

SESSION AGENDA
First Presbyterian Church, Texarkana, Arkansas
Sunday, November 18, 2018, 12:15 PM

Call to Order	David Fletcher
Opening Devotional and Prayer	
Adoption of Minutes	
Diaconate Report	Beth McHenry-Pope/Betty Anthony
Treasurer's Report	Dan Boyles
Clerk's Report	Gene Cogbill
Pastors' Report	Judy and David Fletcher

Committee Reports:

Worship Committee – Remica Gray, Moderator

Evangelism Committee – Dan Boyles, Moderator

Stewardship Committee – Mona Fomby, Moderator

Christian Education Committee – Chris Walraven, Moderator

Property Committee – Kurt Andrews, Moderator

Personnel Committee – Marilyn McCulloch, Moderator

Nominating Committee – Dan Boyles, Moderator

Miscellaneous items

Old Business

New Business

Prayer of Dedication and Benediction

Session Minutes
Called Congregational Meeting
October 28, 2018

FIRST PRESBYTERIAN CHURCH
Texarkana, Arkansas
CONGREGATIONAL MEETING MINUTES
October 28, 2018

After proper notice was given, a Congregational Meeting of the First Presbyterian Church, Texarkana, Arkansas, was held on Sunday, October 28, 2018, following the morning worship service.

Moderator Reverend David Fletcher called the meeting to order and appointed Stacy Cogbill as Clerk for the meeting.

A quorum was declared present and Reverend Fletcher opened the meeting with prayer.

The moderator explained that the stated purpose of the meeting was to

1. Nominate and elect officers for 2019
2. Adopt the position of Designated Pastor for First Presbyterian Church Texarkana
3. Nominate and elect members from the Session and congregation to act as a Search Committee to select a minister to fill the position of Designated Pastor

Elder Dan Boyles, Moderator of the Nominating Committee, presented the following members as nominees to fill the positions of Elder, Deacon, and Trustee:

ELDERS Class of 2021

Aimee Gilliland	Stephanie Jackson
Gay Thompson	Sallie Dill

ELDER Class of 2020

Jane Davitt

ELDERS Class of 2019

Ruth Penney Bell	Cordell Klein
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DEACONS Class of 2021

Sue Ellen Hall	Brian Jackson
Jeannie Sexton	Erin McCasland

DEACON Class of 2020

John Wesley

TRUSTEE Class of 2021

Stacy Cogbill

Reverend Fletcher then asked if there were any nominations from the floor.

There being none, he called for the vote. The proposed slate of nominees for Elder, Deacon, and Trustee were elected unanimously.

Dan Boyles and Reverend Fletcher explained and discussed the Designated Pastor Position with the congregation. They stated that the Session has recommended that the congregation adopt a Designated Pastor Position for our church.

The three basic steps of securing a Designated Pastor include the following:

1. An elected Search Committee would complete a Mission Information Form and send it to Presbytery after which it would be sent to the appropriate office in Louisville, KY.
2. Pines Presbytery would receive Personal Information Forms from potential candidates, review them, and then send three potential pastor names to the Search Committee for consideration.
3. With a Designated Pastor position, the Search Committee can recommend that a candidate be elected as pastor by the congregation for one to three years. Once a candidate has been called and installed as the Designated Pastor, and upon the mutual agreement of the congregation, the Designated Pastor, and the Presbytery, the Designated Pastor may be called to be the "Installed Pastor" of the congregation.

MOTION-- Dan Boyles moved and Ruth Penny Bell seconded that First Presbyterian Church Texarkana adopt the position of Designated Pastor for the church. Motion passed unanimously.

Mr. Boyles presented the following names as nominees for the Designated Pastor Search Committee:

FROM THE SESSION

Kurt Andrews

Aimee Gilliland

Martha Nell Richards

FROM THE CONGREGATION

Margo Strickland

Bob Veon

Reverend Fletcher called for nominations from the floor. There were none.

MOTION –Dan Boyles moved to elect the names presented as the Designated Pastor Search Committee.

Reverend Fletcher called for the vote. Motion passed unanimously.

There being no other business, the meeting was adjourned with the benediction by Reverend Judy Fletcher.

Reverend David Fletcher
Moderator

Stacy Cogbill
Clerk for the Meeting

**Session Minutes
with attachments**

**Stated Meeting
October 28, 2018**

First Presbyterian Church
Texarkana, Arkansas
Session Minutes
October 28, 2018

Attending: Reverends Judy and David Fletcher. Elders: Remica Gray, Dan Boyles, Martha Nell Richards, Marilyn McCulloch and Kurt Andrews. Others: Betty Anthony attended briefly.

Call to Order—Moderator Rev. Judy Fletcher

Opening Devotional and Prayer--Reverend Judy Fletcher

Minutes

The minutes of the September 23, 2018 meeting were approved with a change to include the August Personnel Committee minutes.

Motion: Made by Remica Gray and seconded by Kurt Andrews to approve the September 23, 2018, minutes as corrected. Motion passed.

The minutes of the October 7, 2018, meeting

Motion: Made by Remica Gray and seconded by Marilyn McCulloch to approve the minutes of the October 7, 2018, meeting. Motion passed.

Diaconate Report--Betty Anthony

Betty Anthony gave a brief report of Diaconate activities. Trunk and Treat will be held later today, October 28, 2018.

A list of individuals living out of town, no longer attending, or just friends of the church was given to Session for use in determining the membership of the church. This list was further discussed under Old Business. (See list attached)

Treasurer's Report--Dan Boyles

Report consisted of financial records and balances. At this time our year to date expenses are in line with our budget. Revenues have not kept up but are within \$18,451 of expenses. With the last transfer of a past pledge from the "Due To" account to the general fund, we are on track to meet all obligations.

A proposed 2019 draft budget was presented for discussion. A copy of this budget is attached for comment. Formal adoption of a draft budget will occur either in November or December. It is anticipated that the proposed budget will require modification to match expected revenues once all pledges have been received and totaled. (See proposed 2019 budget draft attached)

Clerk's Report--No Report

Pastors' Report--Judy and David Fletcher

The Pastors' Report was received as information, and a copy is attached. Highlights included information from the "Here and Now" meetings as well as a briefing on the church calendar for the remainder of the year.

Proposed activity dates are:

- November 4-- Communion and All Saints Day Service
- November 4--Officer training
- November 11--Thanksgiving Luncheon after church
- November 18--Session Meeting
 - Deliver Thanksgiving baskets
 - Officer Training (may be rescheduled)
- December 6--Advent Music
- December 13--Advent Music
- December 16--Lessons and Carols Service
- December 20--Advent Music
- December 24--Christmas Eve Service at 5:30PM

Committee Reports:

Worship Committee – Remica Gray, Moderator

No meeting during October.

