

First Presbyterian Church of Houston
August Agenda – August 20, 2019
5:30 PM LC 181

Opening Prayer	Al Dupont
Omnibus Resolution Approve Minutes of June Session Meeting Additional Consent Motions	Jim Birchfield
Update Jericho Road Renewal	Jonathan and Taylor Ramsay
Committee Reports Finance Report Committee Reports	Matt Malinsky Committee chairs
Book Study Discussion of <i>You Are What You Love</i> Chapters 3-4	Doug Meikle Jordan Benningfield
New Business Worship schedule change, September 8	Jim Birchfield
Pastor's Report Vision campaign update	Jim Birchfield Matt Malinsky
Clerk's Report Session retreat - <i>You Are What You Love</i> , Chapters 5-7 Presbytery meeting commissioners/MAG ECO national meeting dates Focused prayer: Wisdom	Robert Moore Martha Lawler Andrew Stepp
Personnel update	Jim Birchfield
Prayer and Praise Communion and Doxology Motion to Adjourn	Jim Birchfield
2019 Session Meetings & Important Dates August 25, 2019 – New members, and Children's + Family Kick-off September 8, 2019 – Fall Kick-off and Communion September 13-14, 2019 – Session retreat September 17, 2019 – Session meeting September 20-21, 2019 – Texas Presbytery + MAG meeting, MDPC, Houston October 6, 2019 - Communion October 15, 2019 – Session meeting November 3, 2019 - Communion November 19, 2019 – Session meeting December 1, 2019 – Communion February 4-6, 2020 – ECO National Gathering, Grapevine, TX	

MINUTES OF THE SESSION
THE FIRST PRESBYTERIAN CHURCH OF HOUSTON, TEXAS
June 18, 2019

The June 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 Kent Woodward 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 May Stated Meeting of the Session be approved.
- Moved that the May Membership Report be approved.

COMMITTEE/TASK FORCE REPORTS

Finance/Operations Committee: Andrew Stepp reported that the fiscal year ended with a deficit of \$116,000. Bob Shimp reported that they are currently looking for a replacement for Tom Means.

Committee Reports:

- Paul Seifert reported for the Equipping and Sending Ministry. The Marriage Conference was a success with eight couples participating.
- Jenn Rustay reported for the Marriage and Family Ministry. The elders were encouraged to write to their assigned confirmands.
- Jan Smith reported for the Worship and Prayer Ministry. The choir mission trip was a great success with multiple performance opportunities and visits with mission partners.

Board of Trustees: Fred Robertson reviewed the responsibilities for the trustees. The agreements with Presbyterian School and the Museum of fine Arts is being updated. There will be three committees within the Board of Trustees: 1) Risk, 2) Church Growth, and 3) Building. A motion was made and approved noting that all capital campaigns require session approval and the session approves the Board's plans for the 2019-2020 year.

Jordan Benningfield led a discussion based on chapters one and two of "You Are What You Love". The session broke into small groups for discussion.

NEW BUSINESS

- Jim Birchfield and Robert Moore installed Allan DuPont into the elder class of 2022 followed by the laying on of hands and prayer.
- A motion was made and approved to endorse the following slate for the Elder Class of 2023: Tom Reiser and Martha Barnes – returning elders, Amy Winsted, Sara Robertson, David Quan, Melany Derden with Bonnie Miller as an alternate. A motion was made and approved to endorse the following slate for trustees: John Crane, Brock Hudson and Randy Schorre with Naomi Hewitt as an alternate.
- There will be an Annual Congregational Meeting in January 2020.
- A motion from the Worship Ministry was made and approved to reduce the number of worship hours of Mo Ranch Sunday July14, from four to two – 8:30 and 10:45.

PASTOR'S REPORT

- Jim Birchfield distributed an update for the "Here to Serve" Campaign. There were 90 families who attended the two dinners. There have been 47 meetings with interested members and 48 meetings in process. There have been 61 commitment cards offered and

13 cards have been received back. All feedback has been positive and the goal is 100% participation.

CLERK'S REPORT

- Elders of the Session, Class of 2022: Stephanie Lionberger-Zamora; Douglas Meikle; Kent Woodward; Tanner Sykes and Jordan Benningfield were ordained and/or installed during the worship services Sunday, June 16, 2019.
- The book study in August will be Chapter three and four of "You Are What You Love".
- The session retreat will be September 13-14 at the Barnes' ranch.
- The Affirmation of Service and Nondisclosure/Conflict of Interest forms were distributed.
- There will be no session meeting in July. The next meeting will be August 20.
- Andrew Hebert led the session in focused prayer for the worship services and leaders at First Presbyterian Church.
- The ECO Texas Gathering will be at Memorial Drive Presbyterian Church, September 20-21.

