

SESSION AGENDA

First Presbyterian Church, Texarkana, Arkansas Thursday – December 15, 2016 – 5:00 p.m.

CALL TO ORDER

Rev. Dr. Susan M. Arnold

OPENING PRAYER & STUDY QUESTIONS

ADOPTION OF MINUTES

EXAMINATION OF NEW OFFICERS

- 1) Slate for 2019 Classes
 - a. Elder: Brenda Works, Martha Nell Richards

DIACONATE REPORT

Val Buster

TREASURER'S REPORT

Maggie Morgan

CLERK'S REPORT

Sheila Moore

- 1) Request from the National Active and Retired Federal Employees Association (NARFE) for the use of the Fellowship Hall and Kitchen for monthly meetings on the second Monday of each month at 2:00 p.m., with the exception of three (3) meetings at 12:00 p.m. in February, October, and December.
- 2) Request for Membership/Letter of Transfer from DeQueen Church – Joanna Hunter
- 3) Resolution for Minister's Housing.

PASTORS' REPORTS

Susan M. Arnold

COMMITTEE REPORTS:

Stewardship Committee - Charles Morgan, Moderator

Worship Committee – Remica Gray, Moderator

Nominating Committee – Randy Lacy, Moderator (Charles Jackson, Acting Moderator)

Evangelism Committee – Susan Morehead, Moderator

Christian Education Committee – Erin McCasland, Moderator

Property Committee - Reg Jackson, Moderator

Personnel Committee – Cordell Klein, Moderator

- 1) C.E. Administrator's Contract Review

MISCELLANEOUS ITEMS

OLD BUSINESS

- 1) **Each Committee needs to review their Committee Job Descriptions at the December Committee Meeting.** Recommendations for any shifts or revisions in their Committee Job Description should be presented at the December Session Meeting.
- 2) Ordination and Installation of Officers = January 8, 2017.
- 3) Strategic Planning/Required Joint Session-Diaconate meeting, Sunday, January 15, 2017 from 12:00 to 3:00 p.m.

NEW BUSINESS

PRAYER OF DEDICATION AND BENEDICTION

**SESSION MINUTES
STATED MEETING NOVEMBER 17, 2016**

The Session of the First Presbyterian Church, Texarkana, Arkansas, met in a Stated Meeting on Thursday, November 17, 2016, at 5:00 p.m. in the Library.

Elders present were Karen Flowers, Cordell Klein, Charles Morgan, Marshall Moore, Susan Morehead, Erin McCasland, Remica Gray, Brian Jackson, Reg Jackson, Marilyn McCullough, Mona Fomby, and Moderator Reverend Susan Arnold. Also present were Diaconate Moderator Val Buster, Treasurer Maggie Morgan, Marty Flowers, Anne Burke, Taylor Sexton, Sallie Dill, Lynn Jorgensen, Susan Andrews, Gene Cogbill, Christina Ellis, Aimee Gilliland, Michael Gilliland, and Clerk Sheila Moore.

Reverend Susan Arnold called the meeting to order, welcomed guests, declared a quorum present, and gave the opening prayer.

EXAMINATION OF CHURCH OFFICERS

The following recently elected officers (2017-2019) attended the meeting and were duly examined:

ELDERS: Maggie Morgan and Taylor Sexton (youth elder serving a one year term).

DEACONS: Susan Andrews, Lynn Jorgensen, Marty Flowers

Reverend Susan Arnold stated that the new officers had received officer training and the newly elected officers were asked questions. Rev. Susan Arnold recommended approval by the Session for them to be ordained and installed.

MOTION - was made by Cordell Klein and seconded by Remica Gray to cease examination and to approve the duly elected officers. The motion passed.

MINUTES

The Session reviewed minutes from the Stated Meeting of October 20, 2016.

MOTION - was made by Remica Gray and seconded by Brian Jackson to approve the minutes as corrected. The motion passed.

DIACONATE REPORT - Val Buster

Ms. Buster reported that the Diaconate is considering changing the date of the fall picnic to earlier in October in 2017. Thanksgiving baskets will be delivered November 20, 2016. The Diaconate is planning to begin a new Shepherd Program in January.

