

SESSION AGENDA
Tuesday, May 18, 2021
Fellowship Hall (In Person)
5:30 p.m. (Includes Dinner)

Item	Presenter
Opening Devotional & Prayer	Meikle
Omnibus Motion Minutes Consent Motions	Birchfield
Mission Partner Update Main Street Ministries	Barbara Allen
Reports Finance HTS 2.0 Governance TF	Malinsky Birchfield Wolfe
Old Business FY 21-22 Budget	Johnson Birchfield
New Business	
Pastor's Report Dana Allin Meeting (June 12)	Birchfield
Clerk's Report Congregational Meeting	Wolfe
Thank You Class Of 2021	Meikle
Communion & Closing Prayer	Birchfield
2021 Upcoming Session Meetings & Important Dates Dana Allin Meeting – Saturday, June 12 Elder Ordination/Installation – Sunday, June 13	

MINUTES OF THE SESSION
THE FIRST PRESBYTERIAN CHURCH OF HOUSTON, TEXAS
April 20, 2021

The April Stated Meeting of the Session began at 6:00pm in the Fellowship Hall, in person. Dr. Jim Birchfield called the meeting to order with a quorum present. Jenn Rustay gave a devotional and the opening prayer.

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

Omnibus Motions:

The following omnibus motion, provided to Session in advance of the meeting, was duly adopted unanimously with one correction:

- Resolved, that the submitted Session Meeting Minutes of March 23, 2021 be approved with one correction to the Operations Minutes, changing the date "August 20" to "April 20".

Finance: Matt Malinsky introduced Steve Oldham as the treasurer for the fiscal year of 2021-2022. March giving was slightly down versus budget. We project finishing out the year near to budget in both giving and expenditures.

OLD BUSINESS:

Governance Task Force – Chris Wolfe introduced the work of the Task Force and each member of the Task Force gave a report on the resources that were used for their findings and stated their initial conclusions calling for a shift in governance model by Session. The Task Force received and answered numerous questions and comments on this report. The Task Force will continue to work to bring a draft Foundation Document back to the Session suggesting how to clearly define the roles, duties and responsibilities on the one hand of the Senior Pastor and the staff under the Senior Pastor, and on the other hand those of the Session.

NEW BUSINESS:

Jenn Rustay presented the slate for the trustees of Presbyterian School. A motion was made and adopted approving the election of Dolorus Cavatore and Melissa Carbajal for three more years and Andre Napier, Victor Wright, Tammy Jenkins and Cindy Cook for the new class of trustees for Presbyterian School.

Andrew Stepp gave an overview of where we are regarding the 2021-2022 Budget, which is to be finalized and voted on at the May meeting of Session.

Pastor's Report: Jim Birchfield reported that, after prayer and careful thought, he will be retiring and stepping down as Senior Pastor of First Presbyterian Church in April of 2023. Pastor Birchfield also stated that he was serving for two years from now assisting with the transition and ensuring that the work of FPC does not go into pause during the transition.

Clerk's Report: Chris Wolfe referenced the resignation letter from David Quan previously sent to the members of Session. A motion was made and adopted to accept David Quan's resignation from the Session. Another motion was made and adopted charging the Officer Nominating Committee with identifying a suitable candidate to fill the resulting vacancy in the Elder Class of 2023.

Prayers were raised for the church, member concerns, ministry partners, the city and neighbors. Prayers were offered by Michael Harada, Callie Paterson, and Andrew Stepp.

Communion was joyously celebrated in a Session meeting for the first time in a year, using individual communion pods for precautionary social distancing.

Session concluded the meeting by singing together the Doxology.

The meeting adjourned at 7:34 pm.

Rev. Jim Birchfield, Moderator

Chris Wolfe, Clerk of Session

Consent Motions

Reports

Operations

May 10, 2021

- 1) **Members present:** Tiffany Melchers*, Al DuPont*, Amy Winstead*, Andrew Stepp*, Merry Davis, Henry Humphries, Steve King (* Voting members)
- 2) **Members absent:** Jamie Hampton
- 3) **Staff & Others present:** Hunter Johnson, Debbie Thompson
- 4) **Opening Prayer and Devotional** (Al DuPont)
- 5) **Facilities Ministry Team Report** (Henry Humphries)

Facilities meeting

- Work ongoing for builds/repairs:
 - Outside wood trim is being repaired/repainted, nearly done
 - LEDs to replace all bulbs in the church, ongoing
 - MSM roof is being replaced, nearly complete
 - Landscaping work ongoing at youth building, also looking at redoing house interior...Building Committee concerned about structure's useability
 - Planning work at 12 Oakdale
 - Wall to be demolished once school is out
 - All sump pumps to be replaced along with control system upgrades

- Modifications ongoing on our building space & exterior usage agreement with PS

IT Ministry Team

- No update

Building Committee

- Construction fencing around the CE building entrance----demolition in the basement is set to start May 10. The bulk construction will be complete by the end of Summer---the expected completion schedule on the elevator will likely push final completion to mid-October.

