

First Presbyterian Church of Houston
Session Agenda – September 19, 2017
5:30 PM LC 181

Devotional and Opening Prayer Read Chapters 4,5&6 <i>The Pursuit of God</i>	Robert Moore	45 min.
Omnibus Resolution Approve Minutes of the August Session Meeting Approve Membership Reports Additional Consent Motions (listed in packet)	Jim Birchfield	5 min.
Committee/Task Force Reports and Recommendations		
Operations Committee (Finance)	Chris Herbold	10 min
Harvey Response	Jon Crantz	15 min.
Parking Update	Jennifer Boubel	5 min.
Worship Schedule Revisions	Jim Birchfield	15 min.
Trustee Nomination Process	Jim Birchfield	5 min.
Old Business	Jim Birchfield	
PS Campaign Additional Participation	Debbie Hanna	10 min.
New Business	Jim Birchfield	
Annual Congregational Meeting Date	Jim Birchfield	5 min.
Approval of Nominees for: Next Session Class, APNC, ONC, and SCN	Jim Birchfield	20 min.
Pastor's Report Staff Update Uganda Trip Update	Jim Birchfield	20 min.
Clerks' Report Session Retreat Update Presbytery Meeting Delegate Election	David Calkins	10 min.
Prayer and Praise	Jim Birchfield	10 min.
Communion and Doxology	Andrew Stepp	10 min.
Motion to Adjourn		

Important Dates:

September 19, 2017 – Session Meeting
September 22-23, 2017 – Session Retreat
September 28-29, 2017 – Presbytery Meeting, San Antonio

October 1, 2017 – Communion, World Communion
October 10, 2017 – AC Meeting
October 15, 2017 – Congregational Meeting
October 17, 2017 – Session Meeting

November 14, 2017 – AC Meeting
November 19, 2017 – Communion, Thanksgiving
November 21, 2017 – Session Meeting – Adaptive Conversation

December 12, 2017 – AC Meeting

January 9, 2018 – AC Meeting
January 16, 2018 – Session Meeting
January 23-25, 2017 – ECO National Gathering

February 13, 2018 – AC Meeting
February 20, 2018 – Session Meeting – Adaptive Conversation

March 13, 2018 – AC Meeting
March 20, 2018 – Session Meeting

April 10, 2018 – AC Meeting
April 17, 2018 – Session Meeting – Adaptive Conversation

May 8, 2018 – AC Meeting
May 15, 2018 – Session Meeting

MINUTES OF THE SESSION
THE FIRST PRESBYTERIAN CHURCH OF HOUSTON, TEXAS
August 15, 2017

The August Stated Meeting of the Session began at 6:20 pm in LC181 with a quorum present. Cindy Cook led a discussion on Chapters One, Two and Three of "If You Will Ask" by Oswald Chambers. Cindy Cook closed the discussion with prayer. Dr. Andrew Stepp called the meeting to order and Dr. Jon Crantz opened the meeting with prayer.

Attendance: See the attached Session Attendance Record for attendance to date for this year.

Omnibus Motions:

The following omnibus motions, provided to Session in advance of the meeting, were passed unanimously without discussion.

- Moved that the minutes of the June 20, 2017 Stated Meeting of the Session be approved.
- Moved that the June Membership Report be approved.
- Request from Montreat Conference Center for \$15,000 for improvements to Winsborough Inn. (This grant will satisfy a 2017 Quarterly Legal Settlement payment of \$15,000.)
- Request from Outreach Foundation for \$15,000 to renovate student hostels at Gujranwala Theological Seminary in Pakistan. (This grant will satisfy a 2018 Quarterly Legal Settlement payment of \$15,000.)

Committee/Task Force Reports and Recommendations:

Operations Committee - Chris Herbold reported that giving, attendance and expenses are down. A motion was made and approved that the 2016-2017 General Fund Surplus of \$358,000 be allocated as follows: (i) \$106,000 to fund the portion of the PC USA settlement payment that had previously been designated to be funded from the general fund and (ii) \$252,000 to fund a portion of the Grand Hall bleacher replacement costs.