Evangelism Committee – Dan Boyles, Moderator

Committee met. Items discussed were to contact members or friends of the church that have been inactive for several years. Some budget is left for advertising and it will be used to help advertise for the Advent Music programs.

Stewardship Committee – Mona Fomby, Moderator

The 2019 proposed budget as well as a proposed letter to be sent to the entire congregation for the stewardship campaign was presented.

Christian Education Committee – Chris Walraven, Moderator

No meeting during October

Property Committee – Kurt Andrews, Moderator

Attached are the committee's notes for budgets, duties and assignments for church properties to be implemented after Ron Cantu's retirement on December 31, 2018.

Contract cleaning and lawn services will be used to care for church property in 2019 in order to save money. The lawn service will begin in November 2018. (See list attached.)

Personnel Committee – Marilyn McCulloch, Moderator

Marilyn recommended approval for additional dates and contract extension for temporary supply pastors for Judy and David Fletcher. (See contract extension attached)

Motion: Made by Marilyn McCulloch and seconded Martha Nell Richards to approve the additional dates and contract extension for Revs. Judy and David Fletcher.
Motion passed.

Nominating Committee – Dan Boyles, Moderator

The slate of officers for 2019 as well as the Designated Pastor Search Committee was approved at the October 28, 2018, Congregational Meeting earlier this morning.

Miscellaneous items

Reflections on “Here and Now” gatherings-- Judy and David Fletcher

The Session reviewed the Here and Now messages to the Session and discussed them. The primary response for now centers around the issue of communications. The Session listed several things to help improve communications between the congregation and the Session. These include posting the minutes and reports in a timely manner, placing copies of the newsletter beside the Sunday bulletins, setting up a Message to Session box near the church office, and taking time at the end of Session meetings to discuss the health and well-being of the congregation. (Copies of the notes are attached.)

Old Business

The list compiled by the Diaconate Shepherds recommends that approximately 84 names be removed from our active member list due to no attendance, living out of town, or lack of a way to contact them. The list was reviewed. A decision was made on each to “Keep” on roles, list as a “Friend,” list as “Out of Town” or remove. Tentative list is attached for action at the November meeting of Session. (See list attached)

New Business

The date for the Annual Congregational Meeting is Wednesday, January 16, 2019.

The lawn service will begin in November.

All notes and recommendations from the “Here and Now” meetings are available to anyone upon request.

Prayer of Dedication and Benediction

Reverend David Fletcher closed the meeting with prayer.

Rev. Judy Fletcher
Moderator

Dan Boyles
Acting Clerk of Session

FIRST PRESBYTERIAN CHURCH, TEXARKANA, ARKANSAS

Tentative Membership List

October 29, 2018

Keep on Roll:

	Address Available on Churchtrac:
1. Greg Brown	Yes
2. Velvet Cool	No
3. Kristen Gibson	Yes
4. Chad Jordan	Yes
5. Matt Keil	Yes
6. Melissa Keil	Yes
7. Jayce Keil	Yes
8. Erin Keil	Yes
9. Stanley Knowles	No (old address)
10. Linda Knowles	No (old address)
11. Anna Moore (Dickens)	No
12. Marshall Moore	Yes
13. Sheila Moore	Yes
14. Samuel Moore	No
15. Brandon O'Neal	Yes
16. Michelle Pearson	Yes
17. Joann Pope	Yes
18. Lucy Sarrett	Yes
19. Randy Sarrett	Yes
20. Brent Stewart	Yes
21. Ned Stewart	Yes
22. Kathy Stewart	Yes
23. Amy Triptow	No
24. Jacob Triptow	No
25. Brenda Works	Yes
26. James Works	Yes

Out of Town:

1. Jonathan P. Anthony	Yes
2. Cindy Felker	Yes
3. Rachel Fomby	No
4. Alan Gray	Yes
5. Adam Holmes	Yes
6. Phillip Jackson	Yes
7. Josh Johnson	No
8. Chris Knowles	No

Out of Town Continued:

9. James Robert Lacey	No
10. Laura Lee Lacey	No
11. Karin Lincoln	Yes
12. Emily Lukins	No
13. Bruce Malcolm	Yes
14. Brook Strickland	Yes
15. Shelly Thannum	No
16. Reagon Thompson	Yes
17. Savannah Thompson	Yes
18. Molly Beth Malcolm	Yes
19. Edward Malcolm	No
20. John McDowell	No
21. Charlie Morehead	No
22. Jeff Morgan	No
23. Jason Morgan	No
24. Linda Murphy	Yes
25. Stephanie Sexton	No
26. Anna Blair Solomon	Yes
27. Mary Helen Solomon	Yes
28. Patrick Solomon	Yes

Address Available on Churchtrac:

Friends of the church:

1. Ryan Boyles	c/o Dan & Kathy Boyles
2. William Boyles	c/o Dan & Kathy Boyles
3. Dixon Boyles	No
4. Tracey Bowles	No
5. Melanie (Gloster) Daniels	No
6. Ben Davis	No
7. Justin Davis	No
8. Sarah Beth Davis	Yes
9. Shannon Davitt	No
10. Jen Dierkson	No
11. Andrew Gloster	Yes
12. Erin Gloster	No
13. Will Gloster	No

Take Off Roll:

1. Savannah Calhoun	Yes
2. Brett Jackson	No
3. Mark Jackson	No
4. Sarang Kang	No

Take Off Roll Continued:

5. Billy Lavender
6. Bob Letterman
7. Sue Ellen Letterman
8. James McFerran
9. Linda Mundel
10. Audrey Sharp
11. Austin Sharp
12. Shirley Suffridge
13. Becky Sweet
14. Anthony Uzzell
15. Melanie West
16. Audrey Westergreen

Address Available on Churchtrac:

- No
- Yes
- Yes
- No
- Yes
- Yes
- Yes
- Yes
- No
- No
- Yes

2019 Budget - PROPOSED

SALARIES AND EMPLOYEE BENEFITS

ROW	Clergy	Amount
1	Salary	44,000
2	Housing and Utility Allowance	15,000
3	Health Insurance	16,000
4	Annuity	7,000
5	Reimbursement 1/2 of Self-Employment Tax	4,878
6	Mileage Reimbursement	2,500
7	Total Clergy	<u>89,378</u>
8		
9	Choir Director	
10	Salary	<u>30,000</u>
11	Total Choir Director/Organist	30,000
12		
13	Choir Director	
14	Salary	<u>10,400</u>
15	Total Choir Director/Organist	10,400
16		
17	Administrative Assistant	
18	Salary	26,500
19	Health Insurance	7,905
20	Death and Disability Insurance	746
21	Annuity	7,000
22	Total Administrator Assistant	<u>42,151</u>
23		
24	Nursery Worker	
25	Salary	4,168
26	Coordinator Stipend	1,248
27	Total Nursery	<u>5,416</u>
28		
29	Other Employee Benefits	
30	Payroll Taxes - Social Security (Employer)	7,100
31	Payroll Taxes - Medicare (Employer)	900
32	Miscellaneous Benefits (Bonus)	2,000
33	Workers Compensation Insurance	1,550
34	Total Other Benefits	<u>11,550</u>
35		
36	Total Salaries and Employee Benefits	188,895
37		

	Amount
38	Operating Expenses
39	
40	Benevolence - Presbytery 2,400
41	Benevolence - Presbytery Unified Missions Support 2,400
42	Benevolence - Local 1,000
43	Office Expense 4,000
44	Witness and Service 500
45	Worship - Music 500
46	Worship - Music Equipment/Instrument Maintenance 4,000
47	Worship - Worship Supplies 500
48	Building & Grounds - Utilities 34,000
49	Building & Grounds - Property Insurance 19,000
50	Building & Grounds - Maintenance 14,000
51	Building & Grounds - Food & Kitchen & Custodial Supp 4,000
52	Building & Grounds - Contract Lawn 6,000
53	Building & Grounds - Contract Custodial Services 19,000
54	Christian Education - Adult/Whole Church Programs 800
55	Christian Education - Christian Programs and Sunday School 500
56	Christian Education - Vacation Bible School 600
57	Christian Education - Nursery 50
58	Christian Education - Background Checks 200
59	Youth Programs 1,500
60	Camps, Rallies and Retreats 600
61	Evangelism - Programs 1,000
62	Evangelism - Contract Computer Services 2,600
63	Evangelism - Children Ministries 500
64	Nominating and Training 500
65	
66	Total Operating Expenses 120,150
67	
68	Total Expenses 309,045

NOTES:

1. Budget numbers for insurance are subject to slight change pending final Board of Pension numbers
2. Custodial, lawn and IT services will be contracted
3. Budgets for pastor and choir director are for annual costs and may not be fully realized for 2019
4. **This budget is subject to change pending comment and available dollars.**

FPC Monthly Expenses

	TOTAL	Church 516 Pecan	Annex 507 Hickory	Echo 6th Street	Orchard 422 Pecan
Water	\$456.37	\$295.15	\$53.34	\$29.48	\$78.40
Gas	\$106.91	\$66.47	\$40.44	\$0.00	\$0.00
Electric	\$2,322.43	\$1,838.75	\$294.71	\$177.64	\$111.33
Phone / Internet	\$337.36	\$257.36	\$80.00	\$0.00	\$0.00
Utility Total	\$3,223.07	\$2,457.73	\$468.49	\$207.12	\$89.73
Insurance	\$1,107.33	\$834.33	\$161.08	\$111.92	\$0.00
Pest Control	\$137.81	\$137.81	\$0.00	\$0.00	\$0.00
Elevator Inspection	\$318.17	\$318.17	\$0.00	\$0.00	\$0.00
House Keeping Tues / Thur	\$1,000.00	\$700.00	\$200.00	\$100.00	\$0.00
Grounds (mow/trim/leaves)	\$750.00	\$150.00	\$200.00	\$200.00	\$200.00
TOTAL	\$6,536.38	\$4,598.04	\$1,029.57	\$619.04	\$289.73

Duties to Delegate Monthly

Day of the Week	Time	Activity			
Sunday	7:30 - 7:45	Start Coffee / Decaf and Regular			
Sunday	7:45 - 8:00	Unlock Outside Doors to Fellowship Hall and Sanctuary / Walk through Sanctuary and Main Building Looking for Lighting Issues, Water Leaks, Anything which will disrupt services.			
Sunday	8:15 - 8:45	Verify Thermostats are Set for Service / Class Rooms, Choir and Fellowship Hall (Summer 75 / Winter 72) / Sanctuary and Choir Loft (72)			
Sunday	8:45 - 9:00	Setup Entrance to Fellowship Hall with Coffee and Condiments			
Sunday	10:15 - 10:30	Candle Sticks, bread dish and cup to Sanctuary			
Sunday	12:00 - 12:20	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Pick UP Attendance Sheets / Place Books in order</td> <td style="width: 33%;">Reset Thermostats in Class Rooms / Fellowship Hall (Summer 78 / Winter 68)</td> <td style="width: 33%;">Wipe Down and Return all Silver to Silver Room</td> </tr> </table>	Pick UP Attendance Sheets / Place Books in order	Reset Thermostats in Class Rooms / Fellowship Hall (Summer 78 / Winter 68)	Wipe Down and Return all Silver to Silver Room
Pick UP Attendance Sheets / Place Books in order	Reset Thermostats in Class Rooms / Fellowship Hall (Summer 78 / Winter 68)	Wipe Down and Return all Silver to Silver Room			
Sunday	12:30	Collect Trash and Put in Ally for Monday Pick Up			
Tuesday		Prepare for Men's Breakfast			
Wednesday		Prepare for Wednesday Night Supper // Setup Tables - Set Out Dishes and Silverware - Paper Tables			
Wednesday		Pick Up After Wednesday Night Supper // Place Dishes and Silverware in Sink - Remove Paper from Tables - Collect and Take Trash Outside			
As Needed		Setup and Clean Up for Events in Sanctuary and Fellowship Hall			

