

SESSION AGENDA

**First Presbyterian Church, Texarkana, Arkansas
Thursday – December 21, 2016 – 5:00 p.m.**

CALL TO ORDER

Rev. Dr. Susan M. Arnold

ADOPTION OF MINUTES

EXAMINATION OF NEW OFFICERS

DIACONATE REPORT

Val Buster

TREASURER'S REPORT

Maggie Morgan

CLERK'S REPORT

Sheila Moore

PASTORS' REPORTS

Susan M. Arnold

COMMITTEE REPORTS:

Stewardship Committee - Mona Fomby, Moderator

1) 2018 Budget

Worship Committee – Remica Gray, Moderator

Nominating Committee – Randy Lacy, Moderator

1) Filling Unexpired Terms

- a. Request permission to wave training for those who are filling unexpired terms and have already been ordained.
- b. Request permission to wave requirement for Randy Lacy that no one on the Nominating Committee may be nominated for an office.

Evangelism Committee – Susan Morehead, Moderator

Christian Education Committee – Maggie Morgan, Moderator

Property Committee - Xxx Xxxxxx, Moderator

Personnel Committee – Chuck Morgan, Moderator

MISCELLANEOUS ITEMS

OLD BUSINESS

- 1) Ordination and Installation of Officers – set date
- 2) Strategic Planning/Required Joint Session-Diaconate meeting – set date

NEW BUSINESS

- 1) Committee Assignments
- 2) Sanctuary Doors – Cordell Klein

PRAYER OF DEDICATION AND BENEDICTION

**SESSION MINUTES
STATED MEETING NOVEMBER 16, 2017**

The Session of the First Presbyterian Church, Texarkana, Arkansas, met in a Stated Meeting on Thursday, November 16, 2017, at 5:00 p.m. in the Library.

Elders present were Charles Morgan, Susan Morehead, Maggie Morgan, Remica Gray, Mona Fomby, Martha Nell Richards, Randy Lacy, and Moderator Reverend Susan Arnold. Also present were Diaconate Moderator Val Buster, Treasurer Maggie Morgan, Gene Cogbill, Bonnie Judd, Leah Doughty, Aimee Gilliland, and Clerk Sheila Moore.

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

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

Leah Doughty explained her work with the Youth, some challenges, etc., and suggested that the Youth Ministry be made separate from the duties of the Christian Education Committee.

MINUTES

The Session reviewed minutes from the Stated Meeting of October 19, 2017, and the Congregational Meeting of October 29, 2017.

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

DIACONATE REPORT - Val Buster

Ms. Buster reported that the Thanksgiving baskets will be delivered this weekend. She presented a request on behalf of the Presbyterian Women for \$300 from the capital improvement account (to add to the \$550 PW has to contribute) for repairs to the sink in the kitchen. It was suggested that this be brought to Building and Grounds.

TREASURER'S REPORT - Treasurer Maggie Morgan

Maggie Morgan reviewed the financial reports for the month ending October 31, 2017.

The financial reports were received as information.

CLERK'S REPORT - Clerk Sheila Moore

The Clerk reported that the Lord's Supper was served on November 5, 2017.

PASTORS' REPORT - Reverend Dr. Susan Arnold

Reverend Susan Arnold previously submitted a written report of her activities during the months of October-November, 2017. These included member visitations at the hospitals and in homes, regular church activities and duties, and various community activities.

EVANGELISM COMMITTEE - Susan Morehead, Moderator

Ms. Morehead reported that Parents' Night Out will be held December 8, 2017.

CHRISTIAN EDUCATION COMMITTEE - Maggie Morgan, Moderator

Ms. Morgan reported that the Youth Lock-in will be held November 17.

PROPERTY COMMITTEE - Reg Jackson, Moderator

Mr. Jackson previously communicated by email that the extra water meter is for the front lawn and not the orchard. This is so the church does not pay sewer charges and only pays for the irrigation.

