

SESSION AGENDA

First Presbyterian Church, Texarkana, Arkansas

Sunday July 22, 2018 12:15 p.m.

Call to Order	David and Judy Fletcher
Opening Devotion and Prayer	
Adoption of the Minutes	
Diaconate Report	Beth McHenry-Pope
Treasurer's Report	Dan Boyles
Clerk's Report	Gene Cogbill
Pastors' Report	David and Judy 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 – Randy Lacy, Moderator—Update by Gene Cogbill

Miscellaneous items

- A. Request by Master Gardeners to use Fellowship Hall—Kurt Andrews
- B. Report from meeting of Presbytery—Martha Nell Richards

Old Business

New Business

Prayer of Dedication and Benediction

**SESSION MINUTES
STATED MEETING MAY 24, 2018**

The Session of the First Presbyterian Church, Texarkana, Arkansas, met in a Stated Meeting on Thursday, May 24, 2018, at 5:00 p.m. in the Library.

Elders present were Marilyn McCulloch, Maggie Morgan, Remica Gray, Mona Fomby, Kurt Andrews, Gene Cogbill, Dan Boyles, Griffin Johnson, and Co-Moderators Reverend Dan Hignight and Reverend Jim Freeman. Also present were Diaconate Moderator Beth McHenry-Pope, Treasurer Maggie Morgan, Aimee Gilliland, Ann and Denzer Burke, and Clerk Sheila Moore.

Reverend Freeman called the meeting to order, declared a quorum present, and gave the opening prayer and devotional.

MINUTES

The Session reviewed minutes from the Stated Meeting of April 19, 2018.

MOTION - was made by Remica Gray and seconded by Marilyn McCulloch to approve the minutes. The motion passed.

DIACONATE REPORT - Beth McHenry-Pope

Ms. McHenry-Pope reported that the Shepherd's list had been updated; the remaining Community Garden money will be evenly divided among the three participating churches and our portion will be divided between the orchard and welcome home kits; the sharing place is in need of men's undergarments, socks, t-shirts; VBS is scheduled for June 11-15; and Family Camp registration is full.

TREASURER'S REPORT - Treasurer Maggie Morgan

Maggie Morgan reviewed the financial reports for the month ending April 30, 2018.

The financial reports were received as information.

CLERK'S REPORT - Clerk Sheila Moore

1. The Clerk reported that the Lord's Supper was served on May 6, 2018.
2. The Clerk reported that Session approved by email vote to move the May Session meeting from May 17 to May 24 at the request of Rev. Dan Hignight.
3. The Clerk reported that a Called Session meeting will be held on June 11, 2018, at 5:00

p.m. to meet with Revs. Judy and David Fletcher.

4. The Clerk reported the death of Lillian Rorie on May 18, 2018.
5. The Clerk reported that Session approved by email vote that Rev. Susan Arnold be allowed to perform the funeral service for Lillian Rorie as requested by the family.
6. There were several emails regarding pre-paid credit cards for the church. It is unclear what was decided on this.

PASTORS' REPORT

None.

WORSHIP COMMITTEE - Remica Gray, Moderator

Mrs. Gray presented a written report of the Worship Committee meeting held on May 16, 2018. Mrs. Gray reported changes in the pulpit supply schedule. Children's Sermons will be on "recess" during the summer months. There is a need for liturgists. Sunday Evening Contemporary Worship will be held on the first Sunday of each month during the Summer months and the strategic discipleship classes will continue each week. Andrew Clark has agreed to continue to serve as organist as needed .

NOMINATING COMMITTEE - Randy Lacy - Moderator

No report.

EVANGELISM COMMITTEE - Dan Boyles, Moderator

Mr. Boyles recommended that Rev. John Arnold's IT position be filled, possibly by Sue Ellen Hall. The Personnel Committee will create a job description for the IT position for 10 hours per month at the rate of \$20 per hour. On Monday, May 21, Rev. John Arnold met with Kurt Andrews, Sue Ellen Hall, and Martha Nell Richards to deliver passwords, logins, etc.

STEWARDSHIP COMMITTEE - Mona Fomby, Moderator

No report.

