

SESSION AGENDA

First Presbyterian Church, Texarkana, Arkansas

Sunday August 26, 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 – Dan Boyles, Moderator

Miscellaneous items

Old Business

New Business

Prayer of Dedication and Benediction

FIRST PRESBYTERIAN CHURCH

TEXARKANA, ARKANSAS

SESSION MINUTES

JULY 22, 2018

Attending: Rev. David Fletcher and Rev. Judy Fletcher. Elders: Kurt Andrews Dan Boyles, Gene Cogbill, Remica Gray, Griffin Johnson, Sarah Propps, and Martha Nell Richards. Guests: Billie Ford, Shirley Kline, Beth McHenry-Pope and Pat Willis.

CALL TO ORDER—Moderator Rev. David Fletcher

OPENING DEVOTION AND PRAYER—Rev. Judy Fletcher

MINUTES:

The Session reviewed the minutes of the Stated Meeting of May 24, 2018, the Special Meeting of June 10, 2018, and the Called Meeting of June 24, 2018.

MOTION: Made by Remica Gray and seconded by Dan Boyles to approve the minutes of the three meetings.

DIACONATE REPORT—Beth McHenry Pope

Ms. McHenry-Pope reported that the Shepherds' List is still being worked on and should be completed by August 8. The Diaconate will present an active and inactive list to the Session at its September meeting. The Diaconate will continue to discuss the Sharing Place and will discuss and work with the proposal presented by Griffin Johnson and any other proposals regarding the future of the Sharing Place.

TREASURER'S REPORT—Dan Boyles

Dan Boyles reviewed the financial reports for the month and six months ended June 30, 2018. After the payments have been made under the Separation Agreement with Rev. Susan Arnold in August, the Finance Committee will present a revised 2018 budget to the Session.

The financial reports were received as information.

CLERK'S REPORT—Gene Cogbill

The Clerk reported that the Sacrament of the Lord's Supper was served to two homebound congregants during the month of June.

The Clerk reported that Nancy Sandefur, a member of the congregation, died on July 5, 2018 (and that a memorial service for her will be held at Williams Memorial Methodist Church on July 29, 2018).

The Clerk read a letter of resignation from Elder Randy Lacy effective July 31, 2018. Session accepted Mr. Lacy's resignation with regret.

PASTORS' REPORT—Revs. Judy and David Fletcher

Revs. Judy and David Fletcher reported on their meetings with members of the Session, Diaconate, and staff and reviewed their plans to begin work on their "Assessment Work" meetings with the Session and the congregation.

COMMITTEE REPORTS

WORSHIP COMMITTEE—No Report.

EVANGELISM COMMITTEE—Dan Boyles

Dan Boyles reported that the Evangelism Committee met on July 18th, and would like to meet with the Rev. Fletcher on a Saturday or Sunday to help in revitalizing the Evangelism Committee.

STEWARDSHIP COMMITTEE—No report

CHRISTIAN EDUCATION COMMITTEE—No report

Rev. Judy Fletcher noted that a commissioning service of Christian Education teachers will be held on Wednesday evening, August 26, 2018.

PROPERTY COMMITTEE—Kurt Andrews

Mr. Andrews reported on maintenance and repair work completed in June and also presented a list of projects that the property committee is or will be working on in the coming months. See list attached to these minutes.

PERSONNEL COMMITTEE—No report.

NOMINATING COMMITTEE—Gene Cogbill

In the absence of the Chairman of the Nominating Committee, Randy Lacy, who has resigned from Session effective July 31, 2018, the Clerk distributed a list of the current active Elders, Deacons, and Trustees.

The Clerk reported that it has been the policy of FPC that the Nominating Committee chairman be an active member of Session. As an active Elder and as a current member of the Nominating Committee, Dan Boyles graciously accepted the chairmanship of the Nominating Committee if so elected by the Session.

MOTION: Made by Remica Gray and seconded by Martha Nell Richards that Dan Boyles be elected as Chairman of the Nominating Committee. Motion passed.

Since Mr. Boyles is also the Treasurer and the Chairman of Evangelism Committee, the Session asked Sarah Propps to assume the responsibilities of chairing the Evangelism Committee in Mr. Boyle's stead. Ms. Propps said that she would consider Session's request and would give Session her answer after she gave it some thought.

The Clerk told Session that the Nominating Committee needed to begin its work as quickly as possible since it would need to fill seven elder positions if Session was to continue to have three classes of four each. Session expressed its desire to try to continue to maintain a twelve member Session if at all possible.