Prayers were raised for the church, member concerns, ministry partners, the city and neighbors. Communion was served by intinction by elders Robert Moore and Chris Wolfe.

The meeting was adjourned at 8:25pm with a prayer by Rev. Jim Birchfield and with the singing of the Doxology.

Rev. Jim Birchfield, Moderator

Robert Moore, Clerk of Session

**FIRST PRESBYTERIAN CHURCH, HOUSTON REPORT TO THE SESSION MEMBERSHIP REPORT,
June 2019**

NEW CHURCH MEMBERS

None

RESTORED TO ACTIVE ROLL

Hundley, Margaret "Betty"

DECEASED

None

DISMISSED

None

REMOVED FROM ACTIVE ROLL

None

MOVED TO INACTIVE MEMBERSHIP ROLL

None

DISMISSED FROM INACTIVE ROLL

None

MEMBERSHIP AS OF May 31, 2019	2953
Gains	1
Losses	- 0
MEMBERSHIP AS OF June 30, 2019	2954

Worship Services Comparison 2016	Week 23	Week 24	Week 25	Week 26	Week 27
	6/4/17	6/11/17	6/18/17	6/25/17	7/2/17
8:15/8:30 Worship	131	140	111	108	114
9:30 Worship	156	169	204	162	164
10:45 Worship	276	275	263	259	211
11:05 Worship	226	200	301	218	142
Total Worship Att	789	784	879	747	631

Communion
& Pentecost

Baptism &
Father's Day

July 4th
Weekend

Worship Services Comparison 2017	Week 23	Week 24	Week 25	Week 26	Week 27
	6/3/18	6/10/18	6/17/18	6/24/18	7/1/18
8:15/8:30 Worship	172	163	147	148	157
9:30 Worship	114	98	104	96	98
10:45 Worship	287	259	236	261	261
11:05 Worship	201	204	370	180	217
Total Worship Att	774	724	857	685	733

Live Stream
Data: 16
Plays

Live Stream
Data:

Father's Day,
VBS
Celebration

Live Stream
Data: 92
Plays

Live
Stream
Data: 31

Day; Live
Stream Data:
128 Plays

Plays

Worship Services Comparison 2018	Week 23	Week 24	Week 25	Week 26	Week 27
	6/2/19	6/9/19	6/16/19	6/23/19	6/30/19
8:15/8:30 Worship	159	160	150	173	142
9:30 Worship	160	132	138	111	115
10:45 Worship	261	290	244	248	234
11:05 Worship	254	178	396	230	210
Total Worship Att	834	760	928	762	701

Unique Live
Streams:
133; [9:40
headcount is
estimated]

VBS
Celebration
Sunday;
Unique Live
Streams: 151

Unique Live
Streams:
134

Unique Live
Streams: 123

Unique
Live
Streams:
142

June 2019

Baptisms:

Infant 3
Adult 0

Weddings: 2

Member Memorials: 0

NonMbr Memorials: 0

NEW CHURCH MEMBERS

None

RESTORED TO ACTIVE ROLL

None

DECEASED

Dunn, Estelle	7/29/2019
Manning, Betty	7/21/2019
Painter, Ann	7/9/2019

DISMISSED

None

REMOVED FROM ACTIVE ROLL

None

MOVED TO INACTIVE MEMBERSHIP ROLL

None

DISMISSED FROM INACTIVE ROLL

Chancellor, Melva T/L: Zion Lutheran – Fredericksburg, TX

MEMBERSHIP AS OF June 30, 2019	2954
Gains	3
Losses	<u>- 0</u>
MEMBERSHIP AS OF July 31, 2019	2951

Worship Services Comparison 2016	Week 28	Week 29	Week 30	Week 31
	7/9/17	7/16/17	7/23/17	7/30/17
8:15/8:30 Worship	149	106	129	137
9:30 Worship	176	136	158	164
10:45 Worship	242	176	204	241
11:05 Worship	250	135	225	275
Total Worship Att	817	553	716	817

Mo Ranch

Worship Services Comparison 2017	Week 28	Week 29	Week 30	Week 31
	7/8/18	7/15/18	7/22/18	7/29/18
8:15/8:30 Worship	145	151	162	161
9:30 Worship	102		105	87
10:45 Worship	263	240	232	223
11:05 Worship	210		182	197
Total Worship Att	720	391	681	668