CHRISTIAN EDUCATION COMMITTEE - Chris Walraven, Moderator

No report.

PROPERTY COMMITTEE - Kurt Andrews, Moderator

Mr. Andrews presented a detailed report of issues that need attention, the most pressing of which

are the following:

1. Roof membrane repair by the elevator which will cost approximately \$10,900.
2. Ceiling repair immediately outside the Fellowship Hall doors to the right.
3. Repair of lighting on southwest corner pole and lighting by the bell tower.

MOTION - was made by Dan Boyles and seconded by Marilyn McCulloch to move \$1,4298.20 in the Due To Funds "Capital Improvements Non-Restricted" to the Property Committee. Approximately \$10,900 will be used for repairs to the roof membrane, and the remaining will be used as needed. The motion passed.

Approved by common consent to pay for the lighting near the bell tower and the repairs at the top of the bell tower stairs from the Bell Tower Due To funds in the approximate amount of \$350.

PERSONNEL COMMITTEE – Marilyn McCulloch

1. A request has been received to send the congregation an email providing Rev. Susan Arnold's new email address. There was discussion of the separation policies.

MOTION - was made by Dan Boyles and seconded by Kurt Andrews that once we receive the signed Separation Agreement from Rev. Susan Arnold, permission is granted to send the email with Rev. Susan Arnold's new email address. The motion passed.

2. There was discussion regarding the date of the June 11 called Session meeting, which includes members of the Personnel and Stewardship Committees. The meeting date was changed to Sunday, June 10, at 2:00 p.m. Marilyn McCulloch will inform Revs. Judy and David Fletcher.
3. By common consent it was agreed that Sue Ellen Hall will have access to the church-wide email and will send necessary email notices, etc., on the weekends and at other times when the office is closed.

MISCELLANEOUS ITEMS

Elder Maggie Morgan presented a written letter of resignation from her term of service on the Board of Elders. She has one and one-half year remaining on her term. She was thanked for her service.

Clerk Sheila Moore presented a written letter of resignation from her position as Clerk of Session effective June 15, 2018.

OLD BUSINESS

4

1. Incoming Treasurer Dan Boyles should be added as a signer on the checking accounts and made administrator of the church credit cards.

MOTION - was made by Remica Gray and seconded by Mona Fomby to add Dan Boyles as a signer to the checking accounts and that he be made administrator of the church credit cards. The motion passed.

2. Dan Boyles has done considerable research on the changes in our employee insurance and there was discussion of these matters.

MOTION - was made by Dan Boyles and seconded by Kurt Andrews that the church continue to pay the insurance shortfalls until 2019. The motion passed.

NEW BUSINESS

A Commissioner is needed for the June 9, 2018, Presbytery Meeting to be held in Monticello.

PRAYER OF DEDICATION AND BLESSING.

Rev. Dan Hignight closed the meeting with prayer.

Reverend Dan Hignight, Moderator

Sheila Moore, Clerk of Session

**SESSION MINUTES
SPECIAL MEETING JUNE 10, 2018**

The Session of the First Presbyterian Church, Texarkana, Arkansas, met in a Special Called Meeting on Sunday, June 10, 2018, at 2:00 p.m. in the Library.

Those present were Elders Marilyn McCulloch, Remica Gray, Martha Nell Richards, Dan Boyles, Kurt Andrews, Sarah Propps, Gene Cogbill, and Mona Fomby, and Moderator Reverend Dan Hignight, Reverend Judy Fletcher and Reverend David Fletcher, Assistant Treasurer Betty Anthony, Gay Thompson, Aimee Gilliland, Charles Morgan, Nancy Jackson, and Clerk Sheila Moore.

CALL TO ORDER AND STATEMENT OF PURPOSE

Reverend Hignight called the meeting to order, declared a quorum present, and gave the opening prayer. Reverend Hignight stated that the purpose of the meeting was speak with Reverends Judy and David Fletcher about the possibility of engaging their assistance in the coming months. After discussion,

MOTION - was made by Remica Gray and seconded by Dan Boyles to instruct the Personnel and Stewardship Committees to draft an agreement with Reverends Judy and David Fletcher and the Session for temporary service. The motion passed.