MOTION - was made by Brian Jackson and seconded by Marshall Moore to accept the report of the Diaconate. The motion passed.

MOTION - was made by Cordell Klein and seconded by Remica Gray to give voice to the visitors. The motion passed.

TREASURER'S REPORT - Treasurer Maggie Morgan

Maggie Morgan reviewed the financial reports for the month ending October 31, 2016.

MOTION - was made by Marshall Moore and seconded by Charles Morgan to approve the financial reports as presented. The motion passed.

CLERK'S REPORT - Clerk Sheila Moore

1. The Clerk reported that the Lord's Supper was served on November 6, 2016.
2. The Clerk presented a Request for Use of Equipment from Mary Margaret Solomon for the use of staging forms November 20-21, 2016, to be used off site for a wedding reception.

MOTION - was made by Marshall Moore and seconded by Cordell Klein to approve the above Request for Use of Equipment. The motion passed.

PASTORS' REPORT - Reverend Dr. Susan Arnold

Reverend Susan Arnold gave the Session a written report of her activities during the months of October-November. These included member visitations in homes, regular church activities and duties, and various community activities.

STEWARDSHIP COMMITTEE - Charles Morgan, Moderator

Reverend Arnold presented a request from the staff for a \$300 to \$500 Benevolence line item in the 2017 budget. The matter was deferred until after pledges have been collected.

Charles Morgan noted the following organizations as possible Unified Mission Giving:

- a. Solar Under the Sun
- b. Living Waters for the World
- c. Presbyterian Disaster Assistance
- d. Randy Sams
- e. Salvation army
- f. Friendship Center

The matter of payment of Per Capita dues to Presbytery will be discussed at the December Session meeting after Charles Morgan has spoken with General Presbyter Joe Hill.

PERSONNEL COMMITTEE – Cordell Klein

Personnel evaluations are ongoing.

WORSHIP COMMITTEE - Remica Gray, Moderator

Remica Gray reported that the Worship Committee requests to continue "Requests from the Pew" once each quarter.

MOTION - from the Worship Committee to approve the above request. The motion passed.

Mrs. Gray requests that Elders sign up to participate in home communions with the pastor.

NOMINATING COMMITTEE - Charles Jackson, Acting Moderator

Reverend Arnold reported that there are two vacancies on the Diaconate which must be filled.

EVANGELISM COMMITTEE - Susan Morehead, Moderator

Michael Gilliland reported that the committee is exploring the possibility of starting an after school tutoring program for students in the Texarkana, Arkansas, School District, and is in the process of obtaining volunteers to act as tutors. The program would be held at the church, two days per week from 3:30 p.m. to 5:00 p.m.

Parents' night out will be held December 16, 2016.

CHRISTIAN EDUCATION COMMITTEE - Erin McCasland, Moderator

Mrs. McCasland reported that Arthur Ghere is considering two different conferences at Montreat for the Summer of 2017.

PROPERTY COMMITTEE - Reg Jackson, Moderator

Mr. Jackson reported that the plumbing has been fixed in the Echo Center, the sprinkler system has been installed in the front of the church along with 10 pallets of turf, and lights have been installed in the garage. A work day will be held December 3. Mr. Jackson presented a drawing of a proposed gate for the area near the elevator. By consensus, it was agreed that no name be placed on the gate.

MISCELLANEOUS ITEMS

None.

OLD BUSINESS

None.

NEW BUSINESS

1. Ordination and Installation of Officers is set for January 8, 2016.
2. Each Committee needs to review their Committee Job Descriptions. Recommendations

for any shifts or revisions in their Committee Job Description should be presented at the December Session Meeting.

3. Susan Morehead presented a letter from Gene Cogbill regarding use of "Donor Defined" funds to pay for capital improvements. Mr. Cogbill submits that the \$40,500 anonymous donation is to be used only upon written approval of Mr. Cogbill after submission in writing regarding the purpose of the expenditure.