Evangelism Ministry - Daniel Stidham reported that the Mission of Evangelism is to see adult baptisms and new faith commitments through equipping members of First Presbyterian church with tools and strategies to create space for Christians and Non-Christians to engage in authentic relationship that leads to an understanding of gospel hope in Christ. This will be done through multi-week programs and one-time events.

MET Ministry - Austin Hermann reported that the Mission of MET is to develop outwardly focused leaders and ideas, for the sake of declaring and embodying God's redemptive story – The Gospel of Jesus Christ – to Houston and the world. The current focus is on Project Flourish. A motion was made and approved for the Funding Disbursement Strategy as follows: The MET has approved the following funding disbursement strategy for the different ideas and ventures that are selected as "Award Recipients" out of Project Flourish in the 2017 round. This guidance has been provided for the sake of the Project Flourish Judges team, who have been granted final decision making power to award recipients out of the funding pool of \$250,000. The different options are designed for maximal flexibility, and will most likely be determined by the mode of incorporation any winning ventures operate or plan to operate within:

Namely, the two following methods are approved and preferred:

- If an award winning idea or venture incorporates as a **for-profit corporation, LLC or related entity**, an award may be distributed in the form of **Program or Mission related Grant** from First Presbyterian Church of Houston, Texas.

- If an award winning idea or venture incorporates as a **non-profit, 501c3 entity**, all awards will be distributed in the form of a **Program or Mission related Grant** from First Presbyterian Church of Houston, Texas.

The following method is approved but not preferred:

- If an award winning idea or venture incorporates as a **for-profit corporation, LLC or related entity**, an award may be distributed in the form of an interest-free **loan**.

Church Planting - Jonathan Ramsay reported that the Mission of Church Planting is to become a church planting incubator that prepares communities of followers of Christ who are spiritually healthy, kingdom focused and missionally partnered with their sending church to plant the gospel all across the city of Houston. They desire to launch three new churches in Houston by 2020.

Fellowship One - Celeste Lanier reviewed the progress of installing Fellowship One. It is nearing time that the congregation will be able to access the program and withdraw information.

Board of Trustees - Steve Oldham reported that the Board of Trustees consist of nine members who have been divided into three groups of three. These groups have been assigned projects to be developed and then brought to session at a later time.

Old Business:

Presbyterian School - Debbie Hanna reported that (1) the Long Term Lease between the Presbyterian School and First Presbyterian Church has been finalized, (2) the Ground Lease Term had been finalized and (3) now they are in discussion as to what support may be given by First Presbyterian Church in addition to what has already been given to the school.

MFAH/FPC - David Calkins reported that the final agreement between the Museum of Fine Arts and First Presbyterian Church of Houston will soon be presented to the Board of Trustees.

New Business:

Capital Campaign - The Advisory Council presented a motion which was approved that the Session initiate a formal process of discerning both our potential need and our potential capacity for a Vision/Capital Campaign to be held during 2018. Session requests the First Presbyterian Church Board of Trustees interview and hire a consultant to assist with this assignment, with expenses not to exceed \$25,000. Session will also commit to regular prayer during this season of discernment to seek God's leading and direction.

Replacement of the Statement of Faith with the Eco Essential Tenants - A motion was made and approved to replace the Statement of Faith with the Eco Essential Tenants.

Pastor's Report:

- Rev. Stepp updated the Session on the staff changes.
- A motion was made and approved from the Advisory Council to endorse Bill Heston's plans for his sabbatical this year.
- A motion was made and approved from the Advisory Council to endorse Emmanuel Reagan to begin his ordination process in ECO. Rev. Stepp offered a prayer for Emmanuel Reagan's decision to enter the ministry.
- Rev. Stepp asked the Session to consider if we are growing and how we are growing at First Presbyterian Church.

- Rev. Stepp gave a review of the Growing Seminars being offered this fall to give the congregation an opportunity to grow in their faith.

Clerk's Report:

- David Calkins asked the Session to review The Session Committee Charter and their ministry assignments for the coming year.
- The ECO Presbytery Meeting will be held September 28-29, at First Presbyterian Church San Antonio, Texas.
- The next Prayer Gathering with Windsor Village United Methodist Church will be held at First Presbyterian Church on September 17.
- The Session retreat will be held at Windsor Village United Methodist Church September 22-23, 2017.
- An update was given of the plans for the shepherding elders, who are interested in participating.
- The session was thanked for their participation in the Adaptive Conversation.

Prayers were raised for the church, particular member concerns, ministry partners, and neighbors. Communion was served by intinction officiated by Rev. Andrew Stepp and assisted by elder Jan Smith.

The meeting was adjourned at 8:20 pm with prayer and the singing of the doxology.

Rev. Andrew Stepp, Moderator

David Calkins, Clerk of Session

Consent Motions

Request from Evangelical Theological Seminary Cairo for \$15,000 to furnish one classroom. This grant will satisfy a 2018 quarterly legal settlement payment of \$15,000.

Request from The Micah Project for \$25,000 for retaining wall & fencing for soccer field plus cement cap and razor wire for perimeter wall.

Request from Nehemiah Center for \$12,400 to replace air conditioning unit.

Request from WATS/Friends of West Africa Theological Seminary for \$12,500 to enclose library space plus climate control

Request from Presbyterian School for annual release of scholarship funds for \$17,279.

Request from Presbyterian School for annual release of scholarship funds from General Endowment: PS Scholarship for \$14,808.

Request from Youth Department (Denver McCollister) for annual release of scholarship funds of \$10,890 from Youth Fund.

Request annual release \$32,482 from Church Facility Maint. Fund (Gueymard) to Building Maintenance Fund.

Request annual release \$17,229 from Morrow Fund to General Fund (Finance Committee has oversight).

Request from Music Department (Michael Homan), third annual release of scholarship funds of \$12,000 for university singers from Music: Maintenance or Expansion Fund.

Request from Urban Task Force to pay \$80,000 from the Bonner Fund to Main Street Ministries.

Reports

Operations

September 13, 2017

Members present: Russ Schulze, Chris Hill, Debbie Hanna, Martha Barnes, Merry Davis and Chris Herbold.

Members absent: Bob Shimp, Mark Strange

Staff present: Andrew Stepp, Jennifer Boubel, Stephen Burns and Tom Mc Means

- I. **Call to Order and Prayer** - Chris Herbold called the meeting to order at 6:45AM and Martha Barnes opened with a prayer.
- II. **Finance Report and other Finance and Accounting Matters**
 - A. An overview of the August 2017 Financial Packet was given by Stephen Burns. Highlights of the financial report included:
 - Giving is down compared to prior year and to budget
 - Expenses are favorable to budget and to prior year, primarily related to the timing of expenditures, which we expect to come in line with budgeted amounts later in the year.

Summary financial information is included below (in 000's):

1. Current Year (CY) Comparison to Budget and Prior Year (PY) for August:

	CY		Budget	PY	PY
	Actual	Budget	Var	Actual	Var
Income	\$ 404	\$ 467	\$ (63)	\$ 417	\$ (13)
Expenses	(568)	(647)	79	(566)	(2)
Surplus/(Deficit)	\$ (164)	\$ (180)	\$ 16	\$ (149)	\$ (15)

2. Current Year (CY) Comparison to Budget and Prior Year (PY) for Year-To-Date August (June 2017 – August 2017):

	CY		Budget	PY	PY
	Actual	Budget	Var	Actual	Var
Income	\$ 1,279	\$1,410	\$ (131)	\$1,892	\$ (613)
Expenses	(1,738)	(2,004)	266	(1,843)	105
Surplus/(Deficit)	\$ (459)	\$ (594)	\$ 135	\$ 49	\$ (508)

3. Liquidity - Cash Balance –

General Fund Balance	\$ 2,317
Designated/Temporarily Restricted Accounts	(1,575)
Unrestricted General Fund Balance	\$ 742
Capital Fund Cash Balance	\$ 188

III. Restricted Accounts –

- A.** Contribution Policy - The committee reviewed the FPC “Contribution Policy” that was approved in 2012 and discussed the process underway to review the policy to ensure that the policy is being followed and/or to update and revise the policy as appropriate. .
- B.** Hurricane Relief – Stephen Burns reported that approximately \$108,000 of contributions had been received for Hurricane Relief as of September 8th. A motion was approved by the committee to establish a temporary restricted account to track donations that are designated for Hurricane Harvey Relief. Chris Herbold reported that the Advisory Council is making a recommendation and submitting a motion to session that the Ministry Investment Team will oversee the disbursement of the funds. Contributions, disbursements and the account balance will continue to be reported to the Operations Committee each month.

IV. Facilities Ministry Report – Tom McMeans and Debbie Hanna provided an update on facilities related matters including:

- A.** Water damage associated with Hurricane Harvey – There was damage to several locations within the facility associated with rainwater leaks and an assessment is ongoing regarding the extent of the damage and whether an insurance claim is warranted.
- B.** MFA Parking Garage – The garage was flooded during Hurricane Harvey and will be out of service for several weeks.

V. Permanent Funds Report – Martha Barnes provided an overview of the September Permanent Funds Ministry team meeting including a review of the actions taken and Consent Motions for Session that are included in the separate Permanent Funds Ministry Team minutes. The following Consent Motions for Session were recommended by the Permanent Funds Ministry Team and approved by the Operations Committee:

Consent Motions for Session (\$10,000 or more)

- Request from Evangelical Theological Seminary Cairo for \$15,000 to furnish one classroom. This grant will satisfy a 2018 quarterly legal settlement payment of \$15,000.
- Request from The Micah Project for \$25,000 for retaining wall & fencing for soccer field plus cement cap and razor wire for perimeter wall.
- Request from Nehemiah Center for \$12,400 to replace air conditioning unit.
- Request from WATS/Friends of West Africa Theological Seminary for \$12,500 to enclose library space plus climate control
- Request from Presbyterian School for annual release of scholarship funds for \$17,279.

- Request from Presbyterian School for annual release of scholarship funds from General Endowment: PS Scholarship for \$14,808.
- Request from Youth Department (Denver McCollister) for annual release of scholarship funds of \$10,890 from Youth Fund.
- Request annual release \$32,482 from Church Facility Maint. Fund (Gueymard) to Building Maintenance Fund.
- Request annual release \$17,229 from Morrow Fund to General Fund (Finance Committee has oversight).
- Request from Music Department (Michael Homan), third annual release of scholarship funds of \$12,000 for university singers from Music: Maintenance or Expansion Fund.
- Request from Urban Task Force to pay \$80,000 from the Bonner Fund to Main Street Ministries.

The meeting was closed in a prayer by Merry Davis.

Permanent Funds

September 11, 2017

Members present: Chris Athon, Martha Barnes, Jane Champion, Rebecca Herbold, Gracie McClure, David Miclette, and Sam Murray. Members absent: Susan Pokorny Egolf and Carol Shimp. Staff present: Bill Heston, Nancy Purcell.

Items Discussed:

- The Committee approved the PFM Team minutes of the July 10, 2017 meeting (motion Chris Athon and second by David Miclette).
- The Committee reviewed the 2017-2018 Commitment/Disbursement Excel sheet for available funds.
- This meeting was to review twenty grant requests and one tabled request from March 2017. The decision was made to give some local/domestic applicants an opportunity to revise the purpose of their grant request to one of more immediate needs in light of Hurricane Harvey. These will be reviewed at the Permanent Funds Ministry Team meeting on Monday, November 6, 2017. At the same time the decision was made to postpone the approval process of four of the grant requests to the March 2018 meeting.
- Nine requests for “release of permanent funds” were reviewed.