STEWARDSHIP COMMITTEE - Mona Fomby, Moderator

Mrs. Fomby reported that all the pledges have not been received and there was a discussion of the deferred Unified Mission giving to the following:

1. Solar Under the Sun
2. Living Waters for the World
3. Presbyterian Disaster Assistance
4. Randy Sams
5. Salvation Army
6. Friendship Center

WORSHIP COMMITTEE - Remica Gray, Moderator

Mrs. Gray presented the revised Worship Committee Job Description which includes oversight of the Musical Instrument Maintenance Committee. After discussion,

MOTION - from the Worship Committee that the revised Worship Committee Job Description which includes oversight of the Musical Instrument Maintenance Committee be approved. The motion passed.

Reverend Susan Arnold requested permission to serve Communion by intinction on December 31, 2017. The Committee agreed.

MOTION - from the Worship Committee to serve Communion by intinction on December 31, 2017. The motion passed.

NOMINATING COMMITTEE - Randy Lacy - Moderator

There remain three vacancies in the officers. Mr. Lacy anticipates those will be filled in the near future.

PERSONNEL COMMITTEE – Charles Morgan

Mr. Morgan reported that Leah Doughty's 90-day review was positive and the Personnel Committee recommends that her consultant position be continued until either the Church or Mrs. Doughty choose to terminate same.

MOTION - from the Personnel Committee to continue Leah Doughty's consultant position until either the Church or Mrs. Doughty choose to terminate same. The motion passed with Susan Morehead abstaining.

Remica Gray asked for assistance from the Personnel Committee in finding a music director. Mr. Morgan agreed he and the Committee will help wherever possible.

MISCELLANEOUS ITEMS

None.

OLD BUSINESS

1. The audit is in process.
2. Aimee Gilliland reported on behalf of the Long-range Planning Sponsorship Team that after several meetings with and without Reverend Michael Vinson, the Sponsorship Team does not recommend accepting Reverend Vinson's proposal for a long-range planning process with our congregation. Copies of Rev. Vinson's proposal were made available to Session and are available in the Church Office for members of the congregation should they wish to review same.

MOTION - was made by Charles Morgan and seconded by Mona Fomby on recommendation from the Long-range Planning Sponsorship Team that we not accept Reverend Vinson's proposal for a long-range planning process with our congregation. The motion passed.

MOTION - was made by Charles Morgan and seconded by Martha Nell Richards to allow the Sponsorship Team to continue to meet voluntarily after the holidays should they so desire. The motion passed.

MOTION - was made by Martha Nell Richards and seconded by Mona Fomby for the Treasurer, Maggie Morgan, to contact those individuals who had agreed to donate monies toward the long-range planning process to inquire if they want the contribution returned or left in the Church accounts for future use along these lines should other options become available. The motion passed.

NEW BUSINESS

1. Maggie Morgan gave a report on the 118th Stated Presbytery Meeting of the Pines Presbytery on October 21, 2017, at First Presbyterian Church, El Dorado, Arkansas.
2. New Officers and All Officers Training
 - a. Training of new officers to be held December 2, 2017.
 - b. Session's examination of new officers at December meeting.
 - c. Ordination/Installation of new officers sometime in January.
 - d. Joint Session/Diaconate meeting sometime in January.
3. Each Committee needs to review its job description and submit any changes to Session.

PRAYER OF DEDICATION AND BENEDICTION.

Charles Morgan closed the meeting with prayer.

Reverend Susan Arnold, Moderator

Sheila Moore, Clerk of Session

Monthly Financial Highlights - December 2017

	October Actual	October Budget	YTD Actual	YTD Budget
Income	\$ 17,340	\$ 26,010	\$ 249,938	\$ 286,110
Expense	\$ 23,919	\$ 29,545	\$ 299,868	\$ 324,969
Net Gain (Loss)	\$ (6,579)	\$ (3,535)	\$ (49,930)	\$ (38,859)