6) Permanent Funds Ministry Team Report (Jamie Hampton in absentia)

- a. Review and discuss applications for Summer School from two applicants.
 - Nathan McNeely - Approved \$1500 for summer school 2021. Will be asked to reapply for 2021-2022 school year.
 - Eric Mingle – Application was tabled for 2021-2022 school year.
- Reviewed and approved transfer from Music Maintenance fund for organ repairs to Worship Department in the amount of \$3750.
- Reviewed balances on 2020-2021 commitments (funds) to carry-forward.
 - Estill Fund (benevolence) – remaining balance \$830
 - Jordan Fund (seminary scholarships) – remaining balance \$3,909
 - Bentsen Fund (seminary scholarships) – remaining balance \$20,926
 - Lancaster Fund (undergraduate scholarships) – remaining balance \$41,014
 - Arts/Music (6) – remaining balance \$6,215
 - Music: Maintenance or expansion (3) – remaining balance \$26,260
 - Music Equipment Maintenance (4) – remaining balance \$38,919
 - Bruyere (17) – remaining balance \$6,130
 - Bonner (22) – remaining balance \$52,957
 - Library (18) – remaining balance \$2,724

7) Finance Report (Hunter Johnson)

- a. We are actively engaged in preparing the FY21-FY22 budget.
- b. The Operations Committee will make a motion on the floor of the Session to approve the Annual Budget for FY21-FY22.
- c. See the Session Packet for the May 18 Session meeting for the April 30 Summary.

• **Open Discussion**

- Vote on member-at-large / Operations Committee voted unanimously that Merry Davis continue in that role.
- Thanks to Tiffany Melchers for her high caliber of work as the Committee Chair this past year!

8) Adjourn Meeting with Prayer (Tiffany Melchers)

Next Meeting: Monday, June 7, 2021

Equipping & Sending

Date: May 11, 2021

Time: 11 – 11:45

Location: Zoom

Present: Mary-Floye Federer, Martha Lawler (E&S chair), Becca Herbold (MIT chair), Abigail MacDougall, Pastor Caitlin Rhodes-Karahadian, Sara Robertson, and Tanner Sykes

Absent: Catie Smith (maternity leave)

I. Opening prayer and devotional - Martha Lawler

II. Reports

For details and additional information, see the three attached ministry reports, which were given to E&S committee members prior to the meeting.

a. Mary-Floye Federer (Ministry Partnerships and Engagement)

For VBS, Mary-Floye is hoping our ministry partner Agape Development can participate in VBS by offering its Shaved Ice Program, which would also help it raise some money.

FPC's Palestinian and Jewish ministry partners are requesting prayer during the Israel/Gaza conflict.

b. Abigail MacDougall (Young Adults)

New young adults are participating in events, including some who have discovered the events through the FPC website. Two are applying to the MSF (Main Street Fellows program). There has been overwhelming excitement for the retreat and our summer book study which begins June 13. We have a total of 26 people coming to our outdoor retreat (18 vaccinated people staying overnight Friday) May 21-22.

c. Pastor Caitlin Rhodes-Karahadian

The Discipleship team is working hard to create a Discipleship Pathway program. They are in conversations with Open Book about consulting with us on organizational alignment and communication deliverables. The spring or fall of 2022 is the goal to successfully launch the Pathway.

Equipping Seminars may be offered on Sunday mornings, starting in January, with the possibility of offering a digital version of the seminar online.

Discussion

- d. Governance task force – Tanner reports the committee is thoughtfully moving forward, using ECO resources.

EQUIPPING & SENDING MINISTRY REPORTS

DISCIPLESHIP – May 2021

1. *Reaching Neighbors, Reaching Nations*

- Sermon series through June through the book of Acts

2. **Small Groups**

- Guides will be provided through the end of the Reaching Neighbors, Reaching Nations sermon series.
- Karen Giesen is currently editing the guides while Catie is on maternity leave

- Small Groups will be encouraged to take a break (at least formally from study) in July and August

3. Sunday Schools

- Sunday Schools will have the option to meet in person beginning the Sunday, June 6th.
- Sunday Schools will be assigned a class based on their attendance size due to Covid protocol.
- We are working with Communications and Events regarding registration and room assignments.
- Pastor Andrew Stepp will teach All Church Sunday School in August for three weeks.

