Minutes of Stated Meeting of Session Preston Hollow Presbyterian Church
noon Sunday, September 27, 2026
Youth House

THOSE PRESENT AND CONSTITUTING A QUORUM

Elders: Elizabeth Beshear, John Carver, Danya Casey, Alan Deichler, Joy Ellis, Brooklyn Freisen, Chuck Fuquay, John Holcomb, Caroline Homan, Kyle Lewis, Jim Meyer, Susan Rahe, Reagan Rothenberger
Elders Absent: Mike Gelhausen, Lesley Martinelli, Julie Richard
Guests: Scott Stolley
Pastoral Staff: Revs. Mark Brainerd, Caroline Grindrod, Matthew Ruffner and Elizabeth Snyder
Staff: Ashlee Hueston, Mary K Isaacs, Katherine Pawlowski, and Kendall Payne

Clerk of Session: David Scott

CALL TO ORDER

Rev. Brainerd called the meeting to order and opened in prayer. The clerk declared a quorum.

CHURCH HEADLINES

- Kendall Payne shared information about her new recording project, *An Honest Hallelujah*.
- Rev. Grindrod shared information about the overwhelming success of Community Impact's school supply drive
- She continued with attendance numbers for the opening weeks of Sunday School, Confirmation Class, Adult Study and other Learning opportunities
- Finally, she shared upcoming dates and activities

APPROVAL OF MINUTES AND CONSENT AGENDA

Minutes and consent agenda reviewed and approved.

AGENDA ITEMS

SPECIAL PROJECTS COMMITTEE

Reagan Rothenberger and Chuck Fuquay led Session through a discussion of upcoming activities. Session moved into Executive Session to hear the information. A motion to return from Executive session was accepted, seconded and approved. Because item was informational only, no additional action was necessary.

FINANCE COMM, BUDGET REVIEW

Mary K shared information for the second month of the fiscal year. She noted that sales of Columbarium niches have increased. She also noted that the Property Comm has met its projected budgetary allotment for the year. She continued to guide Session through the Finance report, including a new graph that showed the trajectory of relative Months of Operating Capital available. This led to recommending an updated process that would allow for appropriate plan for cash flow.

Matthew entertained a MOTION as follows:

> The Director of Finance with written agreement from the Sr. Director of Operations are authorized to withdraw up to a combined sum of $1.0mil (one million USD) from the Temporary Restricted Account 863051 – Urgent Need Campaign for the sole purpose of meeting priority operating needs for Fiscal 2026-27. The details of any withdrawal ($ value, timing, uses, etc.) will be immediately provided to the Finance Committee. Director of Finance will inform Session at the next meeting scheduled.
>
> Any funds withdrawn must be repaid in full within 12-months of the initial withdrawal. Approval of this motion will trigger an information of the potential withdrawal(s) and repayment plan to significant donor(s) to Urgent Needs Fund at the discretion of Senior Pastor/Head of Staff**.**

Discussion centered on the recommended time frame for repayment (last sentence of first paragraph,) noting that this was particularly needed during the second quarter of the fiscal year, before year-end giving tends to increase available balances. An amendment to change the repayment timeframe to read “by Nov. 30, 2026” was offered and seconded and accepted by the Finance Comm chair. Amended date was APPROVED

Motion as amended was also approved.

Additional motions regarding appointing Randall Skattum as Treasurer and appropriate signatories on all accounts were APPROVED
Motion to approve and receive Finance Report was APPROVED

MANUAL OF ADMINISTRATIVE OPERATIONS

Matthew led through Manual of Administrative Operations, particularly as it relates to allowing Session, Clergy and Staff to be more effective leaders. Discussion included questions regarding Sections 16: Staff and 17: Head of Staff, and by association, Appendix A, paragraph 3, the Staff Standing Committee. Clarity was sought regarding the actual separation of duties among the Head of Staff, the Staff Committee and appropriate members of Staff tasked with oversight of other personnel. Discussion provided clarity and a request to add wording to the document reflecting that clarity was offered and accepted.
Matthew entertained MOTION to approve the Manual pending approval of additional language, particularly regarding interaction between Staff Committee and the Head of Staff. Motion was APPROVED.

GUEST-SCOTT STOLLEY, GA OVERTURE DISCUSSION

Scott Stolley shared his insights and opinion regarding the 227th General Assembly approval of an Overture regarding support of Gender Affirming Care.
Discussion included how the overture came to GA and how PHPC can react or continue the discussion. Matthew asked members to continue to gain information and discern potential actions and that it will be brought forward in future meetings as necessary.
Session requested that a letter of appreciation and acknowledgement for bringing the issue to Session be sent to Scott.

CASCADING MESSAGES

John Carver shared a personal reflection in relation to a medical situation in service a few weeks previous, including his thanks for Session's, and the entire congregation's prayers.

ADJOURNMENT AND PRAYER

A **MOTION** to adjourn was seconded and passed unanimously. The meeting closed in prayer.

Respectfully Submitted,
David Scott, Clerk of Session
Attest: Rev. Matthew Ruffner, Moderator Date Approved: 10/25/26