Duties to be covered by B&G Committee

Assigned Area		Responsibilities							
B&G Moderator	Main Building / Utilities	Monitor Lights and Fixtures	Monitor for Water Leaks and Roof Leaks	Monitor for Structural Damage and Issues	Check Water Heaters for leaks and function / MONTHLY	Add a Cup of Liquid Bleach to HVAC Drains / MONTHLY	Pour Pine Sol in Floor Drains / MONTHLY	Check Roof Gutters for Blockage / QTRLY	Change Filters in HVAC Units / QTRLY
Committee Member 1	Sanctuary	Monitor Lights and Fixtures	Monitor for Water Leaks and Roof Leaks	Monitor for Structural Damage and Issues	Monitor HVAC / 72 degrees year around	Monitor Entrances to Sanctuary for Repair Needs	Ensure Functioning Hearing Assist Devices are Available		
Committee Member 2	Echo Building	Monitor Lights and Fixtures	Monitor for Water Leaks and Roof Leaks	Monitor for Structural Damage and Issues	Check Water Heaters for leaks and function / MONTHLY	Add a Cup of Liquid Bleach to HVAC Drains / MONTHLY	Pour Pine Sol in Floor Drains / MONTHLY	Check Roof Gutters for Blockage / QTRLY	Change Filters in HVAC Units / QTRLY
Committee Member 3	Annex Building	Monitor Lights and Fixtures	Monitor for Water Leaks and Roof Leaks	Monitor for Structural Damage and Issues	Check Water Heaters for leaks and function / MONTHLY	Add a Cup of Liquid Bleach to HVAC Drains / MONTHLY	Pour Pine Sol in Floor Drains / MONTHLY	Check Roof Gutters for Blockage / QTRLY	Change Filters in HVAC Units / QTRLY
Committee Member 4	Orchard / Garage	Monitor Lights and Fixtures	Monitor for Water Leaks and Roof Leaks	Monitor for Structural Damage and Issues	Monitor Garage / Locked and Stored Items	Monitor Tree Health			

All spending needs for repairs and improvements will be processed through the building and grounds moderator for budget management purposes. Grounds upkeep will be contracted out to a third party service. Janitorial services will be contracted out to a service and be routinely on-site Tuesday and Thursday.

TEMPORARY PASTORAL AGREEMENT

This Agreement is made by and between the Session of the **FIRST PRESBYTERIAN CHURCH TEXARKANA, ARK.** and the **REV. JUDY R. FLETCHER** and **REV. J. DAVID FLETCHER** (hereinafter collective referred to as "*the Fletchers*") for the purpose of providing temporary part-time transitional ministry services to the congregation, listen to them, and guide the Session and members in this new chapter in the life of the congregation of First Presbyterian Church of Texarkana, Arkansas. "*The Fletchers*" will be designated as the Temporary Supply Pastors of the First Presbyterian Church. The duties of "*the Fletchers*" as the part-time Temporary Supply Pastors shall be limited to the duties outlined below. The Session and Diaconate of First Presbyterian Church shall handle all administrative functions of the church not specifically assigned to the "*the Fletchers*" below.

THE RESPONSIBILITIES OF THE TEMPORARY SUPPLY PASTORS SHALL INCLUDE THE FOLLOWING ITEMS:

1. The workweek for "*the Fletchers*" will begin at 2:00 p.m. on Saturday afternoon and end at 2:00 p.m. on Monday afternoon. This *Temporary Pastoral Agreement* calls for "*the Fletchers*" to serve in a part-time temporary capacity, on Saturday, Sunday, and Monday of each week. It is understood that "*the Fletchers*" will return to their home in Carrollton, Texas on Monday afternoon.
2. Lead the congregation in Sunday morning worship including sacraments, when scheduled. *The Fletchers* agree to coordinate plans for worship with the Chair of the Worship Committee. This includes taking communion to the sick, elderly, and home-bound of the congregation.
3. To the extent that "*the Fletchers*" have time available they will provide pastoral care through visits with members in hospitals, nursing homes, retirement homes, and in their homes.
4. *The Fletchers* will meet with the Worship Committee regularly to review the calendar of events to be incorporated into the weekly Sunday morning worship service;
5. *The Fletchers* agree to make themselves available to listen to and visit with members and worshippers who would like to talk with the transitional ministers concerning this congregation and its future. These visits may be

in homes, the church, or coffee shops. The Temporary Supply Pastors will share information gathered with the Session while keeping confidentiality about who said what.

6. *The Fletchers* will make a good-faith effort to make themselves available to perform funerals and weddings with additional travel reimbursement and compensation.
7. *The Fletchers* will maintain communication with the Session primarily through the Chairs of the Personnel and Worship committees.
8. Meet with Church Staff (Rebecca, Ron, Leah, and the designated Staff Coordinator of Session) for the regular Staff meetings on Monday mornings;
9. Visitation of the sick, elderly and home-bound if it can be handled by the Fletchers on Saturday afternoon, Sunday and Monday morning;
10. *The Fletchers* shall serve as Moderators of the Session of First Presbyterian Church until the Designated Pastor has been installed. *The Fletchers* have already been approved by Presbytery of the Pines to serve as the Moderators of Session during the term of this Agreement.
11. Serve as Head of Staff; and
12. Provide administrative leadership to the Session;

**ITEMS WHICH ARE NOT THE RESPONSIBILITY OF THE
TEMPORARY SUPPLY PASTORS:**

14. Provide Wednesday night Bible Study;
15. Visitation of the sick, elderly and home-bound that cannot be handled by *"the Fletchers"* on Saturday, Sunday or Monday mornings;
16. Attendance at monthly meetings of any Standing Committee of First Presbyterian Church except for the Session meeting and the Worship Committee Meeting which are to be rescheduled for Sunday afternoons.

17. The Personnel Committee, the Worship Committee, and the Session acknowledge that *the Fletchers* will NOT (a) serve as full time ministers, (b) serve as staff resources to all committees of First Presbyterian Church, or (c) represent the congregation in the community.

During the term of this agreement, "*the Fletchers*" are accountable to the Presbytery of the Pines. A one page written report shall be submitted to The Presbytery of the Pines every three months.

This agreement is for a period of seven (7) months, effective **Saturday, November 3, 2018**, through **Monday, May 20, 2019**. (See schedule attached to this job description.) This agreement may be terminated by either the Session or "*the Fletchers*" upon thirty (30) days written notice. Upon termination of this agreement by either party, all financial responsibility on the part of the Session shall cease on the effective date of the termination. This agreement may be extended beyond the initial four (4) month period only with the mutual consent of the Session of First Presbyterian Church, and "*the Fletchers*." At the end of the agreement, the Session of First Presbyterian Church agrees to provide a process for the evaluation of this temporary ministry.

This *Temporary Pastoral Agreement* calls for "*the Fletchers*" to serve in a part-time temporary capacity, on Saturday, Sunday, and Monday of each week. It is understood that "*the Fletchers*" will return to their home in Carrollton, Texas on Monday afternoon.

Weekly Base Salary

As part-time Temporary Supply Pastors, "*the Fletchers*" will be compensated for their temporary pastoral services. The weekly salary outlined below has been negotiated by the Personnel Committee, and has been approved by both the Session and by "*the Fletchers*" as follows:

Weekly Compensation	\$1,000.00
Mileage to and from Texarkana, mileage in town (.545 per mile or 2019 IRS rate) & toll/parking fees	

"*The Fletchers*" will be paid according to the attached schedule during the term of this Agreement and any extensions of this Agreement.