Live Stream
Data: 9 Plays

Mo Ranch -
Services at
8:30/11:00
(No
9:30/11:05)
Live Stream

Live Stream
Data: 47
Plays

Live Stream
Data: 55
Plays

Data: 66
Plays

Worship Services Comparison 2018	Week 28	Week 29	Week 30	Week 31
	7/7/19	7/14/19	7/21/19	7/28/19
8:15/8:30 Worship	150	117	152	140
9:30 Worship	119		134	118
10:45 Worship	258	323	259	230
11:05 Worship	197		204	168
Total Worship Att	724	440	749	656

	Mo Ranch: Services at 8:30/10:45 (No 9:40/11:05) Unique Live Streams: 108	Unique Live Streams: 108	Unique Live Streams: 131
4th of July Holiday Weekend; Unique Live Streams: 93			

July 2019

Baptisms:
 Infant 0
 Adult 0
Weddings: 1
Member Memorials: 4
NonMbr Memorials: 0

Consent Motion:

The Operations Committee moves that the Rules and Regulations for the Operation of the Memorial Garden and all supporting documents be updated to replace "The Memorial Garden Committee" with the "Operations Committee" and "PCUSA" with "The Covenant Order of Evangelical Presbyterians (ECO)."

Amendment to the November 2018 Minutes

"When Kingdom Story is self-sustaining financially and firmly established, Kingdom Story will be strongly encouraged to invest in another church plant, either through FPC or their own, by contributing both financially and relationally. The amount of financial support will be determined by Kingdom Story leadership, the Executive Pastor, and Director of Church Planting once Kingdom Story is self-sustaining financially."

Reports

Operations

Monday July 15, 2019

Members present: Bob Shimp, Tiffany Melchers, Merry Davis, Henry Humphries, Al Dupont, and Andrew Stepp.

Members absent: Sam Murray and Matt Malinsky

Staff and Others present: Steve King and Will Harvey.

- I. **Call to Order, Devotional and Prayer** – Tiffany Melchers opened with a prayer and Andrew Stepp gave a devotional on “Intergenerational Theory” from the speaker’s discussions at Mo Ranch.
- II. **Facilities Ministry Report** – Will Harvey has been hired to replace Tom McMeans. Will has numerous years of experience and we are excited for him to have accepted the position. Facilities Ministry Team further discussed the IT sub-committee being developed with David Jacobs as the Chair of this subcommittee. The chiller being donated by the Museum has been successfully be installed, replacing an old chiller. A warranty was not able to be obtained for this new chiller, however the old chiller was also not under warranty. The Presbyterian School’s renovations of the Lancaster Center is still ongoing and is on schedule.

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

- III. **Permanent Funds Ministry Team** – The Permanent Funds Ministry Team’s minutes from their past meeting are attached.
- IV. **Finance Report and other Finance and Accounting Matters**
 - A. **June Financials** – The finance committee has been meeting with the auditors for the annual audit and preparing for the annual audit report. As such, June and July’s financial reports will be reviewed at the next Operations Committee Meeting.
 - V. **Open Discussion** – The Committee discussed the potential purchase of two projection screens: (i) a permanent portable screen for the sanctuary, and (ii) a screen for the center of the Grand Hall. A proposal has been made for accomplishing both screens in the amount of \$186,651, which the Vision Campaign Lead Team has confirmed that enough donations for the Here to Serve campaign have already come in to cover this expense. Further, the Treasurer and Architects for this project will review the proposal on the table and ensure that the proposal works. As the lead time for obtaining and installing the screens requires the screens to be ordered prior to the next Session meeting, the Vision Campaign Lead Team will be making a motion to Session prior to for approval this expense and to fund the screens from the Here to Serve funds.

The Committee closed with a prayer by Al Dupont.

The next Operations Committee Meeting will be held on Monday, August 19th at 12:00 noon.

Permanent Funds

Wednesday, July 8, 2019

Members present: James Melchers, Sam Murray, Gabriel Zamora, Sharon Henry, Jamie Hampton, Jane Champion. Members absent: Chris Athon, Julie Harris, Josh Kirklin. Staff present: Erin Varnell for administrative support. (New members welcomed and prayer; Sam Murray/Review of orientation packet; Sam Murray.)

Discussed:

- Committee reviewed the 2019-2020 Commitment/Disbursement/Report for available funds.
- Discussed Urban Faith Initiative. Approved the recommendation to Session for the movement of Urban Initiative duties to Permanent Funds.
- Discussed site visits. Any requests or invitation from grant recipients for site visits or luncheons will be sent to the team for possible followup/interest.
- Conflict of Interest Form for 2019-2020 were signed and turned in by attendees.
- Reviewed fourteen undergraduate and six seminary scholarship requests.