A called Session meeting was set for June 24, 2018, at 12:15 p.m. to again meet with Reverends Judy and David Fletcher.

Due to the resignation of Stated Clerk of Session, Gene Cogbill was appointed as Acting Clerk until such time as a permanent Clerk can be elected.

ADJOURNMENT

Reverend Hignight closed the meeting with prayer.

Reverend Dan Hignight, Moderator

Sheila Moore, Clerk of Session

FIRST PRESBYTERIAN CHURCH
Texarkana, Arkansas

SESSION MINUTES
CALLED MEETING JUNE 24, 2018

The Session of First Presbyterian Church, Texarkana, Arkansas, met in a Called Meeting on Sunday, June 24, 2018 at 12:10PM in the Library.

Those present were Elders Dan Boyles, Gene Cogbill, Mona Fomby, Remica Gray, Griffin Johnson, Marilyn McCulloch, and Sarah Propps. Also present were Rev. Judy Fletcher, Rev. David Fletcher, Charles Morgan, Gay Thompson, Charles Jackson, Nancy Jackson, and Gail Cogbill.

CALL TO ORDER AND STATEMENT OF PURPOSE

The meeting was called to order by Acting Clerk of Session, Gene Cogbill.

MOTION: Dan Boyles moved and Marilyn McCulloch seconded that Gene Cogbill be elected as Moderator of the meeting. Motion Passed.

Rev. Judy Fletcher opened the meeting with prayer.

Gene Cogbill determined that a quorum was present and read the purposes of the called meeting which were to enter into a "Temporary Pastoral Agreement" with Rev. Judy Fletcher and Rev. David Fletcher with the intent of Session's taking a vote on a proposed agreement, and, also, to hear a report from the Finance Committee regarding adequate funding of the agreement.

Gene then read an e-mail from Moderator Dan Hignight stating that the Session of First Presbyterian Church had the authority to meet to address the Fletchers' contract with the knowledge and consent of the Co-Moderators, Rev. Dan Hignight and Rev. Jim Freeman.

Marilyn McCullough, Moderator of Personnel, presented the "Temporary Pastoral Agreement" to the Session. Rev. Judy Fletcher requested that the section of the proposed agreement dealing with mileage reimbursement of \$241 per week be changed to an "Accountable Reimbursement Plan" as approved by the Presbytery of the Pines and in conformity with the applicable Internal Revenue Code and Regulations.

MOTION: Marilyn McCullough moved and Mona Fomby seconded that the "Temporary Pastoral Agreement" be revised to reflect an "Accountable Reimbursement Plan" for mileage and related expenses. Motion passed.

Mona Fomby, Moderator of Stewardship and Finance, stated that there were sufficient funds available to finance the agreement.

MOTION: Marilyn McCulloch moved and Dan Boyles seconded that the "Temporary Pastoral Agreement" as revised be accepted. Motion passed.

ADJOURNMENT

Rev. David Fletcher closed the meeting with prayer.

Gene Cogbill, Moderator

Gene Cogbill, Acting Clerk of Session

Note: Thanks to Remica Gray for taking notes during the meeting.

First Presbyterian Church
Worship Committee
May 16, 2018
Minutes

Members present: Linda Cogbill, Billie Ford, Aimee Gilliland, Remica Gray.

Moderator, Remica Gray, called the Worship Committee meeting to order and opened with prayer.

Approval of Minutes

The minutes of April 8, 2018, were approved with the correction of one typographical error – under the Children’s Sermon, the “t” was removed from the end of Chris Walraven’s name.

Review of Financial Reports

Financial reports were received as printed and filed for audit.

Volunteer needed

Remica reported that there seemed to be some confusion and frustration in locating the portable microphones used in the worship service. It would be helpful to have someone in charge of getting these ready and distributed to the pastor, liturgist, and /or person doing the Children’s Sermon each week. Tony Moore was suggested as the logical person to be responsible for this. Remica will contact Tony to see if he is willing.

