

SESSION AGENDA

First Presbyterian Church, Texarkana, Arkansas Thursday – February 18, 2016 – 5:00 p.m.

CALL TO ORDER

Reverend Dr. Susan M. Arnold

WELCOME OF GUESTS AND OPENING PRAYER

ADOPTION OF MINUTES

DIACONATE REPORT

Valerie Buster

TREASURER'S REPORT

Betty Anthony/Maggie Uzzell

CLERK'S REPORT

Sheila Moore

- 1) Request of Anna Blair Solomon for use of facilities for wedding on November 19, 2016.

PASTORS' REPORTS

John C. Arnold and Susan M. Arnold

COMMITTEE REPORTS:

Christian Education Committee – Erin McCasland, Moderator

Evangelism Committee – Susan Morehead, Moderator

Nominating Committee – Randy Lacy, Moderator

Property Committee - Reg Jackson, Moderator

Personnel Committee – Cordell Klein, Moderator

Stewardship Committee - Charles Morgan, Moderator

Worship Committee – Remica Gray, Moderator

MISCELLANEOUS ITEMS

OLD BUSINESS

- 1) Audit – Date to be determined.

NEW BUSINESS

- 1) Request permission to address the Session – Tony Uzzell & Josh Davitt

- 2) Schedule a Congregational Meeting for the purpose of reviewing of the changes in the Terms of Call of the Pastor.
- 3) PW request for Joint Salad Luncheon on March 15 and discussion of empty Sunday School Room.

PRAYER OF DEDICATION AND BENEDICTION

**SESSION MINUTES
STATED MEETING JANUARY 21, 2016**

The Session of the First Presbyterian Church, Texarkana, Arkansas, met in a Stated Meeting on Thursday, January 21, 2016, at 5:00 p.m. in the Library.

Elders present were Karen Flowers, Cordell Klein, Susan Morehead, Marshall Moore, Erin McCasland, Brian Jackson, Reg Jackson, and Remica Gray, and Moderator Reverend Susan Arnold. Also present were Reverend John Arnold, Diaconate Moderator Val Buster, Acting Treasurer Betty Anthony, Maggie Uzzell, and Clerk Sheila Moore.

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

MINUTES

The Session reviewed minutes from the Stated Meeting of December 17, 2015, the Special Called Meeting on January 10, 2016, and the Annual Meeting on January 20, 2016.

MOTION - was made by Brian Jackson and seconded by Karen Flowers to approve the minutes. The motion passed.

DIACONATE REPORT - Val Buster

Ms. Buster requested the collection of two Denominational Offerings: 1) The Pentecost Offering on Pentecost, May 15, 2016; and 2) The Joy Gift Offering on December 7, 2016; and one Synod Offering: Solar Under the Sun on September 11, 2016.

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

The parish nurse has begun an Exercise IV Him program for older adults which meets once per week. Ms. Buster requests that it be allowed that participants pay \$5 per session to defray the cost of the instructor.

MOTION - was made by Marshall Moore and seconded by Reg Jackson to approve the above request. The motion passed.

The first quarter mission will be collection of personal items to be donated to Randy Sams' Homeless Shelter.

PASTORS' REPORT - Co-Pastors Susan and John Arnold

Reverends John and Susan Arnold gave the Session a report of their activities during the months of December-January. These included member visitations at the hospitals and in homes, regular church activities and duties, two funerals, and various community activities.

Reverend John Arnold informed Session that he has been offered, and after much prayerful consideration, has decided to accept a full-time position with *The 7 Minute Life*. He requests that the congregation be asked to concur with his decision. His resignation would be effective February 18, 2016. Accordingly,

MOTION - was made by Marshall Moore and seconded by Remica Gray to regretfully approve the above request and set a Congregational Meeting for January 31, 2016, following worship for the purpose of concurring with Reverend John Arnold's request to Presbytery that the Pastoral Relationship between Reverend John Arnold and First Presbyterian Church of Texarkana be dissolved. The motion passed.