Bank Account Balances

Checking Account Balance \$ 107,210
as of November 30, 2017

Money Market Account Balance \$ 255,568
as of November 30, 2017

Texas Presbyterian Foundation Funds

Initial Amount Invested	\$ 115,853.23
Income Earned Since Inception	\$ 30,691.23
Subtotal	<u>\$ 146,544.46</u>
Unrealized Gains Since Inception	<u>\$ 40,838.95</u>
Total Value of TPF Funds as of November 30, 2017	\$ 187,383.41

2017 Budget

Between 01/01/2017 and 11/30/2017

INCOME CATEGORIES

Category	YTD Budget	Received	YTD Difference	Annual Budget	Difference
2017 Pledges	203610	191770	-11840	222120	-30350
Plate	68750	51228	-17522	75000	-23772
Other Income	13750	6940	-6810	15000	-8060
Income Categories Total	286110	249938	-36172	312120	-62182

EXPENSE CATEGORIES

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Clergy - 403(b) deferred compensation	4784	4572	-212	5219	-647
Clergy - Wages	40937	40735	-202	44659	-3924
Clergy - Housing & Utilities	17513	17635	122	19105	-1470
Clergy - Continuing Education Expense	2640	1904	-736	2880	-976
Clergy - Health Insurance	14889	15173	284	16242	-1069
Clergy - Death/Disability	647	619	-28	706	-87
Clergy - Dental Insurance	1496	1496	0	1632	-136
Clergy - Reimb Self Emp Tax	4872	4906	34	5315	-409
Clergy - Professional Expense	2200	1089	-1111	2400	-1311
Clergy - Mileage Reimbursement	2713	3205	492	2960	245
Clergy - Annuity	7121	6812	-309	7768	-956
Dir of Christian Ed - annuity	0	0	0	0	0
Dir of Christian Ed - continuing education expense	0	0	0	0	0
Dir of Christian Ed - death/disability insurance	0	612	612	0	612
Dir of Christian Ed - mileage reimbursement	0	0	0	0	0
Dir of Christian Ed - Dental Insurance	0	0	0	0	0
Dir of Christian Ed - health insurance	0	5830	5830	0	5830
Dir of Christian Ed - Salary	0	-110	-110	0	-110
Dir of Christian Ed - professional expense	0	18	18	0	18
Organist/Choir Director - Salary	0	4690	4690	0	4690
Dir of Christian Ed/Music - salary	36197	17413	-18784	39488	-22075
Dir of Christian Ed/Music - health insurance	9277	2332	-6945	10120	-7788
Dir of Christian Ed/Music - death/disability insurance	1348	245	-1103	1470	-1225

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Dir of Christian Ed/Music - Dental Insurance	0	0	0	0	0
Dir of Christian Ed/Music - continuing education expense	688	0	-688	750	-750
Dir of Christian Ed/Music - professional expense	688	410	-278	750	-340
Admin Asst - annuity	0	0	0	0	0
Admin Asst - death/disability insurance	994	926	-68	1084	-158
Admin Asst - health insurance	9277	10829	1552	10120	709
Admin Asst - mileage reimbursement	0	0	0	0	0
Admin Asst - salary	22880	21964	-916	24960	-2996
Custodian - annuity	2925	2946	21	3191	-245
Custodian - death/disability insurance	266	268	2	290	-22
Custodian - dental insurance	406	406	0	443	-37
Custodian - health insurance	9277	12827	3550	10120	2707
Custodian - mileage reimbursement	733	1732	999	800	932
Custodian - salary	26185	23796	-2389	28565	-4769
Nursery - coordinator stipend	1144	1144	0	1248	-104
Nursery - salary	4912	2213	-2699	5359	-3146
Consultant Wages - CE	0	2682	2682	0	2682
Consultant Wages - Web	0	1400	1400	0	1400
Other Benefit - Contingency Expenses - employee benefits	0	0	0	0	0
Other Benefit - Miscellaneous employee benefits (bonus)	1833	0	-1833	2000	-2000
Other Benefit - Workers Compensation Insurance	1421	1358	-63	1550	-192
Payroll Taxes - Medicare (employer share)	825	0	-825	900	-900
Payroll Taxes - Social Security (employer share)	6508	6304	-204	7100	-796
Benevolence - other missions	0	0	0	0	0
Benevolence - pastor	0	19	19	0	19
Benevolence - Presbytery Unified Missions	0	0	0	0	0
Benevolence - theological	0	0	0	0	0
Presbytery Dues	2513	2741	228	2741	0
Office Expense	5958	3002	-2956	6500	-3498
Witness and Service	458	34	-424	500	-466
Worship - Music	4125	4576	451	4500	76
Worship - Music Equipment/Instrument Maintenance	3667	450	-3217	4000	-3550