Mileage, toll fees, and parking expense reimbursements

"*The Fletchers*" will be reimbursed for all round-trip mileage incurred from their home in Carrollton, TX to Texarkana, AR and for any "in town" business mileage while in Texarkana in their service under this Agreement. They will be reimbursed using the "Accountable

Reimbursement Plan" as currently stated by the Presbytery of the Pines for ordained ministers. In addition, "*The Fletchers*" will be reimbursed for all toll fees and parking expenses incurred while in their service under this agreement.

"*The Fletchers*" will furnish to the Administrative Assistant of First Presbyterian Church a written recapitulation of their mileage, tolls and parking expenses on a weekly basis by Tuesday following their return to Carrollton, TX. The Administrative Assistant will write a weekly reimbursement check to "*the Fletchers*" upon receipt of their mileage, toll and parking expense recap.

Vacation / Paid Time Off / Medical

Since this agreement is for part-time temporary services only, "*the Fletchers*" will not receive any Vacation, paid time off, or medical insurance under the terms of this Agreement. "*The Fletchers*" acknowledge that they are both Honorably Retired Ordained Ministers (PCUSA) and are covered under medical, pension and retirement benefits through the PCUSA.

Other Provisions

This Agreement shall be construed fairly and reasonably, and not more strictly against one party than against the other party hereto. This agreement shall not be binding upon any party hereto until it is executed by "*the Fletchers*", signed by the chairman of the Personnel Committee, and approved by the Session of First Presbyterian Church of Texarkana, Arkansas.

Signed on the ___ day of October, 2018, but effective as of **November, 2018**.

Rev. Judy Fletcher
Rev. Judy Fletcher

Rev. David Fletcher
Rev. David Fletcher
"The Fletchers"

Marilyn McCulloch
Marilyn McCulloch,
Moderator Personnel Committee

First Presbyterian Church of Texarkana

Gene Cogbill, Acting Clerk of Session

Certificate of Clerk of Session

I, **Gene Cogbill**, Acting Clerk of Session, confirm that the above and foregoing **TEMPORARY PASTORAL AGREEMENT** was approved by the Session of First Presbyterian Church of Texarkana, Arkansas on the ____ day of October, 2018 by a vote of ____ affirmative votes to approve, ____ votes opposing, and no Elders abstaining.

Gene Cogbill, Acting Clerk of Session

Possible Calendar for FPC Texarkana and the Fletchers

- Nov. 4 Communion Sunday and afternoon officer training
- Nov. 18 Stewardship Dedication Sunday and afternoon officer training
- Dec. 2 Worship and Communion and afternoon officer training
- Jan 6 Epiphany and Communion and afternoon officer examination with Session
- Jan 19 Saturday Officer Retreat and Session meeting and Deacon meeting?
- Jan 20 Worship and ordination and installation
- Feb. 24 Worship and Session meeting
- March 10 Worship
- March 24 Worship and Session meeting
- April 21 Easter Worship
- April 28 Worship and Session meeting
- May 19 (3rd Sunday) Worship and Session meeting

NOTE: We have scheduled twice a month when there are 5 Sundays in a month.

Session Materials
for
Stated Meeting
November 18, 2018

FIRST PRESBYTERIAN CHURCH			
Year to Date ACTUAL vs BUDGET			
For the Ten Months Ended			
	ACTUAL	BUDGET	
	Jan 1 thru	Jan 1 thru	Over
	October 31	October 31	(Under)
Revenues	2018	2018	Budget
Pledges	\$ 146,515	\$ 158,333	\$ (11,818)
Plate	36,087	50,000	(13,913)
Other income	3,820	6,667	(2,847)
Total revenues	186,422	215,000	(28,578)
Expenses			
Staff expenses			
Clergy	78,140	86,321	(8,181)
Director of Christian Ed	8,082	8,667	(585)
Organist/Choir Director	8,677	8,333	344
Administrative Assistant	31,620	30,502	1,118
Custodian	36,935	36,167	768
Nursery coordinator	3,049	4,513	(1,464)
Consultant--IT	2,200	4,333	(2,133)
Payroll taxes & Workers Comp	5,781	9,626	(3,845)
Subtotal staff expenses	174,484	188,462	(13,978)
Operating Expenses			
Office expense	232	3,333	(3,101)
Worship committee	676	4,999	(4,323)
Christian Education	1,239	1,980	(741)
Youth expenses	895	1,667	(772)
Presbytery dues	(10)	2,284	(2,294)
Bldg & Grounds--Food & Kit	2,306	2,083	223
Bldg & Grounds--Maintenance	9,868	11,667	(1,799)
Bldg & Grounds--Insurance	15,111	15,833	(722)
Bldg & Grounds--Utilities	33,021	28,333	4,688
All other operating expenses	318	1,917	(1,599)
Total operating expense	63,656	74,096	(10,440)
Total expenses	238,140	262,558	(24,418)
Net loss	\$ (51,718)	\$ (47,558)	\$ 4,160

FIRST PRESBYTERIAN CHURCH

2018 ACTUAL VS 2017 ACTUAL

For the Ten Months

	<u>2018</u>	<u>2017</u>	
	Jan 1 thru	Jan 1 thru	
	October 31	October 31	Increase
<u>Revenues</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>(Decrease)</u>
Pledges	\$ 146,515	\$ 177,355	\$ (30,840)
Plate	36,087	48,303	(12,216)
Other income	3,820	6,940	(3,120)
Total revenues	186,422	232,598	(46,176)
<u>Expenses</u>			
<u>Staff expenses</u>			
Clergy	78,140	89,657	(11,517)
Director of Christian Ed	8,082	8,237	(155)
Organist/Choir Director	8,677	25,090	(16,413)
Administrative Assistant	31,620	30,765	855
Custodian	36,935	38,576	(1,641)
Nursery coordinator	3,049	3,096	(47)
Consultant--IT	2,200	1,000	1,200
Payroll taxes & Workers Comp	5,781	7,232	(1,451)
Subtotal staff expenses	174,484	203,653	(29,169)
<u>Operating Expenses</u>			
Office expense	232	1,455	(1,223)
Worship committee	676	4,941	(4,265)
Christian Education	1,239	3,434	(2,195)
Youth expenses	895		895
Presbytery dues	(10)	2,741	(2,751)
Bldg & Grounds--Food & Kit	2,306	2,446	(140)
Bldg & Grounds--Maintenance	9,868	11,798	(1,930)
Bldg & Grounds--Insurance	15,111	15,821	(710)
Bldg & Grounds--Utilities	33,021	29,187	3,834
All other operating expenses	318	483	(165)
Total operating expense	63,656	72,306	(8,650)
Total expenses	238,140	275,959	(37,819)
Net loss	\$ (51,718)	\$ (43,361)	\$ 8,357