TREASURER'S REPORT - Acting Treasurer Betty Anthony

Betty Anthony reviewed the financial reports for the month ending December 31, 2015. Balances were shown as follows:

Operating Account	\$98,330	Total of all Accounts	\$108,527
Money Market Account	\$264,967		

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 December 24, 2015, and on January 3, 2016.
2. The Clerk reported the death of members Elder Hayes McClerkin on January 6, 2016, and Aileen Williams on January 13, 2016.
3. The Clerk presented a request of transfer of membership from Nancy Keil-Culbertson from this church to Westminster Presbyterian Church, Nashville, Tennessee.

MOTION - was made by Marshall Moore and seconded by Brian Jackson to approve the request of transfer of membership. The motion passed.

4. The Clerk is in the process of preparing the 2015 Annual Reports. The financial information has not yet been completed. The 2016 Presbytery Directory Information has been submitted to Presbytery. The Session Annual Statistical Report for 2015 is presented for approval pending completion of the financial information. The Clerk requests permission to submit the report once the financial information is complete.

MOTION- was made by Marshall Moore and seconded by Karen Flowers to approve the Church Record for 2015 with the financial information to be added upon completion of same. The motion passed.

PERSONNEL COMMITTEE – Cordell Klein

Cordell Klein presented a request from Sarang Kang for continuing education leave to attend the Korean American Presbyterian Clergy Women annual conference April 4-7, 2016, at Princeton Theological Seminary in New Jersey. Due to an available scholarship, the approximate cost to the church is \$380.

MOTION - was made by Cordell Klein and seconded by Remica Gray to approve the above request for Continuing Education. The motion passed.

STEWARDSHIP COMMITTEE - Charles Morgan, Moderator

No report.

WORSHIP COMMITTEE - Remica Gray, Moderator

Mrs. Gray requested that the sacrament of the Lord's Supper be ordered for the following dates:

January 3, 2016
February 7, 2016
March 6, 2016
March 24, 2016 – Maundy Thursday
April 3, 2016
May 1, 2016
June 5, 2016
July 3, 2016
August 7, 2016
September 4, 2016
October 2, 2016
November 6, 2016
December 4, 2016
December 24, 2016- Christmas Eve Late Night Service (wine will be offered along with grape juice by intinction at this service).

MOTION – from the Worship Committee to order the Sacrament of the Lord's Supper on the dates set above. The motion passed.

Scout Sunday is February 7, 2016. Scouts will participate in worship and the American and Christian flags will be presented at the beginning of worship, replaced in their permanent stands at the edges of the chancel, but no pledge will be recited. The Scouts request permission to have a spaghetti lunch/fund raiser following worship on that day.

MOTION - was made by Marshall Moore and seconded by Reg Jackson to approve the above request for a fund raiser for the Boy Scouts. The motion passed.

The committee requests that Taize Services be held on March 6, 13, and 20, 2016, during Lent.

MOTION - from the Committee to hold Taize Services on March 6, 13, and 20, 2016, during Lent. The motion passed.

Aimee Gililand will have training for acolytes on February 21, 2016, at 4:00 p.m.

NOMINATING COMMITTEE - Randy Lacy, Moderator

No report.

EVANGELISM COMMITTEE - Susan Morehead, Moderator

Parents' Night Out will be held in March. There are new white coffee mugs with the church mission, logo and name on them. They will be available soon at the new Welcome Center the Evangelism committee is creating in the Narthex. First time visitors will receive a mug along with up-to-date church information. Mugs may be purchased by members and friends for \$10.00.

CHRISTIAN EDUCATION COMMITTEE - Erin McCasland, Moderator

Mrs. McCasland reported that a 30's - 40's group has begun and will meet monthly to determine interest. Stewpot will be held in April.

PROPERTY COMMITTEE - Reg Jackson, Moderator

Mr. Jackson reported that the committee continues to gather estimates on replacing the plexi-glass coverings over the stained glass windows.