MISCELLANEOUS ITEMS

1. Kurt Andrews requested the use of the fellowship hall by the of the Miller County Master Gardeners

MOTION: Kurt Andrews moved and Dan Boyles seconded the request of the Miller County Master Gardeners to use the fellowship hall on the following Wednesdays: October 17, October 24, October 31, November 7, and November 14. Motion passed.

2. Martha Nell Richards reported on the meeting of Presbytery of the Pines on June 9, 2018, in Monticello, Arkansas, which she attended. The Session thanked Martha Nell for her attendance and representation of FPC at the Presbytery meeting. Mrs. Richard's report of the Presbytery meeting is attached to these minutes. No action taken.

3. Remica Gray presented a request from the St. James Guild of England, visiting bell ringers, to ring FPC's tower bells.

MOTION: Motion made by Dan Boyles and seconded by Martha Nell Richards that the St. James Guild of England and Alan Regin, tour organizer, be allowed to ring FPC's tower bells on the from December 12 through December 15, 2018. Motion passed.

NEW BUSINESS

Revs. Judy and David Fletcher announced that they will send an e-mail to all active Elders and Deacons asking for the best date on a Sunday afternoon in August for the Revs. Fletcher to meet collectively with the elders and deacons to begin the Revs. Fletchers "assessment work" for studying the needs and revitalization of First Presbyterian Church.

Rev. David Fletcher announced that Sue Ellen Hall would assist in serving communion at Sunday morning worship on August 5, 2018.

PRAYER OF DEDICATION AND BENEDICTION

Rev. David Fletcher closed the meeting with prayer.

Rev. David Fletcher
Moderator

Gene Cogbill
Acting Clerk of Session

Activity of Property Committee as of July 22, 2018

Work Completed in June

1. Bell Tower LED Lighting at bottom and top of spiral stairs
2. Bell Tower Spiral Stairs / new top landing welded in place and painting
3. LED Lighting installed on church sign
4. Insurance recommendations completed (trees cut back from Annex Roof / rusted and ragged down gutter removed)
5. AC in Sanctuary has not tripped again at this time / monitoring
6. AC in upstairs corner class rooms repaired / low coolant
7. Ceiling leak in kitchen resolved / AC drain plugged
8. Safety yellow painted on bottom two steps along with set up at fellowship hall
9. Tested several chemical treatments for fungus and moss growing on building exterior / unsuccessfully

Work on radar screen

1. Trim trees along Walnut Street / limbs sag too low when wet
2. Weed flower beds at fellowship hall entrance
3. Clean carpet in pastor's office
4. Complete roof membrane replacement next to elevator / Wright Brothers
5. Investigate ceiling sagging next to elevator and at exterior of fellowship hall entrance
6. AC in ECHO building in washer room. Is not impacting youth activities at this time
7. Repair dish washer in Annex / drain leaking under wall when used for multiple washes
8. Plan a power wash weekend for building exterior / will rent a knuckle lift and plan for committee participation

--Kurt Andrews
Moderator of Property Committee

Balance Sheet

Printed: 08/20/2018

For the period ending 07/31/2018

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	91,444.97		205,113.43
Cash in Bank - Operating Funds	76,757.30	7,262.34		-10,084.11		73,935.53
TOTAL ASSETS	76,889.11	7,262.34	113,536.65	81,360.86		279,048.96
LIABILITIES	Checking- General Fund	Checking-DUE TO FUNDS	MMA-General Fund	MMA-DUE TO FUNDS	Other Funds	TOTAL
TOTAL LIABILITIES						0.00
NET ASSETS	76,889.11	7,262.34	113,536.65	81,360.86		279,048.96

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Budget Vs. Actual Report

Printed: 08/20/2018

2018 Budget

Between 01/01/2018 and 07/31/2018

INCOME CATEGORIES

Category	YTD Budget	Received	YTD Difference	Annual Budget	Difference
2018 Pledges	110,833	110,310	-523	190,000	-79,690
Plate	35,000	22,477	-12,523	60,000	-37,523
Other Income	4,667	1,385	-3,282	8,000	-6,615
Income Categories Total	150,500	134,172	-16,328	258,000	-123,828

