

**First Presbyterian Church of Houston**  
**Session Agenda – May 21, 2019**  
**5:30 PM LC 181**

**Opening Prayer**

Claudia Stewart

**Omnibus Resolution**

Jim Birchfield

Approve Minutes of April Session Meeting  
Approve Membership Reports  
Additional Consent Motions

**Committee/Task Force Reports**

Operations Committee/Finance Report  
2019-2020 Budget Review + Vote  
Committee Reports  
Deep Dive: Worship Committee

Chris Herbold

Committee Chairs

**New Business**

Receive to Ordination Douglas Meikle  
Elder Class 2022 Ordination Report  
Elder Class 2022 Clerk & Member at Large

Jim Birchfield

**Discussion Topics**

Vision Campaign  
Focused Prayer Time: Provision

Jim Birchfield

**Pastor's Report**

Jim Birchfield

Balcony Report  
Personnel Report  
11o5 Service

Michael Homan

**Clerk's Report**

Cindy Cook

APNC/Congregational Meeting  
Sexual Abuse & Misconduct Policy  
MAG Meeting Follow Up  
Book StudyElder Class 2019 Send Off

**Prayer and Praise**

Jim Birchfield

**Communion and Doxology**

**Motion to Adjourn**

**2019 Session Meetings & Important Dates**

May 5, 2019 – MAG Meeting  
May 13, 2019 – AC Meeting  
May 21, 2019 – Session Meeting  
June 10, 2019—AC Meeting  
June 18, 2019—Session Meeting  
July 11-14--MoRanch  
August 4, 11, 18 – All Church Sunday School  
August 25, 2019—Children + Family Kick Off  
September 8, 2019—Fall Kick Off  
September 13-14—Session Retreat

**MINUTES OF THE SESSION**  
**THE FIRST PRESBYTERIAN CHURCH OF HOUSTON, TEXAS**  
**April 16, 2019**

The April Stated Meeting of the Session began at 5:45pm in LC 181 with a quorum present. Dr. Jim Birchfield called the meeting to order and John Going 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 March Stated Meeting of the Session be approved.
- Moved that the March Membership Report be approved.
- Moved that the residual Capital Fund balance totaling \$185,738 be designated for use to fund a portion of the costs associated with the Vision Campaign that begins in 2019.

COMMITTEE/TASK FORCE REPORTS

Operations Committee: Andrew Stepp reported that giving is approximately \$181,000 under budget but is predicted to be better by the end of the fiscal year.

Committee Reports:

George Mallory reported for the Equipping and Sending Ministry. The MAG meeting will be held at First Presbyterian Church on Sunday, May 5 at 4:00 pm. Gordon Marcum reported for the Mission Innovation Ministry. Brent Dorsey reported for the Worship and Prayer Ministry. John Going reported for the Congregational Life Ministry. Ryan Born has accepted the position as Youth Director.

A motion was made and approved to accept the dates for Baptism and Communion for 2019-2020.

Book Discussion: The next book to be studied by the session is "You Are What You Love" by James K. A. Smith.

PASTOR'S REPORT

- Personnel Report – Andrew Stepp reported that Jon Crantz will be assuming more responsibility with Children/Family Ministry and Marriage/Parenting Ministry.

Cheryl Christie will assume the position of Director of Congregational Life. Karen Meikle, chair of the Associate Pastor Nominating Committee, announced the committees' recommendation for Associate Pastor for Equipping and Sending. A motion was made and approved to endorse the nomination for Associate Pastor for Equipping and Sending and that a Congregational Meeting be held on Sunday, May 19, 2019 for the purpose of approving the call.

- George Mallory requested nominations for elder and trustee.

#### CLERK'S REPORT

- Kingdom Story Fellowship will be launched on Easter Sunday.
- A motion from the Advisory Council was made and approved for the following individuals to be approved to serve as the Board of Trustee Operational Review Task Force: Jim D'Agnostino, Andrew Stepp, Randy Wilson and Chris Wolfe.
- There is an online program entitled "Training for Working and Children" which the session is encouraged to participate in.
- At the May session meeting there will be suggested nominations, from the Advisory Council, for the clerk of the class of 2022 and a member-at large. There was a reminder that any member of Session can make nominations as well.
- The elder retreat will be September 13-14 at the Barnes farm.

#### DISCUSSION TOPICS

Andrew Stepp distributed an outline of the 2019-2020 Budget and led a discussion on the line items.

Jim Birchfield led a discussion of the Vision Campaign "Fund One", the Mission, the Vision, the Vision Goals and the FY2020 Cathedral priority. There will be two Preview Dinners to unfold the campaign. The vision of the campaign is to claim our legacy and reach into the future. How will we extend this legacy so we can carry the gospel for the next 180 years into Houston and the world? Dr. Birchfield shared ways of communicating our vision, the challenges and opportunities of being a sending church and where we are headed. God has placed us here to serve. A suggested theme for the campaign is "We Are Here - to Serve". Tom Reiser gave an overview of the campaign and the campaign priorities.

Prayers were raised for the church, member concerns, ministry partners, the city and neighbors. Communion was served by intinction by elders Callie Paterson and Tiffany Melchers.

The meeting was adjourned at 8:35pm with a prayer by Rev. Jim Birchfield and with the singing of the Doxology.

MINUTES OF A SPECIAL CONGREGATIONAL MEETING  
**first presbyterian church Houston, Texas**  
**MAY 19, 2019**

A properly noticed Special Congregational Meeting of the First Presbyterian Church of Houston was called to order, on Sunday, May 19, 2019 at 11:40 a.m., in the Sanctuary, by Reverend Andrew Stepp, who declared that a quorum was present.

Karen Meikle, on behalf of the Associate Pastor Nomination Committee, addressed the sole item on the agenda by first delivering a report on the Committee's search, initiated in 2017, that ultimately led to the call to Miss Caitlin Rhodes, and then making the following motion from the Committee:

*Resolved, that the Congregation of First Presbyterian Church of Houston elect Miss Caitlin Rhodes as Associate Pastor of Equipping and Sending.*

Next, the Moderator opened the floor to discussion. There was a single question, concerning the terms of call of Miss Caitlin Rhodes. Reverend Andrew Stepp explained that she will finish her Master of Divinity degree at Gordon-Conwell Theological Seminary, move to Houston in June of 2019, serve in a Staff position starting in July of 2019 and then will be ordained and installed in September of 2019.

Hearing no further discussion, the Moderator called the vote and the Congregation unanimously affirmed the resolution electing Miss Caitlin Rhodes as Associate Pastor of Equipping and Sending.

Reverend Andrew Stepp adjourned the meeting at 11:50 a.m. with a benediction.

## Reports

### Operations

May 15, 2019

**Members present:** Bob Shimp, Tiffany Melchers, Merry Davis, Sam Murray, David Barnes, and Chris Herbold.

**Members absent:** None

**Staff and Others present:** Andrew Stepp, Steve Burns, Tom McMeans, Henry Humphries, Steve King and Matthew Malinsky

- **Call to Order, Devotional and Prayer** – Andrew Stepp opened with a prayer and a devotional on sharing your “wealth” through discipleship.
- **Facilities Ministry Report** – Facilities Ministry Team further discussed the IT sub-committee potential members that may be a good fit for this new sub-committee, and asked for suggestions for any other potential members to be forwarded to them. The RFP for the Church’s IT services went out and three (3) responses were received. Those responses are presently being reviewed to determine which is the best fit for FPC. An IT scan was done to look at the integrity of FPC’s IT infrastructure and identify any weak points. A few critical issues were identified and have been

presented to Covenant to address.

Henry Humphries provided an update on various other facilities related matters.

- **Permanent Funds Ministry Team** – At the Permanent Funds Ministry Team meeting in April, it was approved to release \$2,580.96 from the Music Fund to reimburse the purchase of a keyboard for FPC. Further, unused scholarship balances for previously awarded scholarships were approved to be carried forward to next year.
- **Finance Report and other Finance and Accounting Matters**
  - **March Financials** – An overview of the Financial Packet was given by Stephen Burns. Summary financial information is included below (in 000's):
    - **Current Year (CY) Comparison to Budget and Prior Year (PY):**
    - **Current Year (CY) Comparison to Budget and Prior Year (PY) for Year-To-Date (June 2018 – May 2019):**
    - **Liquidity – Cash Balances –**
- **Open Discussion** – The Committee discussed and approved moving its monthly meeting to the third Monday of every month at noon. Various aspects of the Vision Campaign was discussed by the committee. Also, a big thank you was expressed to Chris Herbold, as he is rolling off as both the Treasurer of FPC and as Chairmen of the Committee.

The Committee closed with a prayer by Henry Humphries.

The next Operations Committee Meeting will be held on Wednesday, June 17<sup>th</sup> at 12:00 noon.

## **Congregational Life**

Date of meeting: 5/8/2019

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

Absent: Melissa Carbajal

The meeting began at 7:30am with Jon Crantz opening in prayer.

**Items discussed:**

- Youth Sunday – This was an incredible event. God continues to amaze us in how He works in our youth. The morning was a huge success. An idea has emerged for the 8<sup>th</sup> grade confirmands – Every elder write a note to confirmands welcoming them to covenant partnership. We will also look into inviting the confirmands to the session meeting prior to youth Sunday to interview each confirmand. Also discussed that this group of seniors went through the youth ministry with leadership teams that were largely the same; the confirmands, in contrast, have had leadership that has been in transition the whole time they have been a part of the youth ministry. We will need to need to make sure we support the youth ministry and the students in it with prayer and any help they need to help facilitate the continued transformational work like we saw at the most recent Youth Sunday and adapt to the changing needs and attendance of this part of our body.
- Youth parent involvement – We had a parent meeting several weeks ago led by Ryan Born. 20+ parents and volunteers attended to hear the vision of FPC youth and to pray for the ministry. We plan to have these parent meetings monthly. It was an event that was energetic and joyful.
- Marriage/parenting ministry – As Jon moves into his new role, he shared some ideas for marriage and parenting ministry. The flow of the ministry will be tolerable for couples and parents. There will be short term seminars, to longer term small group engagement for couples and/or parents. In addition, monthly dates for 8, a potential church wide marriage conference, and a marriage retreat are all ideas that Jon and his future marriage lead team will consider.
- VBS – A new way of registration was instituted this year. The registrations would mirror volunteer signups. This was brought on by the C&FMinsity staff's concern that the groups were getting too large (10-12 kids per group). Volunteers were getting a bit overwhelmed by the large groups. Smaller groups are more manageable, better for safety, and optimal for kids/volunteers to participate in ministry/learning. As of now, there are no kids on the wait list. Volunteers have indeed stepped up (but we still need more volunteers). Discussed whether the new system encouraged (or discouraged) VBS registration for families and the need for oversight for future messaging about volunteerism and VBS. Will also see whether the totals available under present volunteer levels included Nehemiah students. Need to continue to pray for this ministry, the children of our church, and to continue to think about how to increase the quality and quantity of volunteerism for children.

**Action taken:**

- Youth Sunday confirmands – Session members write notes to all confirmands. Jenn Rustay will bring this idea to session May 21. Jon will have addresses ready.
- Confirmation – Bring back interviews of confirmands with elders starting next year.
- Prayer requests – Pray for the HS guys director candidate.
- Jon will create a marriage/parenting ministry vision and structure for this committee's review

within the month.

**Motions for Session consideration:** None

John Going closed in prayer to end the meeting.

## **Permanent Funds**

April 10, 2019 e-mail meeting

Members: Susan Pokorny Egolf, Gracie McClure, Carol Shimp, Chris Athon, Jane Champion, Sam Murray, Julie Harris, James Melchers, and Gabriel Zamora.

Staff: Andrew Stepp, (Erin Varnell and Nancy Purcell, administrative support)

Sam Murray called the meeting to order by e-mail at 2.49 p.m. on Wednesday, April 10, 2019.

### **Items discussed/reviewed/motions:**

- **Minutes:** Motion to approve PFM Team meeting minutes of March 4, 2019 to Operations Committee. Motion: Sam Murray; second by Carol Shimp; team approved.
- **Release Funds:** Motion to approve release of \$2,580.96 from Music Fund (4) for a keyboard for FPC purchased 3/11/19. Motion: Sam Murray; second by Carol Shimp; team approved.
- **Carry-forward 2018-2019 unused balances** of the following funds: motion by Sam Murray; second by Carol Shimp; team approved.
  - Jordan Fund (seminary scholarships) – remaining balance \$389
  - Bentsen Fund (seminary scholarships) – remaining balance \$7,440
  - King Fund (seminary scholarship) – remaining balance \$4,100
  - Lancaster Fund (undergraduate scholarships) – remaining balance \$4,566
  - Music: Maintenance or expansion – remaining balance \$20,673
  - Music Equipment Fund (remaining balance \$26,885) balance after granting \$2,580.96 above

Votes received from Sam Murray (motion), Carol Shimp, Chris Athon, James Melchers, Julie Harris, Jane Champion, Gracie McClure, Gabe Zamora, and Susan Pokorny Egolf.

Many thanks to outgoing (May 2019) team members: Susan Pokorny Egolf, Gracie McClure, and Carol Shimp. Sam Murray will serve as team chair 2019/2020.

Next meeting: Monday, July 8, 2019, 12:15 p.m., FH 251

Sam Murray, Team chair

## **Worship, Music and Prayer**

May 16, 2019

Committee Members Attending

Michael Homan

Callie Paterson



Jan Smith  
Martha Erwin  
Alan Sexton  
Beverly Schorre

Guest  
Claudia Dyle  
Andrew Hebert

- Opening Prayer – offered by Brent Dorsey
- Introduction of Andrew Hebert – New Worship Leader for FPC 11:05 Service.

Andrew Hebert was introduced by Michael Homan. Andrew described his unique worship skills and experience. He has acquired these skills through family connections and education. He had a strong family Christian upbringing as well as education at Houston Baptist University. His professors include both John Yarrington and Rhonda Furr.

- Devotion – Jan Smith – devotion was taken from the book of Zephaniah from the Old Testament.
- Update on the Fine Arts Policy Report – Claudia Dyle, Michael Homan, Brent Dorsey, Callie Paterson and Jan Smith (other as may elect to attend pre-meeting)

A pre-meeting was held to discuss the comments received from the draft of the Fine Arts Policy. Attending the meeting were Claudia Dyle, Michael Homan, Callie Paterson, Jan Smith, Alan Sexton and Brent Dorsey. Michael Homan has included other Churches' experience in setting up a Fine Arts Policy. Tulsa Presbyterian has offered to visit and provide input into FPC's efforts.

It was agreed that the Fine Arts Policy must support the mission and vision of FPC. Main Street Fellows was also mentioned on how to engage the community. Michael offered several examples of how other churches have linked their policy to the church's engagement with the community and congregation. One example was linking art and a sermon series.

A recommendation has been made for a smaller group (Claudia Dyle (Staff), Kent Woodard, Callie Paterson (chair)) to develop a charter, draft goals, establish a framework and a mission and vision for the Fine Arts Policy. Specifically, how the Policy links to the mission and vision of FPC. A target for completion of a draft has been set for October 2019.

- FY 2020 Budget, Goals and Objectives for Worship – Michael

Michael Homan reviewed the budget for 2019/20. Staff has been instructed to develop 2 "Flat Budgets" and 2 "Aspirational Budgets" for consideration. Michael explained the increases and decreases expected and how they would be implemented. Raises for some of the singers and musicians were specifically included in the budget.

- Discussion of 11:05 Worship “Reboot” – Michael and Andrew

Michael Homan and Andrew Hebert discussed the plans that are underway for a “reboot” of the 11:05 service.

A reboot is defined as” to make a change (in something) in order to establish a new beginning”.

Grand Hall will be closed for the Summer to allow repairs needed for the second floor of Presbyterian School. For the interim Summer period, the Fellowship Hall will be the home for the 11:05 service. Michael and Andrew working with several other 11:05 congregants (Lynne Michels, Karen and Doug Meikle, Jimmie Myers, Ryan Born and others) will be working to develop and reimagine the 11:05 service. Andrew explained that most church members and services have a “Mother Tongue” of worship. The Mother Tongue included the music, liturgy, prayer, format and “feel” of the service. This group will be working during the Summer to help identify, develop and implement an appropriate Mother Tongue that will appeal to the 11:05 congregation. The focus is not limited to one group or another, but intended to provide the worship format that appeals to the membership, regardless of demographic (age, generation, family status, Sunday School Class, etc.) The Fall season has been targeted for the roll out of the reboot.

- Personnel updates (Worship Leader, Sanctuary Singers Lead (Nicole Kenley Miller)) and other updates for Director Youth Ministries and Associate Pastor – Michael

Michael Homan announced that all the vacant positions have been filled.

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|--------------------|--|
| Caitlin Rhodes     | Associate Pastor of Equipping and Sending    |
| John-Alan Gourdine | Director Sanctuary Singers                   |
| Lucy Giraway       | Assistant Worship leader and music selection |
| Ryan Born          | Youth Director                               |
| Andrew Hebert      | Worship Leader 11:05 service                 |

- Worship, Music and Prayer Committee report to Session - Deep dive request for the May Session meeting (Tuesday May 21) – Brent

Brent Dorsey will provide a review of the ministries of the Worship, Music and Prayer Committee. The focus will identify each ministry, their responsibilities, needs, desires and expectations. Representatives from each has been invited to the session meeting. An earlier presentation made to incoming Elders will be the basis of the presentation.

Additionally, Michael Homan and Andrew Hebert will discuss the 11:05 reboot. Michael Homan will also discuss the reorganization under consideration to include Connections and Caring within the Worship, Music and Prayer Committee.

- Worship and Prayer Committee – Next meeting TBD Choir Mission Trip June 5 – 17 - Session meets June 18, 2019 – New Chair (Jan Smith) to determine

Jan Smith will convene during the summer, a smaller group to include Michael Homan, Callie

Paterson and the incoming Elder assigned to the Worship, Music and Prayer Committee to discuss the Committee. Timing of meetings, membership and integration of Connections and Caring into the Committee will be topics for discussion.

- New Business - no new business identified
- Closing Prayer – Martha Erwin closed the meeting with a prayer

## **Ministry Goals – FY 2020 (June 2019 – May 2020)**

### **Ministry MISSION STATEMENT**

This committee provides for the support, structure, and accountability for all worship, music, and prayer ministries at FPC. The primary vehicle through which these activities happen is the weekly service of worship, offered in three different styles in two unique venues, whereby is provided the proclamation of the gospel, enactment of the sacraments, and spiritual nurture for both disciples and would-be disciples. As such, the Worship, Music, and Prayer committee fulfills the mission and vision of FPC by ensuring excellence in music, liturgy, and preaching. This committee also provides the leadership and guidance necessary for FPC to be a church that is saturated in prayer, providing for a variety of prayer initiatives, gatherings, and ministries that teach and encourage our people to pray.

**Key verses:** 1 Chronicles 16:23-31; Hebrews 10:25; Colossians 3:16-17; John 4:24

### **Cathedral Priority #1: *Energizing for Growth***

#### **Supporting Goal(s):**

- Offer regular “invitations to discipleship and baptism” in worship.

#### **Plan:**

- Offer a Weekly “Invitation to Discipleship” in our worship services that immediately follows the sermon – just prior to the prayers of the people, whereby the invitation is made as a direct response to the gospel proclamation.
- This invitation should happen at least 3 times per month
- It should answer at least one of the following questions:
  - What does it mean to be a believer and disciple of Jesus?
  - What is one specific on-ramp that will help new and growing believers grow in their maturity?
    - E.g. “If you are a new believer or sense a desire to grow deeper in your relationship/devotion/maturity with God –

consider making a commitment to attend “BTITB” or, by joining a D-Group, etc.

- Goal #2 : At least 2 times per month, present “This Time Tomorrow” testimonies in each of our four worship services
- Testimonies should be four minutes in length in an interview style
- They should answer questions that are reflective of the following;
  - What will you be doing this time tomorrow?
  - What are the challenges and what are the opportunities you will face?
  - How can we pray for you this week?
- We will not need to change our liturgy -- the length and timing of the testimonies in worship will fit naturally into the same slot we currently use for ministry partner testimonies.

Points of Collaboration – Work with the ministry team to identify candidates who would be willing/able to share their stories.

## **Cathedral Priority #2: *Investing in our Lay Leaders & Volunteers***

### **Supporting Goal(s):**

Expand and re-shape our prayer ministry to include more volunteers, a broader diversity of participants, more opportunities for teaching and integration with both our caring ministry as well as our discipleship vehicles (classes, small groups, d-groups).

### **Plan:**

- Partner with Lija Shah and the Caring Ministry to develop avenues of prayer for the sick and those who need pastoral care
- Expand number of prayer partners with a particular focus on utilizing current and shepherding elders
- Establish and teach/provide opportunities for education and practice of prayer in a diversity of settings, with particular resources offered to D-Groups, Small Groups, and Sunday School Classes.
- Develop and implement practices of healing prayer through both corporate and personal means, including a routine worship service of healing and prayer.

Goal #2: Continue to grow the volunteer base by 10 percent for each and every ensemble, including chancel choir, sanctuary singers, children’s choirs, bell choir, and the 11:05am worship team. This will be measured through weekly attendance and an audit of

ensemble rosters twice per year.

- Work with each ensemble director and leadership team to ensure a culture of hospitality and follow-up contact for inquirers and potential new participants.
- Utilize F1 database to follow up with those whose attendance could indicate a pastoral care concern
- Partner with Cheryl Christie and the Connections ministries to provide ensemble information to new covenant partners

Points of Collaboration – Caring Ministry, Women’s Ministry, Connections

### **Cathedral Priority #3: *Clarity***

#### **Supporting Goal(s):**

- Clarify and emphasize corporate worship attendance as a core discipleship practice

#### **Plan:**

- Establish a marketing and communications plan that reinvigorates the “52-week worship challenge” for the 2020 calendar year
  - Clearly communicate and push out the distinctives of our four worship services
  - Create and share personal testimonies and video testimonies that “tell the story” of how and why worship has been formational (emphasizing music, community, teaching/preaching/sacraments/prayer)
  - Utilize live-stream technology to connect with those who are not in attendance
- Pull together staff and worship task force to begin exploring a Sunday Night Worship Service to launch in 2020

Points of Collaboration – Collaborate and connect with evangelism, church planting, young adults, Youth, Children, and all Adult Discipleship ministries for collaboration. Consult with Providencia Church WPB and CPC Edina to discuss evening worship service distinctives and best practices.

### **Cathedral Priority #4: *Nurturing Generous Hearts***

#### **Supporting Goal(s):**

- Goal: Support the nurturing of generosity in our worship services
- **Plan:**
  - Utilize “words of preparation,” prayers, liturgy, music, and testimonies (modeling examples of what generosity looks like).

- Create/suggest generosity liturgies that could be used as ways to “call for the offering.”
- Be sure this is modeled with the foundation that God has first been generous with us.

Points of Collaboration – Work closely with our communications team and Vision Campaign Committee to support the major Fall OneFund project

**Benchmarking:** Providencia WPB (Sun Night Service), Highland Park Presbyterian (Prayer), Lisa Johnson (This Time Tomorrow Testimonies), First Presbyterian Church, Tulsa – Ron Pearson (Music Ministry benchmarking).