Mr. Jackson has obtained an estimate to repair the plaster in the sanctuary and bell tower at the expense of \$1,825.00.

MOTION - from the Committee to approve the plaster repairs in the sanctuary and bell tower at the expense of \$1,825.00. The motion passed.

MISCELLANEOUS ITEMS

None.

OLD BUSINESS

1. Audit – date to be determined

2. Strategic Planning/Required Joint Session-Diaconate meeting, will be Sunday, January 24, 2016, from 12:00 to 3:00 p.m.
3. Further discussion of Fellowship of Presbyterians. Covenant Presbyterian Church, Austin, Texas, has joined the Fellowship of Presbyterians and remained in the PCUSA. The pastor of Covenant Presbyterian Church will speak at First Presbyterian Church, Magnolia, Arkansas, in May regarding this issue. Elders are encouraged to attend in order to gain more understanding of this matter.

NEW BUSINESS

1. Request to collect Souper Bowl of Caring Offering on January 31, 2016, and to distribute same to the Texarkana Homeless Coalition.

MOTION - was made by Erin McCasland and seconded by Brian Jackson to approve the above request. The motion passed.

PRAYER OF DEDICATION AND BENEDICTION.

Reverend John Arnold closed the meeting with prayer.

Reverend Susan Arnold, Moderator

Sheila Moore, Clerk

**SESSION MINUTES
SPECIAL MEETING FEBRUARY 14, 2016**

With proper notice being given, the Session of the First Presbyterian Church, Texarkana, Arkansas, met in a Special Meeting at 10:30 a.m. on Sunday, February 14, 2016, in the Fellowship Hall.

Those present were Elders Susan Morehead, Remica Gray, Karen Flowers, Reg Jackson, Marilyn McCullough, and Mona Fomby, Moderator Reverend John Arnold, Reverend Susan Arnold, Shaun Dierksen and Jen Dierksen.

CALL TO ORDER AND STATEMENT OF PURPOSE

Reverend John Arnold called the meeting to order, declared a quorum present, and gave the opening prayer. Reverend John Arnold stated that the purpose of the meeting was to receive new members.

RECEPTION OF NEW MEMBERS

Rev. John Arnold presented Shaun and Jen Dierksen for membership. Session introduced themselves and Mr. and Mrs. Dierksen gave a brief statement of faith.

MOTION - was made and seconded to cease examination and to receive Shaun and Jen Dierksen into membership on reaffirmation of faith. The motion passed unanimously.

ADJOURNMENT

Reverend Susan Arnold closed the meeting with prayer.

Reverend Susan Arnold, Moderator

Susan Morehead, Acting Clerk of Session

Boundaries Covenant Presbytery of the Pines

This covenant will order the future relationship between Rev. John Arnold (hereafter referred to as “the pastor”) and First Presbyterian Church (hereafter referred to as “the church”) who both understand and accept the terms of covenant and commit themselves to abiding by them as a way of encouraging the health and ministry of both the pastor and the congregation when the pastoral relationship is dissolved as of February 18th, 2016.

As of the date above, the pastor and the congregation covenant together that

- The pastor will cease all pastoral duties and will only perform pastoral service to the congregation at the invitation of the moderator of session;
- The congregation will end compensation to the pastor except any negotiated severance;
- The pastor will not attempt to influence the search process for a new pastor;
- The pastor will not recruit members of the congregation to join him or her in his or her new call;
- Any future contact between the pastor and members of the congregation will be as friends and not as pastor and parishioner.

Period of separation: Given the unique situation of having a spouse who is continuing a call within the church and having children as members of the church, a period of no contact of a year which is typical seems detrimental to their family. Thus, we have discussed and agreed to a time of no contact of at least three months.

Return for pre-arranged services: There are no pre-arranged services that need to be accommodated.

