

**MONDAY, DECEMBER 8, 2025**  
**REGULAR MEETING OF SESSION**

**02815**

On Monday, December 8, the 667<sup>th</sup> regular meeting of Session of Westminster Presbyterian Church was held in Room 231. Dr. Forrest was the Moderator and opened the meeting with prayer at 7:00 pm.

Attending were Dr. Forrest and Rev. Bentley and Elders Berrott, Conroy, Davis, Eccher, Ludwig, Hallums, Malarkey, McGee, Null, Page, Ralston, Rost, Sarraf, Serene, Thornburgh, and Waller, constituting a quorum.

**REPORT OF THE CLERK**

A motion to approve the minutes of the 666th (October 20, 2025) regular meeting of Session and was made, seconded, and approved. A motion was made, seconded, and was passed to approve the membership actions indicated below.

**BAPTISM**

**Date**

Nov 16, 2025

Sloane Vinea Leppo, Parents Danielle Valicenti and Steven Leppo  
Penelope Suzanne Rhoa, Parents Laura and Mark Rhoa

**DEATHS**

Douglas L. Mahrer July 9, 2025  
Norman Dingmore November 19, 2025

**MARRIAGE**

Britany Merola & Jared Massack October 25, 2025

**MEMBERSHIP**

**Reactivate**

Robert D. Duncan

**SERVICE OF THE LORD'S SUPPER**

During worship services on Sunday, November 2, 2025, and Sunday, December 7, 2025 the sacrament of the Lord's Supper was administered to communicants.

**UPCOMING MEETING DATES**

Officer Retreat: January 9, 2026, Sanctuary, January 10, 2026 Fellowship Hall.  
Ordain and Install Officers, Congregational Meeting: January 25, 2026  
Session Meetings: February 16, March 16, April 20, May 18, June 15, August 17,  
September 21, October 19, and December 7, 2026.

**BUSINESS****WECEP Lease Agreement**

Dr. Forrest advised that the Board of Managers of WECEP, LLC, has voted to accept the terms of the lease agreement with Westminster Presbyterian Church, with an effective date of July 1, 2025, with some revisions that were accepted at WECEP's October meeting. The revisions to the draft that previously was provided to Session were an extension of the term of the lease from three to five years and a provision that if the Church's property budget increases by more than 5% year over year, there will be a true up of actual costs at the close of the Church's fiscal year. WECEP will pay its share of any overages and WPC will provide credit on subsequent rent if actual property costs were less than the property budget on which the rent was based.

Elder Eccher provided further explanation of the methodology to determine the rent at each renewal and the reasons for potential adjustments and credits based on the property budget and actual expenses.

A motion was made to ratify the lease agreement, effective July 1, 2025, as revised, accepted, and executed by Timothy Cox and Christine Lomago on behalf of the Board of Managers of WECEP, LLC on October 31, 2025, and by Elder Brian Eccher, Finance Commission Chair, on behalf of Westminster Presbyterian Church, on November 5, 2025. The motion was seconded and following discussion was passed unanimously.

**Operating Budget for 2026**

Elder Brian Eccher, Chair of the Finance Commission, presented the proposed operating budget for fiscal year 2026. Written details (revenue and expenses) of the 2025 and proposed 2026 budgets, along with comments and assumptions were provided to Session on the shared drive in advance of the meeting. For 2026, the total revenues are projected to be 2,199,500, an increase of 122,000 over the 2025 budget. Budgeted expenses for 2026 are 2,193,500, an increase of 116,375 over the 2025 budget. The 2026 budget projects an operating surplus of 6,000. Payments on the Endowment loan, which are not included in the operating budget, will be 153,000. The endowment loan balance will be 173,000 at the end of 2026.

Elder Eccher explained the reasons for both revenue and expense projections in several budget categories and answered questions of the members. The recommendation of the Finance Commission to approve the 2026 budget constitutes a motion, which was seconded and was approved unanimously.

### **Session Guidance for Future Nominating Committees**

Due to the lengthy agenda, the subject of Nominating Committed Guidelines was tabled for discussion at a future meeting of Session.

### **Update of Pastor Nominating Committee**

Elder Tom Page reported that the PNC continues to review applications of several outstanding prospects, has listened to many great sermons, and is scheduling interviews. He stated that progress in selecting a senior pastor for the future is encouraging.

### **SENIOR PASTOR'S REPORT**

Dr. Forrest reported the Christmas Eve traditional services will be held in the Sanctuary and 3:00 PM and 9:00 PM. A contemporary service will be held in the WROC at 5:00 PM. The special Christmas Eve offering will be received as a general donation to Westminster.

Dr. Forrest discussed the rental of a temporary organ for the Sanctuary and the retention of a consultant for the restoration of the Austin organ. She also reported that a water pump break occurred in the Sanctuary heating system.

Finally, Dr. Forrest congratulated Rev. Bentley on her recent appointment to the Board of Directors of South Hills Interfaith Movement.

### **ASSOCIATE PASTOR'S REPORT**

Rev. Bentley reported that the Deacons served extended communion on November 2 and December 7 and that 40-50 worshippers were served. She announced that many new Deacons are now engaged and that Karen Beisner is serving as the new moderator. Deacons are considering having a retreat for additional training in administering Communion.

### **COMMISSION and COMMITTEE REPORTS**

The following commissions and committees submitted written reports prior to the meeting:

Adult Spiritual Development  
Bridge  
Children and Family Ministry  
Finance  
Mission and Fellowship  
Property  
Stewardship  
Youth Ministry

**SHARING OF JOYS AND CONCERNS**

Meeting participants shared individual joys and concerns for the Church, its members, and their families and for the community.

There being no further business, the meeting was adjourned at 8:45 pm with prayer led by Rev. Bentley. The next regular meeting of Session will be held on January 10, 2026, in Fellowship Hall following the officer's retreat.

Respectively submitted,



William C. Ludwig  
Clerk of Session

Approved: