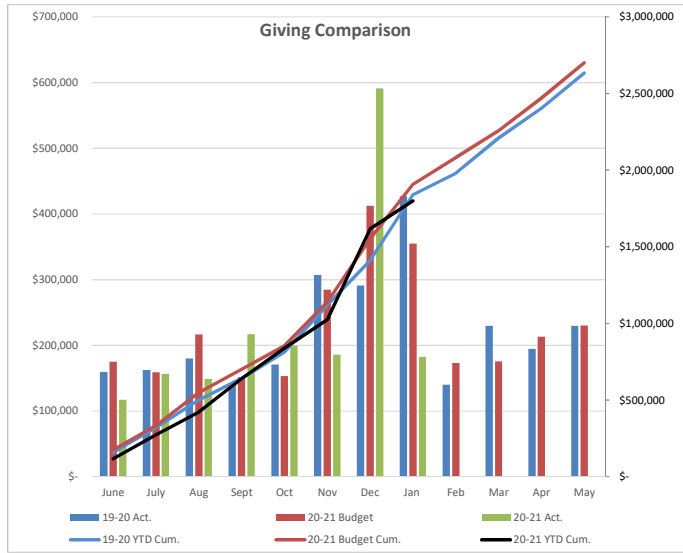
- 17. Vouchered Reimbursable Expenses:** That a "Vouchered, Reimbursable Professional Expense Policy" has been adopted:

Business & Professional Expense Reimbursement Policy

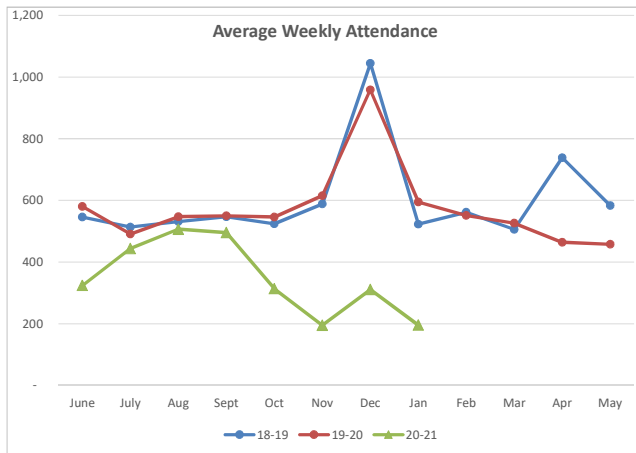
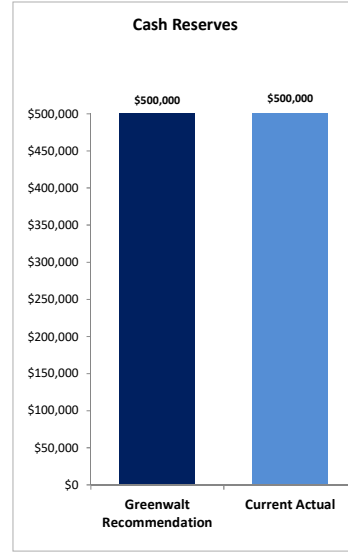
1. Any employee of the church shall be reimbursed for ordinary and necessary business and professional expenses incurred on behalf of the congregation:
 - a. The expenses are reasonable in amount;
 - b. The employee documents the amount, time and place, business purposes of each expense and the business relationship of any person for whom expenditures were incurred, in a manner sufficient to satisfy paragraphs 1.62-2 (d) (e) (f) of the Internal Revenue Code;
 - c. The employee provides the documentation for each month's expenses to the finance office, including a receipt for any expenditure of at least \$25.00, not more than 5 working days after the end of each month. [IRS allows submission "at least every 60 days"]
 - d. Auto expenses will be reimbursed at the IRS maximum allowable mileage rate.
 - e. Any advance or reimbursement of expenses that exceeds the amount of expenses substantiated in accordance with this policy shall be repaid to the church not less than 120 days after it is received by the employee.
 - f. It is the responsibility of the staff member to obtain the proper documentation to exempt the expenditure from sales tax.
 - g. The church will not reimburse expenses not substantiated in accordance with the policy.
2. All documentation submitted to the Treasurer in accordance with this policy will be copied by the church and should be retained by the employer and employee for at least 4 years.

- 18. Officers of the Corporation:** The session/congregation elected **Dave Canal** PRESIDENT OF THE CORPORATION (Board of Directors/Trustees) on **September 20, 2020**; **Stevie Mulia** VICE-PRESIDENT OF THE CORPORATION (Board of Directors/Trustees) on **December 8, 2020**.