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| <b>Master Calendar: FY 2020 &amp; 2021</b> |
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### **FY 2020 Events**

Please insert FY 2020 events (June 2019 – May 2020) into the master calendar located [HERE](#):

### **FY 2021 Events**

List of major events planned in FY 2021 (June 2020 – May 2021)

## **Mission Innovation**

May 8, 2019

**Members present:** Matt Offenbacher, Gordon Marcum, Paula Paine

**Members absent:**

**Staff present:** Matt Lee

**Staff absent:**

- I. **Call to Order and Prayer** – The meeting was called to order at 6:02 PM and opened with prayer
- II. **Deep Dive: Church Planting (Lee)**
  - A. Highlights and accomplishments June 2018-April 2019
    - a. Assessments, training and oversight of church planting residents
    - b. New Church Planting Manual
    - c. Re-established relationships with HCPN
    - d. Update FPC website
    - e. Kingdom Story Launch (Easter)

- B. Plants & Goals Going Forward
  - a. Kingdom Story (Harrisons) – continued support/coaching post-launch
  - b. Jericho Road Renewal (Ramsays) – nonprofit model (launch January 2020)
  - c. Montrose/Heights House Church (Reagan) (launch June 2020)
  - d. Recruiting next church planter (1 at a time) for Fall 2020
  - e. Deepen relationship with HCPN
  - f. Update website
  - g. Increase awareness and involvement with church plants – Sunday school, “Church planting Sunday”, informational lunches
- III. **Close** - the meeting was closed at 6:50 PM

**Prayer Requests**

Next Resident by Fall 2020

Greater awareness and involvement of FPC Congregation in Church planting

Personal Health (Matt L)

More applicants for Main Street Fellows (deadline extended to June 1)

## **Advisory Council Meeting Minutes**

May 13, 2019

The meeting began at approximately 3:00 PM.

In attendance: Jim Birchfield, Andrew Stepp, Cindy Cook, Robert Moore, Chris Wolfe, Chris Herbold and Claudia Stewart.

Opening Prayer and Devotional were led by Andrew Stepp.

### **DISCUSSION TOPICS**

A financial report was given by Chris Herbold, including a giving and budget report to date. Chris Herbold and Andrew Stepp together delivered a report on the updated draft budget for the fiscal year starting June 1, 2019, to be delivered to Session for review and consideration. The Council engaged in discussion, asked questions and made suggestions concerning the revised draft of the annual budget to be presented to Session.

### **PASTORS' REPORT**

Andrew Stepp provided a quantum update on the search efforts, reporting the APNC's call to Caitlin Rhodes as Associate Pastor for Equipping and Sending to be presented to the Congregation at the congregational meeting to be held on Sunday, May 19, 2019, and the promotion of Andrew Hebert to director of worship for the 1105 service. Andrew Stepp also reported on a limited re-alignment of pastors and certain staff and

subcommittees within FPC's organization.

Jim Birchfield presented a report on the status of the One Fund stewardship initiative and earnestly emphasized the essential need for the Session and Congregation to rise to meet the Vision that One Fund will support if that Vision is to be realized.

#### CLERK'S REPORT

Cindy Cook delivered a report on the (1) Officer Nominating Committee, (2) pending Congregational meeting on the newly called associate pastor, (3) Board of Trustees Operations Review Task Force, (4) Mission Affinity Group meeting of sessions, (5) Fine Arts Policy, (6) status of the Elder Elect Training program, (7) status of preparation of FPC's Sexual Abuse & Misconduct Policy, and (8) Focused Prayer For God's Provision.

#### THANKS

Heartfelt thanks and expressions of appreciation were extended to those faithful servants of God, whose service on the Advisory Council is drawing to a close: Cindy Cook, Chris Herbold and Claudia Stewart.

Chris Wolfe closed in prayer and the meeting was adjourned at approximately 4:40 p.m.

Respectfully submitted,  
Chris Wolfe, Clerk, Class of 2021