4. Equipping Seminars

- Marriage Beginnings had a total of 9 couples attend the class each Sunday night (18 people)
- Facilitated by Alan and Claudia Stewart and Matt and Hilary Reed with various teachers.
- A meal was provided after each lesson and the camaraderie and connection that has formed between couples has been wonderful.
- There is a tremendous evangelistic opportunity with this class, as many of the couples are not Covenant Partners of FPC nor regular attenders.
- Dr. Jim Singleton will prepare and provide 4-5 training videos on Discipleship Groups and facilitating a Discipleship Group. In the fall, we will use these videos to offer an Equipping Seminar on Discipleship Groups.

5. Discipleship Pathway

- The Discipleship team has been hard at work benchmarking and creating possible pathways for our church. This summer Caitlin will meet with the pastors (and staff and elders) to further discuss the direction of FPC's Discipleship Pathway. Catie and Caitlin are also working with Open Book Consulting to create a video and graphics for a Discipleship Pathway launch, projected for spring or fall 2022.

Prayer Requests

- That the sermon series through the book of Acts would inspire and ignite a passion for the gospel in the FPC family.
- For boldness in proclaiming the Hope we have in Christ.
- For Caitlin as she continues Discipleship efforts while Catie is on maternity leave
- For wisdom and discernment as we seek the Lord on His will for His people and His plan of Discipleship at FPC Houston during such a time as this.

Ministry Partnerships and Engagement

Ministry Updates and Activities

Finance update: Ministry Partnerships and Engagement will be finishing the FY21 under budget. May allocations have been requested. COVID Response funds are available and we anticipate allocating some of the funds to partners still responding to shifting issues from the pandemic. Regarding the 550 accounts, we will allocate those funds before FY ends.

2021-2022 Budget

We were very pleased to receive word from Andrew and Hunter that the Main Street Ministries line item in our budget representing the in-kind or usage of the building could be lowered to \$100,000 from the previous \$304,000 amount. Our budget total for FY22 has been revised to \$500,000. This allows us to not make such extreme cuts nor to impact our operating dollars so severely. The revised draft budget was presented to MIT on May 4 and they unanimously endorsed the budget. A document describing the basis for the budget numbers was also given to MIT with the revised budget.

Ministry update:

FPC was blessed to have Pastor Peter Kasirivu, founder of ARM, and US Director Jay Mathis here in Houston May 1-5. Pastor Peter is our first international partner to visit since the pandemic. Pastor Peter participated in Sun. morning worship in the 10:45

Traditional service. It was heartwarming to have a global voice in the service to remind us how we are part of the global church and all interconnected.

Feeding Houston's Heroes/FHH continues to receive support so the volunteer team has been able to continue to bless and encourage our community. Sat. May 8, FHH provided lunch and dinner to nurses at TCH in honor of Nurses week.

Farm2Church reached out to Austin Hermann since they were a former Project Flourish participant. They wanted to see if FPC would be open to serving as a site for one of their farmers markets. Events has said it could work in the north lot on a weekend. More details to come.

Ministry Partnerships is again working with the Children and Families Ministry to help coordinate VBS mission opportunities for the older kids. This year, Houston Welcomes Refugees will be highlighted on Mon. of VBS. Staff from HWR and hopefully a former refugee will come to talk with the 5th graders on Mon., June 14. We had hoped to also have them travel to Friends of Northside on Thurs., but Children's Ministry needed the kids to be on campus that day.

Houston Responds - Central Coalition is reaching out to churches to help prepare for hurricane season. Steve Winstead is FPC's disaster coordinator for the Central Coalition. Mary-Floye and Steve will work together to be proactive in reaching out to Covenant Partners to see who may be interested in being part of a disaster response team.

Opportunities to serve with partners are being promoted weekly in the FPC Communications email as well as on social media. We are still waiting to hear when Communications will reveal the updated Missions/Ministry Partnerships webpage which we hope will provide enhanced means to share about opportunities to serve.