Action Taken:

Grants approved, denied, and postponed voted as a slate; motion by Chris Athon and second by Gracie McClure. Rebecca Herbold who is on the Board of The Micah Project, recused herself from the vote regarding The Micah Project. **See table below.**

Evangelical Theology Seminary Cairo	Furnish 2 classrooms/2 smart boards/2 computers	\$30,000	Grant-\$15,000	Bene-Other \$12,141 Bruyere \$2,859
Loving Houston	Develop Training Modules	\$10,000	Grant-\$7,500	Benevolence-Other
Micah Project, The	Wall, fencing, house	\$53,000	Grant-\$25,000	Benevolence-Other
Nehemiah Center	Replace Air Conditioning Unit	\$12,400	Grant-\$12,400	Benevolence-Other
Small Steps Nurturing Center	Emergency warning system	\$9,940	Grant-\$9,940	Benevolence-Other
WATS, Friends of West	Enclosing library space &	\$25,000	Grant-\$12,500	Benevolence-Other

Africa Theolo Seminary	adding climate control			
Free Wheelchair Mission	100 wheelchairs for people in developing nations	\$8,000	Denied	
Solar Under the Sun	Educational brochures	\$20,000	Denied	
Amazing Place	Enhance Library space	\$18,302		Tabled – March 2018
American Bible Society	Construction of Faith & Liberty Discovery Center	\$25,000		Tabled – March 2018
Attack Poverty	Start-up funding: Friends of Northside	\$20,000	Tabled - Nov. 2017	
Camp Aranzazu	Donation to cover cost of campers	\$10,000	Tabled - Nov. 2017	
Cho Yeh Camp	Convert barn to large meeting space	\$50,000	Tabled - Nov. 2017	
Crossroads at Park Place	Web site design, food, mis. Tabled March 2017	\$40,000	Tabled - Nov. 2017	
Generation One	Assist in funding G1 Academy & Step It Up	\$25,000	Tabled - Nov. 2017	
Health Outreach to the Middle East	Establish f HOME Med Center Bldg	\$50,000		Tabled – March 2018
Houston Pregnancy Help Center	Upgrade counseling rooms & CBNOS	\$25,000	Tabled - Nov. 2017	
Houston Resources Dev. (Hospitality Apart)	Washers & dryers	\$15,000	Tabled - Nov. 2017	
Inter-face Samaritan	Complete carpeting replacement	\$10,000	Tabled - Nov. 2017	
Open Door Mission	Replacement of existing video surveillance system	\$26,395	Tabled - Nov. 2017	
Stephen's Children	Continue construction of Farah School II	\$20,000		Tabled – March 2018

Annual requests to release funds approved as a slate; motion by Chris Athon and second by Gracie McClure. Becca Herbold is on the board of the Micah Project, she did not vote regarding the release of funds to Micah. See table below.

To: Presbyterian School	Scholarship Funds	Annual	Released-\$17,279	Presbyterian School Fund (2)
To: Presbyterian School	Scholarship Funds	Annual	Released-\$14,808	Gen. Endow: School Fund (33)
To: Youth Dept	Scholarship Funds	Annual	Released-\$10,890	Youth Fund (10)
To: Nehemiah	Scholarship Funds	Annual	Released-\$1,635	Nehemiah Fund (20)
To: Bldg. Maintenance	PF sets spin rate	Annual	Released-\$32,482	Gueymard Fund (27) Church Facility Main. Fund
To: General Fund	Morrow (Operations Committee)	Annual	Released-\$17,229	Morrow Fund (35)
To: Music Dept	Music:Main/expansion	3rd Annual	Released-\$12,000	Music:Maintenance/expansion (3)
To: Micah Project	Mission Partner	2nd	Released- \$5,989	Mission Partner: Micah Project (28)
To: Main Street Ministries	Bonner Task Force Annual request	6th Annual	Released-\$80,000	Bonner Fund (22)

Consent Motions for Session (\$10,000 or more)

- Request from Evangelical Theological Seminary Cairo for \$15,000 to furnish one classroom. This grant will satisfy a 2018 quarterly legal settlement payment of \$15,000.
- Request from The Micah Project for \$25,000 for retaining wall & fencing for soccer field plus cement cap and razor wire for perimeter wall.
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- Request from Urban Task Force to pay \$80,000 from the Bonner Fund to Main Street Ministries.

