

SESSION PACKET

for

Stated Meeting of Session

January 19, 2019

SESSION AGENDA
First Presbyterian Church, Texarkana, Arkansas
Saturday, January 19, 2019, 11:00AM

Call to Order

David Fletcher

Opening Devotional and Prayer

Examination of Officers

For those officers who were not previously
examined on January 6, 2019

Adoption of Minutes

1. November 18, 2018—Stated Meeting
2. December 16, 2018—Ratify Actions for Informal Meeting Regarding Custodian
3. January 6, 2019—Stated Meeting to Examine Officer Candidates
4. January 16, 2019—Annual Meeting

Diaconate Report

Treasurer's Report

Dan Boyles

Clerk's Report

Gene Cogbill

1. Request for James Robert and Laura Lee Lacy
to be removed from church rolls
2. Request from Dianne Knight for withdrawal
of membership
3. Preliminary request for use of sanctuary
4. List of 2019 Committee Moderators

Pastors' Report

Judy and David Fletcher

Committee Reports:

Worship Committee – Remica Gray, Moderator

1. Pulpit Supply for January through May 2019
2. Scout Sunday—February 9, 2019
3. Ash Wednesday Service—March 6, 2019
4. Discussion of Taize Services—March 24,
March 31, April 7, April 24, 2019
5. Communion Services
 - A. First Sunday of every month
 - B. Maundy Thursday—April 18, 2019
 - C. Christmas Eve (if late service)—December 24, 2019
6. 2019 Communion schedule--attached

Evangelism Committee – Dan Boyles, Moderator

Stewardship Committee – Mona Fomby, Moderator

Christian Education Committee – Chris Walraven, Moderator

Property Committee – Kurt Andrews, Moderator

1. Future of EHCO Building
2. Sunday morning duty rotation of responsibilities
3. Facility maintenance Strategy

Personnel Committee – Marilyn McCulloch, Moderator

Designated Pastor Nominating Committee—Kurt Andrews
Committee update and Review of MIF

Nominating Committee – Dan Boyles, Moderator

Miscellaneous items

Old Business

New Business

Prayer of Dedication and Benediction

SESSION MINUTES

Stated Meeting

November 18, 2018

**First Presbyterian Church
Texarkana, Arkansas
Session Minutes
November 18, 2018**

Attending: Reverends Judy and David Fletcher. Elders: Remica Gray, Dan Boyles, Martha Nell Richards, Marilyn McCulloch, Kurt Andrews, Sarah Propps, Griffin Johnson, Mona Fomby, and Gene Cogbill.

Call to Order—Moderator Reverend David Fletcher

Opening Devotional and Prayer--Reverend David Fletcher

Minutes

The minutes of the October 28, 2018, Congregational Meeting:

Motion: Made by Dan Boyles and seconded by Marilyn McCulloch to approve the October 28, 2018, minutes of the Congregational Meeting. Motion passed.

The minutes of the October 28, 2018, Stated Meeting of Session:

Motion: Made by Marilyn McCulloch and seconded by Dan Boyles to approve the minutes of the October 28, 2018, stated meeting of Session. Motion passed.

Diaconate Report

No report.

Treasurer's Report--Dan Boyles

Mr. Boyles reported on the financial information for October 2018 that was included in the Session packet. The financial information included was received as information.

Clerk's Report—Gene Cogbill

Mr. Cogbill read a letter requesting a transfer of membership of Audrey Westergreen from First Presbyterian Church Texarkana to Highland Park Baptist Church of Texarkana, Texas.

Motion: Made by Martha Nell Richards and seconded by Sarah Propps to approve the transfer of membership of Audrey Westergreen from First Presbyterian Church Texarkana to Highland Park Baptist Church of Texarkana, Texas. Motion passed.

Mr. Cogbill presented a Certificate of Membership and Dismissal form from Tony Uzzell to dissolve his membership with First Presbyterian Church Texarkana and a Certificate of Reception form from Millbrook Presbyterian Church of Millbrook, Alabama.

Motion: Made by Remica Gray and seconded by Martha Nell Richards to approve the transfer of membership of Tony Uzzell from First Presbyterian Church Texarkana to Millbrook Presbyterian Church of Millbrook, Alabama. Motion passed.

Pastors' Report--Judy and David Fletcher

Rev. Judy Fletcher reviewed various dates and activities on the church calendar.

She reminded Session members that Session will meet at 4:00PM, January 6, 2019, for the examination of new officers, and Session will also meet on January 19, 2019, for an officers' retreat.