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Worship - Worship Supplies	917	714	-203	1000	-286
Building & Grounds - Food & Kitchen & Custodial Supp	2292	2249	-43	2500	-251
Building & Grounds - Maintenance	12833	12250	-583	14000	-1750
Building & Grounds - Property Insurance	17417	17404	-13	19000	-1596
Building & Grounds - Utilities	31167	31941	774	34000	-2059
Christian Education - Background Checks	458	280	-178	500	-220
Christian Education - Camps, rallies, and retreats	458	262	-196	500	-238
Christian Education - Nursery	69	176	107	75	101
Christian Education - Vacation Bible School	550	568	18	600	-32
Christian Education - Youth programs	1375	1354	-21	1500	-146
Christian Education - Adult/Whole Church programs	733	705	-28	800	-95
Christian Education - Childrens programs	733	173	-560	800	-627
Evangelism - Evangelism programs	917	0	-917	1000	-1000
Evangelism - Children's Ministries	458	278	-180	500	-222
Congregational Care and Nurture	92	22	-70	100	-78
Bell Tower Expense	0	0	0	0	0
Nominating/Training	183	289	106	200	89
Stewardship Expense	0	0	0	0	0
Expense Categories Total	324969	299868	-25101	354510	-54642

Pledge Comparison 2017 - 2018

as of 12/18/17

	#	total \$
pledges LOST	1	\$ (7,560)
pledges GAINED	6	\$ 15,610
pledges MISSING	11	\$ 38,400
change from 2017 pledges		\$ (3,125)
total pledges RECEIVED		\$ 188,645

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Due to Funds Split between Checking & MMA Accounts

as of November 30, 2017

	Amount in Checking	Amount in MMA	Fund Total
Deferred Income - Pledges	\$ -	\$ 10,000.00	\$ 10,000.00
Angel Quilts	\$ 1,017.72	\$ -	\$ 1,017.72
Angel Tree	\$ 354.58	\$ -	\$ 354.58
AV Fund	\$ 2,644.53	\$ 3,000.00	\$ 5,644.53
Bell Tower	\$ 150.00	\$ 2,550.06	\$ 2,700.06
Cap Imp - NON-restricted	\$ (11,001.80)	\$ 25,000.00	\$ 13,998.20
Cap Imp - RESTRICTED	\$ -	\$ 3,151.61	\$ 3,151.61
Card Ministry	\$ 1,045.21	\$ -	\$ 1,045.21
Community Garden	\$ 2,020.09	\$ -	\$ 2,020.09
Diaconate Projects	\$ 295.89	\$ -	\$ 295.89
Donor Defined	\$ -	\$ 40,500.00	\$ 40,500.00
Evangelism Missions	\$ 395.00	\$ -	\$ 395.00
Godly Play	\$ 726.06	\$ -	\$ 726.06
Haiti	\$ 986.00	\$ -	\$ 986.00
Joy Gift Offering	\$ -	\$ -	\$ -
Labyrinth	\$ -	\$ 1,912.78	\$ 1,912.78
Malcolm	\$ (1,220.49)	\$ 3,000.00	\$ 1,779.51
Matching Perm Funds Campaign	\$ -	\$ 10,000.00	\$ 10,000.00
Memorial Orchard	\$ (278.45)	\$ 1,500.00	\$ 1,221.55
Music	\$ 1,892.32	\$ 5,000.00	\$ 6,892.32
Pentecost Offering	\$ 30.00	\$ -	\$ 30.00
Permanent Funds Ministry	\$ -	\$ 400.00	\$ 400.00
Poinsettias/Lillies	\$ 1,914.74	\$ -	\$ 1,914.74
PW	\$ -	\$ -	\$ -
Souper Bowl Sunday	\$ -	\$ -	\$ -
Thanksgiving Baskets	\$ 868.61	\$ -	\$ 868.61
Transportation	\$ 1,736.20	\$ 15,000.00	\$ 16,736.20
Youth	\$ 3,595.84	\$ 4,000.00	\$ 7,595.84
Youth/Alt Wor	\$ (1,573.74)	\$ 6,500.00	\$ 4,926.26
Grand Totals	\$ 5,598.31	\$ 131,514.45	\$ 137,112.76

