

SESSION AGENDA
Tuesday, April 19, 2022
LC181 (In Person)
5:30 p.m. (Includes Dinner)

<u>Item</u>	<u>Presenter</u>
Session Prayer	All
Omnibus Motion	Birchfield
Minutes	
Consent Motions	
Committee Reports & Updates	
Finance Committee	Woodard/Oldham
Community Life Committee	Dupont
Advisory Committee (Clerk's Report)	Meikle
PNC Update	Janet Lionberger
Staff Reports	Birchfield
• Pastor's Report	
• Questions On Staff Reports	
Action (Discussion) Items	
TrueWorks Update & Proposals	Meikle & Barnes
Transformative Community Priority Proposal	Crantz
Adjournment	
• Homily Reflection	Birchfield
• Communion	
• Closing Prayer & Doxology	

2021-22 Upcoming Session Meetings & Important Dates

Special Congregational Meeting: Sunday, April 24 (SNC Election)

May Session Meeting: Tuesday, May 17

June Session Meeting: Tuesday, June 21 (Final Meeting)

No Meeting In July

August Session Meeting: Tuesday, August 16 (New Session)

Tentative Session Retreat Dates: September 16-17

No Meeting In September

MINUTES OF THE SESSION
THE FIRST PRESBYTERIAN CHURCH OF HOUSTON, TEXAS
March 22, 2022

The March Stated Meeting of the Session began at 6:00pm in the Fellowship Hall. Dr. Andrew Stepp called the meeting to order with a quorum present. The meeting was opened with the Session praying around their tables for individual concerns and joys for each other, our community, and the church.

OMNIBUS MOTIONS

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

- Resolved, that the submitted Session Meeting Minutes February 15, 2022, be approved.
- The Finance Committee presented a consent motion from Session to approve the following:

Grant Applicant	NEED	REQUEST	GRANT Final	FUND
Amazing Place	Funding for new West Houston facility	25,000.00	\$20,000	Ricks
Agape Development	Renovation of Haven of OST facility	23,500.00	\$23,500	Ricks
ETSC (The Evangelical Theological Seminary of Cairo)	Two projects (renovation and HR consultation)	30,000.00	\$30,000	Other
Fuller Seminary's Mouw Institute of Faith and Public Life	Worship for Workers Program	40,000.00	\$30,000	Ricks
Kingdom Story Fellowship	Remodel and construction of newly purchased building	20,900.00	\$16,900	Ricks
Plant with Purpose	Construct 25 Cisterns in Mexico	25,000.00	\$25,000	Ricks

COMMITTEE REPORTS AND UPDATES

Finance

Steve Oldham

- Giving was down over the last month, but only to the degree that was anticipated. The numbers for *Here To Serve* are now in the books and encouraging: 60% met the pledge that they made, over 670 pledged and gave, another 400 made no pledge but gave. A report to the congregation on the numbers from *Here To Serve* will be made in a few weeks, and a plan is underway to celebrate on Palm Sunday with tours to show the improvements.

Kent Woodard

- A motion was made and approved for the sale of our share of an undivided interest for two tracts known as 84 acres Big Branch Tract, for \$700 per acre. We share a 63.492% (53.486 acres) interest in this property with First Presbyterian San Marcos and they are in favor of the sale. Our Board of Trustees was also in favor of the sale. The buyer would pay all closing costs and we would retain the mineral rights.
- A motion was made and approved for one additional month to be added to the current budget in the amount of \$700k. This will increase the current FY budget to \$9m and will cover the 13th month period.
- A motion was made and approved to remove Kirk Boudreaux, Arlene Rogers, and Beverly Giacone from the Bank of Texas safety deposit box #444 and replace them with Hunter Johnson and Lisa Belus.