Rev. Judy also asked committee moderators to have written reports prepared for their presentation to the congregation at the Annual Congregational Meeting at 6:30PM on Wednesday, January 16, 2019.

Committee Reports:

Worship Committee – Remica Gray, Moderator

Mrs. Gray presented a schedule of dates and participants for 2018 Advent activities. List attached.

Mrs. Gray reported that the Worship Committee had approved a request from Jessica Davis for the baptism of her infant daughter on Sunday, December 30, 2018.

Motion: The Worship Committee recommends and I so move that, upon invitation from the Revs. Fletcher, Rev. Dianne Brown be approved to preach and to administer the Sacrament of Baptism to Jessica Davis's infant daughter on Sunday, December 30, 2018.

Evangelism Committee – Dan Boyles, Moderator

Committee did not meet. No report.

Stewardship Committee – Mona Fomby, Moderator

Mrs. Fomby reported that the Stewardship Committee had met and was presenting a proposed 2019 budget of \$302,433 to the Session. See proposed budget attached.

The proposed 2019 budget was accepted as information.

Christian Education Committee – Chris Walraven, Moderator

No report.

Property Committee – Kurt Andrews, Moderator

Mr. Andrews reported that:

1. The contracted lawn service began last week.
2. The committee will meet next week with an individual who will be interviewed regarding providing contract janitorial services for the church.
3. The annex is being reorganized and partitioned.
4. Wright Brothers Roofing is currently repairing the roof.

Personnel Committee – Marilyn McCulloch, Moderator

Mrs. McCulloch reported that there were some errors in the “Temporary Pastoral Agreement” that was passed by Session on September 28, 2018. Mrs. McCulloch presented a new “Revised Temporary Pastoral Agreement” (to replace the agreement passed by Session on September 28, 2018). “Revised Temporary Pastoral Agreement” attached.

Motion: Made by Marilyn McCulloch on behalf of the Personnel Committee to accept the “Revised Temporary Pastoral Agreement” with Revs. Judy and David Fletcher. Motion passed.

Nominating Committee – Dan Boyles, Moderator

Committee did not meet. No report.

Designated Pastor Committee—Kurt Andrews, Moderator

Mr. Andrews informed the Session that the Designated Pastor Committee had met and was working on the forms and information necessary to begin the process of calling a Designated Pastor.

Mr. Andrews reported that the next meeting of the committee will be December 2, 2018. At that meeting the committee hopes to write a mission statement and will begin work on filling out and completing a “Ministry Information Form” (MIF) to be submitted to the offices of the PCUSA in Louisville, Kentucky.

Mr. Andrews asked that members of the Session assist the committee in completing the “Leadership Competencies” assessment form and return to the committee. Copy of “Leadership Competencies” document attached.

Miscellaneous items

There were no miscellaneous items discussed.

Old Business

The “Tentative Membership List” list compiled by the Diaconate which was originally presented to the Session at its meeting on October 28, 2018, was further reviewed by the Session. The list was corrected to delete from the tentative list Anthony Uzzell and Audrey Westergreen who had previously requested dismissal from the rolls of First Presbyterian Church Texarkana (see Clerk’s Report above).

After discussion Session determined that the individuals on the list under the headings of “Friends of the Church” (13 individuals) and “Take Off Roll” (29 individuals less two already removed) should be removed from the rolls of First Presbyterian Church.

Motion: Made by Dan Boyles and seconded by Sarah Propps to remove from the rolls of First Presbyterian Church 27 individuals listed on the attached list of "Tentative Membership List" under the headings of "Friends of the church" (13 individuals) and "Take Off Roll" (16 individuals less two individuals previously removed from the list). Motion passed.

New Business

Ron Cantu

It was announced that the Presbyterian Women will be organizing a retirement party for Ron Cantu on January 13, 2019.

Session agreed monetary gifts to Ron should be made payable to First Presbyterian Church (and designated for Ron Cantu) and that one combined check from First Presbyterian Church will be presented to Ron at his retirement party on January 13, 2019.

Session agreed that the gift to Ron (whose actual retirement date is December 31, 2018, and after which Ron will no longer be an employee of First Presbyterian Church) will be reported to Ron on a 2019 IRS Form 1099-MISC, Nonemployee Compensation.

Executive Session

At 1:35PM the Session agreed to move into an Executive Session to discuss personnel matters. Revs. Judy and David Fletcher excused themselves from the meeting.

