

# SESSION AGENDA

## First Presbyterian Church, Texarkana, Arkansas Thursday – November 17, 2016 – 5:00 p.m.

### CALL TO ORDER

Rev. Dr. Susan M. Arnold

### OPENING PRAYER & STUDY QUESTIONS

- 1) *The Bible's 'Yes' to Same-Sex Marriage* by Mark Achtemeier
  - a. Chapters 3, 4, & 5

### ADOPTION OF MINUTES

### EXAMINATION OF NEW OFFICERS

- 1) Slate for 2019 Classes
  - a. Elder: Maggie Uzzell, Brenda Works, Martha Nell Richards, Taylor Sexton  
(youth elder serving a one year term)
  - b. Deacon: Susan Andrews, Lynn Jorgensen, Marty Flowers, vacancy
  - c. Trustee: James Works

### DIACONATE REPORT

Val Buster

### TREASURER'S REPORT

Maggie Morgan

### CLERK'S REPORT

Sheila Moore

### PASTORS' REPORTS

Susan M. Arnold

### COMMITTEE REPORTS:

#### Stewardship Committee - Charles Morgan, Moderator

- 1) Request \$300 to \$500 Benevolence line item
- 2) Deferred Unified Mission Giving to . . .
  - a. Solar Under the Sun
  - b. Living Waters for the World
  - c. Presbyterian Disaster Assistance
  - d. Randy Sams
  - e. Salvation Army
  - f. Friendship Center
- 3) Per Capita

#### Worship Committee – Remica Gray, Moderator

#### Nominating Committee – Randy Lacy, Moderator

Evangelism Committee – Susan Morehead, Moderator

Christian Education Committee – Erin McCasland, Moderator

Property Committee - Reg Jackson, Moderator

Personnel Committee – Cordell Klein, Moderator

## **MISCELLANEOUS ITEMS**

### **OLD BUSINESS**

### **NEW BUSINESS**

- 1) Schedule the Ordination and Installation of Officers.
- 2) **Each Committee needs to review their Committee Job Descriptions at the December Committee Meeting.** Recommendations for any shifts or revisions in their Committee Job Description should be presented at the December Session Meeting.

## **PRAYER OF DEDICATION AND BENEDICTION**

**SESSION MINUTES  
STATED MEETING OCTOBER 20, 2016**

The Session of the First Presbyterian Church, Texarkana, Arkansas, met in a Stated Meeting on Thursday, October 20, 2016, at 5:00 p.m. in the Library.

Elders present were Karen Flowers, Cordell Klein, Charles Morgan, Marshall Moore, Susan Morehead, Erin McCasland, Remica Gray, Brian Jackson, Reg Jackson, Marilyn McCullough, and Moderator Reverend Susan Arnold. Also present were Martha Nell Richards, Treasurer Maggie Uzzell, and Clerk Sheila Moore.

Reverend Susan Arnold called the meeting to order, welcomed guests, declared a quorum present, and gave the opening prayer and devotional which was the beginning of a discussion of the book *The Bible's "Yes" to Same-Sex Marriage* by Mark Achtemeier. Opposing views of Robert Gagnon were also presented.

**MOTION** - was made by Susan Morehead and seconded by Charles Morgan to give Martha Nell Richards voice. The motion passed.

**MINUTES**

The Session reviewed minutes from the Stated Meeting of September 22, 2016 and the Congregational meeting of October 16, 2016.

**MOTION** - was made by Cordell Klein and seconded by Brian Jackson to approve the minutes. The motion passed.

**DIACONATE REPORT** - Val Buster

No report.

**TREASURER'S REPORT** - Treasurer Maggie Uzzell

Maggie Uzzell reviewed the financial reports for the month ending September 30, 2016. The treasurer noted that a \$30,000 gift from an estate had been received this week.

**MOTION** - was made by Charles Morgan and seconded by Brian Jackson to approve the financial reports. The motion passed.

**MOTION** - was made by Charles Morgan and seconded by Marilyn McCullough to clarify a Motion made on November 19, 2015, that no monies including the per capital dues for 2016 would be sent to Presbytery. The motion passed with Cordell Klein opposing.