Finance Team Dashboard - January 2021

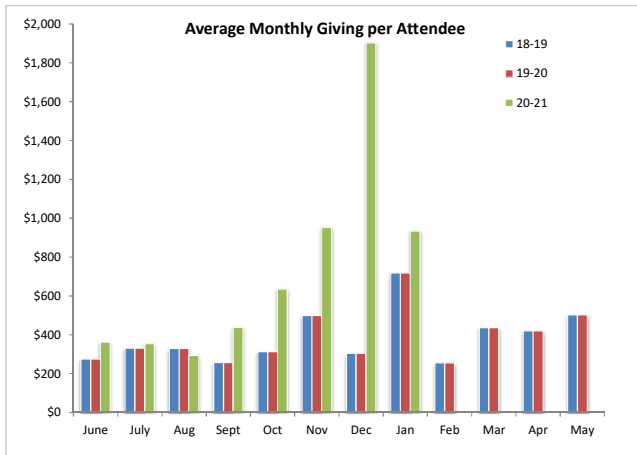
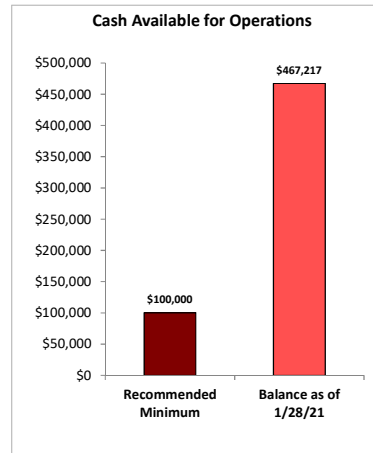


- YTD giving is \$108,256 (5.7%) below budget (\$1,799,349 vs \$1,907,605).
- YTD giving is \$39,651 (2.2%) below YTD prior fiscal year (2019-2020)



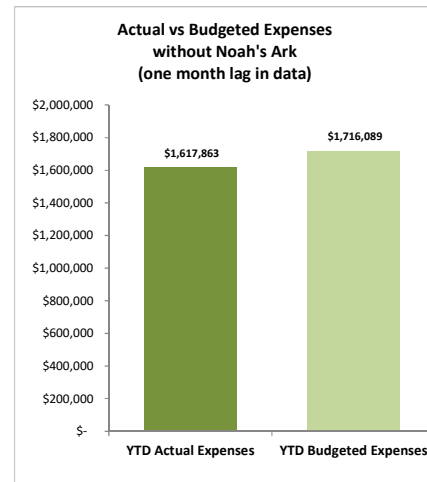
Average weekly attendance on a YTD basis

	18-19	19-20	20-21
	611	618	344
Change from:		1.2%	-44.3%



Average monthly giving per attendee on a YTD basis:

	18-19	19-20	20-21
	\$357	\$372	\$654
Change from:		4.1%	75.7%



CONFLICT OF INTEREST POLICY

approved by Session on June 7, 2007
revised & approved by Session on February 2, 2021

The potential for a conflict of interest arises in situations in which a person is responsible for promoting one interest at the same time he or she is involved in a competing interest. If this person exercises the competing interest over the fiduciary interest, he or she is guilty of a conflict of interest.

Fiduciary decisions must always be made in the best interest of ZPC. Therefore, any real, apparent, or potential conflicts of interest must always be disclosed and handled appropriately.

Nature of Conflicting Interest

An example of a conflict of interest would be a session member, who holds authority over executive staff, having a spouse who does business with the church, at the discretion of the staff. Upon disclosure, the appropriate way to handle the situation may be to disqualify the spouse's business or simply to document that competitive bids have been and are periodically considered.

Other examples of conflicting interest include the following:

- (1) Owning stock or holding debt or other proprietary interests in any third party dealing with the church.
- (2) Holding office, serving on the Board, participating in management, or being otherwise employed (or formerly employed) in any third party dealing with the church.
- (3) Receiving remuneration for services with respect to individual transactions involving the church.
- (4) Using the church's personnel, equipment, supplies, or goodwill for other than church-approved activities, programs, and purposes.
- (5) Receiving personal gifts or loans from third parties dealing with the church. (Receipt of any gift is disapproved except gifts of nominal value, which could not be refused without discourtesy. No personal gift of money should ever be accepted.)

As noted above, conflicting interests may be indirect. A Trustee, officer, or management employee will be considered to have an indirect interest in another entity or transaction if any of the following also have an interest:

- (1) A family member of a Trustee, officer, or management employee. (Family member is defined for these purposes as all persons related by blood or marriage.)
- (2) An estate or trust of which the Trustee, officer, or management employee or member of his family is a beneficiary, personal representative, or trustee.
- (3) A company of which a member of the family of the Trustee, officer, or management employee is an officer, director, or employee, or in which he has ownership or other proprietary interests.