At 1:55PM the Session concluded its Executive Session and Revs. Judy and David Fletcher returned to the meeting. Rev. David Fletcher resumed moderating the regular meeting.

Prayer of Dedication and Benediction

Reverend Judy Fletcher closed the meeting with prayer.

Rev. David Fletcher
Moderator

Gene Cogbill
Acting Clerk of Session

FIRST PRESBYTERIAN CHURCH		
2019 Budget		
PROPOSED to Session November 18, 2018		
November 18, 2018		
OPERATING EXPENSES		
Mission Giving		
Benevolences--Presbytery Unified Missions	\$ 2,400	
Benevolences--Local	1,000	
Presbytery Per Capita Assessment	2,400	
Program and Ministry		
Witness and service	500	
Worship		
Worship supplies	500	
Music	500	
Music equipment/instrument maintenance	4,000	
Christian education		
Adult/whole church programs	800	
Childrens' programs and Sunday School	500	
Vacation Bible School	600	
Background checks	200	
Youth ministry		
Youth programs	1,500	
Camps, rallies, and retreats	600	
Evangelism		
Evangelism	1,000	
Contract computer services	2,600	Note 3
Childrens' ministries (parents' night out)	500	
Nominating and training	500	
Building and Grounds		
Maintenance	15,000	
Contract custodial services	15,000	Note 3
Contract lawn maintenance	9,000	Note 3
Property insurance	19,000	
Utilities	34,000	
Food, kitchen, and custodial supplies	4,000	
Office Expenses	4,000	
Total operating expenses	120,100	

SALARIES AND EMPLOYEE BENEFITS		
<u>Clergy</u>		
Salary	44,000	Note 1
Housing and utility allowance	15,000	
Health insurance	16,000	Note 2
Pension	7,000	
Reimburse 1/2 of Self-employment tax	4,878	
Mileage reimbursement	2,500	
Total clergy	89,378	
<u>Director of Music/Organist</u>		
	30,000	Note 1
<u>CE Director--Salary</u>		
	10,400	Note 1
<u>Administrative Assistant</u>		
Salary	26,500	
Health insurance	7,905	Note 2
Death and disability insurance	746	Note 2
Pension	2,746	
Total administrative assistant	37,897	
<u>Nursery Worker</u>		
Salary	4,168	
Coordinator stipend	1,248	
Total nursery worker	5,416	
<u>Other employee benefits</u>		
Payroll taxes--Employer's share	5,687	
Workers compensation insurance	1,555	
Miscellaneous employee benefits (bonus)	2,000	
Total other employee benefits	9,242	
Total salaries and employee benefits	182,333	
TOTAL EXPENSES	\$ 302,433	
Note 1--Budget for pastor, organist/choir and CE director are projected for the full year 2019; however, they may not be fully utilized in 2019		
Note 2--Budget amounts for insurance may be affected pending final Board of Pension calculations		
Note 3--Custodial services, lawn maintenance, and computer services for 2019 will be contracted services rather than by hired church employees		

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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
10. Laura Lee Lacey
11. Karin Lincoln
12. Emily Lukins
13. Bruce Malcolm
14. Brook Strickland
15. Shelly Thannum
16. Reagon Thompson
17. Savannah Thompson
18. Molly Beth Malcolm
19. Edward Malcolm
20. John McDowell
21. Charlie Morehead
22. Jeff Morgan
23. Jason Morgan
24. Linda Murphy
25. Stephanie Sexton
26. Anna Blair Solomon
27. Mary Helen Solomon
28. Patrick Solomon

Address Available on Churchtrac:

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

Friends of the church:

1. Ryan Boyles
2. William Boyles
3. Dixon Boyles
4. Tracey Bowles
5. Melanie (Gloster) Daniels
6. Ben Davis
7. Justin Davis
8. Sarah Beth Davis
9. Shannon Davitt
10. Jen Dierkson
11. Andrew Gloster
12. Erin Gloster
13. Will Gloster

- c/o Dan & Kathy Boyles
c/o Dan & Kathy Boyles
No
No
No
No
No
Yes
No
No
Yes
No
No
No

Take Off Roll:

1. Savannah Calhoun
2. Brett Jackson
3. Mark Jackson
4. Sarang Kang

- Yes
No
No
No

Take Off Roll Continued:

5. Billy Lavender	No
6. Bob Letterman	Yes
7. Sue Ellen Letterman	Yes
8. James McFerran	No
9. Linda Mundel	Yes
10. Audrey Sharp	Yes
11. Austin Sharp	Yes
12. Shirley Suffridge	Yes
13. Becky Sweet	Yes
* 14. Anthony Uzzell - TRANSFERRED	No
15. Melanie West	No
* 16. Audrey Westergreen - TRANSFERRED	Yes

Address Available on Churchtrac:

* SESSION APPROVED TRANSFERS OF THESE
TWO MEMBERS ON NOV 18, 2018.