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FIRST PRESBYTERIAN CHURCH		
<u>Change in Cash Balances 2018 to 2017</u>		
<u>Cash Balances October 31, 2018</u>		
Checking account	\$ 64,166	
Money market account	<u>205,139</u>	
Total cash balances		\$ 269,305
<u>Cash Balances October 31, 2017</u>		
Checking account	\$ 114,457	
Money market account	<u>255,547</u>	
Total cash balances		<u>370,004</u>
DECREASE IN CASH		\$ <u>(100,699)</u>

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2018 Budget

Between 01/01/2018 and 10/31/2018

INCOME CATEGORIES

Category	YTD Budget	Received	YTD Difference	Annual Budget	Difference
2018 Pledges	158,333	146,515	-11,818	190,000	-43,485
Plate	50,000	36,087	-13,913	60,000	-23,913
Other Income	6,667	3,820	-2,847	8,000	-4,180
Income Categories Total	215,000	186,422	-28,578	258,000	-71,578

EXPENSE CATEGORIES

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Clergy - 403(b) deferred compensation	4,349	857	-3,492	5,219	-4,362
Clergy - Wages	37,216	41,463	4,247	44,659	-3,196
Clergy - Housing & Utilities	15,921	11,537	-4,384	19,105	-7,568
Clergy - Continuing Education Expense	833	328	-505	1,000	-672
Clergy - Health Insurance	13,284	9,299	-3,985	15,941	-6,642
Clergy - Death/Disability	532	372	-160	638	-266
Clergy - Dental Insurance	1,360	952	-408	1,632	-680
Clergy - Reimb Self Emp Tax	4,065	3,209	-856	4,878	-1,669
Clergy - Professional Expense	833	350	-483	1,000	-650
Clergy - Mileage Reimbursement	2,083	5,681	3,598	2,500	3,181
Clergy - Annuity	5,845	4,092	-1,753	7,014	-2,922
Organist/Choir Director - Salary	8,333	8,677	344	10,000	-1,323
Admin Asst - death/disability insurance	645	622	-23	774	-152
Admin Asst - health insurance	8,433	10,595	2,162	10,120	475
Admin Asst - salary	21,424	20,403	-1,021	25,709	-5,306
Custodian - annuity	2,658	2,618	-40	3,190	-572
Custodian - death/disability insurance	242	238	-4	290	-52
Custodian - dental insurance	369	370	1	443	-73
Custodian - health insurance	8,433	11,120	2,687	10,120	1,000
Custodian - mileage reimbursement	667	286	-381	800	-514
Custodian - salary	23,798	22,303	-1,495	28,558	-6,255
Nursery - coordinator stipend	1,040	1,040	0	1,248	-208
Nursery - salary	3,473	2,009	-1,464	4,168	-2,159
Consultant Wages - CE	8,667	8,082	-585	10,400	-2,318
Consultant Wages - Web	4,333	2,200	-2,133	5,200	-3,000

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Other Benefit - Miscellaneous employee benefits (bonus)	1,667	0	-1,667	2,000	-2,000
Other Benefit - Workers Compensation Insurance	1,292	1,216	-76	1,550	-334
Payroll Taxes - Medicare (employer share)	750	0	-750	900	-900
Payroll Taxes - Social Security (employer share)	5,917	4,565	-1,352	7,100	-2,535
Benevolence - other missions	0	60	60	0	60
Benevolence - pastor	0	0	0	0	0
Benevolence - Presbytery Unified Missions	0	0	0	0	0
Benevolence - theological	0	0	0	0	0
Presbytery Dues	2,284	-10	-2,294	2,741	-2,751
Office Expense	3,333	232	-3,101	4,000	-3,768
Witness and Service	417	40	-377	500	-460
Worship - Music	833	390	-443	1,000	-610
Worship - Music Equipment/Instrument Maintenance	3,333	0	-3,333	4,000	-4,000
Worship - Worship Supplies	833	286	-547	1,000	-714
Building & Grounds - Food & Kitchen & Custodial Supp	2,083	2,306	223	2,500	-194
Building & Grounds - Maintenance	11,667	9,868	-1,799	14,000	-4,132
Building & Grounds - Property Insurance	15,833	15,111	-722	19,000	-3,889
Building & Grounds - Utilities	28,333	33,021	4,688	34,000	-979
Christian Education - Adult/Whole Church programs	667	694	27	800	-106
Christian Education - Childrens programs	417	80	-337	500	-420
Christian Education - Nursery	63	35	-28	75	-40
Christian Education - Vacation Bible School	500	395	-105	600	-205
Christian Education - Background Checks	333	35	-298	400	-365
Youth Ministry - Youth programs	1,250	226	-1,024	1,500	-1,274
Youth Ministry - Camps, rallies, and retreats	417	669	252	500	169
Evangelism - Evangelism programs	833	0	-833	1,000	-1,000
Evangelism - Children's Ministries	417	40	-377	500	-460
Congregational Care and Nurture	83	89	6	100	-11
Bell Tower Expense	0	0	0	0	0
Nominating/Training	167	89	-78	200	-111

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Stewardship Expense	0	0	0	0	0
Expense Categories Total	262,558	238,140	-24,418	315,072	-76,932

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Balance Sheet
 For the period ending 10/31/2018

Printed: 11/05/2018

ASSETS	Checking- General Fund	Checking-DUE TO FUNDS	MMA-General Fund	MMA-DUE TO FUNDS	Other Funds	TOTAL
Cash in Bank - Money Market Account	131.81		113,536.65	91,470.54		205,139.00
Cash in Bank - Operating Funds	66,841.21	7,409.09		-10,084.11		64,166.19
TOTAL ASSETS	66,973.02	7,409.09	113,536.65	81,386.43		269,305.19
LIABILITIES	Checking- General Fund	Checking-DUE TO FUNDS	MMA-General Fund	MMA-DUE TO FUNDS	Other Funds	TOTAL
TOTAL LIABILITIES						0.00
NET ASSETS	66,973.02	7,409.09	113,536.65	81,386.43		269,305.19

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**FIRST PRESBYTERIAN CHURCH TEXARKANA
WORSHIP COMMITTEE MEETING
November 7, 2018**

The meeting of the Worship Committee was called to order and opened with prayer by Moderator Remica Gray at 5:00pm.

Those present were: Remica Gray, Billie Ford, Gene Cogbill, Linda Cogbill, Pat Willis, and Gail Cogbill

Approval of minutes

The minutes of the August 12, 2018, meeting were approved as printed.

