

**First Presbyterian Church of Houston  
February Agenda – February 18, 2020  
5:30 PM Fellowship Hall**

**Opening Prayer**

**Omnibus Resolution**

Approve Minutes of January Session Meeting  
Additional Consent Motions

Jim Birchfield

**Committee Reports**

Finance Report  
Committee Reports

Matt Malinsky  
Committee chairs

**Old business**

Here To Serve Report  
Building committee report/motion  
Finance committee motion

Jim Birchfield

**New business**

Changes to pastors' terms of call

Robert Moore

**Pastor's Report**

Personnel report  
Feedback on screen in sanctuary

Jim Birchfield

**Clerk's Report**

Session retreat follow-up  
ECO National Gathering report  
Focused prayer: "Holy Priesthood"

Robert Moore

**Prayer and Praise**

**Communion and Doxology**

**Motion to Adjourn**

Jim Birchfield

**2019-20 Session Meetings & Important Dates**

March 17, 2020 – Session meeting  
April 20, 2020 – Session meeting (Monday)  
May 3, 2020 – MAG meeting at MDPC, 3:30 – 5:00 PM  
May 19, 2020 – Session meeting

<b>2020</b>	<b>Communion</b>	<b>Baptism</b>
<b>January</b>	1/5/2020	1/12
<b>February</b>		2/9
<b>March</b>	3/1 (1st Sun of Lent)	3/8
<b>April</b>	4/9 (Maundy Thurs.)	4/5th (Palm Sun.)
<b>May</b>	5/31 (Pentecost)	5/10 (Mother's Day)
<b>June</b>		6/21 (Father's Day)
<b>July</b>	7/12 (Mo Ranch)	
<b>August</b>	8/2	
<b>September</b>	9/6	9/13
<b>October</b>	10/4 (World Comm. Sun)	10/11
<b>November</b>	11/1 (All Saints)	11/8
<b>December</b>	12/6	

**MINUTES OF THE SESSION**  
**THE FIRST PRESBYTERIAN CHURCH OF HOUSTON, TEXAS**  
**January 14, 2020**

The January Stated Meeting of the Session began at 6:00pm in the Fellowship Hall with a quorum present. Dr. Jim Birchfield called the meeting to order and Paul Seifert 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 November Stated Meeting of the Session be approved.
- Moved that the November and December Membership Reports be approved.

Robert Moore led a discussion on a chapter from the book entitled "The Gospel in a Pluralist Society".

COMMITTEE/TASK FORCE REPORTS

Committee Reports:

- Paul Seifert reported for the Equipping and Sending Ministry. The youth combined with 12 college students had a very successful ski trip and retreat to Copper Mountain. The Bethlehem Bible College Awareness and Fundraising Dinner will be on Friday, March 6, 2020. President Jack Sara will be the guest preacher on Sunday, March 8. There will be a Lenten brochure as there was for Advent. The Sunday School classes will have a rotating teaching team as they did for Advent.
- Andrew Stepp reported for Operations Ministry. December closed the year with above budgeted income.
- Gordon Marcum reported for Mission Innovation Ministry. Project Flourish is in its second iteration which will go from now until the first week of March. The first week of March they will pitch to a panel of six judges. Kingdom Story Fellowship continues to reach out to their community; deepening their roots in their neighborhood. Jericho Road Renewal is preparing to purchase a 2<sup>nd</sup> Jericho House for men coming out of addiction.
- Jenn Rustay had no new update for the Marriage and Family Ministry.
- Jan Smith reported for the Worship and Prayer Ministry. The committee has been receiving feedback on the changes in the serving of communion at the 10:45 service. The committee is looking into various options for communion bread/crackers.

New Business:

Proposed by-Law Change: The Advisory Council made a motion which was approved to delete from the By-Laws Business that Must Be Conducted at a Congregational Meeting - Section 5.6. b: "changing the terms of call of a Senior or Associate pastor (except the determination of medical insurance premiums shall be decided by Session)." The paragraph will read "Calling a Senior or Associate Pastor or to request the dissolution of a Senior or Associate Pastoral relationship;"

PASTOR'S REPORT:

- Presbyterian School Sunday will be Sunday, January 26. The school will be participating in all services. The congregation is invited to tour the new school facility that morning.
- The attendance and membership has been flat for the past year.

PERSONNEL REPORT: Andrew thanked the session on behalf of the staff for the Christmas bonuses and salary increases. A motion was made and approved to call Emmanuel Paulpeter as Assistant Pastor for Evangelism.

Here to Serve Campaign Update: Jim reported that the giving and expected giving is approximately 28 to 29 million dollars. Entering into the next phase of the campaign we will change the slogan from "Here to Serve" to reflect vision/mission/culture. The Building Committee is prioritizing the projects for the Capital Campaign.

#### CLERK'S REPORT

- The session Retreat will be Tuesday, February 11, 2020 at 5:30 pm. The focus will be on how to develop the vision of "Here to Serve".
- Sunday, January 19, 2020 will be the Annual Congregational Meeting.
- The following electronic vote was taken and approved December 3, 2019. The Advisory Council is making the motion that "Session authorizes the FPC Building Committee to negotiate and contract concerning the First Presbyterian Church Here to Serve Phase 1 projects with Gabriel Architects for the preparation of construction documents based on the preliminary designs and WS Bellows Construction as the Construction Manager at Risk, and also to negotiate and contract with the ISES Corporation for the Facility Condition Assessment to enable us to plan for deferred maintenance in our existing facility, authorizing the Building Committee to spend up to \$550,000."
- The following electronic vote was taken and approved December 10, 2019. The Advisory Council is asking you to vote on the following motion with respect to calling our annual congregational meeting in January -- and adjust our worship schedule in order to accommodate the meeting.

Moved: For the Session of First Presbyterian Church to call the annual meeting of our congregation to be held on Sunday, January 19th, 2020. The meeting will be held in the sanctuary immediately following a worship service to be held at 11:00am.

Further, the Session approves the following worship schedule for Sunday, January 19th:  
Worship services at 8:30, 9:40 and 10:45 am  
Regular Adult and Children's Sunday School at 9:40am  
Combining the 10:45 and the 11:05 services into one joint service.

There was a period of prayer focused on community.

Prayers were raised for the church, member concerns, ministry partners, and the city and neighbors. Communion was served by intinction by Rev. Emmanuel Paulpeter and elder Janet Rowlands.

The meeting was adjourned at 8:15pm with a prayer by Rev. Jim Birchfield and the singing of the Doxology.

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Rev. Jim Birchfield, Moderator

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Robert Moore, Clerk of Session

**MINUTES OF THE ANNUAL CONGREGATIONAL MEETING  
FIRST PRESBYTERIAN CHURCH HOUSTON, TEXAS  
January 19, 2020**

The Annual Congregational Meeting of the First Presbyterian Church of Houston was called to order on Sunday, January 19, 2020, at 11:45 a.m. in the Sanctuary with a welcome and an opening prayer by Reverend Jim Birchfield. Robert Moore, Clerk of Session, declared that a quorum was present.

Robert Moore, clerk of session, reported on the State of the Church.

- The church is healthy and there are a lot of good things going on at First Presbyterian Church.
- Jesus did not write a book but formed a community and a community is what we are striving to be.
- FPC is already deeply involved in the concerns of the neighborhood.
- The Here to Serve slogan will move forward into a way of life at First Presbyterian Church.
- Project Flourish – Austin Hermann
- Alpha – Emmanuel Paulpeter
- Children and Youth Ministries – Stacey Rockwell
- Youth Ministry – Ryan Born
- Hospitality – greeters and ushers
- The congregation is encouraged to join a small group within the church. The church was formed by Christ to serve the world.

Matt Malinsky, treasurer, reported that the church was in a very strong financial position at the end of December 2019. The Here to Serve commitments have begun to come in which is very encouraging.

Tom Reiser, chair of the Here to Serve Campaign, reported that the following projects for the Here to Serve Campaign have begun:

- Staff salary increases and Christmas bonuses
- Youth and Young Adult Ministries
- Remodeling spaces for K – 5<sup>th</sup> grade will begin this summer
- Deferred maintenance

Chris Wolfe presented the Session proposed changes for the First Presbyterian Church of Houston Charter and Bylaws. A motion was made, in the form of the attached Exhibit, and following questions, answers and discussion, the motion passed. The motion changes the FPC Charter and Bylaws by making the Board of Trustees a committee of the Session, the current Trustees continuing in office and prospectively selecting their successors, subject to Session approval; and by giving the Session the authority to change the terms of call of the Senior Pastor and the Associate Pastors.

George Mallory, chair of the Officer Nominating Committee, introduced his committee members. A motion was made and passed to elect the following for Elders, Class of 2023: Martha Barnes, David Quan, Sara Robertson, Melaney Derden, Tom Reiser and Amy Winstead.

A motion was made and passed to elect the following for Strategic Planning Trustees, Class of 2023: John Crane, Brock Hudson and Randy Schorre.

Jenn Rustay, chair of the Officer Nominating Committee, introduced the members of her committee. A motion was made and passed to elect the following for the Officer Nominating Committee: Susan Boone, Becca Herbold, Nancy Turner, Joe Chorley, Allison McMillan, Lynda Walsh, Leo Espinoza, Claudia Stewart, and Carlton Wilde, Jr.

A motion was made and passed to elect the following for the Standing Committee on Nominations: Mary Alford, Sheila Heinle, Rebecca Turner and Tim Williamson.

Jim Birchfield adjourned the meeting at 12:50 p.m. with a benediction and the singing of the doxology.

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Rev. Jim Birchfield, Moderator

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Robert Moore, Clerk of Session

**MINUTES OF THE LONG TERM STRATEGIC PLANNING BOARD OF TRUSTEES  
THE FIRST PRESBYTERIAN CHURCH OF HOUSTON, TEXAS**

**January 15, 2020**

**Members Present:** Tom Brents, Ken Humphries, Steve King, Doug Meikle, Fred Robertson, Russ Schulze,

**Staff and Ex-Officio Present:** Jim Birchfield, Kay DuPont, Secretary, Andrew Stepp

**Members and Ex-officio Absent:** Sean Keenan, Janet Lionberger, Debbie Thompson, Chris Winters

Fred Robertson called the meeting to order at 11:40am in the Living Room and opened the meeting with prayer.

A motion was made, seconded and passed to approve the minutes of the November 13, 2019 meeting.

