

SESSION AGENDA
Tuesday, September 21, 2021
LC181 (In Person)
5:30 p.m. (Includes Dinner)

<u>Item</u>	<u>Presenter</u>
Opening Devotional & Prayer	Dupont
Omnibus Motion	Birchfield
Minutes	
Consent Motions	
Committee Reports & Updates	
Finance Report	Oldham
Construction/Remodel Update	Johnson
Pastor's Report	Birchfield
• Governance Model Transition	
• Congregational Meeting (Endorsement of PNC)	
• Session Retreat (Friday Dinner)	
Clerk's Report	Meikle
• Transition Team Update	
• Session Retreat (Saturday Meeting)	
Old Business	
Asset Resources TF Report & Recommendations	Barnes
New Business	
Prayer	All
Communion & Closing Prayer	Paulpeter

2021 Upcoming Session Meetings & Important Dates

Congregational Meeting – Sunday, October 3

October Session Meeting – Tuesday, October 19

November Session Meeting – Tuesday, November 16

Governance “Mini Retreat” – Tuesday, December 7

- Special Guest: Dana Allin

**MINUTES OF THE SESSION
THE FIRST PRESBYTERIAN CHURCH OF HOUSTON, TEXAS
August 24, 2021**

The August Stated Meeting of the Session began at 6:00pm in LC181 Dr. Jim Birchfield called the meeting to order with a quorum present and opened the meeting with scripture and prayer.

Omnibus Motions:

The following omnibus motions, provided to Session in advance of the meeting, were duly adopted:

- Resolved, that the submitted Session Meeting Minutes of June 15, 2021, be approved.
- **The Operations Committee moves that Session approve an amendment to the motion of January 19, 2021 (see Operations Committee minutes in current Session Packet):** That the approved action now be funded from The Mary Bonner Estate Fund, TPF #53317 (instead of from the Building Maintenance Fund), in the amount of \$95,070 (instead of \$175,000). This is consistent with the purposes of the Mary Bonner Estate Fund.
- **The Operations Committee moves that Session approve an amendment to the motion of March 2, 2021 (see Operations Committee minutes in current Session Packet):** That the approved action be funded from the Building Maintenance Reserve Fund, TPF #53621, in the amount of \$328,352.29, and from the Operating Disbursement Fund, TPF # 53363, in the amount of \$28,369.63 (representing its entire balance) for an amended total of \$356,721.92. This results in the closing of the Operating Disbursement Fund.
- **The Operations Committee moves that Session approve an amendment to the motion of April 17, 2018 (see Operations Committee minutes in current Session Packet):** That a separate "Bonner B" fund be created at TPF by transferring \$500,000 from the Mary Bonner Estate Fund, TPF #53317 (Bonner "A"). That \$131,433.47 be withdrawn from the transfer from Bonner "A" to "B" so that the initial funding of Bonner "B" is \$368,566.53. This combined with the MET fund action below fully funds Project Flourish for Fiscal Year 2021, which was funded from operating cash flow.
- **The Operations Committee moves that Session approve the following changes to FPC Temporarily Restricted Accounts:**
 - The Sabbatical Leave Fund be terminated and its balance of \$19,500 be unrestricted. Future sabbaticals will be funded as a part of the General Budget (i.e., a line item in the annual budget).
 - The Basic Class Radio Program be eliminated, and its balance donated to KHGV FM, a Houston Christian radio station.
 - The MSMH fund be eliminated, and further contributions be sent in the month they are received directly to Main Street Ministries.
 - The Presbyterian School fund be eliminated, any further contributions will be sent in the month they are received directly to Presbyterian School.
 - The Youth Scholarship Fund be eliminated, and the current balance of \$253,565 be transferred to a new renamed account at TPF, for the purpose of funding youth activities, including but not limited to scholarships for youth, staff, and volunteer leaders, as well as general youth activities. This fund will be exempt from the 4% rule as well as restrictions on spend rate.
 - The MET funds with its May 31, 2021, balance of \$80,057 be transferred to the operating account. In addition, that \$131,433.47 be withdrawn from the Mary Bonner Estate Fund, TPF #53317 (to repay Operating Account for Project Flourish spending).
 - The Hillcrest, Iraq Churches, KDEC Pledges, Nehemiah Center and Rafiki Funds be eliminated, any further contributions will be sent in the month they are received directly to these various organizations.