* Learning and Equipping Opportunities:

Kinder Institute's Lunch Out 2021 - release of 40th anniversary survey by Dr. Stephen Klineberg
- Tues. May 11 at noon

TxCCDN *No Need Among You* Annual Conference – Oct. 6-8, 2021 at FPC



First Presbyterian Church Young Adults

Ministry Update: May 7, 2021

1. **Small/D-Groups:** YA *Wednesday and Sunday* small groups are regularly meeting. D-Groups are continuing on their own schedules. The Wednesday *Men's Fellowship* group with Charles Sommer has carried on.
2. **The Table + Summer Study:** For our Spring study of the *Gospel of Mark*, we're now meeting at the Main Street Garden before 10:45 service. We will finish on **May 23** then take two Sundays off before our Summer Fellowship (Book Study on **Dietrich Bonhoeffer's Life Together**): we will gather Sunday evenings **6/13-7/25**.
3. **April Happy Hour + Theology on Tap:** We had another great turnout (**25 people**) for our happy hour at West Alabama Ice House on **April 29**. Another group joined MDPC and YA Communities across Houston for *Theology on Tap* on **April 13**. The happy hours have been the most consistently-attended gatherings.
4. **Picnic and Praise in Park:** The last park worship afternoon (in lieu of Sunday School in order to fellowship across small groups) was held on **April 18**. With the heat and other in-person spaces, we'll pause for summer.
5. **MSM Garden/Saturday Breakfast:** We had many people plan to attend this month's serve, but it was called off due to rain. Instead we had about 10 young adults gather at Buffalo Grille for breakfast on **May 1**.
6. **RETREAT:** we are thrilled to spend **May 21-22, in Anahuac, TX** for our first retreat in over a year. We'll continue studying Mark, sing, pray, take communion—and enjoy a sunset, swimming, food, and play together.
7. **Young Adults & FPC:** Young adults continue to lead and serve as greeters and musicians for Sunday services. Various YA's are also continuing partnering with **Friends of Northside, Elijah Rising, Restoring Justice, and FHH**. We have had **six new young adults connect in the last month**, a couple of whom will apply for **MSF**.



Please pray...

- That new and distanced people would feel welcome and **commit to community**.
- For a revived **desire to be in the Word**—and to come together to study it (re-engagement).
- That our young adults would feel a deep, earnest **hunger for the Presence of Jesus**. That in our gatherings and study, Jesus would be glorified as He makes Himself known to us. *That in all the activity, His Name would be lifted high and our hearts would experience Him more intimately.*
- For a YA **heart to serve** Houston, FPC, and our own community.
- For ways for **Evangelism** and YA ministries to collaborate.
- For **more leaders** to rise up—for small groups, D-groups, and lay-leadership in coordinating.
- For steadfast commitment to one another in a time of restructuring and transition.

III. Closing prayer - Martha Lawler

Respectfully submitted,
Martha Lawler

Church Plant Update for Session & CPIC Committee (May 2021)

Name of Church Plant: Kingdom Story Fellowship

I. General Update:

1. **Personal:** Personally we are doing really well. We just celebrated our 25th wedding anniversary and after this challenging season of online school, we are grateful that our children have not only been able to hang on, but in many ways have been able to excel. Our son Caeden has been offered a scholarship to attend The Moores School of Music at University of Houston, as a performance major in the fall and our daughter Dylan will be

graduating from the Uof H Creative Writing program after the fall semester. Our youngest is finishing fifth grade and will be attending Frank Black Middle school.

2. Church Plant: Over these months, as we have continued to develop our model of holding services both online and in person, we are very grateful and inspired by the consistency and encouragement of our core team. While two of the families that began with us have chosen to move on, our giving and numbers have increased, as we have welcomed new members into the fellowship as Covenant Partners. We currently approximately 30 individuals in person on a Sunday and an additional 20 people attending online.

II. Highlights:

1. **Kingdom Story Mobile Resource Partnership.**

In January, Memorial Drive Presbyterian Church gifted us a 24' cargo trailer and in February we launched the Kingdom Story Mobile Resource Partnership. **This ministry connects local partners to consolidate and distribute needed resources directly to the community.** Currently we are partnered with MANNA Food Pantry out of St. James Lutheran Community Life Center, the HISD wrap around specialists for Frank Black, and Kids Meals and our focus has been addressing food insecurity. **We have held three monthly distribution events and been able to connect community members as we have brought groceries to over 150 families and 546 individuals.**

2. **Online Alpha Course.**

In March, we launched our first adult *Alpha Online*. This has been an incredibly enriching time where we have been able to equip some of our core team as "hosts" and "helpers" and lead this Alpha for ten individuals from across the country. We plan to begin our next Alpha course in August and already those who participated are excited to become part of our next leadership team

3. **Easter Worship in Person at the Spark Park**

On Easter Sunday we were able to meet in person at the Spark Park at Stevens Elementary. This was a great day with family and friends and it enabled us to take another step forward toward a fuller worship experience as we had electricity and could have a more complete worship band and lyrics on a screen.