Committee Updates:

- Risk Committee: Andrew has put together a staff team to serve with the Risk Committee. Steve King reported that they will be looking at life safety, HR, property liabilities, IT protection and overall ways to reduce risk.
- Church Growth Committee: Fred reported that church membership and growth have been flat for the past year.
- Building Committee: Tom Brents reported:
  - Revised plans are being developed for parking and landscaping on the south side of our campus. We will get input from the MFAH and have these plans ready for Session presentation this spring.
  - Interior plans are being developed for the basement, first and second floors. The team is finalizing plans that could be ready by next month to be presented to the session.
  - We have contracted for a facilities assessment of our entire campus. Possibilities are being reviewed on major maintenance items to be included with capital projects. (See Facilities Committee report below).

Reports from Members:

- Facilities Committee Representative Tom Brents reported that they are looking at deferred maintenance and renovation cost for all First Presbyterian Church buildings, including the Main Street Ministries building. The final report has not been received but preliminary information shows that we are reasonably current with major maintenance and most projects can be funded out of existing reserve funds.
- One Fund Steering Committee Representative Fred Robertson reported that the giving and expected giving is approximately 28 to 29 million dollars.
- Parking Representative - no report.
- MFAH Representative reported that the MFAH plans to complete and open the Kinder building this fall. Temporary easements will expire and have to be canceled.
- Presbyterian School Representative Tom Brents reported that renovations have been completed on the second floor of Lancaster Center and the new facility is beautiful. There are a handful of additional clean up items for that area that were not included in the initial plans approved by the Board. Those items are being reviewed with Church staff and will be approved.
- Main Street Ministry Representative Steve King has met with the new Executive Director of Main Street Ministries, Barbara Allen. MSM will pay for after hours of security. One Pinedale is being considered as an expansion space for some of the MSM programs.
- Fred Robertson presented a report for Dale Avenue Properties Representative Chris Winter. Report is attached.
- Manvel Property (FPC owns 1/3 of 105+/- undivided acres). It is most advantageous to sell the property as one unit rather than to subdivide. Other two owners have verbally agreed to sell and efforts are slowly moving forward.
- Bonner Property Representative Russ Schulze is still in discussion with our broker in Shreveport and FPC San Marcos about selling the final three tracts of timber land in northern Louisiana and southern Arkansas.

The meeting was adjourned with prayer by Ken Humphries at 12:37pm.

January

<b>Worship Services Comparison 2018</b>	<b>Week 2</b>	<b>Week 3</b>	<b>Week 4</b>	<b>Week 5</b>
	<b>1/7/18</b>	<b>1/14/18</b>	<b>1/21/18</b>	<b>1/28/18</b>
8:15/8:30 Worship	226	180	245	238
9:30 Worship				
10:45 Worship	344	328	397	370
11:05 Worship	308	262	285	276
<b>Total Worship Att</b>	<b>878</b>	<b>770</b>	<b>927</b>	<b>884</b>

Unique Live Streams: 65  
Houston Marathon; Unique Live Streams: 60  
Unique Live Streams: 79  
Unique Live Streams: 84

<b>Worship Services Comparison 2019</b>	<b>Week 2</b>	<b>Week 3</b>	<b>Week 4</b>	<b>Week 5</b>
	<b>1/6/19</b>	<b>1/13/19</b>	<b>1/20/19</b>	<b>1/27/19</b>
8:15/8:30 Worship	174	209	227	168
9:30 Worship	142	165		162
10:45 Worship	345	356	475	328
11:05 Worship	209	228		271
<b>Total Worship Att</b>	<b>870</b>	<b>958</b>	<b>702</b>	<b>929</b>

Unique Live Streams: 85 Plays  
Unique Live Streams: 88 Plays  
Unique Live Streams: N/A; Special Worship Schedule; Guest Speaker: Eric Metaxas; All services in Grand Hall  
Unique Live Streams: 71 Plays

<b>Worship Services Comparison 2020</b>	<b>Week 2</b>	<b>Week 3</b>	<b>Week 4</b>	<b>Week 5</b>
	<b>1/5/20</b>	<b>1/12/20</b>	<b>1/19/20</b>	<b>1/26/20</b>
8:15/8:30 Worship	166	198	105	317
9:30 Worship	176	157	107	243
10:45 Worship	368	333	350	337
11:05 Worship	177	210	0	266
<b>Total Worship Att</b>	<b>128</b>	<b>107</b>	<b>135</b>	<b>105</b>
	<b>887</b>	<b>898</b>	<b>562</b>	<b>1163</b>

Unique Live Streams: 128 / New Sermon Series (Kingdom Values)  
Unique Live Streams: 107  
Chevron Marathon/ Annual Meeting (No 11:05) / Unique Live Streams: 135  
PS Sunday/Unique Live Streams: 105  
Facebook views: 153 views



NEW CHURCH MEMBERS

John and Chaille Landa

T/L: All Saints Presbyterian – Austin, TX

RESTORED TO ACTIVE ROLL

None

DECEASED

None

DISMISSED

Keith and Lisa Mulder

REMOVED FROM ACTIVE ROLL

None

MOVED TO INACTIVE MEMBERSHIP ROLL

None

DISMISSED FROM INACTIVE ROLL

None

MEMBERSHIP AS OF DECEMBER 31, 2019 2966

Gains 0

Losses - 1

MEMBERSHIP AS OF JANUARY 31, 2020 2965

## Consent Motions:

## Reports

**Operations Committee Meeting Minutes  
Monday February 17, 2020  
Pastors Conference Room  
12:00PM – 1:00 PM**

**Members present:** Bob Shimp, Steve King, Merry Davis, Henry Humphries, Sam Murray, and Andrew Stepp.

**Members absent:** Matt Malinsky, Tiffany Melchers, Al Dupont.

**Staff and Others present:** Kelli Lawless: Director of Facilities.

- I. **Call to Order, Devotional and Prayer** – Steve King opened with a devotional from Galatians.
- II. **Facilities Ministry Report** –in regard to IT matters, David Jacobs is working with a contractor to replace all the Windows 7 computers. We are also working to provide a second internet line, due to our needing a backup capability to support all our cloud based systems. Henry Humphries also provided an update on various other facilities related matters.
- III. **Permanent Funds Ministry Team** –