Action:

Undergraduate scholarships granted as a slate; motion by Gabriel Zamora and second by Jane Champion (all in favor). Permanent Fund used for undergraduate requests: Lancaster Fund. See table below.

UNDERGRADUATES	UNIVERSITY	REQUES T	FUND	Amt Received
7/8/2019				
Aceves-Lewis, Miles (sophomore)	Georgetown University	\$5,000	Lancaster	\$5000
Benitez, Jason (sophomore)	Houston Community College	\$1,000	Lancaster	\$1000
Briggs, James (freshman)	Texas A&M University	\$5,000	Lancaster	\$5000
Burns, Zachary (sophomore)	Texas A&M University	\$5,000	Lancaster	\$3000
Chorley, Reilly-Hope (junior)	Texas A&M University	\$5,000	Lancaster	\$5000
Elder, Alicia (junior)	LeTourneau University	\$5,000	Lancaster	\$5000
Homeyer, Grace (junior)	University of Texas - Austin	\$5,000	Lancaster	\$5000
Hulten, David (freshman)	University of Texas - Austin	\$5,000	Lancaster	\$5000
Hulten, Karl Jacob (senior)	Saint Louis University	\$2,500	Lancaster	\$2500
Hunter, Kennedy (freshman)	University of Texas - Austin	\$5,000	Lancaster	\$3000
Mbasogo, Carlos (junior)	Texas Southern University	\$5,000	Lancaster	\$2825
Saavedra, Kevin (freshman)	University of Texas - Austin	\$5,000	Lancaster	\$2000
Shipman, Micah (sophomore)	San Jacinto College	\$5,000	Lancaster	\$0
Young, Harper (freshman)	Baylor University	\$5,000	Lancaster	\$5000

Six Seminary scholarships granted; motion by James Melcher and second by Sharon Henry (all in favor). Permanent Funds used for seminary requests: Bentsen (preaching students), Jordan and King for others. See table below.

Seminary - July 2019		REQUES T	FUND	Amount Received
(Preaching)				
Turner, John	Gordon-Conwell	\$7,500	Bentsen	\$7500
Kirungi, Michael	Talbot School of Theology - Biola University	\$7,500	Bentsen	\$7500
(Non Preaching)				

Miller, Michael	Fuller Seminary	\$6,024	King	\$6024
Christie, Cheryl	Gordon-Conwell	\$7,500	Jordan/King	\$7500
McCollister, Denver	Liberty University	\$5,140	King	\$5140
Dombrowski, Nicholas	Northern Seminary	\$2,000	King	\$1000

Meeting adjourned at 1:10pm.
Sam Murray, chair

Next Meeting, Monday, September 9, 12:15 p.m., Pastor's Conference Room

Operations

Monday August 19, 2019

Members present: Bob Shimp, Tiffany Melchers, Merry Davis, Henry Humphries, Al Dupont, and Andrew Stepp.

Members absent: Matt Malinsky

Staff and Others present: Steve King and Will Harvey.

- I. **Call to Order, Devotional and Prayer** – Tiffany Melchers opened with a prayer and gave a devotional on the importance of patience (James 1:1-4).
- II. **Facilities Ministry Report** – Henry Humphries detailed that Covenant has been notified that FPC has hired All Covered as our new IT Contractor. All Covered is in the process now of implementing/training the Church staff, as well as other onboarding matters. David Jacobs is assisting in these matters and once all onboarding is complete, will continue to develop the IT sub-committee as the Chair of this subcommittee. The Presbyterian School's renovations of the Lancaster Center is still ongoing and is on schedule, with a tentative completion date of November 15th. A new Building Committee has been established to manage the construction projects included in the Vision Campaign. The Building Committee will report directly to Session and will keep work with the Facilities Committee on keeping them updated regarding various projects associated with the Vision Campaign, as well as project hand offs once construction is complete.

Andrew Stepp brought to the Operations Committee's attention that FPC has been storing the old pews removed from the Chapel over the last six years when it was renovated at a cost of \$400 a month. The Operations Committee discussed various options with regards to the pews. Andrew Stepp also discussed the Memorial Garden Committee, which used to exist but no longer does. Andrew Stepp made a motion to convey management of the Memorial Garden to the Operations Committee, and to update the Memorial Garden Guidelines to reflect same as well as to remove PCUSA as FPC's denomination and replace with The Covenant Order of Evangelical Presbyterians (ECO). This motion was unanimously approved by the Committee and will be brought to Session for vote (Motion is attached hereto).

III. Permanent Funds Ministry Team – The Permanent Funds Ministry Team held a telephone meeting in which an additional scholarship was approved (the applicant had submitted his request on time but the request was unfortunately missed) – the scholarship is for John Drexel’s seminary costs in the amount of \$7,500.00.