4. **Our Worship Leader got married!**

While you never know what God has in mind when he calls you to move to another state, God certainly had big plans for Joel! His marriage to Caitlin is a great joy for us all and we are thrilled that it opens so many new opportunities for Joel as well as Kingdom Story. As we move forward, we will be raising up a new worship band from within our congregation and a new singer has already stepped up to be equipped. God does provide!

3. **Kingdom Story Senior High Sundays**

Also in March, our high school students that ran the Youth Alpha course, became the catalysts for the Kingdom Story Senior High youth group with a series of bi-weekly in person events at Herman Park. The goal of this group is to create a space for high school aged students from any church or no church to have fun in an atmosphere where everyone is welcome and questions about faith are encouraged. We have had an average of ten students at each event.

4. **Developing our Outreach Strategy for 2021-2022.**

As we move forward from the crisis point of the pandemic, we are developing our outreach strategy around two initiatives. First, in September, in partnership with

the schools and a few of the local churches, we will be launching a program called JAM 56. This is an outreach program designed specifically for fifth and sixth grade students which provides an intentional community for them to make a healthy transition from fifth grade through the beginning of middle school.

Second, we are making plans to create another 501(c) 3 non-profit called The Artist Abbey. The goal of this initiative is to create a space for people to engage the arts in ways that promote healing to develop their artistic voice.

III. Challenges:

1. Finding an optimal location. We are currently meeting at the Spark Park, but as we move into the summer, we are seeking a location that will be accessible to a broad demographic.
2. Building multi-ethnic leadership. As issues of inequity around race have come to the forefront of our communal discourse, the challenge of finding leaders who are both called and willing to engage in building a multi-ethnic community has never been felt so acutely. Although we have made many relationships with diverse leaders over these three years, time is the main ingredient in building trust. Finding those who would take that risk with us remains our greatest need and deepest hope.

IV. Prayer Requests:

1. Pray that we would find a good **location** for the summer.
2. Pray for **wisdom and resources** as we seek to **develop the mission and outreach initiatives** of The Artists Abbey The Mobile Resource Partnership.
3. Pray for **Co-vocational opportunities** for Rebecca and Chris.







Church Plant Update for Session & CPIC Committee (May 2021)

Name of Church Plant: Creo Christ

I. General Update:

1. **Personal:** Encouraged to see all the new ways in which God is working during this prolonged quarantine

2. **Church Plant:** We have been meeting on a weekly basis, we have anywhere between 8 to 12 people come every week to play a game on zoom, talk about creativity, discuss a passage from the Bible, then pray together. We have a core group of about 6 people who have made Creo Christ a key part of their spiritual rhythm. There is a Hindu-but-searching person who regularly comes to this group. There is also a few Christian-but-searching person who semi-

regularly come to this group. There are a few FPC members who support the group by being the Christian community presence.

II. Highlights:

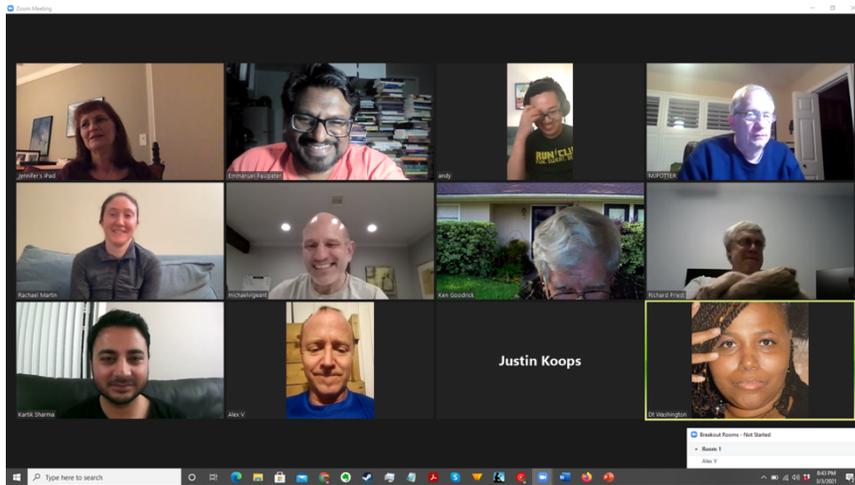
1. One of the younger members of the group attended the Good Friday service and Easter service. Said he enjoyed them both and wants to engage more with FPC on Sundays (when in town). This is someone who grew up Christian, left the faith. Now identifies as Christian sometimes, a Buddhist sometimes, a Spiritualist sometimes. He has been coming to Creo Christ for about a year now. His journey fits well with the model for Creo Christ – someone gets to develop/explore their faith in a safe community, and when they want a Sunday worship expression, that they would choose the FPC community.