- **The Operations Committee moves:**
 - That the expenditure of \$ 45,000.00 be set aside for the installation of a hearing loop in the sanctuary to assist members of the congregation with hearing aids to more fully participate in worship.

Committee Reports:

Finance: Andrew Stepp reported that the overall outlook is good. The congregation will be asked to continue their increased giving for one additional year.

Building Project Update: Andrew Stepp updated the session with the construction projects.

- Work has begun in the conversion of the mulch area and sidewalks on the north side of the sanctuary.
- Work in the CE wing, Palm Court and Oak Court are schedule for completion by November.
- Trim around the building should be completed by Labor Day.
- North Lot paving has been completed.
- The Library and Chapel have been repainted.
- A hearing loop for the sanctuary to enhance reception for those with hearing aids will be installed.

Pastor's Report: Jim Birchfield

- The Young Adult Pastor search continues to move forward.
- Dan Wagner was introduced as the new Director of Worship.
- There will be an email to the congregation the first of September about the fall sermon series and the discipleship series by Jim Singleton which will be available online.

Clerk's Report: Doug Meikle

- **Pastoral transition team.** Two specific decisions made:
 - Choice of **Dingman Company** as a search consultant.
 - Initial call description given to Dingman.
- Next steps – will continue to work with Dingman on completing the call description. This process should take approximately 60 days.
- Goal - our working goal is to provide to the PNC when it is seated a full and complete call description and Dingman will be able to give a report to the PNC on progress during the first 30-60 days of their search.
- **Pastor Nominating Committee:** two serving elders will be part of PNC. After due consideration the following have been approached and have accepted participating in the PNC.
 - Dade Dowdle
 - Houghton Hutcheson
- **Session meeting task force teams:** Jim and Doug are meeting with the various task forces that have convened and are happy to report good progress. Each task force is confident of meeting their timelines and look forward to the session's full consideration of their recommendations.
- **Session Retreat:** the session dinner on Friday night is for fun and fellowship. The session retreat on Saturday will focus on church priorities over the coming years. Mission priorities are within the session's authority to modify, change, reset and recast as they see fit to do so. However, these priorities will be relevant for several years and will feature in the opportunity description for the pastoral call.

At the retreat, the session will be presented with proposed mission priorities for our church. The session will have time to pray, discuss, modify, and amend the work. The goal of the session retreat

is that they will unanimously affirm the priorities by vote. By so doing they will agree these are the priorities they expect the pastoral staff to work towards and that these priorities will feature in the call description.

- A motion was made and approved by an email vote August 2, 2021 - That Session approves an expenditure not to exceed \$35,000 to fund the signage proposal approved in concept at June's Session meeting. The source of funding will be savings from existing Here To Serve construction projects.
- The Congregational Meeting will be held Sunday, October 3, 2021.

Signage/Museum Interface Update: Kent Woodard

The North, South, East, and West entrance signage should be completed by Labor Day. The church is coordinating internal signage with Presbyterian School. The committee is waiting for a proposal from the museum for garage signage.

OLD BUSINESS:

Governance Task Force: Al DuPont introduced the members of the Task Force (Chris Wolfe, Jim Birchfield, Tiffany Melchers, Paula Paine, Al DuPont). A discussion followed a presentation covering an overview of the Governance Policies and Procedures Manual. A motion was made and approved that the session adopt the Governance Policies and Procedures Manual, to be effective immediately.