Next Meeting, Monday, November 6, 5:30 p.m., FH 251
Martha Barnes, chair

MIT

Tuesday, September 5, 2017; 11:30 am – 1 pm

Staff Present: Mary Floye Federer Staff Absent: none Members Present: Dade Dowdle, Mary Knapp, Martha Lawler, Members Absent: Walter Light, Matt Offenbacher

Martha called the meeting to order at 11:30am. Dade led the devotional.

Mary-Floye updated the team on the amount of funds available in the 550 designated mission accounts as well as the 415 accounts that MIT utilizes. The General Mission Support account 550-43150 funding totaled \$30,734.62. The Missionary Support account 415-63990 had \$7,400.

Third Item of Business – Support Requests (1 ministry partnership application and two missionary support applications)

Ministry Partnership Application from Attack Poverty

The team discussed the ministry partner application of Attack Poverty (“AP”), a 501C3 Christian organization whose mission is to empower people to attack poverty in their lives and communities. AP does this by strengthening under-resourced communities through spiritual growth, education, revitalization, and basic needs. AP has initiatives in several communities in Texas, as well as in Uganda and India. AP is currently involved in Harvey relief efforts. AP applied to be a new ministry partner of FPC. The application mentioned that AP has a Permanent Funds application to support the start up of the Near Northside ministry in central Houston.

The team was enthusiastic about AP’s mission and vision based on evaluation of their printed materials, but had concerns that the application description was overly broad and did not give enough information about specific initiatives to give a clear picture of exactly how AP pursues their mission and vision.

Mary-Floye suggested that the team postpone action on AP’s application, pending receipt of additional, more specific information about their work, which she stated that she would request via email. The team agreed to evaluate AP’s application as a ministry partner with an email vote once additional information was received and reviewed.

(On Wednesday, September 6, Mary-Floye forwarded to the team additional information about AP from their website, and materials forwarded from Brandon Baca pursuant to Mary-Floye’s

request. The materials forwarded answered the outstanding questions from the concerned team members, and the committee approved Attack Poverty as a ministry partner via email vote Friday, September 8, 2017.

Missionary Support Applications from B.J. Ramon and Juan Carlos Ortiz Soza

B.J. Ramon (“Ramon”) is lead elder at the Church at UH, where one of their initiatives is to help place mentors in schools in Houston’s third and fifth wards. Ramon is not officially connected to FPC, although he has relationships with multiple FPC staff members from working on events and strategizing together. Ramon applied for support in the amount of \$6,000.

The team was enthusiastic about the sort of work in which Ramon is engaged. However, the team also noted that his application was short on the details of exactly what the support requested would be used for – i.e., personal support, ministry support, etc. It was noted that Ramon’s application was on an older form which asked some outdated questions and neglected to ask questions which are on the current form which would answer some of the team’s questions. The team decided to table Ramon’s application, and Mary-Floye said that she would ask Ramon to complete the updated application form so that the team would have more complete information with which to make a decision.

Juan Carlos Ortiz Soza applied for support for his work with Youth with a Mission (“YWAM”) in Costa Rica. Juan Carlos has been accepted into a school of “Counseling and Primary Health” which begins Sept. 22, 2017, and finishes in March 2018. Completion of this program will better prepare Juan Carlos to walk alongside people who have been through trauma, brokenness and addiction, to more effectively disciple students. Juan Carlos is part of the Micah Project family, having joined Micah in 2004. He is well loved and connected to FPC from the years of our involvement with Micah. Juan Carlos requested \$3,250, which represents 50% of his expenses for the six months of the program.