IV. Finance Report and other Finance and Accounting Matters

A. **July Financials** – An overview of the Financial Packet was given by Andrew Stepp. A summary of the financial information is included below (in 000’s):

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

Current Year Comparison to Budget and Prior Year - Month						
	CY		Budget		PY	PY
	Actual	Budget	Var		Actual	Var
Income	\$ 334	\$ 460	\$ (126)		\$ 420	\$ (86)
Expenses	(704)	(690)	(14)		(640)	(64)
Surplus/(Deficit)	\$ (370)	\$ (230)	\$ (140)		\$ (220)	\$ (150)

2. Current Year (CY) Comparison to Budget and Prior Year (PY) for Year-To-Date (June 2019 through July 2019):

Current Year Comparison to Budget and Prior Year - Year-To-Date						
	CY		Budget		PY	PY
	Actual	Budget	Var		Actual	Var
Income	\$ 761	\$ 961	\$ (200)		\$ 871	\$ (110)
Expenses	(1,250)	(1,352)	102		(1,221)	(29)
Surplus/(Deficit)	\$ (489)	\$ (391)	\$ (98)		\$ (350)	\$ (139)

3. Liquidity – Cash Balances –

Liquidity - Cash Balances	
General Fund Balance	\$ 1,495
Designated/Temporarily Res	(1,219)
From (to) PFM	236
Unrestricted General Fund B	\$ 512
Capital Fund Cash Balance	\$ 131

V. **Open Discussion** – No additional items were discussed.

The Committee closed with a prayer by Sam Murray.

The next Operations Committee Meeting will be held on Monday, September 16th at 12:00 noon.

MOTION FOR SESSION REGARDING THE MEMORIAL GARDEN

The Operations Committee moves that the Rules and Regulations for the Operation of the Memorial Garden and all supporting documents be updated to replace "The Memorial Garden Committee" with the "Operations Committee" and "PCUSA" with "The Covenant Order of Evangelical Presbyterians (ECO)."

FPC Equipping & Sending

Date: August 13, 2019

In attendance: Martha Adams, Mary-Floye Federer, Caitlin Rhodes, Paul Seifert (chair), Catie Smith

Absent: Jimmy Myers, Tanner Sykes

MINUTES

- I. **Opening devotional and prayer:** Paul shared a passage from Thomas Merton's Life and Holiness on grace and how allowing God to equip us with grace is more about us being attuned to his presence within us (letting Him find us and possess us) and less about our obtaining grace from God.
- II. **Debrief on Paul's lunches with Committee members and takeaways re: how the Committee can more effectively and meaningfully support the E&S ministries.** Paul offered three key takeaways:
 - a. In Committee meetings, spend less time "reporting" on ministry activity and more time discussing vision, strategy, challenges, path forward, etc. Directors expressed desire for Committee members to think with and against each other, to help the Directors discern best direction. Meetings do not need to be consumed with reporting if (i) non-staff Committee members are plugged into the ministry activities on an on-going basis and (ii) Directors provide brief written report on past month's activity in advance of meeting.
 - b. Spend more time in prayer for ministries during (and outside of) meetings.
 - c. Focus on/brainstorm more effective methods of communicating E&S opportunities to broader congregation.
- III. **Caitlin Rhodes presented an overview of her vision for E&S,** which included remarks on the following:
 - a. Houston as one of the most natural places to carry out the Great Commission (all nations represented here; Med Center; people streaming in and out of Houston for jobs, etc.)
 - b. Image of neighborhoods around FPC akin to the Promised Land. FPC is already in these neighborhoods due to our physical location. Need to listen to God for strategies on how to "activate" these neighborhoods. This listening may lead to strategies that initially seem strange to us.

- c. How/where can we shift the FPC culture? We want to listen and look for practical ways to start shifting church culture. In the short term, this work may be in the background as the Vision Campaign will be of primary focus this Fall.

IV. Small Groups Training Guidebook. Caitlin presented the below and discussion followed.

- a. Updated Guidebook will encourage small groups to live in missional community together. Guidebook will include descriptions of FPC mission partners and concrete opportunities to serve (“missional pathways”), including family-friendly opportunities, that will make it easy for small groups to serve. Mission partners will be tagged with key themes (e.g., vulnerable children, lives in transition).
- b. Versions of the user-friendly descriptions of available “missional pathways” will be developed for other FPC groups/contexts as well (Sunday School classes, Welcome Bags, Ministry Fair).