The operations Committee approved the request for \$32,000 for organ repairs to be expensed from the Music Equipment and Maintenance Fund.

We discussed the need for the oversight of the Gueymard Church Facility Maintenance Fund.

**Motion:**

The Operations Committee moves that the session re-designate the Gueymard Church Facility Maintenance Fund at Texas Presbyterian Foundation to be under the oversight of the Facilities Ministry Team instead of Permanent Funds in Ministry.

- IV. **Finance Report and other Finance and Accounting Matters**
  - A. **December Financials** – An overview of the Financial Packet was given by Andrew Stepp. A summary of the financial information is attached
- V. **Open Discussion** – None.

The Committee closed with a prayer by Bob Shimp.

The next Operations Committee Meeting will be held on Monday, March 16<sup>th</sup> at

## Equipping & Sending

Date: February 12, 2020  
Time: 12:15-1:20 P.M.  
Location: FPC Bride's Room S104  
In attendance: Martha Adams, Mary-Floye Federer, Jimmy Myers, Caitlin Rhodes, Paul Seifert (Chair), Tanner Sykes  
Absent: Catie Smith

### MINUTES

- I. **Opening prayer:** Paul opened the meeting in prayer.
- II. **Discussion:**
  - a. MFAH – Committee discussed updates on FPC/MFAH relationship-building efforts:
    - Paul is having lunch with Merrill Athon on February 18 to learn more about Merrill's past work on the FPC/MFAH relationship and seek input on current efforts.
    - Mary-Floye will connect with one of her contacts, Alison de Lima Greene (Curator of Contemporary Art & Special Projects), regarding possible collaboration on Human Trafficking Awareness Night (discussed below). MFAH may be open to screening the film "Nefarious" in connection with Awareness Night.
  - b. Ministry Partnerships & Engagement: Mary-Floye and the Committee discussed the following:
    - *Street Grace: Human Trafficking Awareness Night:* Street Grace will be featured at State of the City in April. The Committee discussed holding the Human Trafficking Awareness Night in June (possibly June 18—MF and CR to confirm date) as a subsequent touchpoint with FPC congregation. Purpose of Human Trafficking Awareness Night is to raise awareness of human trafficking in Houston. Street Grace has ready-to-use content/materials/programming for this event. We would look to invite/collaborate with FPC neighbors, including other churches/faith communities, MFAH, CAMH and hospitals. This year's VBS (in June) will focus on ministries along the Metro. Mary-Floye will discuss with Stacey Rockwell possibly featuring Street Grace at VBS and including age-appropriate information regarding human trafficking.
    - Mary-Floye highlighted the following upcoming events with ministry partners:
      - Bethlehem Bible College Awareness and Fundraising Dinner at FPC, March 6. BBC President Jack Sara will preach on March 8 as well.
      - State of the City at FPC, April 17-18.
  - c. Discipleship: Caitlin and the Committee discussed the following:

- *Advent Devotional*: General feedback was very positive. One suggestion was to tie the devotional to the weekly sermons. Late printing/distribution likely resulted in less people engaging with the devotional than otherwise would have engaged.
- *Lent Devotional*: Will focus on key takeaways from sermon series “Clash of Kingdoms” (kingdoms of God v. world). Will utilize examen / journal format. Devotional will officially launch on March 1 in conjunction with quasi-All Church Sunday School in Mini Gym (though devotional books will be available for pick-up the week prior). Promotional video will be shared on Facebook and via email. During Lent, pastors/teachers will rotate through Sunday Schools giving talks on the role of the Holy Spirit in the church and how the Spirit empowers us to live out missional lives.

d. Young Adults: Jimmy shared the following updates:

- Hops & Hymnsing on January 26 was well-attended and intergenerational. Music was excellent.
- Jimmy hosted a “guy’s night” at his house in late January and several new FPC young adults attended.
- Abby MacDougall recently hosted a gathering for young adult women as well. Jimmy emphasized how valuable an asset Abby has been to the Young Adults team.
- Super Bowl gathering on February 2 was well-attended.
- Here to Serve Prayer Walk on February 16 will be led by Young Adults.
- Garden Days at Main Street Ministries will be the missional focus of Young Adults this spring. Will allow opportunities for relational engagement.
- Retreat from February 21-22 at Barnes Ranch will be led by Caitlin. 18 of 25 spots are filled to date. Focus will be Practicing the Presence of God—to equip and empower Young Adults to see prayer as a constant conversation with God, as something to infuse one’s whole existence, as ordinary, everyday encounters with God instead of extraordinary time that is “set aside.”
- Micah Trip in late April. Group includes 8 people who have never gone before. Sarah Burkhart is going; her trauma counseling experience will be a great benefit.

e. February 13th Day Off-Campus:

- Caitlin explained that she, Mary-Floye and Lea Byrd will spend February 13 off-campus with organizational consultant and FPC covenant partner Kate Thomas. Time will be spent visioning and clarifying E&S values and priorities, discerning how to better communicate our priorities to the congregation (which mission partners we support and why) as we seek to become a more missional body.