SESSION NOTES
Informal Meeting
December 16, 2018

INFORMAL MEETING OF ACTIVE ELDERS
Sunday, December 16, 2018, 12:30PM

Gene Cogbill, Acting Clerk of Session, called an informal meeting of members of the Active Elders after Sunday morning worship service on December 16, 2018, to discuss the possible engagement of a part-time custodian for First Presbyterian Church. Mr. Cogbill acted as the facilitator for the meeting.

Those Active Elders attending were: Dan Boyles, Marilyn McCulloch, Kurt Andrews, Martha Nell Richards, Remica Gray, and Gene Cogbill.

Mr. Cogbill reminded the group that no official business could be conducted since there was no ordained minister to moderate the meeting. Mr. Cogbill told the group that he had been in touch with Revs. Judy and David Fletcher regarding calling an informal meeting, and they were in agreement that it would be acceptable and expedient to do so given the time-sensitivity of FPC's engaging a part-time custodian since Ron Cantu will be retiring within the next few days.

Kurt Andrews, moderator of the Property Committee, presented the group with the name of Roy Thomas who had been a former custodian at Trinity Presbyterian Church, Texarkana. Mr. Andrews provided the group with information about and the qualifications of Mr. Thomas. (All members of Session had previously been e-mailed Mr. Thomas's letter of application for the part-time custodian's position.)

The group discussed the pros and cons of the classification of "contract labor" and that of being classified as an "employee." Given the requirements, benefits, and liabilities of each, the group unanimously agreed that First Presbyterian Church should pursue hiring Mr. Thomas as an employee of the church.

After discussion the group agreed to proceed immediately with implementing the following and instructed the Acting Clerk of Session to present their suggestions at the next Stated Meeting of Session on January 20, 2019, for ratification:

Roy Thomas will be hired on a 70 day trial basis as a part-time custodian employee of First Presbyterian Church beginning Tuesday, December 18, 2018. His beginning pay will be \$8.00 per hour. Other terms of Mr. Thomas's employment include:

1. The Personnel Committee will draft an employment contract broadly outlining the terms, conditions, and duties of Mr. Thomas.
2. The employment contract will specify that Mr. Thomas will report to and be responsible to the Moderator of the Property Committee. The Moderator of the Property Committee will approve the weekly hours worked by Mr. Thomas.

3. At no time will Mr. Thomas work more than 40 hours in a single week.
4. Mr. Thomas will submit to an immediate background check.
5. The Property Committee will provide a list of current duties and responsibilities (to be included with Mr. Thomas's employment contract) to be performed by Mr. Thomas. This list may be amended and/or updated as needed.
6. The Property Committee will notify the church's insurance carrier that as an employee of First Presbyterian Church, Mr. Thomas's name should be added to the church's workers' compensation policy.
7. The Property Committee will contact the church's insurance carrier and secure a fidelity bond on Mr. Thomas.
8. During the 70 day trial period of Mr. Thomas's employment, if for any reason determined by the moderator of the Property Committee or by the Session of First Presbyterian Church, then Mr. Thomas's employment may be immediately terminated without cause.

There being no further business for the group of Active Elders to discuss, Mr. Cogbill closed the meeting with prayer.

Gene Cogbill
Meeting Facilitator

SESSION MINUTES

Stated Meeting

Examination of Officer Candidates

January 6, 2019

**First Presbyterian Church
Texarkana, Arkansas
Stated Session Minutes
January 6, 2019, 4:00PM**

Attending: Reverends Judy and David Fletcher. Active Elders: Remica Gray, Dan Boyles, Martha Nell Richards, Kurt Andrews, Sarah Propps, Griffin Johnson, and Gene Cogbill.

Others attending: Cordell Klein, Aimee Gilliland, Stephanie Jackson, Gay Thompson, John Wesley, Sue Ellen Hall, and Jeanie Sexton.

Call to Order—Moderator Reverend Judy Fletcher

Opening Prayer--Reverend Judy Fletcher

Purpose of Meeting

Rev. Judy Fletcher stated that the purpose of the meeting was for the examination of new officers for the classes of 2019, 2020, and 2021.