Community Relations: There are three community activities that overlap between the pastor and the church that we agree his involvement would not be problematic and that he should continue to function in if so desired:

1. The Downtown Community Garden. This is a collective project that the church spearheaded with other local churches. Rev. Arnold would like to continue to volunteer at times with the manual tasks of maintaining the garden.
2. Boy Scouts. Rev. Arnold has been an Assistant Scoutmaster for many years and is called upon periodically to teach outdoor skills, assist with camps, etc. for both our local troop and the council. Rev. Arnold would like to continue to support and be a part of the scouting program in a non-pastoral capacity (i.e. teaching wilderness skills and other merit badge requirements) of Troop 8 which meets at our church.

The Scout Master has been informed of the change in the pastor’s status and is aware that any requests that have been made via the pastor to the congregation should be now directed to the remaining pastor and/or the an appropriate committee.

3. Labyrinth and Memorial Orchard. A year ago the pastor's son built a prayer labyrinth for his Eagle Scout project to serve as the centerpiece of a memorial orchard that will supplement the produce of the Downtown Community Garden. There are some remaining physical developments and maintenance of the garden that the pastor would like to complete with his son. He would not be functioning in any pastoral capacity in this work.

Family: Above we noted that the pastor's spouse is continuing on as the pastor of the church and his children are members there. The pastor would like when he is able after the three month period of no contact to be allowed to worship with his family at the church and attend church activities with them as a participant, such as, attending a church family picnic or outing.

Social Media: Social media, texting, instant messaging, etc. have been a large part of the pastor's ministry. The pastor has used these tools to educate, teach, and extend pastoral care to the congregation. The pastor will no longer contact parishioners in a pastoral or teaching capacity using these forms of media. His email address with the church will be discontinued. Nor will he use any of the church's social media accounts to contact or communicate personally with the congregation, i.e. twitter, instagram, facebook, etc.

The pastor has technical expertise in the use of social media, search engine optimization, and email marketing and frequently consults churches and businesses. The church would like to consult with him as a technical authority at times regarding the use of these types of media as do other churches and businesses. This would not place the pastor in any form of pastoral contact or position with members of the church, nor would it interfere with the ministry of the called pastor who is remaining here.

Severance: None.

This covenant is made for celebrating the shared ministry of the pastor and the congregation as it draws to a close and for strengthening their separate ministries as they go their separate ways. May Christ use it for the building up of his Church and may all glory be given the Father, Son, and Holy Spirit, One God, now and forever. Amen.

Clerk of Session

Date

Pastor

Date

Moderator of COM

Date

**MINUTES OF THE JOINT MEETING OF THE
PERSONNEL COMMITTEE AND STEWARDSHIP COMMITTEE
FIRST PRESBYTERIAN CHURCH
WEDNESDAY, FEBRUARY 3, 2016, 5:15 P.M.
AS REVISED FEBRUARY 15, 2016**

At a joint meeting of the Personnel Committee and Stewardship Committee of First Presbyterian Church the following individuals were present for the Personnel Committee: Cordell Klein-moderator, Karen Flowers-elder, Marilyn McCulloch-elder, Tony Uzzell-deacon, Marty Flowers. Present for the Stewardship Committee were: Charles Morgan-moderator, Marilyn McCulloch-elder, Becky Thompson, Stacy Cogbill, Maggie Uzzell-co-treasurer, and Betty Anthony-treasurer. Also present were Rev. Dr. Susan Arnold and Rev. John Arnold.

Rev. Susan Arnold reminded us that it was that time of year in which we had to submit certain forms with PCUSA's Board of Pensions, which would affect the hospitalization and retirement benefits of the church's staff members. Rev. Susan Arnold also pointed out that adjustments needed to be made in the contract with Sarang Kang as per prior discussions in both Personnel and at previous Session meetings. There is a need to revise the contract of Sarang Kang, the church's Christian Education Director to reflect changes in vacation policies, granting Ms. Kang two weeks of vacation and two weeks of study leave for the 2016 calendar year; and a small increase in salary of ten percent (10%). Rev. Susan Arnold was directed to go ahead and complete Presbyterian PCUSA's Form ENR116 and ENR101 in order to insure that medical and retirement would continue without there being any termination in coverage and that it would be adjusted retroactively to the effective date dictated by Presbytery and/or PCUSA. The final adjusted recommendation when completed would be submitted to Session for final approval. That action was approved by common consent and there being no objection to such action.