V. Street Grace. Caitlin presented the below and discussion followed.

- a. How do we overcome negative stereotypes that our neighbors (Museums, Hospitals, Universities) may have about FPC/the church and let our love for God and other people be known? Philanthropy, and Street Grace in particular, may be a means to engage and interact with our neighbors around a shared interest in social justice and reducing sex trafficking.
- b. Timeline to deepen FPC’s involvement with Street Grace and then engage our neighbors in a common cause:
 - September (date TBD, likely third week): city wide night of prayer (FPC and other churches; to cover Street Grace and neighborhood engagement in prayer)
 - October: Street Grace Gala (deepening our support/involvement)
 - January: Neighborhood Awareness Night (would invite/plan this with our neighbors)

VI. Discipleship section of Vision Campaign Booklet. Catie presented the following and discussion followed.

- a. Vision Campaign Booklet will cover the five core Vision sermons and will include daily devotionals grounded in scripture for covenant partners to go through on their own between sermons. In advance of the sermon each week, a five-minute video will be posted online to provide context for the upcoming sermon.
- b. “Discipleship rhythms” graphic is being developed for the Booklet. Will also be used in Small Group Training Guide.
- c. Using Campaign and the Booklet to promote culture of being “here to serve” our neighbors. What does focus on “here to serve” mean for Small Groups, for the purpose and function of Small Groups? Small Groups at FPC historically have functioned as a place of study and source of community without much emphasis on service. Consider whether it is time to encourage Small Groups to focus on serving our neighbors (deepens community at same time) given Sunday School classes primarily function as places of study.

- d. Discipleship Groups: Catie is working on a framework that allows people to customize their D-Group format/individual discipleship plan as opposed to mandating one format/plan that may work well for some but not others.

VII. Young Adults Sunday night fellowship. Paul shared the following:

- a. Participation in Sunday night fellowship and book discussion (You Are What You Love) this summer started with ~30 young adults and levelled out to a steady ~20 by end of summer. Proved to be truly formative for people. Atmosphere of exploration, asking questions, being challenged.
- b. Jimmy considering whether to continue this Fall. Committee strongly believes the group should continue but perhaps transition to meeting 1x/month for a period as 1x/week is not sustainable for Jimmy and his family given other responsibilities.

VIII. Housekeeping

- a. Confirmed plans for August 24th dinner at the Seiferts' house to welcome Caitlin Rhodes.
- b. Important dates. Certain upcoming events highlighted in the Ministry Reports circulated to the Committee in advance of the meeting were flagged for the Committee.

IX. Action Items

- a. Presbyterian Children Home and Services (PCHAS): Committee to consider how to raise awareness within congregation for need for foster parents. Discuss ideas at next meeting.
- b. Each Committee member to commit to praying for the Vision Campaign 1 day/week. Paul to follow up with sign-up for days.

X. Prayer: meeting closed in a time of prayer.

See attached Ministry Updates circulated to Committee in advance of meeting.

FPC Equipping & Sending Committee

Ministry Reports – August 2019 [circulated to Committee in advance of meeting]

MINISTRY PARTNERSHIPS & ENGAGEMENT

1. Engaging the Muslim World Prayer Gatherings
 - Spread the word – third Thursday of the month at noon
2. Houston Welcomes Refugees
 - Attend volunteer orientation; Promote with FPC Covenant Partners, small groups, Sunday School classes
3. Street Grace
 - Prayer and Worship Service at Grace Pres – Sept. __ tbd
 - Street Grace Gala – Oct. 24 at MDPC
 - Awareness Night at FPC
 - Street Teams
4. Freedom Sunday (September 22, 2019)
 - Palm Court table; Encourage individuals to become Freedom Partners

5. Fall Kick Off
 - Two tables – local and global/trips
 - Select partners invited to be there to visit with folks
 - Handouts of trips, partners, sign ups
6. State of the City (April 17-18, 2020)
 - Volunteers needed for the event
 - Steve Klineberg/Fri; speakers on Sat. confirmed Dr. Spann/UH medical School, inviting Bob Rodgers/Street Grace, educational speaker tbd,
 - What hinders people from coming and brainstorm

YOUNG ADULTS

1. Summer Book Study (You Are What You Love)
 - Enriching time this summer with young adults gathering Sunday evenings to eat together, sing together, pray together and discuss Jamie Smith's book
 - Started off with 30 or so YA, ended with around 20 YA; People loved it; want more
2. YA & College BBQ
 - Had three barbecues this summer for YA and college (June 1, June 28, July 27)
 - 3 people at first, 15 people at 2nd, 30 people at 3rd
 - College: looking to hire someone to help with YA female discipleship and college ministry
3. YA Service at Main Street
 - Continue to serve the homeless every month at MSM
 - Volunteering slowed down for summer on this; will it pick back up?
4. Mo Ranch:
 - 20 or so young adults at Mo Ranch this year; Young adults led in worship