The following officers (and their respective classes) attended the meeting and were duly examined:

Elders: Cordell Klein (2019), Aimee Gilliland (2021), Gay Thompson (2021), and Stephanie Jackson (2021).

Deacons: John Wesley (2020), Sue Ellen Hall (2021), and Jeanie Sexton (2021)

Rev. Judy Fletcher stated that the new officers had received officer training. The newly elected officers were asked questions by the Moderator and members of the current Session.

Motion: Made by Remica Gray and seconded by Martha Nell Richards to sustain the examination of those officers of the classes of 2019, 2020, and 2021 who attended the meeting. Motion passed unanimously.

Closing prayer

Reverend David Fletcher closed the meeting with prayer.

Rev. Judy Fletcher
Moderator

Gene Cogbill
Acting Clerk of Session

CONGREGATIONAL MEETING

Minutes of

Annual Meeting

January 16, 2019

**FIRST PRESBYTERIAN CHURCH
Texarkana, Arkansas**

**MINUTES OF ANNUAL MEETING
January 16, 2019**

The Annual Meeting of the First Presbyterian Church, Texarkana, Arkansas, was held on January 16, 2019, at 6:30 p. m. in the Fellowship Hall.

Acting Clerk of Session, Gene Cogbill, called the meeting to order, declared a quorum present, and asked Beth McHenry-Pope to give the opening prayer.

Mr. Cogbill explained the directive from Presbytery of the Pines allowing him to moderate the meeting. The appointment of the special moderator (Gene Cogbill) was necessary because the church is without a permanent minister.

Stacy Cogbill was elected as clerk for the meeting.

Reports of previous year's activities were given by the following officers and committee moderators or committee members:

Treasurer's Report	Dan Boyles
Presbyterian Women	Valerie Buster
Men of the Church	Dan Boyles
Diaconate	Beth McHenry-Pope
Worship Committee	Remica Gray
Evangelism Committee	Dan Boyles
Stewardship Committee	Dan Boyles
Christian Education Committee	Sarah Propps
Property Committee	Kurt Andrews
Personnel Committee	Marilyn McCulloch
Designated Pastor Nominating Committee	Kurt Andrews
Nominating Committee	Dan Boyles
Card Ministry	Linda Cogbill

Mr. Boyles announced the election and appointment of the following members to the Nominating Committee for 2019:

Active Elder	Dan Boyles
Non-Active Elder	Stacy Cogbill
Deacon	Kevin Thompson
From Men of the Church	Larry Davis
From Presbyterian Women	Valerie Buster
From the Youth Group	Chris Gilliland

Mr. Boyles said that a church member needed to be elected as a congregation-at-large member for the 2019 Nominating Committee.

Stacy Cogbill nominated Erin McCasland to be the 2019 congregation-at-large member for the Nominating Committee. There being no other nominations, Erin McCasland was elected unanimously.

There being no further business, the meeting was closed with prayer led by Gay Thompson.

SESSION MATERIALS

for

Stated Meeting

January 19, 2019

FIRST PRESBYTERIAN CHURCH			
<u>Income and Expenses</u>			
<u>For the Year 2018</u>			
	ACTUAL	BUDGET	Over
<u>Revenues</u>	<u>2018</u>	<u>2018</u>	<u>(Under)</u>
			<u>Budget</u>
Pledges	\$ 199,180	\$ 190,000	\$ 9,180
Plate	62,956	60,000	2,956
Other income	8,495	8,000	495
Total revenues	270,631	258,000	12,631
<u>Expenses</u>			
<u>Staff expenses</u>			
Clergy	83,703	103,586	(19,883)
Director of Christian Ed	9,622	10,400	(778)
Organist/Choir Director	10,527	10,000	527
Administrative Assistant	37,573	36,603	970
Custodian	44,298	43,401	897
Nursery coordinator	3,625	5,416	(1,791)
Consultant--IT	2,200	5,200	(3,000)
Payroll taxes & Workers Comp	7,567	11,550	(3,983)
Subtotal staff expenses	199,115	226,156	(27,041)
<u>Operating Expenses</u>			
Office expense	987	4,000	(3,013)
Worship committee	1,302	6,000	(4,698)
Christian Education	1,239	2,375	(1,136)
Youth expenses	1,147	2,000	(853)
Presbytery dues	2,801	2,741	60
Evangelism	190	1,500	(1,310)
Bldg & Grounds--Food & Kit	2,059	2,500	(441)
Bldg & Grounds--Maintenance	11,310	14,000	(2,690)
Bldg & Grounds--Insurance	17,989	19,000	(1,011)
Bldg & Grounds--Utilities	38,270	34,000	4,270
All other operating expenses	673	800	(127)
Total operating expense	77,967	88,916	(10,949)
Total expenses	277,082	315,072	(37,990)
Net loss	\$ (6,451)	\$ (57,072)	\$ (50,621)