- Paul raised questions/thoughts that CR, MF and LB may wish to consider during the off-campus time and discussion followed:
  - In making “For Our Neighborhood” a key tenet of Here to Serve, the church has expressed an intent to strengthen our engagement with FPC’s physical, proximate neighbors. Also, Session has been wrestling with Newbiggin’s notion that a “believing community” is deeply involved in the concerns of its neighborhood (the specific place where the church/community is located). In light of this, consider whether FPC’s geographical location should be a means of prioritizing our local mission efforts/partnerships.
  - Thinking about why and how we should encourage more individuals/families within our congregation to “go on mission” in their daily/weekly lives, Father Greg Boyle’s idea of “kinship” comes to mind. Instead of framing mission as “service” (implies service provider/receiver relationship which can feel transactional, condescending and hierarchical), consider whether we should focus on the two-way, mutual, relational giving/receiving that occurs when we approach mission as “standing in awe of what the other person is carrying” (working against an “us/them” dynamic). Consider whether this approach may lead to deeper, more sustained engagement in mission by our congregation.
  - Consider how we re-frame “service opportunities” as seeking kinship while making engagement with local partners highly accessible to FPC individuals/families at the same time.
  - Language that we use to describe our missional calling and to communicate mission opportunities is important. Will require buy-in and coordination from all groups within the church to effect culture change.

III. **Prayer:** Paul closed the meeting in prayer.

## Marriage & Family

On January 16, 2020 at 730 AM, the Marriage and Family committee met. We focused on the Youth Ministry. We were joined by Morgan Watson, Will McMullin, and Grace Homeyer.

Morgan, Will, and Grace walked us through a week in the life of the ministry as follows:

(A) **Sunday School** – students break up into middle school and high school groups. Each week, a member of the leadership team does an opening talk, then the students break into small groups and discuss the topic of the day. The leaders try to get groups to go to the 11:05 service, and then often go to lunch.

(B) **Momentum** – every other Sunday evening, middle school students gather to have fun together and set a good tone or “momentum” for the week. These fun activities are designed as a time to bring friends.

(C) **D2** – on Wednesday evenings, middle school students gather for Bible study and small group discussion. High school students also have Wednesday night **small group** Bible studies. Every four weeks, there is a “meal night” where all of the students meet at the church to share a meal and have a joint Bible study.

(D) **Friday Night Out** – once a month, middle school students and their leaders meet around town – whether for a baseball game, going to a restaurant, or doing something fun, like a trampoline park.

We discussed the importance of mission trips and adventure trips in the life and planning of the ministry. We also discussed the “big events,” like the retreats and Halloween and Christmas parties. This spring, high school juniors and seniors can participate in “The Oakdale Project,” a class for learning Biblical principles in preparation for independence and college. Ryan Born has also co-hosted parent events to get to know parents of youth and provide a forum for them to get to know one another.

We discussed ways to get the word out about the opportunities in our youth group. In order to get to know more students, Will and Kyle (two leaders) will be coaching lacrosse this spring. Grace Homeyer picks students up from school and gives them rides home, stopping for ice cream or other times for students to get to know each other and their leaders.

The youth team asked that we pray for more volunteers willing to commit to the life of the ministry and students in it.

On February 6, 2020 at 730 AM, the Marriage and Family committee met. We focused on the Women’s Ministry. We were joined by Valerie Arredondo.

We began by discussing the terrific response to the Women’s Ministry Fair. On January 12, all of the women’s ministries went to Palm Court and provided information on the various opportunities, and invited the women of the church to join them. The response was positive and resulted in many new participants in various opportunities.

Valerie filled us in on upcoming events and the status of the various aspects of the ministry, which included the following:

**(A) Women's Spring Retreat, February 21-23**

- Returning to Camp Allen in Navasota, Texas. The ministry was able to fill all available spaces (70) nearly thirty days before the event. They are excited that many women new to the ministry have decided to attend, whether because they are learning more about the ministry or were invited by friends. The retreat should be a great time to build community, both in small groups and in larger events.
- The topic is "Called to be Free: Finding Freedom in Jesus Christ"
- Thrilled to have Laura Siefert, author and founder of Yes Ministries, as speaker. Also excited about worship leaders.
- Discussed the fact that the attendance was limited to 70 because of concerns that if more did not attend, would have cost. Need to figure out how to balance wanting to grow and a very tight budget. The perception is that there are many different draws on the budget for the women's ministry, so they need to be very careful.

**(B) First Moms, Tuesdays at 10 AM**

- This is a gathering of mothers of young children; it provides a source of community, Bible study, and prayer.
- Spring study started January 7, "Loving God Greatly: Growing Through Prayer."

**(C) Women of the Word (WOW), Tuesdays 10-1145 AM**

- Gathering of women in all seasons of life; various speakers.
- Spring session started January 14, "Liturgy of the Ordinary" by Tish Warren.

**(D) Salt & Light, Thursdays 7-830 PM**

- Gathering of women in all seasons of life, led by Becca Herbold; includes a curated collection of video teachings followed by discussion.
- Spring session started January 16.