**MOTION** - was made by Marshall Moore and seconded by Brian Jackson to send our per capital dues amount for 2016 in the approximate sum of \$2,650 to Samaritan's Purse. Charles Morgan will match 50% of the amount we send. The motion passed.

**CLERK'S REPORT - Clerk Sheila Moore**

1. The Clerk reported that the Lord's Supper was served on October 2, 2016. Four home communions were served.
2. The Clerk reported that Session had approved by email vote the use of equipment request of Ruth Arnold on behalf of Hannah Cochran for the use of seven tables for her wedding. The dates the tables are needed are November 11-14, 2016.

**PASTORS' REPORT - Reverend Dr. Susan Arnold**

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

Reverend Arnold requested vacation leave from October 31 to November 11, 2016. She will obtain someone to fill the pulpit on November 6.

**MOTION -** was made by Charles Morgan and seconded by Marshall Moore to approve the vacation request of Reverend Arnold. The motion passed.

**STEWARDSHIP COMMITTEE - Charles Morgan, Moderator**

Mr. Morgan presented the proposed 2017 Budget.

**MOTION -** from the Stewardship Committee that the proposed 2017 Budget be approved with the understanding that some revisions may have to be made once pledges have been received. The motion passed.

**PERSONNEL COMMITTEE – Cordell Klein**

Dr. Klein reported that the committee recommends that Administrative Assistant Rebecca Johnson's work be extended to twenty-nine (29) hours per week beginning November 1, 2016.

**MOTION -** was made by the Personnel Committee to extend Rebecca Johnson's work to twenty-nine (29) per week beginning November 1, 2016. The motion passed.

**WORSHIP COMMITTEE - Remica Gray, Moderator**

Remica Gray reported that her committee met and is working on all the matters reported and voted on at the September 2016 Session meeting.

**NOMINATING COMMITTEE - Charles Jackson, Acting Moderator**

Reverend Arnold reported that the slate of officers for the Class of 2019 was approved at the Congregational meeting on October 16, 2016.

**EVANGELISM COMMITTEE - Susan Morehead, Moderator**

No report.

**CHRISTIAN EDUCATION COMMITTEE - Erin McCasland, Moderator**

No report.

**PROPERTY COMMITTEE - Reg Jackson, Moderator**

Mr. Jackson reported that K & J Cleaners cleaned the carpets in the Fellowship Hall, the Education Building, and the west end of the Sanctuary at a cost of \$800. The Annex carpet (the large area in the Sharing Place) was cleaned on Tuesday, October 18. Cost was \$300.

Four additional sprinkler heads were installed in the Orchard and the original heads were adjusted. Cost was \$350. SWEPCO will place an electric pole in the Orchard for hooking up a sprinkler timer (at no cost to FPC). A request for suggestions of an electrician was made. Either Artex or Nance electric were recommended.

*A bid was presented* from Metro Supply & Service for replacing two commodes, two sinks, cut offs, supplies, and labor for the old Law Offices in the ECHO building. Bid is \$1545. Since we are envisioning rental of this portion of the ECHO building in the near future, recommendations were made regarding the items in the Caring Place:

Electronics be sent to the prison recycling center

A resale/thrift shop be contacted to come pick up what they want, and the rest be disposed of

Clean and replace the lighting fixtures and bulbs

*A bid was presented* for the design, construction, and placement of a gate by the outside entrance to the 2<sup>nd</sup> level of the elevator. The design has a frame which will support the gate rather than bolting the gate into the mortar. A wire mesh will be placed on the back side of the gate – the side facing the building. The door latch will be a handle style which locks with a key. This will be unlocked when the church is open. Total bid is \$4500. A concern was raised that anyone using the door from the 2<sup>nd</sup> Floor or coming out of the elevator must be able to exit the gate in case of fire. There was discussion of installation of a panic bar on the inside.

*A bid was presented* for the installation of a sprinkler system between the Sanctuary and the Fellowship Hall which would be tied into the water meter, a timer with underground conduit and electrical tie-in, and Zoysia grass sod @ \$200/pallet for entire area (approx. 8 to 10 pallets). Total bid for entire project is approximately \$5,450.

Discussion of the need for renting scaffolding for a weekend in order to install LED bulbs in the Sanctuary. A member of the congregation has offered to pay for the rental. The committee should procure a crew for the project. John Wesley will get some bids for having this entire project done out of house.