Preaching schedule changes/additions

Changes in the pulpit supply schedule were noted as follows:

- Rev. Dianne Brown has declined for June 10 and September 2.
- The Fletchers have agreed fill the pulpit on June 10.
- Libby White was added by Chuck Morgan to fill the pulpit on July 15.

Children’s Sermon

Chris Walraven has let Remica know that she will be out of town most weekends between Memorial Day and Labor Day. After some discussion, the committee agreed to have Remica explore with Beth McHenry her thoughts on taking a break for the summer or reducing the number of Children’s Sermons each month. Remica will also contact the parents/grandparents of the four children that attend the most to assess interest and expected frequency of summer attendance. Once a decision is made, Remica will see that the information is sent to the church newsletter. (Remica will also speak with Chris Walraven about any plans the Christian Education Committee might have for children’s activities during the church hour so that any changes might be placed in a coordinated announcement in the newsletter.)

Liturgists

Some of the regular liturgists will be taking a break during the summer months, so there is a need for more liturgists.

Liturgists for the upcoming Sundays are:

- May 20 – Danny Gray
- May 27 – Linda Cogbill
- June 3 – Chuck Morgan

Ruth Penney Bell will continue to be a liturgist, and Remica will ask Sue Ellen Hall if she is interested. When both Fletchers are available, they will cover both the preaching and the liturgy. Remica expects to get their June schedule any day now.

Organists/Pianists for Summer

Andrew Clark will continue to serve as needed but has already notified Remica of two dates when he will not be available. Ginny Daniel will be the organist for June 10, and Remica is waiting on a response from a pianist for July 15.

Contemporary Worship

Aimee Gilliland reported that the Sunday evening Contemporary Worship group will be deciding soon about their summer schedule. (Current thought is to meet once a month for the summer.) She will let Remica know when they decide.

The meeting was closed in prayer by Remica Gray

Next meeting: Wednesday, June 13, 5:00pm

Respectfully submitted by
Remica Gray

FIRST PRESBYTERIAN CHURCH
TEXARKANA, ARKANSAS
STEWARDSHIP MEETING MINUTES

Stewardship met on Tuesday, July 10, 2018. Members present were Marilyn McCoullough, Nancy Jackson, Treasurer Dan Boyles and Moderator Mona Fomby.

Updated figures were compared to the existing budget in regards to personnel. The figures will change from what they reflect now to a different total effective mid-August when Reverend Susan Arnold's last payment is issued.

Dan reported that the pledges had been running more than expected lately but the plate had been lower than normal. Dan will verify numbers with Rebecca regarding payroll and we will be presenting an updated budget for review and approval from the session.

Respectfully submitted,
Mona Fomby
Acting clerk for Stewardship

Balance Sheet

Printed: 07/10/2018

For the period ending 06/30/2018

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	91,428.11		205,096.57
Cash in Bank - Operating Funds	86,953.97	6,897.34		-10,084.11		83,767.20
TOTAL ASSETS	87,085.78	6,897.34	113,536.65	81,344.00		288,863.77
LIABILITIES	Checking- General Fund	Checking-DUE TO FUNDS	MMA-General Fund	MMA-DUE TO FUNDS	Other Funds	TOTAL
TOTAL LIABILITIES						0.00
NET ASSETS	87,085.78	6,897.34	113,536.65	81,344.00		288,863.77

12

Budget Vs. Actual Report

Printed: 07/10/2018

2018 Budget

Between 01/01/2018 and 06/30/2018

INCOME CATEGORIES

Category	YTD Budget	Received	YTD Difference	Annual Budget	Difference
2018 Pledges	95000	99725	4725	190000	-90275
Plate	30000	17669	-12331	60000	-42331
Other Income	4000	1210	-2790	8000	-6790
Income Categories Total	129000	118604	-10396	258000	-139396