III. Challenges:

1. During the quarantine, though we had a bit of a dip initially, Creo Christ by God's grace has thrived relatively well on zoom. But as we come out of quarantine, trying to figure out the rhythms is something that will require some discernment and experimentation.

IV. Prayer Requests:

1. Prayers for those searching to find a deeper sense of faith in Jesus.
2. For the group to multiply and create more communities.



Church Plant Update for Session & CPIC Committee (May 2021)

Name of Church Plant: Jericho Road Renewal

I. Update:

1. Personal:

- Still processing loss of baby Josie and Taylor's mom to cancer
- Continuing counseling and experiencing more healing

2. Church Plant:

- We have been spending a good bit of time with the residents of the men's house. Attached are a few pictures from a work-day we had over there a few weeks ago. We now have 11 men participating between 2 houses. This is

nearly 3X more than were involved a year ago which continues to blow my mind with everything going on with us and with the world. God is still with us.

- A new small group of men from the house and mentors is starting on Sun mornings on Palm Sunday. We will talk about work and faith and encourage guys to join services at churches the mentors attend.
- Also, we welcomed our second resident to the women's house. She is a young woman who was in the foster care system and who aged out and needed a place to live while she sorted out school and work, and its a cool connection because that is a population that needs a lot of support and we would love to get more connections with other young ladies graduating from the foster care system.
- Finally, Taylor and I met with Mary Floye and Lea last week and they toured the women's house with us. We had a great talk with them and look forward to remaining connected to them and sharing needs with them. Each was very encouraged by the trip and the feel of the house and we are going to connect MF

coordinator



M&F Committee Meeting (5/11/21)

Members Present: Jon Crantz (Pastor Lead), Mark Potter (Chair), Stephanie Zamora, Melaney Derden (Sitting Elders), Jenn Rustay (Member at Large), Roby Norvell (Elder Elect), Melissa Carbajal and Ellen Mabry (Congregational Liaisons)

Staff present: Valerie Arredondo

Minutes by Melaney as edited by Mark

Note: We had a brief discussion about the future of M&F Committee. We see there is a real need and purpose for the committee to provide awareness of the ministries we oversee to Session, as well as to provide the ministries input from Session and leadership to make sure their ministry focus aligns with church leadership's. We all agree this committee needs to continue until any new oversight is in place for each of the C&F ministries. How does leadership support and shepherd these ministries if the committee dissolves? And how do we ensure that the ministries are aligned with leadership vision if there is no participation from leadership in the ministries?

We are all so thankful to Jon for his leadership of this committee, his grace in shepherding these ministries, his prayerful support to each of us and the ministries, which are so important to each of us and to this church.

General meeting focus was Women's Ministry.

WOW: Women of the Word, 3 online groups and one in person finishing a study on Joseph and will be starting a new one after VBS in June.

First Moms: First Moms leadership decided to take a pause this semester as there weren't enough moms who were able to or comfortable with meeting in person yet. Many had young learners at home, making it difficult to meet in person. Zoom is not an attractive option to most of these young moms. But we all agreed there's a benefit to a Zoom option going forward for those moms who can still connect (maybe those who work), and maybe provide a fellowship opportunity monthly to build community amongst these young moms. A hybrid option might be ideal. They will all be invited to join in the summer study as well. We will have Tuesday morning childcare throughout the summer from 9-12:30. A suggestion was made to include the young moms in the WOW study through the Fall, with cross-generational study and mentoring, but with a separate breakout session for the young moms. We need to focus on making sure that we are getting the word out about young mom ministry opportunities...maybe more literature in the nursery drop-off area, as well as in emails from Stacey Rockwell, etc.

Salt & Light: The Thursday night group finishing Joseph study. They will be having a social in person this month, then starting a summer study as well. This group has preferred an online platform and will continue to offer that, especially as there are women who live further out from the church.

Sojourn: This book club is taking a break for the summer but doing well.

Women's Fellowship Circles: The circles have been doing online Bible studies and will take a break over the summer. This fall, some circles will meet in person, some online. TBD.