2018 Budget

Between 01/01/2018 and 12/31/2018

INCOME CATEGORIES

Category	YTD Budget	Received	YTD Difference	Annual Budget	Difference
2018 Pledges	190,000	199,180	9,180	190,000	9,180
Plate	60,000	62,956	2,956	60,000	2,956
Other Income	8,000	8,495	495	8,000	495
Income Categories Total	258,000	270,631	12,631	258,000	12,631

EXPENSE CATEGORIES

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Clergy - 403(b) deferred compensation	5,219	857	-4,362	5,219	-4,362
Clergy - Wages	44,659	45,963	1,304	44,659	1,304
Clergy - Housing & Utilities	19,105	11,537	-7,568	19,105	-7,568
Clergy - Continuing Education Expense	1,000	328	-672	1,000	-672
Clergy - Health Insurance	15,941	9,299	-6,642	15,941	-6,642
Clergy - Death/Disability	638	372	-266	638	-266
Clergy - Dental Insurance	1,632	952	-680	1,632	-680
Clergy - Reimb Self Emp Tax	4,878	3,209	-1,669	4,878	-1,669
Clergy - Professional Expense	1,000	350	-650	1,000	-650
Clergy - Mileage Reimbursement	2,500	6,744	4,244	2,500	4,244
Clergy - Annuity	7,014	4,092	-2,922	7,014	-2,922
Organist/Choir Director - Salary	10,000	10,527	527	10,000	527
Admin Asst - death/disability insurance	774	746	-28	774	-28
Admin Asst - health insurance	10,120	12,714	2,594	10,120	2,594
Admin Asst - salary	25,709	24,113	-1,596	25,709	-1,596
Custodian - annuity	3,190	3,141	-49	3,190	-49
Custodian - death/disability insurance	290	286	-4	290	-4
Custodian - dental insurance	443	443	0	443	0
Custodian - health insurance	10,120	13,591	3,471	10,120	3,471
Custodian - mileage reimbursement	800	413	-387	800	-387
Custodian - salary	28,558	26,424	-2,134	28,558	-2,134
Nursery - coordinator stipend	1,248	1,248	0	1,248	0
Nursery - salary	4,168	2,377	-1,791	4,168	-1,791
Consultant Wages - CE	10,400	9,622	-778	10,400	-778
Consultant Wages - Web	5,200	2,200	-3,000	5,200	-3,000

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Other Benefit - Miscellaneous employee benefits (bonus)	2,000	916	-1,084	2,000	-1,084
Other Benefit - Workers Compensation Insurance	1,550	1,216	-334	1,550	-334
Payroll Taxes - Medicare (employer share)	900	0	-900	900	-900
Payroll Taxes - Social Security (employer share)	7,100	5,435	-1,665	7,100	-1,665
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	2,741	2,801	60	2,741	60
Office Expense	4,000	987	-3,013	4,000	-3,013
Witness and Service	500	40	-460	500	-460
Worship - Music	1,000	65	-935	1,000	-935
Worship - Music Equipment/Instrument Maintenance	4,000	835	-3,165	4,000	-3,165
Worship - Worship Supplies	1,000	402	-598	1,000	-598
Building & Grounds - Food & Kitchen & Custodial Supp	2,500	2,059	-441	2,500	-441
	14,000	11,310	-2,690	14,000	-2,690
Building & Grounds - Property Insurance	19,000	17,989	-1,011	19,000	-1,011
Building & Grounds - Utilities	34,000	38,270	4,270	34,000	4,270
Christian Education - Adult/Whole Church programs	800	694	-106	800	-106
Christian Education - Childrens programs	500	80	-420	500	-420
Christian Education - Nursery	75	35	-40	75	-40
Christian Education - Vacation Bible School	600	395	-205	600	-205
Christian Education - Background Checks	400	35	-365	400	-365
Youth Ministry - Youth programs	1,500	478	-1,022	1,500	-1,022
Youth Ministry - Camps, rallies, and retreats	500	669	169	500	169
Evangelism - Evangelism programs	1,000	150	-850	1,000	-850
Evangelism - Children's Ministries	500	40	-460	500	-460
Congregational Care and Nurture	100	89	-11	100	-11
Bell Tower Expense	0	0	0	0	0
Nominating/Training	200	484	284	200	284
Stewardship Expense	0	0	0	0	0