Review of financial information

The committee reviewed the financial information and received it as information. The moderator explained that Session has approved additional money for the Organist/Pianist if needed.

Baptism Request

Linda Cogbill moved that Jessica Davis's daughter be baptized at First Presbyterian Church on December 30, 2018, by Rev. Dianne Brown. Motion was seconded by Billie Ford. Motion passed. Revs. Judy and David Fletcher will extend an invitation to Rev. Brown to perform the baptism. This request will be taken to the Session for approval.

Pulpit supply

November 4 – Revs. Judy and David Fletcher
November 11 – Rev. Dan Hignight
November 18 – Revs. Judy and David Fletcher
November 25 – Rev. Lance Jones

December 2 – Revs. Judy and David Fletcher
December 9 – Rev. James Giddens
December 16 – Lessons & Carols
December 23 – Rev. Lance Jones
December 24 – Rev. Lance Jones
December 30 – Rev. Dianne Brown

Liturgists

November 11 – Ruth Penney Bell
November 25 – To be secured by Linda Cogbill
December 9 – To be secured by Linda Cogbill

Children's Sermon/Time with Children

November 11 – Chris Walraven
November 25 – Lance Jones
December 9 – Chris Walraven

Organist/Pianist

November 4 – Andrew Clark
November 11 – Andrew Clark
November 18 – Andrew Clark
November 26 – Michael Odom

December 2 – Andrew Clark
December 9 – Michael Odom (will also direct choir)
December 16 – Lessons & Carols – Mary Scott Goode
December 23 – Andrew Clark
December 24 – To be decided (Remica will contact several)
December 30 – Michael Odom

Advent Concert Series

December 6 – Veritas Academy Choir, Director Stephanie House. **Lunch:** Circles (Valerie Buster)
December 13 – Cherith Hendrich, harp. **Lunch:** Diaconate (Beth McHenry)
December 20 – Robin Thomas, piano and Betsy Frame, organ – duets and singing of carols **Lunch:** Choir (Dean Ransdell)

Advent Volunteers

- A. Banner Bearers and Candle Lighters – December 2, 9, 16, 23 and 24**
Several suggestions were made for Moderator to contact.
- B. Bulletin Covers**
Several suggestions were made for Moderator to contact.
- C. Liturgists for Lessons and Carols. – December 16**
Several suggestions were made for Moderator to contact.

Poinsettias

Gail Cogbill offered to coordinate the purchase and receiving of the poinsettias for the Christmas season. She will work with the church secretary in getting the forms in the church bulletins beginning the Sunday after Thanksgiving. The order form will also appear in the December newsletter. Poinsettias will be sold for \$10.

Instrument Maintenance

The organ tuner will come next week. Also, the piano in the sanctuary will be tuned. Both instruments should be ready for the Advent/Christmas season. The piano in the choir room needs to be tuned, but that will be done at a later date.

Discussion items

Dr. Terry Land has been added to the Pulpit Supply for February 3 and 10, 2019.

Important Dates Fourth Quarter

November 11 – Thanksgiving luncheon after church
November 18 – Thanksgiving basket pickup/deliver; Session meeting; Officer training
December 5 – Joy Gift Dinner
December 6 – Advent Concert 12:05pm – Veritas Academy Choir
December 13 – Advent Concert 12:05pm – Cherith Hendrich, harp
December 16 – Lessons & Carols
December 20 – Advent Concert 12:05pm – Robin Thomas, piano and Betsy Frame, organ
December 24 – Christmas Eve Service 5:30pm

Remica closed the meeting with prayer.

Respectfully submitted,
Gail Cogbill

FPC Pulpit Supply for Nov. 2018 – May 2019

November 25 Rev. Lance Jones

December 2 Revs. Judy and David Fletcher
December 9 Rev. James Giddens
December 16 Lessons & Carols
December 23 Rev. Lance Jones
December 24 Rev. Lance Jones
December 30 Rev. Dianne Brown

January 6 Revs. Judy and David Fletcher
January 13
January 20 Revs. Judy and David Fletcher
January 27 Rev. Lance Jones

February 3 Rev. Terry Land
February 10 Rev. Terry Land
February 17 Rev. Rev. Lance Jones
February 24 Revs. Judy and David Fletcher

March 3
March 10 Revs. Judy and David Fletcher
March 17 Rev. Lance Jones
March 24 Revs. Judy and David Fletcher
March 31 Rev. Lance Jones

April 7
April 14
April 21 Revs. Judy and David Fletcher
April 28 Revs. Judy and David Fletcher

May 5
May 12
May 19 Revs. Judy and David Fletcher
May 26 Rev. Lance Jones

FPC Organist/Pianist for Nov 2018-Jan 2019

November 18 Andrew Clark
November 25 Michael Odom

December 2 Andrew Clark
December 9 Michael Odom
December 16 Lessons & Carols – Mary Scott Goode
December 23 Andrew Clark
December 24 ???
December 30 Michael Odom

January 6 Michael Odom
January 13 Michael Odom
January 20 Michael Odom
January 27 Michael Odom

Revised Temporary Pastoral Agreement

This *REVISED AGREEMENT* is made by and between the Session of the **FIRST PRESBYTERIAN CHURCH TEXARKANA, ARK.** and the **REV. JUDY R. FLETCHER** and **REV. J. DAVID FLETCHER** (hereinafter collective referred to as "*the Fletchers*") for the purpose of providing temporary part-time transitional ministry services to the congregation, to listen to the concerns of the congregation, and guide the Session and members in this new chapter in the life of the congregation of First Presbyterian Church of Texarkana, Arkansas. "*The Fletchers*" will continue to be designated as the Temporary Supply Pastors of the First Presbyterian Church. The duties of "*the Fletchers*" as the part-time Temporary Supply Pastors shall be limited to the duties outlined below. The Session and Diaconate of First Presbyterian Church shall handle all administrative functions of the church not specifically assigned to the "*the Fletchers*" below.