Saturday, December 3, 2016 is the date determined for Fall Clean-Up.

**MOTION -** was made by the Building and Grounds Committee to access up to \$15,000 for the completion of the above projects with the monies to be taken from the \$40,000 gifted to the church by an anonymous donor in 2015. The motion passed.

Taylor Sexton has requested permission of make improvements to the church playground as his Boy Scout Eagle Project.

**MOTION -** was made by Marshall Moore and seconded by Charles Morgan to approve the Eagle Scout Project of Taylor Sexton which consists of improvements to the church playground. The motion passed.

### **MISCELLANEOUS ITEMS**

None.

### **OLD BUSINESS**

1. Report of 115<sup>th</sup> Stated Presbytery meeting on Saturday, October 15, at First Presbyterian Church, Hope, Arkansas, by Rev. Susan Arnold.
2. Discussion of how to disburse the \$30,000 estate gift received this week.

**MOTION -** was made by Charles Morgan and seconded by Cordell Klein to designate \$10,000 as a deferred gift for the 2017 budget, \$10,000 as a deferred gift for the 2018 budget, and \$10,000 to be deposited as into the Generation to Generation Endowment at the Texas Presbyterian Foundation. The motion passed.

### **NEW BUSINESS**

1. Officer Strategic Planning – Sunday, January 15, 2017 12:00 p.m. – 3:00 p.m. Allyson Lewis will be leading our Strategic Planning session. She will be helping us hone our skills of setting goals and priorities for mission and ministry vs. simply managing tasks.
2. Maggie Uzzell has agreed to serve as Treasurer for 2017 and Sheila Moore has agreed to serve Clerk of Session for 2017.

**MOTION -** was made by Remica Gray and seconded by Cordell Klein to approve the appointment of Maggie Uzzell as Treasurer for 2017 and Sheila Moore as Clerk of Session for 2017. The motion passed.

**PRAYER OF DEDICATION AND BENEDICTION.**

Reverend Susan Arnold closed the meeting with prayer.

Reverend Susan Arnold, Moderator

Sheila Moore, Clerk of Session

Budget Vs. Actual Report

Printed: 11/14/2016

2016 Budget

Between 01/01/2016 and 10/31/2016

INCOME CATEGORIES

Category	Actual	YTD Budget	YTD Difference	Annual Budget	Difference
Pledges	217738	193400	24338	232080	-14342
Plate	85877	62500	23377	75000	10877
Other Income	72005	12500	59505	15000	57005
<b>Income Categories Total</b>	<b>375620</b>	<b>268400</b>	<b>107220</b>	<b>322080</b>	<b>53540</b>

EXPENSE CATEGORIES

Category	Actual	YTD Budget	YTD Difference	Annual Budget	Difference
Clergy - 403(b) deferred compensation	4000	4486	486	5383	1383
Clergy - Wages	39436	38379	-1057	46055	6619
Clergy - Housing & Utilities	17274	16418	-856	19702	2428
Clergy - Continuing Education Expense	1791	2475	684	2970	1179
Clergy - Health Insurance	12791	13103	312	15724	2933
Clergy - Death/Disability	576	613	37	736	160
Clergy - Dental Insurance	1419	1360	-59	1632	213
Clergy - Reimb Self Emp Tax	4809	4641	-168	5569	760
Clergy - Professional Expense	1029	2063	1034	2475	1446
Clergy - Mileage Reimbursement	1957	2544	587	3053	1096
Clergy - Annuity	6603	6743	140	8091	1488
Dir of Christian Ed - annuity	0	0	0	0	0
Dir of Christian Ed - continuing education expense	633	833	200	1000	367
Dir of Christian Ed - death/disability insurance	188	257	69	308	120
Dir of Christian Ed - mileage reimbursement	0	0	0	0	0
Dir of Christian Ed - health insurance	6437	8433	1996	10120	3683
Dir of Christian Ed - Salary	22969	25659	2690	30791	7822
Dir of Christian Ed - professional expense	1067	833	-234	1000	-67
Organist/Choir Director - Salary	23640	22083	-1557	26500	2860
Admin Asst - annuity	0	0	0	0	0
Admin Asst - death/disability insurance	0	0	0	0	0
Admin Asst - health insurance	0	0	0	0	0
Admin Asst - mileage reimbursement	0	333	333	400	400
Admin Asst - salary	12235	13458	1223	16150	3915
Custodian - annuity	2161	2668	507	3202	1041
Custodian - death/disability insurance	221	248	27	298	77



