

**First Presbyterian Church of Houston**  
**Session Agenda – June 19, 2018**  
**5:30 PM LC 181**

<b>Opening Prayer</b>	Jan Smith
<b>Omnibus Resolutions</b>	Andrew Stepp
Approve Minutes of May Session Meeting Approve Membership Reports Additional Consent Motions	
<b>Committee/Task Force Reports</b>	
Operations Committee/Finance Report	Andrew Stepp
<b>Book Study/Prayer</b>	George Mallory Callie Patterson
Discussion of <i>Rediscovering Discipleship</i> : Chapters 8-13 + Conclusion	
<b>New Business</b>	
FPC Communications Report All Church Sunday School & Fall Kick-off	Celeste Lanier Andrew Stepp
<b>Pastor's Report</b>	Andrew Stepp
Committee Charters Staff Updates Bill Henson Class	
<b>Clerk's Report</b>	Cindy Cook
ONC Presbytery Meeting Sept. 21-22 Communion Adaptive Conversations	
<b>Prayer and Praise</b>	Andrew Stepp
<b>Communion and Doxology</b>	Andrew Stepp
<b>Motion to Adjourn</b>	

**MINUTES OF THE SESSION**  
**THE FIRST PRESBYTERIAN CHURCH OF HOUSTON, TEXAS**  
**May 15, 2018**

The May Stated Meeting of the Session began at 5:40pm in LC 181 with a quorum present. Cindy Cook led a discussion on the book "Rediscovering Discipleship" and closed the discussion with a prayer. Dr. Andrew Stepp called the meeting to order and Matt Offenbacher opened the meeting with prayer.

Attendance: See the attached Session Attendance Record for attendance to date 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 April 17, 2018 Stated Meeting of the Session be approved.
- Moved that the April Membership Report be approved.
- The Advisory Council, on behalf of the Officer Nominating Committee (ONC), moves that routine background checks of a similar nature (currently a criminal background check) to those required to work with FPC's Youth and Children Ministries, be completed for all nominees for Elder and Trustee. The background checks will include a criminal background check as a minimum and may also include personal and professional reference checks as may be required. These requirements shall become an ongoing operating policy for the ONC.
- Following discussion, the following consent motion was passed: it is moved that Session approve a gift from the Mission Men to Eternal Hope Ministry in the amount of \$100,000. This proposed gift was reviewed and endorsed by the Ministry Investment Team in their May meeting. The gift will be funded from the Restricted Account establish for the Mission Men.

COMMITTEE/TASK FORCE REPORTS

Operations Committee: Chris Herbold reported that April giving was excellent and that the budget deficit has been significantly reduced. Chris Herbold offered a prayer of thanksgiving for the budget.

Generosity Update: Andrew Stepp announced that FPC has engaged the Generis Group, led by Jim Sheppard, to consult this summer on a possible capital campaign and to help FPC better align and coordinate all stewardship activities. An FPC committee tasked with working with the Generis Group will be chaired by Janet Lionberger and include Jim Birchfield, Andrew Stepp, Bill Heston, Alan Stewart, Fred Robertson, and Tom Reiser.

FY 2018-2019 Goals and Operating Plan: Andrew Stepp provided a detailed power point overview and led the discussion of the goals and operating plan for FY2018-2019 developed by the staff and how the elders will be a part of the plan.

11:05 Service Update: Michael Homan reported that John Stepp was in Houston to help review the current format of the 11:05 service. John has been a contemporary worship leader in South Florida for over 20 years. He met with staff, a multigenerational focus group, and the search team to discuss the vision for the 11:05 service and what qualities and gifts should be sought in hiring the next worship leader.

Project Flourish: Austin Hermann distributed a report for Project Flourish. This report contains the summary of our experience for this, the first round of Project Flourish. It qualifies and describes the experiences of participants—both semi-finalists, Award Recipients, and FPC

volunteers. It also details the wonderful working of God in this initiative, documents the results of the process, and includes learnings and recommendations vital for the future of the program

#### NEW BUSINESS

- Robert Moore made a motion and it was approved that having completed a course of study on the role and responsibility of elders, including the Essential Tenets of ECO, and having been examined by a clerk, the following elders-elect of the Class of 2021 are approved for ordination as elders in the Covenant Order of Evangelical Presbyterians: ECO and all are approved for installation as members of the Session of First Presbyterian Church, Houston in a service of public worship on Ordination Sunday or on a later date, if necessary: for ordination and installation- Martha Lawler, Tiffany Melchers, Paula Paine and Callie Paterson; for installation, having previously been ordained to the office of elder:-Mark Potter and Chris Wolfe.
- A motion was made and approved to elect Chris Wolfe as Clerk for the Elder Class of 2021.
- A motion was made and approved to elect Claudia Stewart as Member-at-Large.
- Session Ministry assignments will be forth coming.

#### PASTOR'S REPORT

- VBS enrollment is filled. Additional volunteers are needed in order to accommodate the children on the waiting list.
- Mo Ranch registration is at ¾ capacity. This is the 70<sup>th</sup> year anniversary for the creation of Mo Ranch.