Betty Anthony, church treasurer, indicated that current pledges for 2016 were projected at \$224,280 and projected plate contributions were estimated at \$75,000 for a total of \$299,280. Projected expenses, unless subsequently revised by Session, are estimated at \$366,287 leaving a shortfall of approximately \$67,000. The joint committees reviewed the minimum terms of call that were required by Presbytery based on a church whose size was between 201 and 500 members. The following actions, upon motions made and seconded, were approved:

- 1) It was discussed and agreed to by Rev. Susan Arnold that her salary would be continued at the present level until it was approved by the congregation. The salary would be adjusted from 3/4 time to full-time, an increase of twenty-five percent (25%), effective as of February 18, 2016, on the first pay period following congregational approval. Upon that motion being duly made and seconded, it was agreed the joint committees would recommend that it be approved by Session.

- 2) In light of the projected deficit Chuck Morgan agreed to write a joint letter for signature by him as Stewardship Chairman and for signature by Betty Anthony, as acting Treasurer, outlining to the congregation the changes that were being made in the budget and the shortfall in income that had been experienced by the church in 2015 and were projected to be incurred by the church in 2016. That letter will be circulated to the pastors for their review and revision if necessary.

Rev. John Arnold reviewed with the joint committees the Presbytery's policies regarding separation ethics. It was noted that Rev. John Arnold's last Sunday in the pulpit would be February 14, 2016, and his last effective of employment would be February 17, 2016. As a part of the formal separation proposal, Rev. John Arnold asked that:

- a) he be authorized to join in worship with his family at First Presbyterian Church after a formal separation of three (3) months;
- b) he be allowed to assist from time to time with the church's website until Sarang Kang is comfortable making any required changes;
- c) he be permitted to continue to work with the Boy Scouts;
- d) he be permitted to continue working on the Labyrinth and the Memorial Orchard; and
- e) there would be a period of no contact with First Presbyterian Church's members for a period of three (3) months after his effective separation date from the Church.

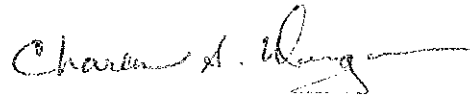
There being no objection from anyone from the joint committees, this recommendation was approved by common consent to be submitted to the Session for its approval

It was also discussed that we need a general policy regarding the handling of money, deposits, pledges, memorials, restricted and unrestricted funds. It was suggested that the Session and chairs of all committees who have line item amounts in the current budget adopt a policy that they would be more frugal with their expenses, and that they would talk with the Treasurer or the Pastor before any purchases or expenses in excess of \$100 are made. It was understood that even though the item is in the budget it will still need the Pastor's approval if it is in excess of \$100. This change in our financial policy would be incorporated in some other general guidelines to be adopted and submitted to Session at a future date.

Rev. Susan Arnold suggested an addition to the Operations Manual under Financial Policies that guidelines for bequests and giving “undesigned” contributions to the Church follow the basic Endowment guidelines where appropriate. As well, Rev. Arnold suggested the adoption of the following policy regarding undesigned memorials.

“When there is a deficit budget, all Undesignated Memorials will go to the General Fund. When there is a balanced budget, all Undesignated Memorials will go to the Due To Capital Improvement line item. This shall be revisited and determined each year when the budget is created and approved by Session.”

The Joint Committees were adjourned and dismissed with prayer.

A handwritten signature in cursive script, appearing to read "Chuck Morgan", with a long horizontal flourish extending to the right.

Chuck Morgan
Stewardship Chairman & Acting Secretary