12



TEXAS PRESBYTERIAN FOUNDATION
 FPC Texarkana
 Summary Report of Transactions
 Period August 1, 2011 - November 30, 2017

Account Number	Account Name	Beginning Cost	Beginning Market Value	Contributions	Transfers	TPF 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	\$ 26,962.50	\$ 6,975.81	\$ 0.01	\$ 69.44	\$ 17,996.24	\$ 183.32	\$ 0.01	\$ 24,422.58	\$ 9,156.62	\$ -	\$ 33,907.76	\$ 43,064.38
53792	FPC Texarkana - Capital Facilities Fund	\$ 68,510.95	\$ 3,407.38	\$ 0.01	\$ 34.10	\$ 3,407.38	\$ 34.10	\$ 0.01	\$ 4,508.45	\$ 24,422.58	\$ -	\$ 86,679.62	\$ 111,102.20
53793	FPC Texarkana - Programs, Mission, and Benevolence Fund	\$ 12,781.25	\$ 2,014.28	\$ 0.01	\$ 20.62	\$ 2,014.28	\$ 20.62	\$ 0.01	\$ 2,751.30	\$ 4,508.45	\$ -	\$ 16,222.74	\$ 20,731.19
53823	FPC Texarkana - Music Fund	\$ 7,699.43	\$ 307.48	\$ 0.04	\$ 307.48	\$ 307.48	\$ 307.48	\$ -	\$ -	\$ 2,751.30	\$ -	\$ 9,734.34	\$ 12,485.64
Total:		\$ 115,853.23	\$ 30,383.71	\$ 0.04	\$ 307.48	\$ 30,383.71	\$ 307.48	\$ -	\$ -	\$ 40,838.95	\$ -	\$ 146,544.46	\$ 187,383.41

Initial Amount Invested \$ 115,853.23
 Income Earned Since Inception \$ 30,691.23
 Subtotal \$ 146,544.46
 Unrealized Gains Since Inception \$ 40,838.95
 Total Value of TPF Funds \$ 187,383.41
 as of November 30, 2017