EXPENSE CATEGORIES

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Clergy - 403(b) deferred compensation	3,044	857	-2,187	5,219	-4,362
Clergy - Wages	26,051	30,005	3,954	44,659	-14,654
Clergy - Housing & Utilities	11,145	10,361	-784	19,105	-8,744
Clergy - Continuing Education Expense	583	328	-255	1,000	-672
Clergy - Health Insurance	9,299	9,299	0	15,941	-6,642
Clergy - Death/Disability	372	372	0	638	-266
Clergy - Dental Insurance	952	952	0	1,632	-680
Clergy - Reimb Self Emp Tax	2,846	2,882	36	4,878	-1,996
Clergy - Professional Expense	583	350	-233	1,000	-650
Clergy - Mileage Reimbursement	1,458	2,727	1,269	2,500	227
Clergy - Annuity	4,092	4,092	0	7,014	-2,922
Organist/Choir Director - Salary	5,833	6,154	321	10,000	-3,846
Admin Asst - death/disability insurance	452	435	-17	774	-339
Admin Asst - health insurance	5,903	7,416	1,513	10,120	-2,704
Admin Asst - salary	14,997	13,879	-1,118	25,709	-11,830
Custodian - annuity	1,861	1,833	-28	3,190	-1,357
Custodian - death/disability insurance	169	167	-2	290	-123
Custodian - dental insurance	258	259	1	443	-184
Custodian - health insurance	5,903	8,649	2,746	10,120	-1,471
Custodian - mileage reimbursement	467	131	-336	800	-669
Custodian - salary	16,659	15,179	-1,480	28,558	-13,379
Nursery - coordinator stipend	728	728	0	1,248	-520
Nursery - salary	2,431	1,345	-1,086	4,168	-2,823
Consultant Wages - CE	6,067	5,421	-646	10,400	-4,979
Consultant Wages - Web	3,033	2,200	-833	5,200	-3,000

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Other Benefit - Miscellaneous employee benefits (bonus)	1,167	0	-1,167	2,000	-2,000
Other Benefit - Workers Compensation Insurance	904	-253	-1,157	1,550	-1,803
Payroll Taxes - Medicare (employer share)	525	0	-525	900	-900
Payroll Taxes - Social Security (employer share)	4,142	3,193	-949	7,100	-3,907
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	1,599	-10	-1,609	2,741	-2,751
Office Expense	2,333	2,911	578	4,000	-1,089
Witness and Service	292	40	-252	500	-460
Worship - Music	583	240	-343	1,000	-760
Worship - Music Equipment/Instrument Maintenance	2,333	0	-2,333	4,000	-4,000
Worship - Worship Supplies	583	246	-337	1,000	-754
Building & Grounds - Food & Kitchen & Custodial Supp	1,458	2,224	766	2,500	-276
Building & Grounds - Maintenance	8,167	8,667	500	14,000	-5,333
Building & Grounds - Property Insurance	11,083	10,792	-291	19,000	-8,208
Building & Grounds - Utilities	19,833	23,424	3,591	34,000	-10,576
Christian Education - Adult/Whole Church programs	467	434	-33	800	-366
Christian Education - Childrens programs	292	0	-292	500	-500
Christian Education - Nursery	44	35	-9	75	-40
Christian Education - Vacation Bible School	350	395	45	600	-205
Christian Education - Background Checks	233	35	-198	400	-365
Youth Ministry - Youth programs	875	169	-706	1,500	-1,331
Youth Ministry - Camps, rallies, and retreats	292	669	377	500	169
Evangelism - Evangelism programs	583	0	-583	1,000	-1,000
Evangelism - Children's Ministries	292	40	-252	500	-460
Congregational Care and Nurture	58	78	20	100	-22
Bell Tower Expense	0	0	0	0	0
Nominating/Training	117	89	-28	200	-111

Category	YTD Budget	Spent	YTD Difference	Annual Budget	Difference
Stewardship Expense	0	0	0	0	0
Expense Categories Total	183,791	179,439	-4,352	315,072	-135,633

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FIRST PRESBYTERIAN CHURCH			
<u>Year to Date ACTUAL Revenues and Expenses to BUDGET</u>			
<u>For the Seven Months Ended</u>			
	ACTUAL	BUDGET	
	Jan 1 thru	Jan 1 thru	Over
	July 31	July 31	(Under)
<u>Revenues</u>	<u>2018</u>	<u>2018</u>	<u>Budget</u>
Pledges	\$ 110,310	\$ 110,833	\$ (523)
Plate	22,477	35,000	(12,523)
Other income	1,385	4,667	(3,282)
Total revenues	134,172	150,500	(16,328)
<u>Expenses</u>			
<u>Staff expenses</u>			
Clergy	62,225	60,425	1,800
Director of Christian Ed	5,421	6,067	(646)
Organist/Choir Director	6,154	5,833	321
Administrative Assistant	21,730	21,352	378
Custodian	26,218	25,317	901
Nursery coordinator	2,073	3,159	(1,086)
Consultant--IT	2,200	3,033	(833)
Payroll taxes & Workers Comp	2,940	6,738	(3,798)
Subtotal staff expenses	128,961	131,924	(2,963)
<u>Operating Expenses</u>			
Office expense	2,911	2,333	578
Worship committee	486	3,499	(3,013)
Bldg & Grounds--Food & Kit	2,224	1,458	766
Bldg & Grounds--Maintenance	8,667	8,167	500
Bldg & Grounds--Insurance	10,792	11,083	(291)
Bldg & Grounds--Utilities	23,424	19,833	3,591
All other operating expenses	1,974	5,494	(3,520)
Total operating expense	50,478	51,867	(1,389)
Total expenses	179,439	183,791	(4,352)
Net loss	\$ (45,267)	\$ (33,291)	\$ 11,976

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FIRST PRESBYTERIAN CHURCH TEXARKANA
WORSHIP COMMITTEE MEETING
August 12, 2018

The meeting of the Worship Committee was called to order and opened with prayer by Moderator Remica Gray at 3:00PM.

Those present were: Remica Gray, Billie Ford, Gene Cogbill, Linda Cogbill, Aimee Gilliland, Pat Willis, and Revs. Judy and David Fletcher.

Approval of minutes

The minutes of the May 16, 2018 meeting were approved as printed.

Review of financial information

The committee reviewed the financial information and received it as information. Remica noted that the \$10,000 approved by the Session for substitute organists/pianists for 2018 currently has a balance of \$3,446 for the remainder of the year.

Pulpit supply for September 16, 2018

There is a need to provide pulpit supply for the September 16th Sunday morning worship service. The committee asked Remica to contact Lance Jones and/or Dan Hignight to see if either of them would be available to conduct the worship service that morning.

Meeting with Alex Armstrong via Skype

The committee adjourned to the fellowship hall to Skype with Alex Armstrong, potential candidate to fill the vacancy of organist and choir director. The committee had already been provided with a copy of Mr. Armstrong's resume (see attached).

The committee spent some time interviewing and visiting with Mr. Armstrong and also responding to Mr. Armstrong regarding questions he had for the committee about his duties and information related to our music program, the chancel choir, and the congregation.

After finishing the Skype interview, the committee returned to the library to resume discussions about offering Mr. Armstrong the part-time position of organist and choir director.

The committee recommended that Remica get in touch with Mr. Armstrong as soon as practical to express our interest in him and to continue discussions with him including his financial expectations and the financial considerations available to him from FPC.

Revised Communion Schedule

Remica noted that a revised communion schedule through January 2019 had been prepared and distributed to accommodate vacancies created by the resignation of two acting elders.

Discussion items

- A. Pulpit Supply after October 18—Revs. Judy and David Fletcher informed the committee that they would be working with Presbytery to assist FPC in finding a "permanent" interim after their

commitment to FPC concludes at the end of October. The Fletchers indicated that they might be available to conduct worship services, serve communion, and moderate Session meetings once a month until a permanent interim could be found and installed.

The Fletchers did suggest, however, that the committee continue to search for pulpit supply following their departure at the end of October.

- B. Advent Concert series—the committee approved the dates of December 6, 13 and 20 for the 2018 Advent Concert series.

Remica reported that Gail Cogbill had contacted her about a cellist that Gail had heard at another church and who Gail thought would be a wonderful presenter at our Advent series. Gail has offered to assist in locating and offering her support in securing the cellist.

Remica noted that the Veritas Academy choir had shown interest in performing on the December 6th Advent concert date.

- C. Advent Taize Services—the committee discussed continuing the Taize Advent Services for 2018. It was noted that although the services were very spiritual and moving, that because of a lack of interest and attendance they might not be practical to continue at this time.

Rev. David Fletcher noted that the committee might want to look into having the services at someone's home rather than in the sanctuary or in another part of the church's buildings.

- D. Date for Lessons and Carols—the committee approved the date of December 16th for "Lessons and Carols."

The Revs. Fletcher offered some suggestions for variations in our traditional "Lessons and Carols" service. They will provide more information to Remica within the next few days.

Other items

- A. Blessing of the backpacks—The Revs. Fletchers will have a time for the "Blessing of the Backpacks" during Sunday morning worship on August 19th and will present a small scriptural memento for each student's backpack.
- B. Rally Day—Rally Day will be during the morning worship service on Sunday, August 26th and will include the commissioning of Sunday School teachers, all those working with the youth on Wednesday and Sunday evenings, and the doorkeepers.

Next meeting—the next scheduled meeting of the Worship Committee will be at 3:00PM on Sunday, September 2, 2018.

Remica closed the meeting with prayer.

Respectfully submitted,

Gene Cogbill