DISCIPLESHIP

1. Small Groups
 - Updating Training guide-book- focus on Vision Campaign this fall
 - Leadership Dinner Tuesday, August 27th
2. Sunday School
 - Beginning August 25th (some) and others Sept. 15th
 - NO Sunday Schools on Church- Wide Kick-off Sept. 8th
 - Rotating Parable series in five Core Classes during five weeks of campaign (Sept. 29th – October 27th)
 - i. Teachers: Caitlin R., Jon C., Doug M., Houghton Hutcheson, Matt L.
3. Discipleship Groups
 - Continuing to meet in the fall; currently getting feedback from leaders
 - Planning in fall with Caitlin for possible roll-out in spring

Worship, Music and Prayer

Date: August 20, 2019

The Committee met on June July 9; in attendance were Michael Homan, Callie Patterson, Claudia Dyle and Jan Smith. Kent Woodard could not attend due to a family commitment. Jan opened the meeting with a short devotion on worship from 1st Chronicles and a prayer.

Michael presented a draft of an updated committee charter (Attachment 1), reflecting the addition of the Connections Ministries under the Direction of Cheryl Christie and the Caring Ministries under the direction of Lija Shah.

The current ministry teams and task forces under the purview of the committee were also reviewed. Michael indicated that the Worship and Music Review Task Force is inactive but that he, Andrew Hebert and others were working on a "Reboot" for the 11:05 service. Jan brought up a concern from a member of the congregation that had been voiced to her; the prayer time during the service is very special and should not be shortened or compromised to gain more time for liturgy. The Prayer Ministry Team chair is currently open; the purpose of this team needs to be re-evaluated, A discussion of having regular Healing Prayer Services was begun; Michael was to work with Lija on details and report back to the committee.

Callie updated the progress of the Fine Arts Ministry Vision Team created at the end of last year. Bev Shorre has agreed to serve and it was decided that Martha Irwin would also be asked to serve. The team will meet at the end of the month. (Attachment 2 is the minutes from the July 25 meeting of this team.)

Kent raised concerns via email that had been shared with him regarding the parking situation or lack thereof on Sunday morning. Two long time members have shared with Kent that they often do not attend Sunday morning worship due to parking difficulties. These concerns need to be passed to the appropriate committees/teams and communication back to the members is essential. Michael was to check on whether this concern should be taken to the Trustees or Opertations.

It was decided that Jane Costello and Alan Sexton would be asked to join the committee for the next meeting (both accepted the invitation to serve) which was being scheduled for the 8th or 15th of August. This meeting did not occur due to Michael's resignation. Jan and Andrew met on August 7 for a short discussion about moving the committee forward. It was decided that we would have another organizational meeting with Andrew, Callie, Kent and Jan in attendance before having others join us. That meeting is scheduled for Sunday, August 25 at 12:30.

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

Attachment 1:

Session Committee Charter for Worship, Music, and Prayer (Proposed Title Change: Session Committee Charter for the Gathering and Caring Ministries)

Mission of the Church: *Compelled by the love of Jesus Christ and empowered by the Holy Spirit, we carry the gospel to Houston and to the world.*

Ministry Vision: We are a gospel-centered church seeking to encourage, equip, empower and deploy outwardly-focused disciples who desire to share the good news of Jesus Christ wherever God sends them. The gathering and caring ministries of seeks to be the first face and voice of welcome, worship, and care.

How does this committee help the session fulfill the mission and vision of FPC? This committee provides for the support, structure, and accountability for all "gathering" and "caring" aspects of FPC, including worship, music, connections, caring, and prayer ministries at FPC. The primary vehicle through which these activities happen is the weekly service of worship, offered in three different formats 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 Gathering and Caring Committee fulfills the mission and vision of FPC by ensuring excellence in music, liturgy, preaching, hospitality, and pastoral care.