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Expense Categories Total	315,072	277,082	-37,990	315,072	-37,990

NET LOSS (57,072) (6451) 50,621

Balance Sheet
 For the period ending 12/31/2018

Printed: 01/02/2019

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	71,470.54		185,139.00
Cash in Bank - Operating Funds	109,869.53	13,557.93		-10,149.01		113,278.45
TOTAL ASSETS	110,001.34	13,557.93	113,536.65	61,321.53		298,417.45

LIABILITIES	Checking- General Fund	Checking-DUE TO FUNDS	MMA-General Fund	MMA-DUE TO FUNDS	Other Funds	TOTAL
TOTAL LIABILITIES						0.00

NET ASSETS	110,001.34	13,557.93	113,536.65	61,321.53		298,417.45
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Gene Cogbill

From: Gene Cogbill [genecogbill@cableone.net]
Sent: Wednesday, November 28, 2018 11:22 AM
To: 'Martha Nell Richards'
Subject: Membership--James Robert and Laura Lee Lacy

Martha Nell,

Thank you.

I will include your e-mail information below with other items I have for the Clerk to bring up at the next stated Session meeting.

Gene

-----Original Message-----

From: Martha Nell Richards [mailto:m_n_richards@hotmail.com]
Sent: Wednesday, November 28, 2018 8:50 AM
To: Gene Cogbill
Subject: Membership

Carla Lacy wrote this note when i asked for James Robert and Laura Lee's addresses:

"They are not coming back here. I know they joined the church when they went through confirmation but since they don't live here and have church homes where they live you might just want to take them off the roles."

martha nell

And what does the Lord require of us but to do what is right, to love kindness, and to walk humbly with our God.

Gene Cogbill

From: FPC Office Administrator [office@firstprestexarkana.org]
Sent: Wednesday, January 2, 2019 11:20 AM
To: 'Gene Cogbill - Home'
Cc: 'Jrfletcher44@gmail.com'; david fletcher <dfletchjdf@aol.com> (dfletchjdf@aol.com)
Subject: RE: Dianne Knight

Dear All,

I just received a phone from Dianne Knight stating she wanted to withdraw her membership from the church for health reasons. I asked if she would like a phone call from the pastor, and she said no, withdrawing for health issues only.

Rebecca

FIRST PRESBYTERIAN CHURCH

2019 Session Committee Moderators

Worship Committee—Cordell Klein

Evangelism Committee—Aimee Gilliland

Stewardship Committee—Dan Boyles

Christian Education—Ruth Penney Bell

Property Committee—Kurt Andrews

Personnel Committee—Martha Nell Richards

Nominating Committee—Dan Boyles

Designated Pastor Nominating Committee—Kurt Andrews

Other 2019 Officers

Treasurer—Dan Boyles

Co-Treasurer—Betty Anthony

Moderator of Diaconate—Beth McHenry Pope

FPC Pulpit Supply for Jan. 2019 – May 2019

January 6	Revs. Judy and David Fletcher
January 13	Sue Ellen Hall
January 20	Revs. <u>Judy</u> and David Fletcher
January 27	Rev. Lance Jones
February 3	Rev. Howard (Flash) Gordon
February 10	
February 17	Rev. Rev. Lance Jones
February 24	Revs. Judy and <u>David</u> Fletcher
March 3	
March 10	Revs. <u>Judy</u> and David Fletcher
March 17	Rev. Lance Jones
March 24	Revs. Judy and <u>David</u> Fletcher
March 31	Rev. Lance Jones
April 7	
April 14	Rev. Lance Jones
April 21	Revs. <u>Judy</u> and David Fletcher
April 28	Revs. Judy and <u>David</u> Fletcher
May 5	Revs. <u>Judy</u> and David Fletcher
May 12	Rev. Lance Jones
May 19	Revs. Judy and <u>David</u> Fletcher
May 26	Rev. Lance Jones

Gene Cogbill

From: Remica [remicag@aol.com]
Sent: Monday, January 14, 2019 9:52 AM
To: genecogbill@cableone.net
Subject: Scout Sunday

Gene,

Can you please add the following to the requests from Worship Committee?