Category	Actual	YTD Budget	YTD Difference	Annual Budget	Difference
Custodian - dental insurance	333	375	42	450	117
Custodian - health insurance	7810	8433	623	10120	2310
Custodian - mileage reimbursement	633	667	34	800	167
Custodian - salary	23431	23804	373	28565	5134
Nursery - coordinator stipend	1040	1043	3	1251	211
Nursery - salary	2073	2000	-73	2400	327
Other Benefit - Contingency Expenses - employee benefits	0	1125	1125	1350	1350
Other Benefit - Miscellaneous employee benefits (bonus)	0	1917	1917	2300	2300
Other Benefit - Workers Compensation Insurance	1506	2250	744	2700	1194
Payroll Taxes - AR Withholding	662	0	-662	0	-662
Payroll Taxes - Federal Withholding	309	0	-309	0	-309
Payroll Taxes - Medicare	34	0	-34	0	-34
Payroll Taxes - Medicare (employer share)	884	1292	408	1550	666
Payroll Taxes - Social Security	144	0	-144	0	-144
Payroll Taxes - Social Security (employer share)	5930	5500	-430	6600	670
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	2645	2208	-437	2650	5
Office Expense	5725	6667	942	8000	2275
Witness and Service	0	417	417	500	500
Worship - maintenance - music contingency	0	2083	2083	2500	2500
Worship - maintenance - music equipment	1272	1250	-22	1500	228
Worship - Music	1000	833	-167	1000	0
Worship - Worship Supplies	610	833	223	1000	390
Building & Grounds - Food & Kitchen & Custodial Supp	2007	1083	-924	1300	-707
Building & Grounds - Maintenance	11255	8333	-2922	10000	-1255
Building & Grounds - Property Insurance	15924	15833	-91	19000	3076
Building & Grounds - Utilities	28098	32500	4402	39000	10902
Christian Education - Background Checks	35	417	382	500	465
Christian Education - Camps, rallies, and retreats	158	417	259	500	342
Christian Education - Christian Education programs	1699	1667	-32	2000	301
Christian Education - Nursery	34	63	29	75	41

Category	Actual	YTD Budget	YTD Difference	Annual Budget	Difference
Christian Education - Vacation Bible School	650	500	-150	600	-50
Christian Education - Youth programs	1075	1417	342	1700	625
Evangelism - Children's Ministries	50	417	367	500	450
Evangelism - Evangelism programs	56	833	777	1000	944
Congregational Care and Nurture	22	83	61	100	78
Bell Tower Expense	0	0	0	0	0
Nominating/Training	189	167	-22	200	11
Stewardship Expense	0	0	0	0	0
Miscellaneous	0	0	0	0	0
<b>Expense Categories Total</b>	<b>278529</b>	<b>294057</b>	<b>15528</b>	<b>352870</b>	<b>74341</b>

**Due to Funds Split between  
Checking & MMA Accounts**

*as of October 31, 2016*

	Amount in Checking	Amount in MMA	Fund Total
Deferred Income - Pledges	\$ -	\$ 40,000.00	\$ 40,000.00
Angel Quilts	\$ 905.78	\$ -	\$ 905.78
Angel Tree	\$ 54.58	\$ -	\$ 54.58
AV Fund	\$ 1,644.53	\$ 3,000.00	\$ 4,644.53
Bell Tower	\$ -	\$ 2,550.06	\$ 2,550.06
Cap Imp - NON-restricted	\$ 4,487.28	\$ 25,000.00	\$ 29,487.28
Cap Imp - RESTRICTED	\$ -	\$ 3,151.61	\$ 3,151.61
Card Ministry	\$ 629.76	\$ -	\$ 629.76
Diaconate Projects	\$ 49.46	\$ -	\$ 49.46
Donor Defined	\$ -	\$ 40,500.00	\$ 40,500.00
Evangelism Missions	\$ 425.00	\$ -	\$ 425.00
Godly Play	\$ 726.06	\$ -	\$ 726.06
Haiti	\$ 319.00	\$ -	\$ 319.00
Joy Gift Offering	\$ -	\$ -	\$ -
Labyrinth	\$ -	\$ 1,912.78	\$ 1,912.78
Malcolm	\$ 877.89	\$ 3,000.00	\$ 3,877.89
Matching Perm Funds Campaign	\$ -	\$ 10,000.00	\$ 10,000.00
Memorial Orchard	\$ 707.64	\$ 1,500.00	\$ 2,207.64
Music	\$ 1,687.91	\$ 5,000.00	\$ 6,687.91
Pentecost Offering	\$ 30.00	\$ -	\$ 30.00
Permanent Funds Ministry	\$ -	\$ 400.00	\$ 400.00
Poinsettias/Lillies	\$ 804.80	\$ -	\$ 804.80
PW	\$ -	\$ -	\$ -
Souper Bowl Sunday	\$ -	\$ -	\$ -
Thanksgiving Baskets	\$ 1,947.07	\$ -	\$ 1,947.07
Transportation	\$ 3,017.42	\$ 15,000.00	\$ 18,017.42
Youth	\$ 2,246.93	\$ 4,000.00	\$ 6,246.93
Youth/Alt Wor	\$ 440.00	\$ 2,000.00	\$ 2,440.00
Youth/Music/Alt Wor	\$ 771.14	\$ 4,500.00	\$ 5,271.14
<b>Grand Totals</b>	<b>\$ 21,772.25</b>	<b>\$ 161,514.45</b>	<b>\$ 183,286.70</b>

TEXAS PRESBYTERIAN FOUNDATION  
 FPC Texasiana  
 Summary Report of Transactions  
 Period August 1, 2011 - October 31, 2016



Account Number	Account Name	Beginning Cost	Beginning Market Value	Contributions	Transfers	TPF Balanced Pooled Fund	Other Income	Cost Adjustments	Distributions	Change in Unrealized Gain/Loss	Realized Gain/Loss	Ending Cost	Ending Market Value
53751	FPC Texasiana - General Endowment Fund	\$ 26,662.50	\$ 0.01	\$ 5,576.21	\$ 25.13					\$ 5,900.59		\$ 32,465.85	\$ 37,566.44
53752	FPC Texasiana - Capital Facilities Fund	\$ 66,510.05	\$ 0.01	\$ 14,380.31	\$ 69.06					\$ 13,854.45		\$ 82,989.43	\$ 96,813.98
53753	FPC Texasiana - Programs, Mission, and Benevolence Fund	\$ 12,781.25	\$ 0.01	\$ 2,736.46	\$ 12.42					\$ 2,562.30		\$ 15,530.14	\$ 18,072.44
53823	FPC Texasiana - Music Fund	\$ 7,659.43	\$ 0.01	\$ 1,608.72	\$ 7.82					\$ 1,562.95		\$ 9,315.98	\$ 10,876.84
<b>Total:</b>		\$ 115,853.23	\$ 0.04	\$ 24,303.70	\$ 114.43					\$ 23,020.30		\$ 140,271.40	\$ 163,291.60

Initial Amount Invested \$ 115,853.23  
 Income Earned Since Inception \$ 24,418.17  
 Subtotal \$ 140,271.40  
 Unrealized Gains Since Inception \$ 23,020.20  
 Total Value of TPF Funds \$ 163,291.60  
 as of October 31, 2016

# Monthly Financial Highlights - October 2016

	October Actual	October Budget	YTD Actual	YTD Budget
Income	\$ 64,286	\$ 26,840	\$ 375,620	\$ 268,400
Expense	\$ 29,115	\$ 29,401	\$ 278,529	\$ 294,057
Net Gain (Loss)	\$ 35,171	\$ (2,561)	\$ 97,091	\$ (25,657)

## Bank Account Balances

Checking Account Balance           \$    175,315  
as of October 31, 2016

Money Market Account Balance       \$    275,274  
as of October 31, 2016

## Texas Presbyterian Foundation Funds

Initial Amount Invested	\$ 115,853.23
Income Earned Since Inception	\$ 24,418.17
Subtotal	<u>\$ 140,271.40</u>
Unrealized Gains Since Inception	<u>\$ 23,020.20</u>
Total Value of TPF Funds	\$ 163,291.60