EXPENSE CATEGORIES

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Clergy - 403(b) deferred compensation	2610	857	-1753	5219	-4362
Clergy - Wages	22330	24298	1968	44659	-20361
Clergy - Housing & Utilities	9553	9185	-368	19105	-9920
Clergy - Continuing Education Expense	500	328	-172	1000	-672
Clergy - Health Insurance	7971	7971	0	15941	-7970
Clergy - Death/Disability	319	319	0	638	-319
Clergy - Dental Insurance	816	816	0	1632	-816
Clergy - Reimb Self Emp Tax	2439	2555	116	4878	-2323
Clergy - Professional Expense	500	350	-150	1000	-650
Clergy - Mileage Reimbursement	1250	2032	782	2500	-468
Clergy - Annuity	3507	3507	0	7014	-3507
Organist/Choir Director - Salary	5000	5554	554	10000	-4446
Admin Asst - death/disability insurance	387	373	-14	774	-401
Admin Asst - health insurance	5060	6357	1297	10120	-3763
Admin Asst - salary	12855	12024	-831	25709	-13685
Custodian - annuity	1595	1571	-24	3190	-1619
Custodian - death/disability insurance	145	143	-2	290	-147
Custodian - dental insurance	222	222	0	443	-221
Custodian - health insurance	5060	7413	2353	10120	-2707
Custodian - mileage reimbursement	400	131	-269	800	-669
Custodian - salary	14279	13152	-1127	28558	-15406
Nursery - coordinator stipend	624	624	0	1248	-624
Nursery - salary	2084	1194	-890	4168	-2974
Consultant Wages - CE	5200	4706	-494	10400	-5694
Consultant Wages - Web	2600	2200	-400	5200	-3000

13

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Other Benefit - Miscellaneous employee benefits (bonus)	1000	0	-1000	2000	-2000
Other Benefit - Workers Compensation Insurance	775	-253	-1028	1550	-1803
Payroll Taxes - Medicare (employer share)	450	0	-450	900	-900
Payroll Taxes - Social Security (employer share)	3550	2800	-750	7100	-4300
Benevolence - other missions	0	0	0	0	0
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	1371	-10	-1381	2741	-2751
Office Expense	2000	2680	680	4000	-1320
Witness and Service	250	40	-210	500	-460
Worship - Music	500	111	-389	1000	-889
Worship - Music Equipment/Instrument Maintenance	2000	0	-2000	4000	-4000
Worship - Worship Supplies	500	246	-254	1000	-754
Building & Grounds - Food & Kitchen & Custodial Supp	1250	2274	1024	2500	-226
Building & Grounds - Maintenance	7000	8031	1031	14000	-5969
Building & Grounds - Property Insurance	9500	9353	-147	19000	-9647
Building & Grounds - Utilities	17000	19565	2565	34000	-14435
Christian Education - Adult/Whole Church programs	400	434	34	800	-366
Christian Education - Childrens programs	250	0	-250	500	-500
Christian Education - Nursery	38	35	-3	75	-40
Christian Education - Vacation Bible School	300	-936	-1236	600	-1536
Christian Education - Background Checks	200	35	-165	400	-365
Youth Ministry - Youth programs	750	169	-581	1500	-1331
Youth Ministry - Camps, rallies, and retreats	250	1129	879	500	629
Evangelism - Evangelism programs	500	0	-500	1000	-1000
Evangelism - Children's Ministries	250	40	-210	500	-460
Congregational Care and Nurture	50	78	28	100	-22
Bell Tower Expense	0	0	0	0	0
Nominating/Training	100	89	-11	200	-111

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Stewardship Expense	0	0	0	0	0
Expense Categories Total	<u>157540</u>	<u>153792</u>	-3748	<u>315072</u>	-161280

NET LOSS \$(28,540) \$(35,182) \$(57,072)

15

FIRST PRESBYTERIAN CHURCH		
<u>Change in Cash Balances 2018 to 2017</u>		
<u>Cash Balances June 30, 2018</u>		
Checking account	\$ 83,767	
Money market account	<u>205,097</u>	
Total cash balances		\$ 288,864
<u>Cash Balances June 30, 2017</u>		
Checking account	\$ 114,287	
Money market account	<u>275,457</u>	
Total cash balances		<u>389,744</u>
DECREASE IN CASH		\$ <u>(100,880)</u>

16