

**MONDAY, OCTOBER 20, 2025**  
**REGULAR MEETING OF SESSION**

**02811**

On Monday, October 20, the 666<sup>th</sup> regular meeting of Session of Westminster Presbyterian Church was held in Galbreath Memorial Chapel. Dr. Forrest was the Moderator and opened the meeting with prayer at 7:05 pm.

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

**REPORT OF THE CLERK**

A motion to approve the minutes of the 665th (September 15, 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. In addition, the Clerk reported that the Pittsburgh recently completed its reading and review of the Rolls and Registers and the Minutes of Westminster Presbyterian Church for 2024, and approved, each of those with commendation.

**DEATHS**

Nancy Speer September 18, 2025  
John Shortridge September 23, 2025  
Letitia Goodman September 23, 2025  
Jean Scott October 3, 2025

**MEMBERSHIP**

**Inactive by request**

Mary Lou and Tony Price

**New Members**

Allen Aben, Reaffirmation of Faith  
Edwinge Aben, Reaffirmation of Faith  
Heaven-Alva Shirley Aben, Reaffirmation of Faith  
Shirley Amba Aben, Reaffirmation of Faith  
Kayla Matlock, Profession of Faith  
Jeff Stambaugh, Letter of Transfer

**SERVICE OF THE LORD'S SUPPER**

During worship services on Sunday, October 5, 2025, the sacrament of the Lord's Supper was administered to communicants.

**UPCOMING MEETING DATES**

Dr. Forrest reported the following scheduled meeting dates and topics:

Congregational Meeting to Elect Officers, October 26, 2025. To be held after each service. Members of the Stewardship Commission will serve as guest preachers to kick off the 2025 Stewardship Campaign. David Heilman will speak at the 8:30 service; Kristy Berrott will speak at the Bridge Service; and Christine Waller will speak at the 11:00 service.

Combined worship service followed by congregational luncheon, November 23, 2025

Regular Session Meeting: December 8, 2025.

Officer Retreat and Training: January 9 and 10, 2026.

Ordain and Install Officers and Congregational Meeting: January 25, 2026

**BUSINESS****Upper St. Clair High School Licensing of South Parking Lot**

Dr. Forrest reported that neither the High School nor the School District has responded to Session's recent indication of its willingness to revisit the issue of licensing the South parking lot for use by students when the High School is in session. Dr. Forrest stated that the issue will be removed from the agenda for future Session meetings

**WECEP Lease Agreement**

The co-chairs of the board of managers of WECEP have reported that recent amendments to the proposed lease agreement that extend the term to five years and add a provision for a credit to WECEP if actual property expenses during the Church fiscal year are less than projected in determining the base rent appear to resolve WECEP's concerns with the proposed lease. Dr. Forrest reported that the managing board is expected to consider the lease at its October meeting. WECEP is currently paying the recently-negotiated lease amount.

**WECEP Operating Agreement Amendment**

A proposed Amended Operating Agreement for WECEP LLC was posted on the shared drive prior to the meeting for review by Session members and possible action by Session. Elder Ludwig explained that the current Operating Agreement has been the sole governing document of WECEP LLC since its organization in 2015. Under that Agreement, members of the board of managers are appointed by and serve at the pleasure of Session. In a recent review of the provisions, it was noted that the original Operating Agreement contains a provision that would

permit the Board of Managers to terminate the service of a member involuntarily and to replace any member whose service ceased before that member's term expired. The proposed Amended Agreement removes the authority of the Board of Managers to terminate a member or to replace a member whose service has ceased prior to the end of a member's term. Under the proposed Amendment, only Session may approve or replace a member of the Board of Managers.

In addition, the proposed Amended Operating Agreement requires that the Board of Managers shall hire an Executive Director, reporting to the Board of Managers, to supervise the operations of WECEP.

A motion was made and seconded to approve the proposed Amended Operating Agreement. Following discussion, the motion was approved unanimously.

A motion also was made, seconded, and unanimously passed to add three additional members to the current Board of Managers. Candidates to become members of the Board of Managers will be presented to Session for approval at a future meeting.

### **Stewardship Campaign for 2026**

Elder Berrott encouraged all members of Session to attend Sunday services on October 26 marking the beginning of the 2026 Stewardship Campaign. She distributed "Joy of Giving" badges for Session members to wear at church services and functions throughout the Campaign. She also reminded members that the formal Campaign will conclude on November 23. A luncheon will be held following a joint worship service on that date. The Stewardship Commission hopes to be able to announce that Westminster has met its goal of receiving commitments sufficient to finance the budget for 2026.

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

Dr. Forrest continued a discussion from the September meeting on the subject of providing guidance for future Nominating Committees regarding some of the qualifications that are desirable for officers of Westminster. Members of Session discussed whether to provide written guidance and particularly whether a history of giving to the Church should be a prerequisite for nomination to be an officer. Members discussed several characteristics that should be considered, but most felt that no single measure should be disqualifying. After discussion no action was taken.

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

Elder Tom Page reported that the PNC has reviewed applications of several outstanding prospects, has listened to many great sermons, and is scheduling interviews. He stated that the PNC is excited by the quality of candidates who are interested in serving Westminster.

**ASSOCIATE PASTOR'S REPORT**

Rev. Bentley reported that the Deacons the Deacons served extended communion on October 5. Fourteen Deacons served thirty-five members. In addition, two Deacons who attend services at Chartiers served eighteen members who attended that service.

She reported that several members have suggested that the proceeds of the Christmas Eve offering should be given to Westminster. A motion was made, seconded, and unanimously passed that donations to the Christmas Eve plate offering be treated as donations to Westminster.

**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  
 Personnel  
 Property  
 Stewardship  
 Youth Ministry  
 Worship

**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 December 8, 2025, at 7:00 pm in Room 231.

Respectively submitted,



William C. Ludwig  
 Clerk of Session

Approved:

