

SESSION AGENDA

First Presbyterian Church, Texarkana, Arkansas Thursday - May 24, 2018 - 5:00 p.m.

CALL TO ORDER

Rev. Dan Hignight/
Rev. Jim Freeman

OPENING PRAYER

ADOPTION OF MINUTES

DIACONATE REPORT

Beth McHenry-Pope

TREASURER'S REPORT

Maggie Morgan

CLERK'S REPORT

Sheila Moore

PASTOR'S REPORT

COMMITTEE REPORTS:

Worship Committee - Remica Gray, Moderator

Nominating Committee - Randy Lacy, 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

MISCELLANEOUS ITEMS

OLD BUSINESS

NEW BUSINESS

PRAYER OF DEDICATION AND BENEDICTION

**SESSION MINUTES
STATED MEETING APRIL 19, 2018**

The Session of the First Presbyterian Church, Texarkana, Arkansas, met in a Stated Meeting on Thursday, April 19, 2018, at 5:00 p.m. in the Library.

Elders present were Marilyn McCulloch, Maggie Morgan, Remica Gray, Mona Fomby, Kurt Andrews, Sarah Propps, Gene Cogbill, Dan Boyles, and Moderator Reverend Jim Freeman. Also present were Treasurer Maggie Morgan, Val Buster, Anne Burke, Sallie Dill, Sandra Holmes, Betty Anthony, and Clerk Sheila Moore.

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

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

MINUTES

The Session reviewed minutes from the Stated Meeting of March 22, 2018.

MOTION - was made by Gene Cogbill and seconded by Dan Boyles to approve the minutes of March 22, 2018. The motion passed.

Session reviewed the Congregational Meeting of March 25, 2018.

MOTION - was made by Gene Cogbill and seconded by Kurt Andrews to approve the minutes of March 25, 2018. The motion passed.

DIACONATE REPORT - Beth McHenry-Pope

Mrs. Betty Anthony reported on behalf of the Diaconate that work continues on the Shepherd Program, 'Round the Coffee Pot, Randy Sams, and Mother's Day flowers. Family Camp will be June 22-24. The church has joined "Sharing the Goods" at Ferncliff and have made the first purchase of paper towels for the Doorways Project. There will be a Minute for Mission for the Doorways Project on Sunday, April 22.

MOTION - was made by Dan Boyles and seconded by Kurt Andrews to allow the Diaconate to solicit donations in the amount of \$800.00 to fund 20 kits for the Doorways Project in May. The motion passed.

Val Buster, a representative of Presbyterian Women, requested having the Birthday Offering Luncheon on Sunday, May 20, 2018, and collecting the Birthday Offering at that time.

MOTION - was made by Dan Boyles and seconded by Remica Gray to approve the above request. The motion passed.

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TREASURER'S REPORT - Treasurer Maggie Morgan

Maggie Morgan reviewed the financial reports for the month ending March 31, 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 April 1, 2018.
2. The Clerk reported that Session approved by email vote the request from the Property Committee to repair roof leaks in the sanctuary entrance, bell practice room and fellowship hall entrance at a cost of approximately \$1,800.00.
3. The Clerk presented a letter received from Barbara Callaway, Moderator of the Congregational and Pastoral Care Committee of Presbytery of the Pines, appointing Reverend Dan Hignight and Reverend Jim Freeman as Co-Moderators of the Session of First Presbyterian Church, Texarkana, in the absence of an installed pastor, and further appointed Reverend Kathleen Hignight as liaison from the Congregational and Pastoral Care Committee during the time of transition.

WORSHIP COMMITTEE - Remica Gray, Moderator

Mrs. Gray presented a written report of the Worship Committee meeting held on April 8, 2018. Michael Odom has withdrawn his application for the organist position. Mrs. Gray noted that it is in the Worship Committee's job description to provide pulpit supply.

NOMINATING COMMITTEE - Randy Lacy - Moderator

No report.

EVANGELISM COMMITTEE - Dan Boyles, Moderator

Mr. Boyles reported the Committee met on April 18, 2018. Tutoring is complete due to the school year ending. Kurt Andrews and Sue Ellen Hall will work on tech support.

STEWARDSHIP COMMITTEE - Mona Fomby, Moderator

Mrs. Fomby reported that the Committee had had a joint meeting with the Personnel Committee. Dan Boyles requests input on how to handle church credit cards, checks, etc.

CHRISTIAN EDUCATION COMMITTEE - Chris Walraven, Moderator

No report.

PROPERTY COMMITTEE - Kurt Andrews, Moderator

Mr. Andrews reported that there were 29 people at the Work Day. The Youth will have a work

day to clean the garage and the basement. The Committee is working on the several roof leaks. There are electrical issues on the northwest corner which are being addressed. Mr. and Mrs. Andrews request permission to pay to paint several outside doors and the church sign.

MOTION - was made by Remica Gray and seconded by Mona Fomby to approve the above request with gratitude. The motion passed.

PERSONNEL COMMITTEE – Marilyn McCulloch

- 1) A proposed End of Service Transition Agreement was presented. Upon approval of Session, said document should be signed by Reverend Dr. Susan Arnold and Sheila Moore as Clerk of Session. Once signed, a copy of the End of Service Transition Agreement should be retained in the Church office, one copy to Reverend Dr. Susan Arnold, and a copy forwarded to Presbytery of the Pines.

MOTION - from the Personnel Committee to approve the language contained in the End of Service Transition Agreement, to present same to Reverend Dr. Susan Arnold for signature, and to authorize Sheila Moore, as Clerk of Session, to execute same on behalf of the Session. The signed document will then be distributed as outlined above. The motion passed.

- 2) A “Pulpit Supply List for First Presbyterian Church” was presented which proposes pulpit supply through September 2, 2018. The Worship Committee will take over the responsibility to find speakers and liturgists for all subsequent unfilled dates and future dates.

MISCELLANEOUS ITEMS

There was discussion of the availability of pastoral leadership in the short term.

MOTION - was made by Remica Gray and seconded by Gene Cogbill to authorize Marilyn McCulloch, as moderator of the Personnel Committee, to make contact with any potential pastoral leadership. The motion passed.

OLD BUSINESS

None.

NEW BUSINESS

There was a discussion of how home communions will be served in the absence of a pastor.

Reverend Freeman reminded Session that no meetings may be held without a Moderator present. He further requested that we include the Co-Moderators in email contacts and votes as well as keeping the Co-Moderators informed on everything.

PRAYER OF DEDICATION AND BENEDICTION.

Reverend Freeman closed the meeting with prayer.

Reverend Jim Freeman, Moderator

Sheila Moore, Clerk of Session

Monthly Financial Highlights - May 2018

	April Actual	April Budget	YTD Actual	YTD Budget
Income	\$ 15,894	\$ 21,500	\$ 86,743	\$ 86,000
Expense	\$ 25,389	\$ 26,452	\$ 107,941	\$ 105,023
Net Gain (Loss)	\$ (9,495)	\$ (4,952)	\$ (21,198)	\$ (19,023)

Bank Account Balances

Checking Account Balance as of April 30, 2018	\$ 100,103
Money Market Account Balance as of April 30, 2018	\$ 205,097

Texas Presbyterian Foundation Funds

Initial Amount Invested	\$ 166,356.41
Income Earned Since Inception	\$ 33,428.99
Subtotal	<u>\$ 199,785.40</u>
Unrealized Gains Since Inception	<u>\$ 42,038.13</u>
Total Value of TPF Funds as of April 30, 2018	\$ 241,823.53

Budget Vs. Actual Report

Printed: 05/20/2018

2018 Budget

Between 01/01/2018 and 04/30/2018

INCOME CATEGORIES

Category	YTD Budget	Received	YTD Difference	Annual Budget	Difference
2018 Pledges	63333	72860	9527	190000	-117140
Plate	20000	13283	-6717	60000	-46717
Other Income	2667	600	-2067	8000	-7400
Income Categories Total	86000	86743	743	258000	-171257

EXPENSE CATEGORIES

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Clergy - 403(b) deferred compensation	1740	857	-883	5219	-4362
Clergy - Wages	14886	15517	631	44659	-29142
Clergy - Housing & Utilities	6368	6613	245	19105	-12492
Clergy - Continuing Education Expense	333	328	-5	1000	-672
Clergy - Health Insurance	5314	5314	0	15941	-10627
Clergy - Death/Disability	213	213	0	638	-425
Clergy - Dental Insurance	544	544	0	1632	-1088
Clergy - Reimb Self Emp Tax	1626	1840	214	4878	-3038
Clergy - Professional Expense	333	392	59	1000	-608
Clergy - Mileage Reimbursement	833	1137	304	2500	-1363
Clergy - Annuity	2338	2338	0	7014	-4676
Organist/Choir Director - Salary	3333	3650	317	10000	-6350
Admin Asst - death/disability insurance	258	249	-9	774	-525
Admin Asst - health insurance	3373	4238	865	10120	-5882
Admin Asst - salary	8570	8314	-256	25709	-17395
Custodian - annuity	1063	1047	-16	3190	-2143
Custodian - death/disability insurance	97	95	-2	290	-195
Custodian - dental insurance	148	148	0	443	-295
Custodian - health insurance	3373	4942	1569	10120	-5178
Custodian - mileage reimbursement	267	0	-267	800	-800
Custodian - salary	9519	9096	-423	28558	-19462
Nursery - coordinator stipend	416	416	0	1248	-832
Nursery - salary	1389	855	-534	4168	-3313
Consultant Wages - CE	3467	3136	-331	10400	-7264
Consultant Wages - Web	1733	1800	67	5200	-3400

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Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Other Benefit - Miscellaneous employee benefits (bonus)	667	0	-667	2000	-2000
Other Benefit - Workers Compensation Insurance	517	-253	-770	1550	-1803
Payroll Taxes - Medicare (employer share)	300	0	-300	900	-900
Payroll Taxes - Social Security (employer share)	2367	1954	-413	7100	-5146
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	914	-10	-924	2741	-2751
Office Expense	1333	1987	654	4000	-2013
Witness and Service	167	40	-127	500	-460
Worship - Music	333	111	-222	1000	-889
Worship - Music Equipment/Instrument Maintenance	1333	0	-1333	4000	-4000
Worship - Worship Supplies	333	125	-208	1000	-875
Building & Grounds - Food & Kitchen & Custodial Supp	833	1806	973	2500	-694
Building & Grounds - Maintenance	4667	7334	2667	14000	-6666
Building & Grounds - Property Insurance	6333	6332	-1	19000	-12668
Building & Grounds - Utilities	11333	14347	3014	34000	-19653
Christian Education - Adult/Whole Church programs	267	331	64	800	-469
Christian Education - Childrens programs	167	0	-167	500	-500
Christian Education - Nursery	25	17	-8	75	-58
Christian Education - Vacation Bible School	200	350	150	600	-250
Christian Education - Background Checks	133	35	-98	400	-365
Youth Ministry - Youth programs	500	0	-500	1500	-1500
Youth Ministry - Camps, rallies, and retreats	167	238	71	500	-262
Evangelism - Evangelism programs	333	0	-333	1000	-1000
Evangelism - Children's Ministries	167	40	-127	500	-460
Congregational Care and Nurture	33	78	45	100	-22
Bell Tower Expense	0	0	0	0	0
Nominating/Training	67	0	-67	200	-200

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Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Stewardship Expense	0	0	0	0	0
Expense Categories Total	105023	107941	2918	315072	-207131

Due to Funds Split between Checking & MMA Accounts

as of April 30, 2018

	Amount in Checking	Amount in MMA	Fund Total
Deferred Income - Pledges	\$ -	\$ 20,000.00	\$ 20,000.00
Angel Quilts	\$ 413.55	\$ -	\$ 413.55
Angel Tree	\$ 624.58	\$ -	\$ 624.58
AV Fund	\$ 2,644.53	\$ 3,000.00	\$ 5,644.53
Bell Tower	\$ (833.35)	\$ 2,550.06	\$ 1,716.71
Cap Imp - NON-restricted	\$ (10,701.80)	\$ 25,000.00	\$ 14,298.20
Cap Imp - RESTRICTED	\$ -	\$ 3,151.61	\$ 3,151.61
Card Ministry	\$ 1,147.21	\$ -	\$ 1,147.21
Community Garden	\$ 2,030.09	\$ -	\$ 2,030.09
Diaconate Projects	\$ 401.79	\$ -	\$ 401.79
Evangelism Missions	\$ 395.00	\$ -	\$ 395.00
Godly Play	\$ 726.06	\$ -	\$ 726.06
Haiti	\$ 464.00	\$ -	\$ 464.00
Joy Gift Offering	\$ -	\$ -	\$ -
Labyrinth	\$ -	\$ 1,912.78	\$ 1,912.78
Malcolm	\$ (1,478.33)	\$ 3,000.00	\$ 1,521.67
Memorial Orchard	\$ (278.45)	\$ 1,500.00	\$ 1,221.55
Music	\$ 2,482.32	\$ 5,000.00	\$ 7,482.32
Pentecost Offering	\$ 30.00	\$ -	\$ 30.00
Permanent Funds Ministry	\$ -	\$ 400.00	\$ 400.00
Poinsettias/Lillies	\$ 2,429.50	\$ -	\$ 2,429.50
PW	\$ -	\$ -	\$ -
Souper Bowl Sunday	\$ 60.00	\$ -	\$ 60.00
Thanksgiving Baskets	\$ 964.99	\$ -	\$ 964.99
Transportation	\$ 1,736.20	\$ 15,000.00	\$ 16,736.20
Youth	\$ 3,595.09	\$ 4,000.00	\$ 7,595.09
Youth/Alt Wor	\$ (1,573.74)	\$ 6,500.00	\$ 4,926.26
Grand Totals	\$ 5,279.24	\$ 91,014.45	\$ 96,293.69

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TEXAS PRESBYTERIAN FOUNDATION
 FPC Texarkana
 Summary Report of Transactions
 Period August 1, 2011 - April 30, 2018

Account Number	Account Name	Beginning Cost	Beginning Market Value	Contributions	Transfers	TPF Balanced Pooled Fund	Other Income	Cost Adjustments	Distributions	Change in Unrealized Gain/Loss	Realized Gain/Loss	Ending Cost	Ending Market Value
53791	FPC Texarkana - General Endowment Fund	\$ -	\$ -	\$ 28,853.23	\$ 0.01	\$ 7,517.33	\$ 109.99	\$ -	\$ -	\$ 9,432.28	\$ -	\$ 34,490.56	\$ 43,922.84
53792	FPC Texarkana - Capital Facilities Fund	\$ -	\$ -	\$ 68,511.94	\$ 0.01	\$ 19,383.39	\$ 287.84	\$ -	\$ -	\$ 25,133.80	\$ -	\$ 88,183.28	\$ 113,317.08
53793	FPC Texarkana - Programs, Mission, and Benevolence Fund	\$ -	\$ -	\$ 12,781.60	\$ 0.01	\$ 3,667.33	\$ 53.91	\$ -	\$ -	\$ 4,640.77	\$ -	\$ 16,502.85	\$ 21,143.62
53823	FPC Texarkana - Music Fund	\$ -	\$ -	\$ 7,899.64	\$ 0.01	\$ 2,171.41	\$ 32.36	\$ -	\$ -	\$ 2,831.28	\$ -	\$ 9,903.42	\$ 12,734.70
54928	FPC Texarkana - Donor Defined	\$ -	\$ -	\$ 40,500.00	\$ -	\$ -	\$ 164.65	\$ -	\$ -	\$ -	\$ -	\$ 40,664.65	\$ 40,664.65
54929	FPC Texarkana - Matching Campaign	\$ -	\$ -	\$ 166,356.41	\$ 0.04	\$ 32,739.46	\$ 689.49	\$ -	\$ -	\$ 42,038.13	\$ -	\$ 199,785.40	\$ 241,823.53
Total:		\$ -	\$ -	\$ 166,356.41	\$ 0.04	\$ 32,739.46	\$ 689.49	\$ -	\$ -	\$ 42,038.13	\$ -	\$ 199,785.40	\$ 241,823.53

Initial Amount Invested \$ 166,356.41
 Income Earned Since Inception \$ 33,428.99
 Subtotal \$ 199,785.40
 Unrealized Gains Since Inception \$ 42,038.13
 Total Value of TPF Funds \$ 241,823.53
 as of April 30, 2018

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Biographical Information:

Judy Record Fletcher,

Executive Emerita, Synod of the Sun

Carrollton, Texas

Judy grew up in Texarkana, Texas, where she was a member of the United Presbyterian Church. She received a Bachelor of Arts Degree in English and History from Lamar University and a Master of Divinity from Austin Presbyterian Theological Seminary. In 1993 she was awarded the Distinguished Alum Award from the Seminary.

She has served as a director of Christian education in North Carolina and as pastor in churches in Arkansas, Texas, and Oklahoma. In her last two parishes she served as co-pastor with her husband, the Rev. J. David Fletcher.

She has written publications and materials for the Presbyterians, Lutherans, and the United Church of Christ. She has served as keynote, director, and preacher for conferences at every governing body level across the denomination. She has chaired special committees for the General Assembly.

After serving as Executive of the Synod of the Sun for 14 years, she retired in July, 2011. She continues to serve on two national boards; the Insurance Board for Presbyterians, Disciples of Christ, and the United Church of Christ, and the Presbyterian Pan American School. In October, 2011, she accepted an invitation of the Council of Churches of Cuba to teach workshops in Cuba on how to include the arts in worship. She is the author of the Horizons Bible Study for Presbyterian Women for 2015-16 *Come to the Waters*.

Her favorite leisure time activities include traveling with her husband David, spending time with son, Brett and his wife, Jessica, dabbling in arts, gardening, and cooking (for entertainment, not every day stuff!).

Biographical Information

Rev. James David Fletcher 1519 Sugar Creek Drive
Carrollton, Texas 75007 Home: 972-394-5107 Cell: 972-365-0294
Email: Dfletchjdf@aol.com

Education

Master of Divinity, 1969, Austin Presbyterian Theological Seminary, Austin, Texas
Bachelor of Arts, 1966, Austin College, Sherman, Texas

Continuing Education

Annual education events with the Transitional/Interim Training Consortium. Issues focusing on transitional work in the parish.
Attendance at Austin Seminary's annual Mid-Winter Lectures
Travel studies in Northern Ireland and Ireland and 2 trips to Cuba

Skills in Ministry

Together, the pastor and the Session are called to lead the congregation in its worship and work. "Together" is a crucial word. One should not overshadow the other in their work or leadership. The pastor's role is to communicate the mission of the church, the goals of the session and the vision of the congregation. As a pastor my basic approach and style is that of enabler, resource person, and encourager. I enable when I help train and equip others who carry out their ministry in the church or in the community. When I do my work well others excel in theirs.

I work well with others. A healthy staff of the church where confidence and respect are exhibited is essential of a healthy church. I have worked with staffs who wish to grow and enhance their skills and performance in their work. I have pastoral care skills which enable me to assist folks who are ready to move forward in their lives, individually and together.

I have served as Interim Pastor in six situations. I have developed an ethic and style of leadership that shares the work and the sense of accomplishment. A recent work involved a church where the pastor left abruptly. Work with the session and congregation centered on 1) recognizing that change is inherent in our lives; 2) we have gifts and talents to meet our

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common problems; 3) we can best deal with change together; 4) honesty and commitment are crucial as all strive for a common goal, the health and vitality of a congregation in mission.

The transitional period of a congregation is not a time to 'return to what we used to be', but a time to prepare for and live into the future as a healthier, stronger, joyful, and exciting part of the Body of Christ. It is important that the session and the congregation claim this "interim/transitional time" as an opportunity rather than an time to "get through."

There are many resources for this period of transition, but the great resources are the session and congregation and their willingness to engage themselves and the future with the care and guidance of God's Spirit, who is always integral in our lives.

References for Rev. David Fletcher

Jess Rickman, III (Rick) Elder, First Presbyterian Church, Richardson, TX

1601 Old Course Road

Plano, Texas 75093

Home: 972-733-1478 Office: 214-922-4118 Email: rick-sue@rickmanfamily.com

Anne Healy Elder, First Presbyterian Church, Richardson, TX

403 High Brook Drive

Richardson, Texas 75080

Home: 972-644-0901 Email: rghealy@sbcglobal.net

**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