The team unanimously approved supporting Juan Carlos, rounding up from the \$3,250 requested to \$3,500. The funds are to come from two accounts: \$2000 from Missionary Support (415- 63990) and \$1500 from Designated General Mission Support (550-73150)

Fourth Item of Business – Director Report – Mary-Floye Federer

IJM/Kampala Uganda Proposal

FPC has partnered with IJM since 2000, and recently was invited to come alongside the ministry of IJM Kampala Uganda office. To partner specifically with the office in Kampala, the requested level of support is \$10,000. The IJM Kampala office works primarily with the issue of land grabbing which is prevalent in our partner village of Namutamba and throughout Uganda. The FPC team that just returned from Uganda visited the Kampala office and joined their prayer time and met with staff. This is the third interaction of FPC with the Kampala office. Support of IJM Kampala Uganda makes sense considering FPC's focus in Uganda. Equipping and

Sending budgeted \$7500 for IJM in the 2017/2018 budget before learning of the increased level of support. The team unanimously approved supporting IJM Uganda at the required level; discussion of the funding centered on what accounts from which the support should be taken. The team decided to simply make a budgetary allocation of the required funds \$10,000 from the budgeted account with the intention of underspending in other accounts to balance out the slight overage of the account.

Equipping and Sending Events

The Global Mission Forum will not take place in October 2017 per Senior Leadership after the calendar priorities were determined. A Global Mission Forum will be planned for Spring 2018.

Staffing Update

There was no staffing update at this time.

Final Item of Business – Closing Prayer

Advisory Council Meeting Minutes, September 12, 2017

The meeting began at 3:00 PM. In attendance: Jim Birchfield, Andrew Stepp, Jennifer Boubel, David Calkins, Cindy Cook, Robert Moore, Chris Herbold, and Debbie Hanna. Board of Trustees members present: Jim Gray, Steve Oldham, and Fred Robertson. Opening Prayer + Devotional was led by Cindy Cook.

DISCUSSION TOPICS

Finance + Budget: Chris Herbold reported that giving was down in August, in part due to a missed Sunday related to Hurricane Harvey. To date, expenses have also been down for the fiscal year.

Trustees report: Jim Gray, Steve Oldham, and Fred Robertson provided an update of the Board of Trustees activities to date and their organizational structure. The board has met twice and organized into 3 subgroups to address the six mandates given by Session. The full board will meet every other

month, alternating with subgroup meetings. The Board will provide updates to Session every other month.

The trustees and Jennifer Boubel provided an update on parking. The museum parking garage is due to be reopened by October and plans for the north lot expansion should be received next week. Work on the north lot will likely take 4-5 months.

Harvey recovery: Jim Birchfield and Andrew Stepp provided an update on Hurricane Harvey relief efforts. Over 40 FPC families, including several staff members are known to have been affected by the flooding. Megan Stidham, Valerie Arredondo and Jon Crantz have taken the lead in mobilizing teams for relief efforts, and to date the church has sent teams to 36 homes as well as additional door-to-door outreach. Moving forward, Megan Stidham will serve as coordinator for relief efforts, serving along with Jon Crantz, and will provide regular reports to Session.

FPC also will be partnering with MDPC, Grace, and St Lukes Methodist, as well as Main Street Ministries and the Nehemiah Center. Fred Robertson provided an update on the relief work being provided by Main Street Ministries.

FPC has started a Harvey relief fund, which the AC felt should be overseen by the Ministry Investment Team under the leadership of Bill Heston. The AC will make a motion to Session to delegate the authority to disperse these funds to the Ministry Investment Team. It was suggested that both the Ministry Investment Team and Main Street Ministries would be excellent venues for members who wish to contribute to relief efforts.

Jim Birchfield also reported that churches from across the country have contacted FPC about the possibility of sending short-term mission teams to Houston to assist in relief efforts. It was suggested that once we are ready to receive teams that they possibly could be housed in the upstairs rooms of the Oakdale Building.

Presbyterian School Campaign: Jim Birchfield reported on the current school capital campaign and possible ways the church might participate given the School's role as a strategic ministry partner. Debbie Hanna will present to Session the possibility of including the school in the upcoming FPC capital campaign, with specific amounts/goals to be determined later.