MOTION - was made by Charles Morgan and seconded by Marshall Moore that the monies to pay for the capital improvements approved at the October 20, 2016, meeting be taken from unrestricted capital improvement funds and that it not be taken from the \$40,500 anonymous donor defined funds. The motion passed.

4. Christina Ellis addressed Session.

PRAYER OF DEDICATION AND BENEDICTION.

Reverend Susan Arnold closed the meeting with prayer.

Reverend Susan Arnold, Moderator

Sheila Moore, Clerk of Session

Monthly Financial Highlights - November 2016

	October Actual	October Budget	YTD Actual	YTD Budget
Income	\$ 14,809	\$ 26,840	\$ 390,429	\$ 295,240
Expense	\$ 21,523	\$ 29,411	\$ 300,052	\$ 323,468
Net Gain (Loss)	\$ (6,714)	\$ (2,571)	\$ 90,377	\$ (28,228)

Bank Account Balances

Checking Account Balance as of November 30, 2016	\$ 164,869
Money Market Account Balance as of November 30, 2016	\$ 275,297

Texas Presbyterian Foundation Funds

Initial Amount Invested	\$ 115,853.23
Income Earned Since Inception	\$ 24,882.21
Subtotal	\$ 140,735.44
Unrealized Gains Since Inception	\$ 23,406.82
Total Value of TPF Funds	\$ 164,142.26

Due to Funds Split between Checking & MMA Accounts

as of November 30, 2016

	Amount in Checking	Amount in MMA	Fund Total
Deferred Income - Pledges	\$ -	\$ 40,000.00	\$ 40,000.00
Angel Quilts	\$ 905.78	\$ -	\$ 905.78
Angel Tree	\$ 54.58	\$ -	\$ 54.58
AV Fund	\$ 1,644.53	\$ 3,000.00	\$ 4,644.53
Bell Tower	\$ -	\$ 2,550.06	\$ 2,550.06
Cap Imp - NON-restricted	\$ (1,162.72)	\$ 25,000.00	\$ 23,837.28
Cap Imp - RESTRICTED	\$ -	\$ 3,151.61	\$ 3,151.61
Card Ministry	\$ 704.76	\$ -	\$ 704.76
Community Garden	\$ 50.00	\$ -	\$ 50.00
Diaconate Projects	\$ 49.46	\$ -	\$ 49.46
Donor Defined	\$ -	\$ 40,500.00	\$ 40,500.00
Evangelism Missions	\$ 425.00	\$ -	\$ 425.00
Godly Play	\$ 726.06	\$ -	\$ 726.06
Haiti	\$ 405.00	\$ -	\$ 405.00
Joy Gift Offering	\$ 900.00	\$ -	\$ 900.00
Labyrinth	\$ -	\$ 1,912.78	\$ 1,912.78
Malcolm	\$ 877.89	\$ 3,000.00	\$ 3,877.89
Matching Perm Funds Campaign	\$ -	\$ 10,000.00	\$ 10,000.00
Memorial Orchard	\$ 707.64	\$ 1,500.00	\$ 2,207.64
Music	\$ 1,942.91	\$ 5,000.00	\$ 6,942.91
Pentecost Offering	\$ 30.00	\$ -	\$ 30.00
Permanent Funds Ministry	\$ -	\$ 400.00	\$ 400.00
Poinsettias/Lillies	\$ 974.80	\$ -	\$ 974.80
PW	\$ -	\$ -	\$ -
Souper Bowl Sunday	\$ -	\$ -	\$ -
Thanksgiving Baskets	\$ 1,992.68	\$ -	\$ 1,992.68
Transportation	\$ 3,017.42	\$ 15,000.00	\$ 18,017.42
Youth	\$ 2,583.93	\$ 4,000.00	\$ 6,583.93
Youth/Alt Wor	\$ 440.00	\$ 2,000.00	\$ 2,440.00
Youth/Music/Alt Wor	\$ 771.14	\$ 4,500.00	\$ 5,271.14
Grand Totals	\$ 18,040.86	\$ 161,514.45	\$ 179,555.31

TEXAS PRESBYTERIAN FOUNDATION
 FPC Texarkana
 Summary Report of Transactions
 Period August 1, 2011 - November 30, 2016