#### CLERK'S REPORT:

- September 14-15, 2018 is the date for the session retreat at the farm of David and Martha Barnes.
- The Annual Congregational Meeting is October 21, 2018.
- Robert Moore thanked the Elder Class of 2018: Julie Harris, Michael Harada, Sabrina Espinoza, Matt Offenbacher, Cindy Marion and David Calkins; and Debbie Hanna as Member-at-Large for their service. Each elder was thanked for their individual contributions during their time serving on the session.

Prayers were raised for the church, member concerns, ministry partners, the city and neighbors. Communion was served by intinction by Elders Cindy Marion and Sabrina Espinoza.

The meeting was adjourned at 8:20pm with the singing of "Oh Lord I Need You" and a prayer by Andrew Stepp.

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Rev. Andrew Stepp, Moderator

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Cindy Cook, Clerk of Session

**FIRST PRESBYTERIAN CHURCH, HOUSTON  
 REPORT TO THE SESSION  
 MEMBERSHIP REPORT, May 2018**

NEW CHURCH MEMBERS

Babcock, Ann	T/L: First Presbyterian Church – Sarasota, FL
Frease, Christopher	Profession of Faith
Hampton, Jaime	Reaffirm: Northport Baptist Church – Northport, AL
Hampton, Meaghan	Profession of Faith
Helton, Lindsey	Profession of Faith
Kirchner, William “Will”	Profession of Faith
Lee, Hannah	Reaffirm: The Journey – St. Louis, MO
Llewellyn, Katie	Reaffirm: Westbury Baptist Church – Houston, TX
McCord, Ellen	Reaffirm: St. Vincent de Paul – Houston, TX
McCord, Matthew “Matt”	Profession of Faith
Salsman, Grant	Reaffirm: Northport BC – Northport, AL
Salsman, Lauren	T/L: FUMC – Culman, AL
Schulz, Sue	Profession of Faith
Smith, Eric	T/L: First Presbyterian Church – Roseville, CA
Tucker Jr., Junson “Thornton”	Profession of Faith
Tucker, Sarah	Profession of Faith

RESTORED TO ACTIVE ROLL

None

DECEASED

Crider, Robert “Bob”	05/2/2018
Fletcher, John	05/15/2018
Riley, Stephen “Steve”	05/16/2018
Withrow, Raedelle	05/23/2018

DISMISSED

Chaffin, Corbin “Corby”	T/L: St. Luke’s UMC – Houston, TX
Chaffin, Sarah	T/L: St. Luke’s UMC – Houston, TX

MEMBERSHIP AS OF April 30, 2018	3119
Gains	16
Losses	- 197
MEMBERSHIP AS OF May 31, 2018	<u>2938</u>

# REPORTS

## Congregational Life

6/12/2018

Present: John Going (Chair), Jenn Rustay (Chair-elect), Mark Potter, Jon Crantz (Staff)

Absent: N/A

Guests: N/A

### Items discussed:

1. Children and Family Ministry – With VBS is full motion, an idea emerged to take VBS to Nehemiah to bless the families there. Jon will explore the idea with the C&FM staff to see if it has potential.
2. Youth Ministry – Several applications for the Youth Director position have been received. We continue to reach out to our networks (pastoral, personal, web sites, Fuller seminary) to receive candidates names and applications.
3. Caring Ministry Budget – Jenn Rustay and Jon Crantz will look at the caring ministry budget, specifically the line items that support mission partners and how those funds line up with any funds given through permanent funds.
4. The meeting structure for this committee was discussed. We will also go over roles and responsibilities of this committee at our next meeting.

John Going closed in prayer.

### Action taken:

Consider several names for the at-large member of this committee.

### Motions for Session consideration:

N/A

Advisory Council Meeting Minutes  
June 4, 2018

The meeting began at 3:00 p.m. In attendance: Andrew Stepp, Cindy Cook, Robert Moore, Chris Wolfe, Chris Champion, Claudia Stewart. Absent: Jim Birchfield.

Opening prayer and devotional was led by Robert Moore on The Crucified Life by AW Tozer.

### DISCUSSION TOPICS

Finance/Budget Report: Chris Herbold reported that end of year numbers for expenses and giving are looking favorable. Complete numbers will be available before Session meeting.

Committee Charters: Andrew Stepp sending out requests for updates by Pastor, Chair + Committee to be completed by July so that Session can discuss in August.

#### **PASTOR'S REPORT**

Andrew Stepp gave updated Summer and Fall dates.

VBS has 400 attendees signed up and we hope to accommodate all of them with more volunteers.

#### **CLERK'S REPORT**

Cindy Cook discussed this year's session adaptive conversations will involve the 5 committees for a deeper dive into what is going on in the life of each area of the church and to spotlight where God is working. Claudia Stewart recommended Session be encouraged to speak into these to ensure we are fulfilling Vision 2020.

AC prayer and devotional schedule was assigned.

Book Study may be moved to a later time in the agenda during session to have more participation.

Session Retreat dates were announced: Sept. 14-15.

Presbytery Meeting September 21-22 needs 4 ordained representatives to attend from FPC.

Chris Wolfe agreed to take AC minutes in the future.

Claudia Stewart closed the meeting in prayer. The meeting was adjourned at 4:20 p.m.

Respectfully Submitted,

Cindy Cook, Clerk of Session