FIRST PRESBYTERIAN CHURCH

2018 Budget Proposal

	2017	2018	
	Budget	Budget	Increase
			(Decrease)
INCOME			
Pledges	\$ 222,120	\$ 190,000	\$ (32,120)
Plate--projected	75,000	55,000	(20,000)
Other Income (undesignated)	15,000	8,000	(7,000)
Other Income (designated)	\$ -	\$ -	\$ -
Total projected income	\$ 312,120	\$ 253,000	\$ (59,120)
SALARIES & EMPL. BENEFITS			
Full-time Clergy-Salary	\$ 44,659	\$ 44,659	\$ 0
Clergy self-employment tax reimb (@ 7.65% sal+house)	5,315	4,878	(437)
Clergy-housing & utility allowance	19,105	19,105	0
Clergy-403(b) deferred compensation	5,219	5,219	0
Clergy-continuing education	2,880	2,880	0
Clergy-professional expense	2,400	2,400	0
Clergy-auto allowance	2,960	2,960	0
Clergy-health insurance	16,242	15,941	(300)
Clergy-death/disability insurance	706	638	(69)
Clergy-annuity	7,768	7,014	(754)
Clergy-dental insurance	\$ 1,632	\$ 1,632	\$ -
Total Clergy Sal&EB	108,885	107,326	\$ (1,559)
Dir of Christian Ed/Youth-Salary	\$ -	\$ -	\$ -
Dir of Christian Ed/Youth--health insurance	0	0	0
Dir of Christian Ed/Youth-death\disability ins	0	0	0
Dir of Christian Ed/Youth--annuity	0	0	0
Dir of Christian Ed/Youth--continuing education	0	0	0
Dir of Christian Ed/Youth-Mileage Reimbursement	0	0	0
Dir of Christian Education-Professional Expenses	\$ -	\$ -	\$ -
Total CE/Youth Sal&EB	\$ -	\$ -	\$ -
Organist/ Choir director-Salary **substitutes**	\$ -	\$ 10,000	\$ 10,000
Total Part Time Org/Choir Dir Sal&EB	\$ -	\$ 10,000	\$ 10,000
Dir of Christian Ed & Music - Salary	\$ 41,988	\$ -	\$ (41,988)
Dir of Christian Ed & Music - health insurance	10120	0	-10120
Dir of Christian Ed & Music - death\disability ins	1470	0	-1470
Dir of Christian Ed & Music - annuity	0	0	0
Dir of Christian Ed & Music - continuing education	750	0	-750
Dir of Christian Ed & Music - Mileage Reimbursement	0	0	0
Dir of Christian Ed & Music - Professional Expenses	\$ 750	\$ -	\$ (750)

14

FIRST PRESBYTERIAN CHURCH			
2018 Budget Proposal			
	2017	2018	
	Budget	Budget	Increase
			(Decrease)
Total CE/Music Sal&EB	\$ 55,077	\$ -	\$ (55,077)
Administrative Assistant-Salary @ 32 hours	\$ 24,960	\$ 25,709	\$ 749
Administrative Asst--health insurance	0	0	0
Administrative Asst-death/disability insurance	1,084	774	(310)
Administrative Asst--annuity	0	0	0
Administrative Asst-auto allowance	\$ -	\$ -	\$ -
Total Part Time Adm. Asst. Sal&EB	\$ 26,044	\$ 26,483	\$ 439
Custodian-Salary	\$ 28,565	\$ 28,558	\$ (7)
Custodian--health insurance	10,120	8,195	(1,925)
Custodian-death/disability insurance	290	290	0
Custodian-dental insurance	443	443	0
Custodian--annuity	3,191	3,190	(1)
Custodian-auto allowance	\$ 800	\$ 800	\$ -
Total Custodian Sal&EB	\$ 43,409	\$ 41,477	\$ (1,932)
Nursery-Salary @ avg 7 hrs/wk	\$ 5,359	\$ 4,168	\$ (1,191)
Nursery Coordinator-Stipend	1,248	1,248	0
Nursery-health insurance	0	0	0
Nursery-death/disability ins	0	0	0
Nursery-annuity	0	0	0
Nursery-continuing education	\$ -	\$ -	\$ -
Total Part Time Nursery Sal&EB	\$ 6,607	\$ 5,416	\$ (1,191)
Consultant/Christian Ed-Salary @ 10 hrs	\$ -	\$ 10,400	\$ 10,400
Total Part Time Consultant/Christian Ed Sal&EB	\$ -	\$ 10,400	\$ 10,400
Consultant/Tech-Salary @ 5 hrs	\$ -	\$ 5,200	\$ 5,200
Total Part Time Consultant/Tech Sal&EB	\$ -	\$ 5,200	\$ 5,200
Other Employee Benefits			
Contingency Expenses	\$ -	\$ -	\$ -
Workers' compensation insurance	1,550	1,550	0
Social Security (employer share)	7,100	7,100	0
Medicare (employer share)	900	900	0
Miscellaneous employee benefits	\$ 2,000	\$ 2,000	\$ -
Total Other EB	\$ 11,550	\$ 11,550	\$ -
Total Employee Benefits	\$ 251,572	\$ 202,253	\$ (49,320)