NEW BUSINESS: none

Prayers were raised for the church, member concerns, ministry partners, the city, and neighbors. Individual communion pods were served by Caitlin Rhodes-Karahadian.

The meeting adjourned at 8:00pm with the singing the Doxology.

Rev. Jim Birchfield, Moderator

Doug Meikle, Clerk of Session

Consent Motions

Reports

Operations Committee Meeting

September 13, 2021

Members present: Al DuPont*, Amy Winstead*, Alicia Ten Eyck*, Andrew Stepp*, Merry Davis, Henry Humphries, Debbie Thompson (* Voting members)

Members Absent: Jamie Hampton

Staff & Others present: Hunter Johnson

Opening Prayer: Debbie Thompson

Facilities/Building Ministry Team Report (Henry Humphries)

- **Facilities meeting**
 - Work ongoing for builds/repairs:
 - Outside wood window repair/repaint project scheduled to be complete by end of September. Outstanding work includes the exterior windows in the memorial garden and the bell tower.
 - LED bulb replacement project is also expected to be complete by end of September.
 - 10 Oakdale and 1 Pinedale projects are complete.
 - Elevator shaft for the multi-story project is proceeding.
 - Narthex renovation and Children's area remodel are scheduled for completion in December.
 - Basement pump replacement is waiting for additional pricing to come in.
 - Pumps are currently being checked daily to insure there is no failure.
 - Hearing loop for the sanctuary work will proceed in October.
 - New sod and groundcover are installed on the north side of the sanctuary. Azaleas will be planted once we have a consistent break in the heat. Tree pruning will continue later in September/October.

- **IT Ministry Team**
 - IT is currently wrapping up their upgrades. Assessment of the need for a fulltime staff person to service the IT system is being reviewed.

- **Building Committee**
 - Palm Court is waiting on the arrival of furniture ordered. New carpet installation and the remodel of nearby bathrooms is scheduled for Thanksgiving week, when school will be in recess.

Permanent Funds Ministry Team Report (Jamie Hampton)

- No report for this meeting.

Finance Report (Hunter Johnson)

In addition to the financial reports below, Hunter reported on the transition to the new financial software. The new Vision 2 platform for processing giving contributions expects to be online the end of this week. The financial office is continuing to consolidate the historical giving data into the new platform.

Report to the Operations Committee, September 2021

Our new financial platforms are live and operational, and we will be loading historical data this week. Our new giving platform, Vision 2 will be live on September 16th.

Budgeted Statement of Operations
Fiscal Year June 1, 2021 - May 31, 2022
August 31, 2021

	<u>Actual</u>	<u>Budget Annual</u>	<u>Budget YTD</u>	<u>Actual YTD</u>	<u>Variance YTD</u>	<u>Remaining Budget</u>
Income						
Contributions	\$ 806,708	\$ 7,600,000	\$ 1,210,896	\$ 2,171,991	\$ 961,095	\$ 5,428,009
Presbyterian School	128,950	773,700	193,425	193,425	-	580,275
Other Income	2,741	-	-	5,355	5,355	-
TOTAL INCOME	938,399	8,373,700	1,404,321	2,370,771	966,450	
Expenses						
Personnel	353,839	4,594,000	1,148,500	1,030,476	118,024	3,563,524
Ministry Support	288,985	1,782,500	515,625	614,967	(99,342)	1,167,533
Outreach	69,038	816,000	253,070	194,723	58,347	621,277
Media Communications	46,584	295,000	90,250	84,330	5,920	210,670
Worship	33,151	205,000	51,250	82,819	(31,569)	122,181
Sr Ex Pastor	13,659	165,000	43,750	38,569	5,181	126,431
Community Life	9,986	157,000	53,595	27,828	25,767	129,172
Children and Family	7,256	125,000	45,000	47,129	(2,129)	77,871
Next Generation	56,314	116,000	80,700	101,354	(20,654)	14,646
Equipping	1,834	44,500	14,632	4,989	9,643	39,511
Total Expenses	880,648	8,300,000	2,296,372	2,227,184	69,188	6,072,816
Net Income	\$ 57,751	\$ 73,700	\$ (892,051)	\$ 143,587	\$ 897,262	\$ (6,072,816)

Highlights from the August Financial Packet:

- We are beginning to close the gap in giving. With 4 months left in original campaign, offerings total \$19.2M, with \$5.1M needed to achieve our re-forecasted goal of \$24.3M.
- Expenses for August are higher than usual due in part as a result of recording \$54K in accounts payable for the month of August. In previous months, that amount would have been reflected in September.
- Ministry Support currently has a negative variance of \$99.6K, an increase of \$57k from the prior month. This results in part from \$50k in accounts payable being posted to Facilities---historically these would have been reflected in the following month (September).
- Worship has a negative variance of \$31,600, an increase of \$16K from the prior month. I will work with Worship to resolve.
- As noted last month, the negative variance in Next Generation is a primarily a function of timing and has decreased by 19.7% since last month.
- Several HTS projects have been completed over the summer, with four currently active.

- Pursuant to Session action August 24th, several TRA balances have been eliminated, with Youth Scholarship being transferred to the Texas Presbyterian Foundation. This fund has no established corpus, and any income will remain in the fund.
- The Mary Bonner Family Fund has been divided into two funds, with Mary Bonner “B” having an opening balance of \$368,567. This fund has no established corpus, and it is under the directive of the Executive Pastor and the Missions Innovation Committee. (Session, April 2018).
- Basic Radio will be eliminated in September, with the proceeds sent to a local Houston Christian radio station.
- There is no TPF statement included this month, as the report was issued prior to us receiving it.

Additional notes:

- Our previous insurance carrier has finally agreed with our assertion that the damage done to the Grand Hall floor at Christmas was the result of a mechanical failure and not a flood event. This resulted in an additional \$90,000 being paid.
- New flooring is scheduled to be installed in the CE wing---the section not being remodeled, beginning the week of September 27th. The floor will match the “new” children’s section.
- The network upgrade will be complete prior to month’s end. This includes new wireless access points and reconfiguring our network to allow more IP addresses.
- To resolve our recurring Live Stream issues, we are installing a dedicated symmetrical fiber connection---with a projected 100MB upload speed. This line will only service our live broadcast.

New Business:

Al Dupont, Operations Committee Chair, opened the discussion about the transition to the new structure of church governance approved by Session at the August 24th meeting. The new structure will take effect in January 2022, with new committee assignments for elders. The current Operations Committee will continue to meet as scheduled through the end of the year with COO, Hunter Johnson transitioning to leading the committee.

Al Dupont closed the meeting in prayer.

Meeting adjourned at 12:33 PM.

Next Meeting: Monday, October 11, 2021, at 12:00 at First Presbyterian Church, Room FH253.

Respectfully submitted,

Amy Winstead

HTS 2.0 Subcommittee on FPCH Signage and FPCH / MFAH Interface

Subcommittee Members: Tom Brents, Fred Robertson, Brock Hudson, Hunter Johnson, Celeste Lanier

Ad Hoc Member: Sean Keenan (FPCH / MFAH Interface)

Subcommittee Chair: Kent Woodard

September 20, 2021 Subcommittee Update

Phase One – FPCH Exterior Signage

Perimeter Signage – 13 signs ordered with installation scheduled for the week of 9/21

Building Signage – 6 Pillar signs, 5 building entrance name signs have been ordered with production beginning the week of 9/21

Phase Two – FPCH Interior Signage

30 signs will be ordered. Designs are ready, holding for completion of campus updates/ construction timetable

Phase Three – FPCH / MFAH Interface and Way Finding

Way Finding - MFAH Garage Signage;

FPCH/MFAH meeting held 9/17/21 with Tom, Fred, Brock, and Sean and Eric Anya, Christian Schornich of MFAH. Craig Minor, responsible for MFAH signage was also in attendance. The meeting goal was to review MFAH's proposed signage and Way Finding as it relates to MFAH and FPCH mutual interests and benefit. Signage covered both the Glassell and Kinder Garages, interiors, elevators, and entry/exit ways. A walk through of the garages was also done. FPCH comments will be incorporated in a MFAH presentation and provide to FPCH in the next week. All felt a positive and productive meeting was held.

FPCH / MFAH Interface

FPCH needs to present a plan for the FPCH / MFAH Interface

Next Action Steps:

Phase One and Phase Two – Meeting in September with Celeste, Hunter, Brock, and Kent to review External and Internal signage for estimated completion timetable.

Phase Three – Meeting to be scheduled in the next two weeks with Tom, Sean, Fred, Brock, Hunter, Celeste and Kent to review MFAH signage proposal. We will also discuss planning process and timetable for FPCH / MFAH Interface proposal to FPCH and MFAH.

Sincerely,

Kent Woodard, Chair, HTO 2,0 Subcommittee on FPCH Signage and FPCH / MFAH Interface

Presbyterian School Offer Evaluation Task Force – Conversation Session One – Summary

Background

The Presbyterian School Offer Evaluation Task Force is charged with evaluating the School's offer to purchase the land known as the Island in light of the Church's vision, priorities, and partner strategy. In conjunction with that primary charge, the Task Force seeks to answer the question, what does it mean for the Church and School to be partners?

To assist in its work, the Task Force is hosting informal meetings to facilitate conversations with Session and other stakeholders to discuss the Church / School relationship in general, and the School's offer to purchase the Island in particular. The first of these meetings occurred on Tuesday, September 7, at 6:30pm. The focus of our conversation was the question, what does it mean for the Church and School to be partners? We set the stage for our conversation with a reference to the Church's immediately prior strategic planning document, Vision 2020, which included the commitment copied below.



6. Partnership with Presbyterian School

Invest in the strengthening the relationship between the church and the Presbyterian School (PS).

- Create a ministry team to focus on this vital relationship.
- Items that could be included:
 - Intentional ministry to the school's faculty and families
 - Partnership in local mission projects
 - Connecting PS/FPC with international churches who also have schools like Hatfield Christian Church or Gaba Community Church.
 - Joint worship services (e.g. FPC staff joining chapel for a special occasion)
 - Integrating PS and FPC in facility decisions
 - "Shared space" for the PS strategic vision team to add initiatives or goals to those of the FPC strategic vision team.

Participants

- Martha Barnes
- Dade Dowdle*
- Sabrina Espinoza*
- Michael Harada*
- Roby Norvell
- Emmanuel Paulpeter
- Caitlin Rhodes-Karahadian • Sara Robertson • Tanner Sykes • Alicia ten Eyck
- Amy Winstead
- Stephanie Zamora* * *Indicates conversation participants that are also members of the task force*

Key Takeaways

- The Church has not done a good job of investing in the relationship with the School, and the participants in the conversation desire for the Church to invest more in that relationship. If we were to do so, we would be in a better spot to be able to evaluate how we can help each other in the pursuit of shared objectives.

- Everyone is committed to being good stewards of the Church’s resources and questions whether a sale is consistent with that commitment.

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Presbyterian School Offer Evaluation Task Force – Conversation Session One – Summary

Summary of Conversation

Our conversation was wide-ranging: For the sake of organization, the topics we discussed are organized below into areas of enthusiasm and areas of concern. Areas of concern are further broken down into concerns about the School’s offer, and concerns about the School and the Church / School relationship.

Areas of Enthusiasm

Participants were enthusiastic about many things that Presbyterian School is and does, including the areas listed below.