THE RESPONSIBILITIES OF THE TEMPORARY SUPPLY PASTORS SHALL INCLUDE THE FOLLOWING ITEMS:

- §1. The workweek for "*the Fletchers*" will begin at 2:00 p.m. on Saturday afternoon and end at 2:00 p.m. on Monday afternoon. This *Temporary Pastoral Agreement* calls for "*the Fletchers*" to serve in a part-time temporary capacity, on Saturday, Sunday, and Monday of each week. It is understood that "*the Fletchers*" will return to their home in Carrollton, Texas on Monday afternoon.
- §2. Lead the congregation in Sunday morning worship including sacraments, when scheduled. *The Fletchers* agree to coordinate plans for worship with the Chair of the Worship Committee. This includes taking communion to the sick, elderly, and home-bound of the congregation.
- §3. To the extent that "*the Fletchers*" have time available they will provide pastoral care through visits with members in hospitals, nursing homes, retirement homes, and in their homes.
- §4. *The Fletchers* will meet with the Worship Committee regularly to review the calendar of events to be incorporated into the weekly Sunday morning worship service;

- §5. *The Fletchers* agree to make themselves available to listen to and visit with members and worshippers who would like to talk with the transitional ministers concerning this congregation and its future. These visits may be in homes, the church, or coffee shops. The Temporary Supply Pastors will share information gathered with the Session while keeping confidentiality about who said what.
- §6. *The Fletchers* will make a good-faith effort to make themselves available to perform funerals and weddings with additional travel reimbursement and compensation.
- §7. *The Fletchers* will maintain communication with the Session primarily through the Chairs of the Personnel and Worship committees.
- §8. Meet with Church Staff (Rebecca, Ron¹, Leah, and the designated Staff Coordinator of Session) for the regular Staff meetings on Monday mornings;
- §9. Visitation of the sick, elderly and home-bound if it can be handled by the Fletchers on Saturday afternoon, Sunday and Monday morning;
- §10. *“The Fletchers* shall serve as Moderators of the Session of First Presbyterian Church until the Designated Pastor has been installed. *The Fletchers* have already been approved by Presbytery of the Pines to serve as the Moderators of Session during the term of this Agreement.
- §11. Serve as Head of Staff; and
- §12. Provide administrative leadership to the Session;

ITEMS WHICH ARE NOT THE RESPONSIBILITY OF THE TEMPORARY SUPPLY PASTORS:

- §13. Provide Wednesday night Bible Study;
- 14. Visitation of the sick, elderly and home-bound that cannot be handled by *“the Fletchers”* on Saturday, Sunday or Monday mornings;

¹ Ron Cantu, Church Custodian, will be retiring effective as of 11:59 p.m. on December 31, 2018

15. Attendance at monthly meetings of any Standing Committee of First Presbyterian Church except for the Session meeting and the Worship Committee Meeting which are to be rescheduled for Sunday afternoons.
16. The Personnel Committee, the Worship Committee, and the Session acknowledge that *the Fletchers* will NOT (a) serve as full time ministers, (b) serve as staff resources to all committees of First Presbyterian Church, or (c) represent the congregation in the community.
17. During the term of this *REVISED AGREEMENT*, "*the Fletchers*" are accountable to the Presbytery of the Pines. A one page written report shall be submitted to The Presbytery of the Pines every three months.

OTHER PROVISIONS OF THIS REVISED AGREEMENT ARE:

18. **This agreement is for a period of seven (7) months, effective Saturday, November 3, 2018, through Monday, May 20, 2019.²** This agreement may be terminated by either the Session or "*the Fletchers*" upon thirty (30) days written notice. Upon termination of this agreement by either party, all financial responsibility on the part of the Session shall cease on the effective date of the termination.
19. This *REVISED AGREEMENT* may be extended beyond the initial seven (7) month period only with the mutual consent of the Session of First Presbyterian Church, and "*the Fletchers*." At the end of this *REVISED AGREEMENT*, the Session of First Presbyterian Church agrees to provide a process for the evaluation of this temporary ministry.
20. This *REVISED AGREEMENT* calls for "*the Fletchers*" to serve in a part-time temporary capacity, on Saturday, Sunday, and Monday of the dates shown on the attached calendar. It is understood that "*the Fletchers*" will return to their home in Carrollton, Texas on Monday afternoon.
21. *Compensation*
 - A. *Weekly Base Salary*
 - (i) As part-time Temporary Supply Pastors,"*the Fletchers*" will be compensated for their temporary pastoral services. The weekly salary outlined below has been negotiated by the

²(See schedule attached to this job description.)

Personnel Committee, and has been approved by both the Session and by “*the Fletchers*” as follows:

Weekly Compensation **\$1,000.00**

- (ii) “*The Fletchers*” will be paid according to the attached schedule during the term of this *REVISED AGREEMENT* and any subsequent extensions of this Agreement.

B. *Mileage, toll fees, and parking expense reimbursements*

- (i) “*The Fletchers*” will be reimbursed for all round-trip mileage incurred from their home in Carrollton, TX to Texarkana, AR and for any “in town” business mileage while in Texarkana in their service under this *REVISED AGREEMENT*. They will be reimbursed using the “Accountable Reimbursement Plan” as currently stated by the Presbytery of the Pines for ordained ministers. In addition, “*The Fletchers*” will be reimbursed for all toll fees and parking expenses incurred while in their service under this agreement.

Mileage to and from Texarkana, mileage in town (.545 per mile or the 2019 IRS rate) & toll/parking fees

- (ii) “*The Fletchers*” will furnish to the Administrative Assistant of First Presbyterian Church a written recapitulation of their mileage, tolls and parking expenses on a weekly basis by Tuesday following their return to Carrollton, TX. The Administrative Assistant will write a weekly reimbursement check to “*the Fletchers*” upon receipt of their mileage, toll and parking expense recap.

C. *Vacation / Paid Time Off / Medical*

Since this agreement is for part-time temporary services only, “*the Fletchers*” will not receive any Vacation, paid time off, or medical insurance under the terms of this Agreement. “*The Fletchers*” acknowledge that they are both Honorably Retired Ordained Ministers (PCUSA) and are covered under medical, pension and retirement benefits through the PCUSA.

22. Other Provisions: This Agreement shall be construed fairly and reasonably, and not more strictly against one party than against the other party hereto. This agreement shall not be binding upon any party hereto until it is executed by "*the Fletchers*", signed by the chairman of the Personnel Committee, and approved by the Session of First Presbyterian Church of Texarkana, Arkansas.

Signed on the ____ day of November, 2018, but effective as of **November 3, 2018**.

Rev. Judy Fletcher

Rev. David Fletcher
"*The Fletchers*"

Marilyn McCulloch,
Moderator, Personnel Committee

First Presbyterian Church of Texarkana

Gene Cogbill, Acting Clerk of Session

Certificate of Clerk of Session

I, **Gene Cogbill**, Acting Clerk of Session, confirm that the above and foregoing *REVISED TEMPORARY PASTORAL AGREEMENT* was approved by the Session of First Presbyterian Church of Texarkana, Arkansas on the ____ day of November, 2018 by an affirmative vote of the Elders then present and voting.

Gene Cogbill, Acting Clerk of Session