Current Staff Positions:

Pastor of Worship and Music (Michael Homan)

Worship Coordinator (Claudia Dyle)

Director of Caring Ministries (Lija Shah)

Director of Connections Ministries (Cheryl Christie)

Caring Ministry Assistant (Patsy Powell)

Director of Contemporary Worship (Andrew Hebert)

Organist (Rhonda Furr)

Chancel Choir Director (John Yarrington)

Sanctuary Singers Director (John-Alan Gourdine)

8:30am Worship Leader (Lucy Graham)

Approximately 20+ additional part-time staff (instrumentalists, choir leaders, ensembles, youth choir directors, etc)

Current Ministry Teams and Task Forces under the purview of Worship/Music/Prayer Committee:

Prayer Ministry Team – open (chairperson)

Chancel Choir leadership team (Jeffrey High, President)

Worship and Music Review Task force (currently inactive)

Communion Guild (Susan Merriman)

Flower Guild (Shared leadership)

Ushering Teams in conjunction (Scott Thompson)

Attachment 2:

Fine Arts Ministry (FAM) Vision Team
Summary of July 25, 2019 Meeting

In attendance: Bev Schorre, Kent Woodard, and Callie Paterson

The purpose of the meeting was to begin considering the following questions:

1. What is the vision of the Fine Arts Ministry?
2. How will this ministry further the mission of the church?
3. In what ways will the ministry effectively and efficiently accomplish the mission?
4. How can the church use art to be more outwardly focused in our neighborhood?
5. How can FPC build a bridge with the Museum of Fine Arts Houston (MFAH)?

Although the conversation was energetic and thought provoking, no clear answers to the above listed questions were reached. There was consensus on the following issues:

1. Martha Erwin would bring significant and important insights to our group. (I spoke with Martha yesterday, and she agreed to serve on the team.)
2. We need to adopt a policy governing donated art, preferably before year end.
3. We need to better understand the relationship between FPC and MFAH.
4. The FAM would like to have input into the decorative choices regarding art on the walls in the newly remodeled areas of the church. (Kent serves on that committee, so he will be able to steward that possess.)

A number of ideas were suggested, including the following:

1. Once the policy is approved, Kent volunteered to reach out to potential art donors.
2. Initiating an event for FPC visitors that includes lunch and a curated tour of religious art at the museum... This could help strengthen ties with our newest visitors who may or may not have a church home. This effort also would begin to build a bridge with the MFAH.
3. Encourage artists in the congregation to create art that supports the sermon series. Announce the topic of the sermon series six months before beginning the series and request that artists submit their works for display during the series.
4. Use children's art to enhance the currently monotone corridor near the nursery.
5. *There were other ideas! What am I forgetting, Bev and Kent?*

Volunteers agreed to tackle the following tasks:

1. Kent will inquire about formal and informal connections with the MFAH.
2. Callie will contact Austin about what he knows about the relationship between FPC and the MFAH. (I did talk to Austin. He said that the MFAH is very willing to host events, but he feels the relationship is one-sided as the MFAH is always the host. Martha and Callie agree that the MFAH perspective probably is that having additional guests at the museum is a beneficial outcome.)
3. Callie will draft a vision statement and edit the current policy for art donations to be compatible with the vision statement. These will be distributed before the next meeting and discussed at the meeting.

Bev, Martha, Kent, and I are available to meet again on Thursday, August 29 at 3:30. Does that work for you, Claudia?

Advisory Council Meeting Minutes

August 12th, 2019

The meeting began at 3 PM. In attendance were Jim Birchfield, Andrew Stepp, Robert Moore, Chris Wolfe, Douglas Meikle, and Marilyn MacDonald. The opening prayer and devotional were led by Chris Wolfe, who shared several thoughts which he had been praying and thinking about over the summer related to wisdom and our mission as a church in difficult and complex times.

Finance Report:

Andrew Stepp reviewed the current financial picture highlighting a shortfall in giving to date. Some discussion arose around providing some context and comparison of giving trends over several years to provide a context.

Jim Birchfield updated the vision campaign status. Jim remains encouraged by the response so far but recognized there is much work still to be done. Jim pointed out the amount of work that will need to be done through the campaign. Jim remains in good spirits with respect to the campaign.

Pastor's Report:

- (a). Andrew Stepp summarized the current hiring plans focusing on a need for support in youth ministry.
- (b). Interim leadership of worship – with the resignation of Pastor Homan his team will now be supervised by Andrew Stepp.
- (c). The pastors discussed their “soul care” – this is clearly a difficult time for the church and staff and the discussion focused on making sure pastors across the whole staff have adequate care and support during a demanding time in the church’s ministry.

Clerk's Report:

Robert Moore discussed and provided updates on the following:

- (a). Standing committee on nominations.
- (b). BOT/Operations Review Task Force.
- (c). Book Study.
- (d) Session retreat planning.
- (e). Focused prayer time at the session meeting shall be on wisdom and led by Andrew Stepp.
- (f). The upcoming Presbytery and MAG meetings to be held on September 20-21 at MDPC Houston.
- (g). The ECO National Gathering to be held February 4-6 in Grapevine, TX

Marilyn McDonald closed in prayer and the meeting was adjourned at 4:45 PM. Respectfully submitted,

Doug Meikle
Clerk, Class of 2022