The areas of conflicting interest listed above and the relations in those areas which may give rise to conflict, are not exhaustive. Conceivably, conflicts might arise in other areas or through other relations. It is assumed that the session, officers, committee members, and management employees will recognize such areas and relation by analogy.

Persons Concerned

This statement is directed to officers, session members as well as those employees annually designated by session who influence the actions of the church or its session or make commitments on their behalf. For example, this would include all who make purchasing decisions, all other persons who might be described as "management personnel," and all who have proprietary information concerning the church. Therefore, in

addition to officers, session members, and designated employees we are including members of the Mission Commission and Finance team due to their purchasing decisions and knowledge of proprietary information.

All officers, session members, committee members, and employees with fiscal authority shall disclose all real or apparent conflicts of interest that they discover or that have been brought to their attention in connection with ZPC's activities. Disclosure shall mean providing a written description of the facts comprising the conflict of interest to the ~~Executive Director~~ Clerk of Session. All such disclosures will be reported to the session and noted in the minutes.

Any officer, session member, mission commission, finance team member, or employee who believes that he or she or a member of his or her immediate family (parents, spouses, siblings, or children, by birth or marriage) might have a real or apparent conflict of interest, in addition to filing a notice of disclosure, must abstain from:

- (1) participating in discussions or deliberations with respect to the subject of the conflict (other than to present factual information or to answer questions),
- (2) using his or her personal influence to affect decisions,
- (3) making motions,
- (4) voting,
- (5) executing agreements, or
- (6) taking similar actions on behalf of other organizations where the conflict of interest might pertain by law, agreement, or otherwise.

Consequences of non-compliance could result in reprimand, suspension, or dismissal, per the appropriate employment or governing policy, depending on the scope of the conflict and whether the incident was only non-disclosure or the exercise of inappropriate influence.

CERTIFICATION

I have read and understand the Conflict of Interest Policy. I hereby declare and certify the following real or apparent conflicts of interest:

(If necessary, attach additional documentation.)

I agree to promptly report the occurrence of each event that could potentially result in my involvement in (or implication in) a conflict of interest.

Signature

Title/Position

Printed name

Date

Mission Expenses

		2020/2021		Actual		For information purposes	Restricted Gifts
		TOTAL		For year ending		6/1/20 - 1/31/21	6/1/19-5/31/20
		BUDGET		May 31, 2020			
Brazil	INTL	\$ 40,000	6.8%	39,500	6.8%		
Egypt	INTL	\$ 51,000	8.7%	53,000	9.1%		
Hispanic Ministries Intl	INTL	\$ 32,000	5.4%	48,500	8.3%		
Romania	INTL	\$ 104,165	17.7%	129,575	22.3%	14,000	25,600
Haiti	INTL	\$ 22,000	3.7%	43,351	7.5%	20,000	21,851
International Missionaries	INTL	\$ 90,000	15.3%	97,500	16.8%	9,000	4,000
Local Ministries	DOMESTIC	\$ 131,500	22.3%	108,775	18.7%	18,225	
Hispanic Ministries Domestic	DOMESTIC	\$ 9,500	1.6%	500	0.1%		
Domestic Missionaries	DOMESTIC	\$ 27,500	4.7%	21,500	3.7%		
Mobilization Support	MOBIL	\$ 80,935	13.8%	39,619	6.8%		
Mobilization Support		\$ -	0.0%				
Total		<u>\$ 588,600</u>		<u>581,819</u>		<u>61,225</u>	<u>51,451</u>
Total	INTL	\$ 339,165	57.6%	\$ 411,425	70.7%		
Total	DOMESTIC	\$ 168,500	28.6%	\$ 130,775	22.5%		
Total	MOBIL	\$ 80,935	13.8%	\$ 39,619	6.8%		

zionsville

presbyterian church

POSITION TITLE: Technical Director

INCUMBENT NAME: Stuart Johnson

SUPERVISOR'S TITLE: Director of Worship

SUPERVISOR'S NAME: Jason Chapel

POSITION SUMMARY

Under the general direction of senior leadership and direct supervision of the Director of Worship, the Technical Director is responsible for overseeing the AVL and IT needs of ZPC. The position is full-time and will include evening and weekend gatherings.

PRIMARY RESPONSIBILITIES

Maintain the highest standard of excellence in the church's AVL and IT needs.