- A participant who was on the initial visioning committee of the Church that was charged with forming the school spoke of her pride in what the School has become. The group agreed that the success of the School is a success for the Church.
- A participant whose child recently moved to PS from HISD stated that his family’s experience had convinced him that providing Christian educational options in Houston is a mission worthy of investment, a sentiment with which the entire group enthusiastically agreed.
- Participants discussed options for increasing the accessibility of the School to members of the Church and broader community, especially to children from disadvantaged backgrounds.
- Participants discussed the School’s Summer Institute, with which several other participants were unfamiliar. The group discussed opportunities for the Church to invest in the Institute.

- A participant noted that the School’s plans for the Island as laid out in their proposal in large part align with a proposal for the Island that was included in early drafts of the Church’s Here to Serve campaign. The group wondered whether there is a way to work together to meet the needs of the School while filling some of the Church’s dreams for the property. **Areas of Concern about the School’s Offer** Topics related to the School’s offer included those below.

- The Church has a long-standing concern about being “hemmed in,” and members of the Church have committed resources to ensuring that that does not happen.
- The Church’s youth group is significantly invested in the “Pinedale House,” i.e., the house on Pinedale that has been committed for their use. It would be difficult to overstate the strength of this area of concern.

Areas of Concern about the School and the Church / School Relationship Our discussion of areas of concern about the School and the Church / School Relationship frequently returned to a common theme: if the Church was more invested in its relationship with the School, we would have a better perspective on these concerns, and be in a better position to address them.

- Participants expressed concern around the philosophical direction of the School, particularly should Dr. Carleton leave, who participants acknowledged has led the School in embracing its Christian mission and heritage.
- Participants discussed historic incidents of tension between the Church and School related to the use of shared spaces.
- Participants wondered what could be done to increase the financial accessibility of the School to families in the Church, and to children from disadvantaged backgrounds.
- **Next Steps** This conversation will provide context for the Task Force’s deliberations on the School’s proposal, and help set the tone for the next such gathering, which is anticipated in mid to late October.

THE LONG-TERM STRATEGIC PLANNING BOARD OF TRUSTEES

THE FIRST PRESBYTERIAN CHURCH OF HOUSTON, TEXAS

September 15, 2021

Members Present: John Crane, Brock Hudson, Jim Humphries, Bill Merriman, Randy Schorre, Russ Schulze, Debbie Thompson

Staff and Ex-Officio Present: Michel Harada, Steve Oldham, and Kay DuPont – Secretary

Members and Ex-officio Absent: Jim Birchfield, Andrew Stepp, Hunter Johnson, Sean Keenan,

Debbie Thompson called the meeting to order at 11:30am by zoom and Kay DuPont opened the meeting with prayer

Michael Harada introduced Al DuPont who explained the New Governance Structure implemented by the session in August and how it would affect the setup of session vs staff vs committees. Al also discussed the implementation approach: Phase 1- the research, recommendations, and approvals, which has been completed; Phase 2- the transition this fall with session, staff and congregation completing required goals and plans; and Phase 3- the initial implementation to begin in January.

Members of the session of First Presbyterian Church met at the home of Dade Dowdle to discuss the Presbyterian School proposal for land purchase from the church. Those in attendance express thankfulness for the thoroughness and clarity of thought and the valued suggestions reflected in the response to the request for land purchase. There will be a second meeting to explore ways to improve the relationship between the church and the school.

Additional properties owned by the church in 3 Texas counties have been discovered and there is now research for additional information as to mineral rights, taxes etc.

Jim Humphries reported that 24 Pinedale needs breaker box replacement. There is discussion as to how to proceed with this. At the beginning of each year there should be an evaluation of the tax bill from HCAD, and a protest made when needed.

Randy Schorre reported that good progress is being made on projects around the church. There is a tree limb over the sidewalk that needs to be trimmed.

Bill Merriman expressed concern for institutional memory.

The meeting was adjourned at 1:00pm with a prayer by Russ Schulze.