FIRST PRESBYTERIAN CHURCH			
2018 Budget Proposal			
	2017	2018	
	Budget	Budget	Increase
			(Decrease)
OPERATING EXPENSES			
Benevolence--Presbytery Unified Missions	0	0	0
Benevolence--Other missions	0	0	0
Benevolence - theological	0	0	0
Benevolence - pastor	0	0	0
Presbytery dues @ \$10.50 per member (261)	2,741	2,741	0
Office expense	6,500	6,500	0
Witness and service	500	500	0
Worship			
Worship supplies	1,000	1,000	0
Music	2,000	1,000	(1,000)
Music Equipment/Instrument Maintenance	4,000	4,000	0
Building & Grounds			
Maintenance	14,000	14,000	0
Property insurance	19,000	19,000	0
Utilities	34,000	34,000	0
Food & kitchen & Custodial Supplies	2,500	2,500	0
Christian Education			
Adult/Whole Church Programs	800	800	0
Childrens Programs & Sunday School	800	800	0
Vacation Bible school	600	600	0
Nursery	75	75	0
Background Checks	500	500	0
Youth Ministry			
Youth programs	1,500	1,500	0
Camps, rallies, and retreats	500	500	0
Evangelism			
Evangelism	1,000	1,000	0
Children's Ministries (Parents Night Out)	500	500	0
Congregational care and nurture	100	100	0
Bell tower expense	0	0	0
Nominating/training	200	200	0
Stewardship Expense	0	0	0
Total Operating Expenses	\$ 92,816	\$ 91,816	\$ (1,000)
TOTAL EXPENSES	\$ 344,388	\$ 294,068	\$ (50,320)
Total Budget Surplus (Deficit)	\$ (32,268)	\$ (41,068)	\$ 8,800

First Presbyterian Church
Christian Education Committee
Minutes
Stated Meeting
12/3/2017

Members Present: Maggie Morgan, Aimee Gilliland, Stephanie Jackson, Josh Davitt, Chris Walraven, Leah Doughty, Susan Arnold

The Christian Education Committee was called to order at 12:15 pm.

The minutes of the previous meeting were approved as written.

Unfinished Business –

- Youth
 - Lockin was great. The kids had fun.

New Business –

- The committee discussed the CE Committee job description as it is currently printed in the Operations Manual. Maggie presented some changes to the CE Committee job description which would take out any responsibilities for youth activities and transfer those duties to a new Youth Ministry Team. After much discussion Josh moved to accept these changes and Aimee seconded. Motion passed unanimously. (see attachments)
- Leah presented a fundraiser option for the youth. It is selling laundry detergent. More details will be gathered. Chris moved and Aimee seconded that we seek Session approval for this fundraiser at the December meeting to be done sometime during the 1st quarter of 2018. Motion passed unanimously.

Upcoming Dates –

- Fri., Dec. 8 – Youth help with Parents Night Out
- Wed., Dec, 20 – Youth lead Christmas program at Family Night Supper
- Sun., Jan. 1 – Youth cook & serve dinner @ Randy Sams

The next stated meeting will be Sunday, January 7 at 12:15pm.

Meeting adjourned at 1:25 pm.

Maggie Morgan
Moderator

Youth Ministry Team

The purpose of the Youth Ministry Team will be to help the Youth of First Presbyterian Church Texarkana to develop a closer relationship with God and each other through their activities.

This Youth Ministry Team shall be composed of the Christian Education Director/Consultant, Youth leader(s), and others as invited by the director/consultant and youth leader(s).