Account Number	Account Name	Beginning Cost	Beginning Market Value	Contributions	Transfers	TPF Balanced Pooled Fund	Other Income	Cost Adjustments	Distributions	Change in Unrealized Gain/Loss	Realized Gain/Loss	Ending Cost	Ending Market Value
53791	FPC Texarkana - General Endowment Fund			26,882.50	0.01	5,683.76	26.23			5,149.46		32,572.52	37,724.98
53792	FPC Texarkana - Capital Facilities Fund			66,510.05	0.01	14,662.68	71.90			14,083.75		86,234.64	87,516.39
53793	FPC Texarkana - Programs, Mission, and Benevolence Fund			12,781.25	0.01	2,787.13	12.86			2,584.96		15,581.35	18,766.31
53823	FPC Texarkana - Music Fund			7,689.43	0.01	1,639.35	8.14			1,598.55		9,346.93	10,935.58
Total:				115,853.23	0.04	24,752.84	119.23			23,406.32		140,735.44	164,142.26

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Information About the Adoption of a Housing Allowance Resolution for 2017

Section 107 of the Internal Revenue Code permits a minister of the gospel to exclude from gross income the LOWEST OF:

"the rental value of a home furnished ... as part of ... compensation,"

OR

"a church-designated allowance paid ... as part of ... compensation to the extent used ... for actual expenses incurred in maintaining a church-owned parsonage," or "to the extent used ... for actual expenses in owning or renting a home."

Although the Tax Court has not been completely consistent in its rulings, its most recent decision (in 1993) required that a minister of the gospel satisfy all five of the following factors in order to qualify for special tax rules (like the housing allowance):

1. The minister of the gospel conducts religious worship.
2. The minister of the gospel administers the sacraments.
3. The minister of the gospel is ordained, commissioned or licensed.
4. The minister of the gospel takes management responsibility in a local church and/or in a religious denomination.
5. The minister of the gospel is considered to be a religious leader by one's church or denomination.

Each eligible minister sets the figure which will be used to pay for housing-related expenses such as rent, mortgage payments, utilities, repairs, furnishings, insurance, property taxes, additions and maintenance. Pastors may want to consult The Church and Clergy Tax Guide.

In order for the minister of the gospel to be in full compliance with Section 107 of the Internal Revenue Code, the Session or the governing board of the minister must adopt a resolution in writing and either before the end of the calendar year (ideally) or before the first paycheck of the new year is distributed. Please see that your session takes action on this important matter and that it meets this deadline. A sample resolution is attached.

Please note that:

1. The congregation does not need to act on or approve this matter. Session action is sufficient.
2. **The amount set aside as housing allowance should not be a subject of negotiation between the pastor and Session. The pastor should set the amount based on his or her best estimate of eligible housing costs to be incurred in the coming year.** If the estimated figure proves too high in actual experience, the pastor will make an adjustment on his or her 1040 tax form; the Session is involved only in adopting the resolution on the figure established by the minister.

Please do make sure that your Session takes action now on your 2017 housing allowance figure.

(for ministers who own or rent their home)

The following resolution was duly adopted by the Session of (First Presbyterian Church) at a regularly scheduled meeting held on December xx, 2016, a quorum being present:

Whereas, ministers who own or rent their home do not pay federal income taxes on the amount of their compensation that their employing church designates in advance as a housing allowance, to the extent that the allowance represents compensation for ministerial services, is used to pay housing expenses, and does not exceed the fair rental value of the home (furnished, plus utilities); and

Whereas, Pastor (John Smith) is compensated by (First Presbyterian Church) exclusively for services as a minister of the gospel; and

Whereas, (First Presbyterian Church) does not provide Pastor (John Smith) with a parsonage; therefore, it is hereby Resolved, that the total compensation paid to Pastor (John Smith) for calendar year 2017 shall be (\$50,000,) of which (\$15,000) is hereby designated as a housing allowance; and it is further

Resolved, that the designation of (\$15,000) as a housing allowance shall apply to calendar year 2017 and all future years unless otherwise provided.