The scouts would like to have the Pinewood Derby in the fellowship hall Saturday February 9th and then Scout Sunday on February 10th with a lunch after the church service for the congregation to show appreciation to the church for all they do for them.

Thanks,

R

Sent from my iPhone

COMMUNION SERVERS SCHEDULE 2019

FEBRUARY

Cordell Klein – H
Ruth Penney Bell
Sarah Propps
Griffin Johnson
Dan Boyles
Martha Nell Richards

MARCH

Jane Davitt – H
Aimee Gilliland
Gay Thompson
Stephanie Jackson
Ruth Penney – Bell
Cordell Klein

APRIL

Martha N. Richards- H
Griffin Johnson
Dan Boyles
Sarah Propps
Jane Davitt
Aimee Gilliland

MAY

Stephanie Jackson – H
Gay Thompson
Ruth Penny-Bell
Cordell Klein
Martha Nell Richards
Griffin Johnson

JUNE

Aimee Gilliland – H
Sarah Propps
Jane Davitt
Dan Boyles
Gay Thompson
Stephanie Jackson

JULY

Ruth Penny-Bell – H
Cordell Klein
Martha Nell Richards
Griffin Johnson
Dan Boyles
Sarah Propps

AUGUST

Jane Davitt – H
Aimee Gilliland
Gay Thompson
Stephanie Jackson
Ruth Penney-Bell
Cordell Klein

SEPTEMBER

Martha Nell Richards – H
Griffin Johnson
Dan Boyles
Sarah Propps
Jane Davitt
Aimee Gilliland

OCTOBER

Gay Thompson – H
Stephanie Jackson
Ruth Penney-Bell
Cordell Klein
Marth Nell Richards
Griffin Johnson

NOVEMBER

Dan Boyles - H
Sarah Propps
Jane Davitt
Aimee Gilliland
Gay Thompson
Stephanie Jackson

DECEMBER

Ruth Penney-Bell - H
Cordell Klein
Martha Nell Richards
Griffin Johnson
Dan Boyles
Sarah Propps

JANUARY 2020

Jane Davitt - H
Aimee Gilliland
Gay Thompson
Stephanie Jackson
Ruth Penney-Bell
Cordell Klein

An "H" after your name indicates you are the Head Elder for that month and are responsible to insure there are six Ordained Elders to serve Communion on the first Sunday of each month.

Building and Grounds

Discussion Topics for Session

ECHO Building

1. Building needs to be utilized or sold
 - a. Monthly cost approximately \$600
 - b. Office space / repairs estimated at \$10,000 + before rentable
2. Proceeds from selling building could help finance needed facility repairs
3. Relocation of youth to the law library in the Annex
 - a. Youth utilized a very small portion of the existing space
 - b. Current storage items in this building can be moved to main building
 - c. Washer and Dryer can be setup in the Annex

Sunday Morning Prep for Worship and Locking up of Church

A decision needs to be made on how we will delegate this going forward.

Sunday Duties to Delegate		
Sunday	8:15	Start coffee (decaf and regular)
Sunday	8:30	Unlock outside doors to Fellowship Hall, hallways and Sanctuary. Turn on elevator. Open gate at elevator.
Sunday	8:45	Verify thermostats are set for service - classrooms, choir room and Fellowship Hall. (Summer 75 / Winter 72) / Sanctuary and Choir Loft (72)
Sunday	9:00	Set up entrance to Fellowship Hall with coffee and condiments.
Sunday	10:15	Candle sticks, bread dish and cup to Sanctuary
Sunday	12:00	Pick up attendance sheets. Return books to ends of pews.
Sunday	12:15	Reset thermostats in classrooms, Fellowship Hall. (Summer 78 / Winter 68)
Sunday	12:25	Wipe down and return all silver to storage room.
Sunday	12:35	Collect trash and put in alley for Monday pick up.

Recommendation is a weekly or monthly duty roster.

1. All sanctuary activities are responsibility of worship committee
2. All main building duties are responsibility of building and grounds committee

Facility Maintenance Strategy

1. Funding for work

What are our options?

2. Work Summary

- Brick and mortar clean up and repairs
- Painting of bell tower and other exterior areas
- Gutter painting and repairs
- Stained glass window cover trim painting and repairs
- Stained glass window cover replacement
- Interior walls and ceiling cosmetic repairs
- HVAC equipment repairs and upkeep
- Garage repairs
- Concrete repairs and sealing
- Foundation evaluation / last time done?