- Direct all audio, video, and light (AVL) engineering in Sanctuary
- Direct all audio and video engineering for Livestream
- Ensuring all technical AVL components are maintained and in proper working order at all times
- Provide technical team direction & support
- Recruit & train volunteers for the AVL department
- Achieve audio, video, and lighting designs that correspond to Director's vision
- Produce & direct all AVL for special events
- Research relevant technology as a means of furthering AVL
- Work in tandem with Facilities Management in maintaining stage, tech booth, broadcast room, choir room, etc.
- Oversee IT needs in all areas of the church such as:
 - Install and configure computer hardware, software, systems, networks, printers, and scanners
 - Monitoring and maintaining computer systems and networks
 - Troubleshooting technical issues
 - Responding in a timely manner to service issues and requests
 - Repairing and replacing equipment as necessary
 - Researching relevant technology as a means of furthering the church's mission
- Other related duties as may be assigned
- Serve as an active and responsible member of ZPC staff. Active participation includes, but is not limited to: staff meetings, conferences, and retreats. Conduct oneself in a Christ honoring manner at all times.

EXPECTATIONS

- Must be a fully committed follower of Jesus Christ, actively growing closer and deeper in relationship with Him.
- Must maintain a deep and abiding trust in Jesus Christ as Lord and Savior, being a model of servant leadership.
- Theologically, must be evangelical with deep appreciation for the authority of Scripture and an unswerving commitment to Biblically-based lifestyle.
- Striving for a high personal level of godly character and Christian values.
- Overall beliefs must be consistent with the ZPC Statement of Beliefs.

EDUCATION AND SKILLS REQUIRED

This position requires excellent troubleshooting and problem solving skills. A team player focus and excellent communication skills, both oral and written.

Education and Experience:

- Two to three years of related experience is strongly preferred
- Two to three years of experience serving in a local church or Christian organization
- Management experience or experience leading a team is strongly preferred

Demonstrated Skills:

- Detail-oriented and highly organized
- Ability to recruit, organize, lead and teach technical teams
- Ability to work under pressure and meet deadlines
- Must have the ability to adapt to changing environments and priorities
- Effective troubleshooter
- General knowledge and expertise in audio, video, lighting equipment/techniques and IT is required
- Willingness to work under the direction of other leaders

ALL-CHURCH RETREAT (ACR)

I met with Jane and Claude Burgess, who are our ACR directors, last week to discuss the status of the ACR, scheduled for August 27-29 this year. We discussed two options and would like your input:

1. August 27-29, 2021

Pros – Everything is in place including Turkey Run State Park, music, speaker, team leaders, and having it this year will help excite the church. Some parts of the retreat could be done outside. More people will be vaccinated by then and even if we have a smaller number attend, it could be a way to help people feel more comfortable with others.

Cons – The virus will still be around and concerns remain that many won't sign up, thus risking a loss of money, and a disappointing experience. Worship attendance shows that most ZPC'ers are not coming yet.

2. August 2022

Pros – Most things will still be in place – will check on Turkey Run and speaker and music. It will allow time for people to feel more normal and come to a retreat. We feel like we have a much better chance of having a successful retreat with a full or nearly full group (200-300 people).

Cons – It means the retreat will be postponed twice which will lead to disappointment and one more thing that we are missing. We may need new speaker, music leaders or location – if any aren't available in 18 months.

MISSION COMMISSION (MC) AND SESSION

Last week several elders (Cynthia, Andy, Dave, Greg, Scott, and Jerry) and nine MC members met as prescribed by our directive to MC to discuss the book "Mapping Church Missions," chapter 2, "Neighbors Near and Far," and to discuss the Session's directive to move closer to a 50/50 local/international financial split. It was a productive meeting with open sharing and respectful listening. High points:

- Participants pay their own way on mission trips meaning not as much funding is needed for local or global trips and more money could go internationally.
- Although only a few people go on some international trips, or local missions like Kairos, we are all part of those trips as the body of Christ.
- We can all pray, write notes of encouragement, or find ways for people to support missions.
- We need communication, coordination, and commitment to missions at ZPC.
- We can be involved locally in almost every project without adding funds.
- If we say we will be committed locally, we are not being fully committed if we don't commit funds.
- Different people are called to serve in different ministries — local or international.
- MC greatly desires better communication and help with that from staff and worship team.
- MAC (mission action committee) is working hard generating ideas to get people involved.
- If we grow the whole pie (giving), then more money will be available to all missions. If we can get people involved locally, we believe we can generate excitement and increase giving.
- A Northwest Corridor proposal (including an increased financial commitment to City Life) will be first presented at February's MC then formally presented for a vote and possible funding, hopefully at March's MC meeting. We would like Session to affirm this proposal as well, in March or April.