Duties:

1. Schedule events for the Youth calendar of activities
2. Maintain Youth budget and Due To accounts.
3. Ensure plans and details are communicated to the church office.
4. To report to the Session each quarter about upcoming activities
5. Provide chaperones and drivers as needed for all Youth activities
6. Oversee Sunday School curriculum and teachers for Youth.
7. Present an annual report to the Congregation

Christian Education Committee

The purpose of the Christian Education Committee is defined in Ephesians 4:12: “to equip the saints for the work of ministry, for building up the body of Christ.” It is the responsibility of this committee to provide opportunities for development of Biblically nourished persons committed to live as disciples from the cradle to end of life. These opportunities may include, but are not limited to, the reading and study of the Word, prayer, singing, and fellowship in accordance with the Presbyterian Church USA *Book of Order* (F-1.0304; G-3.0201a), and the Directory for Worship (W-1.4007).

The Christian Education Committee purpose will be attained in part by the following activities including setting goals to assure the growth and nurture of Christians who are grounded in the Word as well as the Liturgy of the Presbyterian Church. It will be composed of at least one active ruling elder (Chair), one Deacon, CE Director/Consultant, VBS Director(s), Children’s parent, Congregational representative, and any others interested in the work of the Committee. A representative from the diaconate will be appointed annually to serve on this Committee.

The Reading and Study of the Word and Prayer:

Direct the Sunday School programs for all levels providing learning opportunities for all.

1. CE Coordinator/Staff
 - Teacher Recruitment and Training.
 - Provide for curriculum selection for both children and adults with curriculum approval by the Session for all materials. Coordinate the purchase of selected curriculum and educational aids including the distribution of these materials, as well as maintaining the supply closet and creation and maintaining of the resource room.
 - Coordinate with Property Committee for the purchase of equipment and furniture.
 - Encourage volunteer rotation through the development and training of more volunteers.
 - Plan a Senior Recognition Sunday.
 - Plan/organize a yearly Rally/Promotional Sunday kickoff for each new school year.
 - Work with children’s Sunday School teachers and Godly Play Coordinator in providing supplies for, encouraging, and maintaining their programs.
2. CE Committee/Volunteers
 - Selection of a Sunday School Superintendent to collect and maintain attendance records.
 - Work with Staff in planning/presenting a Rally/Promotion Day to kick off each new year of study.
 - Work with Staff in planning/presenting Senior Recognition Sunday.
 - Oversee Vacation Bible School by appointing a VBS Director, who will then form a committee to plan and implement a program with volunteers. VBS Director(s) will sit on the CE Committee.
 - Aid CE Staff in creating and maintaining supply closet, media center, and resource materials.

- Work with Staff to develop and implement a ministry specifically for Young Adults.

Special Study Opportunities:

Plan and implement the following –

1. CE Committee/Volunteers will be responsible for: Communicants Class in conjunction with the teaching elder(s); New Member Class; Brown Bag Bible Study, in conjunction with teaching elder(s); and Stewpot.
3. CE Committee and Godly Play Coordinator will plan for the children's and adults with developmental disabilities Godly Play classes.

Coordinate with Evangelism Committee:

The CE Committee and CE Coordinator/Staff will provide information to the Evangelism Committee regarding special programs or updates that need to be publicized. Information about the Godly Play program for the children of the church will be updated and maintained on the church website.

Publicize and Encourage:

CE Coordinator/Staff will provide information about and encourage participation in camps and conferences for all ages including local, Presbytery, and Synod training opportunities or other specialty workshops benefitting church programs. The Committee will work with Evangelism Committee in promoting Vacation Bible School and Godly Play.

Oversight of the Nursery:

The CE Committee will appoint a Nursery Director to coordinate and staff the Nursery in cooperation with the Personnel Committee. They will assure that the Nursery will be open for all church activities. A written policy for the Nursery will be maintained and reviewed.

Facilitate and Support:

Special committees such as Vacation Bible School and Library/Media Center will be composed of CE Committee members in addition to any members of the church.

Accountability:

The CE Committee will:

- Maintain CE Budget with internal records of amounts spent for curriculum and VBS materials. A monthly account will be presented to the CE Committee.
- Present a monthly report of activities and concerns to the Session.
- Present an annual report to the congregation.
- Annually review and update committee job description.