**(E) Women's Fellowship Circles**

- Eight different FPC circles meet in various homes once a month. Currently studying Philippians.
- More circles may be starting.

**(F) First Place for Health, Mondays 630-815 PM**

- Spring session begins January 13. Leading women in making successful choices about health.

**(G) Sojourn Book Group, fourth Tuesday 7-830 PM**

- Women with diverse perspectives gather to discuss a book they have read.

**(H) Women's Prayer Gathering, May 7 10-1130 AM**

- A time of worship, private confession, and prayer.

**Needs:**

- (1) Need to have more mechanisms to promote programming. Suggested making sure to be included in Church Alive and perhaps in the lucite wall holders around FPC.
- (2) Determine whether additional funding could help ministry grow.
- (3) Ministry requested that Session pray that the February retreat would be a time of building community with the new participants.



## Church Planting Update (2-14-20)

### 1. The Plants:

#### a. Kingdom Story Fellowship:

- Though KSF is still quite small (~20-30 adults) and still developing their core team, they are doing great outreach at Stevens Elementary, formed partnership with World Vision, and started Women's Group.
- They are doing great relational evangelism and hope to see fruits in the near future.
- They are nearing the end of their first year after launch.
- The hope is that by end of year three there will be: 1) Critical mass (i.e. 70-80 Sunday Attenders; 40-50 Core Team); 2) Defined leadership team (Session if possible), and 3) Self-sustaining financially (i.e. able to pay for overhead and at least one full-time pastor).
- These three criteria "generally" determine if a conventional plant is "successful."

#### b. Jericho Road Renewal:

- A Second Jericho House has been purchased. They have grown from 5 men to 15 men in Jericho House Ministries.
- Cullen Middle School outreach is also going strong.

#### c. Montrose Missional Community:

- Emmanuel continues to serve at FPC directing Alpha and is doing a great job of growing evangelism at FPC.
- He continues to meet with non-believers through coffee shop evangelism, movie and theology night, and TED talks held at FPC.
- A missional community has been started for those who have been a part of Alpha but not ready to attend a traditional church. Approximately 6-8 people attend.

## **FWI Update for Session February 2020**

### **A. Project Flourish Update**

- Overall, I am very pleased with our applicants this year.
- As of Tuesday (2/18), the applicants have completed 5/6 Project Flourish Labs, utilizing content from the Praxis Course, designed to theologically equip entrepreneurs.
- We had our Project Flourish Immersion Day on 1/25 which was an all day event featuring multiple sessions designed to help applicants build their business plans and pitch decks. We had speakers lined up for the following categories
  - *How to Give a Persuasive Presentation (Speaker: Daniel Knight)*
  - *How to Identify your Customers vs Consumers (Speaker: Catherine Brown)*
  - *Legal and Insurance Considerations for the Small Business Owner (Speaker: Rita Leader)*
- We have pitch practice for the applicants on 2/19
- We are quickly approaching our Pitch week (March 3-5)!
- The decision of the Project Flourish Judges will be released on March 10
- The Project Flourish Congregational Celebration Day will be March 29
- MOU's will be written up with the selected "Award Winners" in the month of March.

### **B. Main Street Fellows Update**

- We are quickly approaching our "recruiting" season for Project Flourish 2020-2021
- Two of our fellows this year are both due with their first children--Taylor Ramsay and Ramsay Curry are expecting in early March. Please keep them in your prayers for their health, their babies health, and the joy of becoming new parents
- MSF 2.0 has been re-energized in the new year, with a redesigned program with the help of Leadership Transformations curriculum and David Wu. MSF 2.0 is our MSF 1.0 alumni program, focused on helping graduated fellows develop a "Rule of Life."
- We had our second annual MSF Alumni Chili Cook Off on February 9th--with Rachel Quan and Jake Dodson once again winning for a second year in a row!
- Please keep Rachel Quan in your prayers as she recovers from back surgery. She is a key leader in the Main Street Fellows Program
- The 2020-2021 application for MSF will be opened by March 15th.

### **C. CFWI General Update**

- We are working on developing a formal CFWI Website and Logo for the hope of a longer term marketing, programming, and partnership strategy.
- Starting in April (when Project Flourish ends!) we will begin planning for a significant program expansion

Please continue to keep our current fellows from this years MSF class in your prayers. And please keep our Project Flourish applicants in your prayers as they prepare for their pitch in early March.

### **Evangelism Update**

- Alpha scheduled to start April 14<sup>th</sup> go on for 8 weeks.
- Started promoting Alpha in different groups at FPC.

- Started an Evangelism Advisory Council to give strategic advice and also help with mobilization to help more people participate in Evangelism activities.
- Planning on a 4 week Evangelism training program which will help people at FPC to better equipped to engage with Evangelism activities.

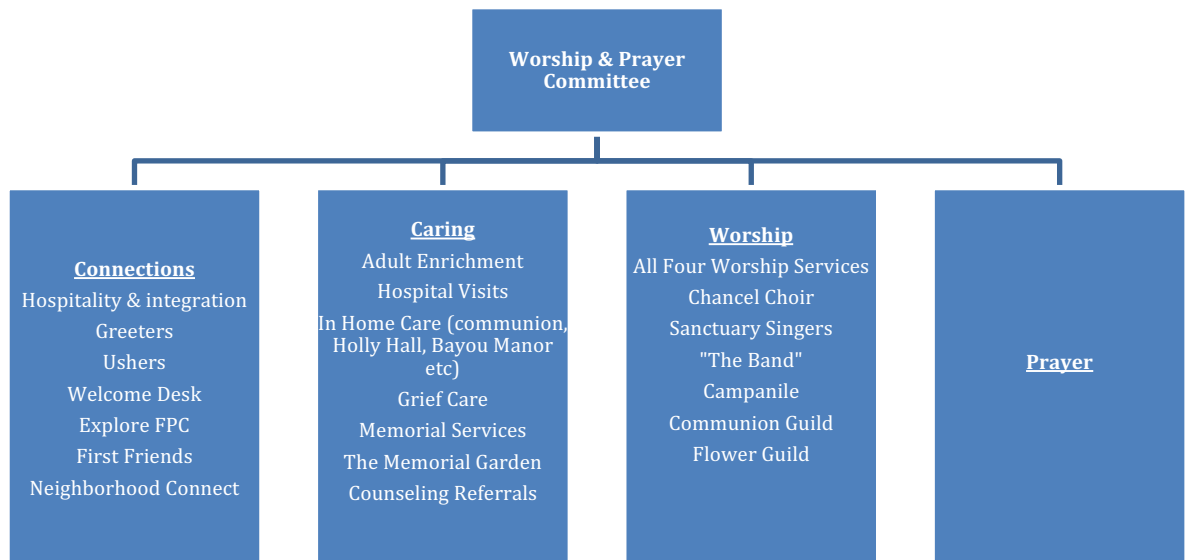
## Worship, Music and Prayer

Date: February 18, 2020

A full committee meeting was held on February 2, 2020; Martha Irwin, Beverly Schorre, Amy McCarty, Callie Paterson, Kent Woodard, Alan Sexton, Jane Costello and Jan Smith were in attendance. The following points were presented and or discussed.

### Committee Organization Chart

- The organization chart for committee responsibilities as shown below was presented.



- Committee members are needed for focused attention in each area; to date those preferences are as follows:
  - Connections - Amy McCarty and Kent Woodard (Kent, Amy and Callie have met with Cheryl and points from their combined reports are summarized below)
  - Worship – Alan Sexton and Beverly Schorre
  - Prayer – Jane Costello, Callie Patterson and Martha Irwin
  - Caring – Jan Smith (Callie has met with Lija and some of her needs are summarized below)

- There are many areas in which this Committee could help the Directors and many areas of need for volunteers from the congregation
  - The Committee feels like there are opportunities of which many Covenant Partners are not aware
  - A suggestion was made that these opportunities be highlighted in a Moment for Mission during the services when time allows
- Connections Report - Areas of opportunity for Covenant Partners to serve
  - Greeters
    - Another volunteer to work with Shikha Hansen handling ministry organization needs
    - Estimated 14-15 volunteers per Sunday morning
    - Currently have 31 Covenant Partners serving this ministry
    - Having more volunteers to serve a 3 month rotation calls for a minimum of 45-50
  - Ushers
    - Good news in this area – new volunteers have come forward but of course more are needed
    - Thank you to Kent and Mark Potter for their assistance to Scott Williams in his new role as Head Usher. Thank you to Scott for taking the position of Head Usher
    - Scott, Mark and Kent will work with Cheryl to update the Usher Guild handbook
  - Explore FPC is in need to more small group leaders; Cheryl has multiple duties for each Explore FPC class
    - Communicates with prospective Covenant Partners
    - Provides some teaching
    - Organizes Joining Day
  - First Friends was initiated by Cheryl to match new covenant partners with involved covenant partners to aid assimilation into the life of FPC.
- Caring Ministry Report
  - Many of these ministries require some specialization and confidentiality; however, there are areas of opportunity for serving of which many Covenant Partners may not be aware. Examples are as follows:
    - In Home Ministry administers communion, delivers flowers/gifts at Easter and Christmas, and provides other support to homebound Covenant Partners. Sue White and Susan Miclette provide invaluable help with this effort.
    - Neighborhood Care Teams - Lija provided training for neighborhood care teams to care for Covenant Partners in their neighborhoods. She is working to develop these teams to be more active and impactful.
    - Adult Enrichment - Lija is responsible for the monthly meeting of Adult Plus, a gathering of CPs and others, ages 70 to 80+. She also spearheads the annual phone outreach to CPs who are 75 and older.
  - Ministry leaders are needed to help guide each area and organize volunteers
  - Lija has a vision to revitalize the Stephen Ministers

### **Communion Update**

- Comments received from Covenant Partners were reviewed and will be passed on as needed. The Guild is trying another brand of Communion wafer and will make a decision of which one to use going forward

- A request was made that one of the Ruling Elders on the Committee assume the responsibility of working with the Communion Coordinators for the Sanctuary services and keeping the lists of Elders up to date – the current responsibility has been with a Shepherding Elder who volunteered some time ago.
  - Each service has one or more Coordinators and list of Elders who have agreed to serve at that service – please see Attachment
  - There is also a list of Elders who have agreed to be substitutes on occasion
  - Both lists need to be updated yearly
  - Current Procedure
    - 3 weeks prior to Communion, the Worship Assistant sends an email to Elders assigned to each service and to a list of Substitutes announcing the upcoming date of Communion
    - The Shepherding Elder reminds the Coordinators to recruit/confirm the names of those who will serve on that date and give the names to the Clerks
  - 11:05 Coordinator has a different system for recruiting Elders to serve and should be offered support by this Committee
  - Jan will work with the Coordinators and Claudia Dyle to see what support they need from this Committee