First Place for Health: This weight loss Bible study meets online. They will be studying Hosea during the summer. Theresa Koops and Susan Townsend lead this group.

Outreach: The various women's ministries have been supporting Agape Ministries, providing pre-packaged snacks. Will be working with Freedom Church Alliance to provide to-go bags with necessities. This ministry works to fight human-trafficking.

Looking forward, Valerie said she is prayerful and excited about the future, planning a guided prayer and worship event, outreach gatherings, and a return to their annual Spring Retreat. Fellowship Circles might plan a speaker event at the church post-pandemic. We as a committee will be praying all of these will be possible and for God to lead in these efforts and grant discernment to Valerie and her leadership team moving forward.

We're so grateful to Valerie for her leadership and her desire to disciple the women at FPC through her teaching and her amazing connection alchemy.

The Committee agreed to meet in June, preferably in person.

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

May 12, 2021

Members Present: Tom Brents, John Crane, Brock Hudson, Russ Schulze, Debbie Thompson, Chris Winters, Sean Keenan, Steve King, and Randy Schorre.

Staff and Ex-Officio Present: Martha Barnes

Members and Ex-officio Absent: Jim Birchfield, Andrew Stepp, Hunter Johnson, and Kay DuPont - Secretary

Tom Brents called the meeting to order at noon by a zoom/in-person conference, in LC181, due to the COVID-19 pandemic. Tom Brents opened the meeting with prayer.

Here to Serve

Update 2.0 – Tom Brents presented an update on Here to Serve 2.0 committee work. John Crane will serve on the committee studying how to enlarge the narthex to make more room for the choir. Brock Hudson will work with the committee designing signage for directions for the Presbyterian School and First Presbyterian Church. The following possible projects were discussed:

5300 Main North Lot green space.

MFA / South Lot interface.

Narthex expansion (old Presbyterian School Offices).

Palm Court Refresh

Updated Signage and wayfinding.

Properties Update

Bonner Properties – Russ Shultze reported that there is an offer to buy the property but suggested that the decision be delayed until the June meeting. An option would be to buy out San Marcos Presbyterian Church's share of the property. The current broker's offer is undervalued with the comparison with other adjacent properties. The exact offer and mineral rights on the property need to be clarified with the broker before moving forward with the sale of this property.

Permanent Funds and First Presbyterian Church Properties - Martha Barnes has uncovered additional properties and oil royalties that were inventoried in the PC USA law suite documentation. Permanent Funds and First Presbyterian Properties. Some of the properties owned outright by First Presbyterian Church are not a part of Permanent Funds, nor were they list with TPF reports. Oil & gas leases royalties were also noted on the State of Texas unclaimed property site. Additional work will be needed by Marth & the Trustees on determining these properties' outcomes and possible sales.

MFA / South Lot –Tom Brents explained the agreement with the Museum of Fine Arts for the garage use on Sunday morning is not being followed by the Museum's security personnel. A meeting is being scheduled to review the issue and to include FPC on the Museum's directional Signage. In addition, we will review the sound wall and landscape proposed for the South Lot.

Presbyterian School – There are plans to trade the mulch field north of the sanctuary for the Oakdale lot for play space for the Presbyterian School. The brick wall will be removed 6" below ground level, filled with dirt, and covered with sod. The School is raising money to install synthetic turf on the entire island green field.

As a side note: The School has expressed an interest in obtaining the Oakdale / Travis site with a meeting with the FPC Session clerks and FPC executive pastors. The Trustees are not in favor of a sale but prefer an updated lease agreement to this and other outdoor spaces.

Dale Avenue – Our two Trustees Chris Winters and Steve King, will be rolling off the Dale Avenue Board in May. Two new Trustees will be appointed to take their place. Dale Ave. continues to be 100% leased through all of 2021.

Appointments of New Trustees – Two members have accepted the nomination for trustee for the class of 2024. A third member is needed as part of the final nomination. There will be more information at the June meeting.

The meeting was adjourned at 1:25 pm.

ADVISORY COUNCIL MINUTES

Tuesday, May 11, 2021

Pastor's Conference Room & Zoom

3:00 p.m.

Advisory Council meeting Live and by ZOOM

Attendees: Barnes, Birchfield, Brents, Herada, Malinsky, Meikle, Oldham, Rustay, Stepp, Wolfe

Opening Prayer -Rustay-Ps 119 “with my whole heart, I seek you” -encouraged us to seek the Lord in His scripture and dream again.