Worship Schedule Revisions: Jim Birchfield presented the revised worship schedule for September that were put into place due to Hurricane Harvey. He solicited feedback, which to date has been positive.

Session retreat: Jim Birchfield and David Calkins announced that the Session retreat will be hosted by Windsor Village Methodist Church on September 22-23 and will include the Trustees. The staff will also have their retreat on Friday before the Session retreat. Friday evening will include a time of worship and team-building activities and Saturday morning will focus on Vision 2020, looking forward and redefining the FPC culture. The agenda is being finalized by Jim, Andrew, David and Jim Oswalt who will moderate.

Congregational meeting: A motion will be made at the next Session meeting to hold the congregational meeting on October 15.

Trustee nominations: The ONC has extended the deadline to receive nominations for the Board of Trustees to September 24. A motion will be made to Session to allow endorsement of the nominees by Session via email.

Standing committee on nominations: The Session will need to approve a new SCN to serve a 2 year term. Robert Moore will serve as Clerk on the committee and Jenn Rustay and Gordon Marcum will be asked to serve as Session members, with Jenn Rustay serving as Chair (both subsequently have agreed).

Officer Nominating Committee: David Calkins will ask Brent Dorsey and Jan Smith to serve as Session members of the ONC.

PASTOR'S REPORT

Personnel update: Jim Birchfield and Andrew Stepp announced that Megan Stidham will focus on coordinating Harvey relief efforts for now. In addition, Jimmy Myers has been hired as the Young Adult coordinator and will begin October 8. He is married and has a MDiv from Duke University.

Uganda renewal conference: Jim Birchfield provided a report on the recent Uganda Renewal conference and the role that the FPC team played in worship and teaching during that event.

CLERK'S REPORT

David Calkins will seek 5 commissioners from FPC to attend the scheduled Presbytery meeting to be held on September 28-29 in San Antonio. The mission affinity meeting with MDPC and Grace also will occur in conjunction with the Presbytery meeting.

Jennifer Boubel closed in prayer and the meeting was adjourned at 5:35 p.m. Respectfully submitted,
Robert Moore
Clerk, Class of 2020

**Harvey Response Benevolence Team
Recommendation to Session
September 19, 2017**

Purpose: The *Harvey Response Benevolence Team's* purpose is to review and release *Hurricane Harvey Relief* contributions to FPC Ministry Partners and organizations who are effectively and compassionately responding to the great need following Hurricane Harvey and related flooding.

Strategy: Review and release funds to have a significant impact on the recovery of our city and region. Goal is to prioritize and focus on the following:

1. FPC Ministry Partners responding to Harvey, including Salvation Army, Attack Poverty, and Main Street Ministries (MSM), each providing a specific niche and response.
2. Other ministries and organizations connected to FPC who are effectively responding and providing specific services essential to recovery. Example includes Builders Without Borders and their Alvin camp for out-of-town teams to utilize.
3. Individual needs of FPC Covenant Partners (members) and extended FPC family and staff. MSM will process these needs and FPC will allocate additional funds to MSM to disburse accordingly. The *Harvey Response Benevolence Team* (HRBT) will review MSM's recommendations.
4. Retain funds for supplies, materials, and other resources to be utilized by FPC teams serving in the community.

Criteria: HRBT will follow the *Ministry Investment Team's* (MIT) Christ-centered guidelines which were developed over the years to evaluate and engage with potential ministry partners. MIT criteria available upon request.

Recommendation: The *Harvey Response Benevolence Team* is authorized and empowered to approve and release the *Hurricane Harvey Relief* contributions as needed.

Recognizing the recovery process may extend for many months, the plan is to initially release a substantial amount, and then maintain communication and awareness of other needs. The Team's work will come to an end on October 1, 2018. At that time Session will determine if the Team will be extended to address long-term needs.

HRBT is comprised of the current MIT (chair Martha Lawler, Matt Offenbacher, Mary Knapp, Walter Light, Dade Dowdle, Mary Floye Federer) and Bill Heston.
Consultant: Sonja Gee, Executive Director of MSM.