ADVISORY COUNCIL MINUTES

Wednesday, September 14, 2021

3:00 p.m.

Attendees: Martha Barnes, Michael Harada, Jim Birchfield, Doug Meikle, Debbie Thompson, Andrew Stepp, Melaney Derden, Kate Thomas, Steve Oldham, and Sabrina Espinosa

Opening Prayer (Birchfield)

Jim's prayer was centered around the work of the ONC and PNC.

Discussion Topics

A. Finance Report (Oldham)

Steve shared the finance report. He said that the outlook continues to be good. Doug interjected a prayer of thanks to the Lord for His providence. Report is submitted.

B. Trustee Update (Thompson)

Debbie shared that the Trustee meeting is set for 9/15. They have asked Al Dupont to share the changes in the governance and how that will affect the Trustee Board. They also asked Michael Harada to share how the Trustee's report on the proposed land sale was received at the informal Session discussion hosted by Dade Dowdle.

C. Governance Implementation Update (Birchfield)

Jim shared a proposed implementation timeline that will have the new governance in full effect by January. In the meantime, he proposed that Session members give the staff space and time to begin implementing the proposed changes before stepping in as acting members.

D. Permanent Funds Report (Barnes)

Martha shared a high level view of what will be presented at the upcoming Session meeting.

E. Vision Articulation Report (Derden/Thomas)

Kate and Melaney shared the first draft of the work of this team, that will be the basis of the Session retreat at the end of the month.

Pastor's Report (Birchfield/Stepp)

A. Valerie Arredondo has resigned from the lead position of Women's ministry to be more available for family. She will be greatly missed. Caitlin will be working with Claire Berger as temporary replacement.

B. Matt Lee has been asked to take over the Church Planting Residency for the HCP Network. He has asked FPC to be allowed to go to part time. This will take effect on October 1st. Emmanuel will pick up the aspects of Matt's current position that he will need to let go.

C. Jim met and spoke with Evelyn about her concerns in hiring a professional HR person. He introduced her to the outsource company that we currently use, Achilles Group.

D. We are approximately 3 weeks away from the congregational meeting. Jim asked that Steve and Doug prepare their reports.

Clerk's Report (Meikle)

Lots of balls in the air, but all is well!

Closing Prayer (Espinosa)

Adjourned 5:15 pm

Respectfully submitted,

Michael Harada, Clerk 2024

2021 Congregational Meeting

1. Clerk's Report – Doug Meikle
2. Treasurer's Report – Steve Oldham
3. HTS Construction Update – Hunter Johnson
4. Election of Elders (Class of 2025) – Sara Robertson
 - Class Of 2025**
 - Tom Brents
 - Jim D'Agostino
 - Stephanie Fleck
 - Kristen Foxley
 - Susan Miclette
 - Randy Wilson

 - Class of 2023**
 - Brent Dorsey
5. Election of Officer Nominating Committee (2021-22) – Sheila Heinle
 - Matt Corbett***
 - ~~Anslie Kim~~
 - Jared Spicer
 - Hailey Benningfield
 - Linda Moore
 - Gabe Zamora
 - Leslie King***
 - Ken Dunek
 - Allen Rustay

 - Alternate: Ann Petty
 - Ruling Elders TBD***
6. Election of Pastor Nominating Committee – Sheila Heinle
 - Cindy Cook
 - Chris Derden***
 - Dade Dowdle (Ruling Elder)
 - Sabrina Espinoza
 - Houghton Hutcheson (Ruling Elder)
 - Janet Lionberger***
 - James Melcher
 - Sam Murray
 - Fred Robertson
 - Claudia Stewart
 - Mary Wassef

 - Alternate: Jan Sexton

7. A Time For Questions

8. Implementation Timetable: Next Steps

1. September 25: Secure Agreement on FPC Mission Guidelines

- Mission Statement
- Vision
- Core Values
- Strategic Priorities (Including a definition of success/key metrics)