Discussion Topics

- A. **Finance Report-Stepp**-Complete report is a bit delayed. Finance committee will meet later in the week, but do not expect much change. These numbers are tentative. April giving was slightly up versus budget. (\$884K vs \$678K budget.) Expenses were favorable due to timing of invoices (\$646K in Apr, lower than the projected \$683K.) Cash in Bank is \$5902K net of designated funds. We are tracking on budget and have some funds left over for HTS. The full packet will be out in time for Session. Expect to finish out the year near to budget. Steve Oldham-new treasurer-sat in

on the AC meeting and will be invited to Session. Matt will stay on the Finance Committee as Past-Treasurer. Expect to finish the year in the black. Forgiveness of PPP loan was helpful. Expect ~\$2.5MM available for possible HTS spend.

B. HTS 2.0 update-Birchfield

Birchfield handed out the HTS packet that was mailed and emailed to the Congregation. Highlights the Completed and In-Progress Projects, Projects approved to resume and the New Priorities- "Before the Door" Culture. The Lord has been gracious to us. Discussed how to finance the remaining months of the fiscal year (Dec-May) versus the Here to Serve two-year (Jan-Dec) calendar timeframe and the confusion it caused. A two-year plan is useful for forecasting. A mid-year fiscal timing is useful for evening out slow summers and good Decembers. Will check with auditors and Jim Shepperd for advice on stewardship campaign.

C. Budget Planning Update-Stepp-Reported that ministries have been meeting and setting their final budgets. Still in the \$7.4MM range. Anyone who has particular questions can direct them to Andrew. No substantial changes from the handout given to Session last month.

D. Trustee Update -Bretns -more extensive report to come from Trustees

1. Update on Bonner (AR, LA) and Ewing (Manvel, TX) properties. Have had an offer on the Bonner property which seems a bit low. San Marcos would like to take it. Contemplating buying San Marcos out to be paid out of Bonner funds. Some positive movement on the Manvel property.
2. Issue with Museum closing their parking lot on Sundays. Working to rectify.
3. Working on signage for museum, FPC and Presbyterian School to be attractive, useful and consistent.
4. HTS-main focus on the property improvements over the summer. See trustee report.
5. South parking lot-The museum will be giving FPC \$175,000 to help rebuild the South parking lot. Plan is being slightly adjusted for parking, focus on valet and seniors on the south side, a sound barrier, art wall and landscaping by the kitchen and HVAC chillers. Estimated time is completion by October. Narthex and Palm court planning coming soon.
6. List of new trustees for next year is almost finalized.

Pastor's Report

Birchfield/Stepp

- A. Presbyterian School strategic planning team**-met with the clerks plus Jim and Andrew and gave an update on their attempts to buy the Masonic lodge and a forward-looking usage plan for the "island" between Pinedale and Oakdale. They will be bringing a proposal to the AC in June.
- B. Transition team**- Dana Allin will be coming June 12 to meet with the classes 2021, 22, 23, and 24 to explain ECO's transition procedure. Details to follow on timing and room. The transition kickoff and pathway forward presentation will give time to ask questions, digest, etc. The Standing Nominating Committee will then seat a Pastoral Search Committee which will be voted upon by the Congregation.

Clerk's Report

Wolfe

- A. Congregational Meeting- Date is set for Oct. 24.** Gives time for the ONC and SNC to get slates ready.

- B. Governance TF Update-**Wolfe gave a handout which will be presented at Session meeting. Title is "Accountability Leadership Model". Chris gave a general summary.
- C. Welcome-Clerk of Session (2024) & Member at Large (2021-22), Treasurer and Trustee chair-Wolfe** Michael Herada will be the Clerk of the Class of 2024. Sabrina Espinosa will be the Member-at-Large. Both are elders. Welcome to Steve Oldham as incoming Treasurer and Debbie Thompson as incoming Chair of Trustees.
- D. New Elder Assignments-Barnes-**After prayer and discernment and feedback by the incoming elders, assignments for current committees were approved. Elders will be notified in the next week. Ordination and Installation will be June 13.
- E. Thanks!-** Official thanks to Chris Wolfe-Clerk- for his leadership, friendship and counsel in a tough year. Thanks to Jenn Rustay-Member-at-large for her amazing job in being a voice for the congregation and her deep experience as an elder. Thanks to Matt Malinsky for his leadership and expertise as Treasurer. Thanks to Tom Brents for his wonderful guidance as the Chair of Trustees. We are grateful for your faithfulness to the Lord and using your gifts and talents in serving His Church.

Closing Prayer

Birchfield

Adjourned 4:50 pm

Respectfully submitted,
Martha Barnes, Clerk 2023