#### **Prayer Update**

- The Committee Members were given an update on the Prayer Walk that was being organized by various Covenant Partners with leadership from Dorian Benn, Jimmy Myers and Brent Dorsey. The walk occurred this past Sunday
  - Dorian reported that upward of 40 people met in the Sanctuary at 2:00 and then walked the church grounds stopping at various places to pray
  - Jimmy Myers and his team provided music and Celeste Lanier's team provided visual aids to help orient people to the plan
  - Pictures of the event were provided to Celeste for future use
  - This Committee would like to thank everyone who played a part in organizing this event and hopes that it will be the first of many
- Callie has put together some talking points regarding the overall prayer ministry at FPC and we will be exploring those in the coming months.

#### **Music Update**

- Cynthia Blackwell and her team took the children to Holly Hall this past Sunday to sing.
- Campanile is scheduled to play for the Lenten Service on April 1

Respectfully submitted,  
 Jan Smith  
 Chair of Worship, Music and Prayer

## **ADVISORY COUNCIL MINUTES**

**Monday, January 6th, 2019**

**Pastor's Conference Room**

**3:00 p.m.**

**Attending:** Jim Birchfield, Andrew Stepp, Robert Moore, Douglas Meikle, Matthew Malinsky, Marilyn MacDonald

**Opening Prayer and Devotional were led by Andrew Stepp.**

### **Discussion Topics:**

**Finance Report:** A somewhat disappointing end to calendar year vs. budget, however, the first giving of HTS from members also was made in December. There remains some debate about the significance of these numbers and thus we need to proceed with caution.

**Annual Meeting Preparation:** Discussed the content of the meeting and how it would be presented. Discussed and affirmed the content of a by-law change to be approved by the congregation.

### **Pastor's Report:**

**Personnel Report:** Pastor Stepp shared the personnel report. Emmanuel Paulpeter has now been ordained and his future role now being considered is as a called pastor of evangelism

We continue to look for a better solution for operations and finance management. We do have some internal candidates and also a search firm has been retained. Pastor Stepp shared that all compensation adjustments to staff have been completed.

**HTS Follow Up:** Jim Birchfield shared an update on HTS – discussing where we closed out the year in terms of HTS giving and also his desire to move now to the phase where we try to imbed HTS as a way of life for the church.

### **Clerk's report:**

**Worship Committee - Communion:** Continued discussion on 10.45 communion and the role of laity in serving communion.

**Elder Training:** Elder training begins on February 2<sup>nd</sup> and runs till May. Schedule is now in place.

**Book Study:** The session book study will be the closing chapters of Newbigin's "The Gospel in a Pluralist Society".

**Spring Session Retreat:** discussed and proposed possible dates for the retreat.

Doug Meikle closed the meeting with prayer.

### **2019 Upcoming Session Meetings & Important Dates**

Session meeting – Tuesday, January 15, 2020

Congregational meeting – Sunday, January 19, 2020

ECO National gathering – February 3-6, 2020

February AC – Tuesday, February 11, 2020

**Closing Prayer:** Jim Birchfield closed the meeting in prayer.

## **ADVISORY COUNCIL MINUTES**

**Monday, January 6th, 2019**

**Pastor's Conference Room**

**3:00 p.m.**

**Attending:** Jim Birchfield, Andrew Stepp, Robert Moore, Chris Wolfe, Douglas Meikle, Matthew Malinsky (by telephone), Marilyn MacDonald

**Opening Prayer and Devotional were led by Chris Wolfe.**

### **Discussion Topics:**

**Finance Report:** Matt gave an encouraging first view of January giving. As February progresses, we will get a better view of the HTS giving trends.

**Special Session Meeting 2/9/2020 Review:** Overall meeting is perceived to have progressed well. Short discussion of project sequencing and financing of construction. The meeting noted the good stewardship of those in the past which has left our plant and property in excellent condition.

**Here to Serve Going Forward:** After discussion it was decided that the next stages of HTS will be directed by the AC.

**Baptism/Membership discussion:** the AC discussed various elements of our baptism policy within the proper administration of the sacraments.

### **Pastor's Report:**

**Personnel Report:** Jim Birchfield shared with the AC the plans to provide consistent pastoral care for pastoral staff.

**Feedback on Screen in Sanctuary:** Jim Birchfield shared a summary of the feedback he solicited on the use of the presentation screen in the sanctuary.

**Clerk's report:**

**Spring Session Retreat:** Session retreat in on 2/11/2020 directly after the AC meeting.

**Elder Training:** New elder training has now begun with the new elders engaged and expectant.

**ECO National Gathering:** Robert shared a short and positive report of his time at the gathering..

**2019 Upcoming Session Meetings & Important Dates**

Session meeting – Tuesday, February 18, 2020

AC meeting – Tuesday, March 10, 2020

Session meeting – Tuesday, March 17, 2020

AC meeting – Tuesday, April 14, 2020

Session meeting – Monday, April 20, 2020

AC meeting – Tuesday, May 12, 2020

Session meeting – Tuesday, May 19, 2020

**Closing Prayer:** Marilyn MacDonald closed the meeting with prayer.