2. Slow Dissolve of Existing Session Committees

- 1-2 more meetings restricted to Elders and Department Heads
- Promote clear agreement on and hand-off of key tasks
- Guidance in creating charters, position descriptions and composition of staff-led teams
- Guidance in setting departmental goals that align with Mission Guidelines
- Ruling elders will not serve on these teams during the balance of the '22FY (Thru May)

3. Training and Development of Staff Leadership

- September: Developing a healthy staff team; Review of Governance Model
- October: Creating goals and accountability; Aligning goals with Mission Guidelines
- November: Recruiting, equipping & empowering lay leaders; Organize to goals and finalize departmental charters

4. Assign Session Elders to New Session Committees

- Begin meeting to understand committee charters, governance policies, etc.
- Develop goals, key action items and plans for moving forward
- Build out balance of team, including positions specified in the committee charter

5. Jim and Doug Begin to Reimagine Session Meeting Agendas for January and Beyond

6. Schedule 1-2 “Round Tables” To Surface and Discuss Issues and Concerns

7. December 7 “Governance Mini Retreat”

- Dana Allin as special guest speaker
- Discuss issues/concerns surfaced during the fall
- Reiterating the shift from managing to governing
- Consider a final walk through of the Governance Policies Manual

2022	<u>Caring Elders</u>	<u>Governance</u>	<u>Finance</u>	<u>Personnel</u>	<u>Advisory Council</u>
Chair	Dupont	Sykes (Governance) Benningfield (Nominations)	Woodard	Lionberger- Zamora	Meikle
Vice Chair	Dearden Smith Ten Eyck Norvell Champion Dowdle	Hutcheson (Governance) Dorsey (Nominations)	Robertson	Winstead	Barnes Harada Clerk TBD
	Brents D'Agostino Fleck Foxley Miclette Wilson				

2023	<u>Caring Elders</u>	<u>Governance</u>	<u>Finance</u>	<u>Personnel</u>	<u>Advisory Council</u>
Chair	Dearden	Hutcheson (Governance)	Robertson	Winstead	Barnes
Vice Chair	Champion Brents D'Agostino Fleck Foxley Miclette Wilson	Dorsey (Nominations) Dowdle (Governance) Norvell (Nominations)	Ten Eyck	Smith	Harada Clerk TBD

Pastoral Call Process

• Transition Team Responsibilities (re. hiring of Senior Pastor)

- Reviewing search firms and hiring preferred search firm.
- Completing with the selected search firm the “Opportunity Profile.”
- Presenting to session for approval said “Opportunity Profile.”
- Transition of relationship with search firm to Pastor Nominating Committee.
- PNC accountable for finding and interviewing qualified candidates who meet the criteria set forth in the “Opportunity Profile,” and ultimately for nominating the finalist candidate.

- **Pastoral Call Principals** *(Key areas of contrast with the PC-USA process)*

- The PNC may only alter the “Opportunity Profile” in consultation with Session.
- The PNC will regularly report progress to Session within the necessary boundaries of confidentiality.
- Denominational involvement in the process is advisory in nature and occurs only as requested by Session or the PNC.
- Current Senior Pastor is engaged in the process on a limited basis.

Pastoral Call Process

- Session Responsibilities
- Prayerful advice and guidance to the PNC.
- Final authority on content of “Opportunity Profile” and any changes thereto during search process.



- Transition Team Responsibilities
- Reviewing search firms and hiring preferred search firm.
- Completing with search firm the “Opportunity Profile”
- Presenting to session for approval said “Opportunity Profile.”
- Transition to Pastor Nomination Committee relationship with search firm.

- PNC Responsibilities

- Transition from Transition Team the relationship with search firm.
- Review candidate pool
- Selection, interview, and nomination of a qualified candidate who meets the criteria of the call description.
- Regularly report progress to session.