- A motion was made to approve the Investment Committee Charter. Following discussion, a motion was made, seconded, and approved to table the vote until the April Session Meeting.
- Mission giving is being researched to assure donor requested funds are being used appropriately .
- A motion was made and approved for removing the spend rate from Fund #53471, Church Maintenance Fund, balance as of 2/28/2022, \$1,014,649.32.15 and rename it to “Church Maintenance Reserve (CMR)”. In addition, withdraw the amount in excess of \$1,000,000 for use to offset current capital project expenditures.
- A motion was made and approved to close Fund #53621 Building Reserve Fund, balance as of 2/28/2022, \$1,000.15, funds would be used to offset current capital project expenditures.
- A motion was made and approved to move \$3,000,000 from Fund #51215, Benevolences–Ricks, balance as of 2/28/2022, \$3,494,801.31, to fund immediate portion of proposed Capital Budget. Draws would need to be approved in Finance Committee.

ACTION (DISCUSSION) ITEMS

Capital Budget Proposal

Hunter Johnson

A handout was distributed and discussed describing maintenance items that will need attention in the next 18-24 months: Phase One, at an estimated cost of \$2,735,000 and Phase Two at an estimated cost of \$4,647,000. Phase One is to be funded by the \$3,000,000 from Fund #51215 as approved above. Phase Two to be funded by the creation of a maintenance fund in the operating budget of \$665,000 per year beginning in FY 24 through FY 30. Phase Two projects would be determined as part of the budget process.

Pastor Nominating Committee

Dade Dowdle

The Pastor Nominating Committee and the Dingman Company are working in unison processing candidate profiles. The Committee is encouraged by the way in which the process is tracking with the proposed timeline. It is felt that the committee is on track to bring a final nomination to the congregation in time for the successful candidate to work alongside Dr. Birchfield in an orderly transition leading up to his departure early next year.

ECO “Flourish Institute”

Martha Barnes

There was a discussion on the handout regarding the Flourish Institute of Theology.

- A motion was made, seconded, and approved, with one abstention, that First Presbyterian Church Houston designates \$250,000 of scholarship funds to sponsor a cohort of twelve students to enable them to study for Master of Divinity degrees through the ECO Flourish Institute. Funds distribution date to be three months before actual start date of first matriculation class. Funds to come from Bene-Other.
- There will be further discussion on Requests #2: Would First Presbyterian Church Houston work together with ECO to pilot a teaching church model?
- A motion was made and seconded that First Presbyterian Church designate up to \$60,000 per year for three years to fund a part-time staff consultant to ECO for the Flourish Institute. Timing of gift to be determined when Flourish Institute officially begins. Funds to come from Bene-Other. A motion was made and seconded and approved to table the vote until the May Session Meeting.

Andrew Stepp offered a prayer for Emmanuel PaulPeter and his upcoming presentation.

Outreach Priority Proposal

Emmanuel PaulPeter

- Building Gospel Bridges
- What are our challenges and opportunities?

- What is our outreach to Houston and the world?
- Identify, Discover, Prototype, and Invite
- How will building bridges help us reach out?

A motion was made, seconded, and approved to endorse Emmanuel PaulPeter's "Outreach Strategies."

Communion was served by intinction by Rev. Caitlin Rhodes-Karahadian and elder Roby Norvell.

The meeting adjourned at 9:00pm with the singing of the Doxology.

Rev. Andrew Stepp, Moderator

Doug Meikle, Clerk of Session

Consent Motions

CFWI Motions For Session

The Advisory Council Moves:

1. That Session has reviewed the “new CFWI” update and affirms that it is aligned with the church’s mission and priorities.
2. That Session authorizes the incorporation of the “new CFWI” to be named, TrueWorks, in Texas.
3. That Session requires the execution by June 15th 2022, of an MOU or operating agreement between FPC and TrueWorks aligned with the December 16, 2021 scope commitments.
4. That Session authorizes, after successful Texas incorporation, application for tax-exempt status from the IRS for TrueWorks.
5. That Session approve the call of Doug Meikle as “Assistant Pastor for Faith and Work” in line with the church’s mission priorities.

This allows us to work with ECO to ordain Doug as a *Pastor in a Validated Ministry*, taking part in the life and ministry of FPC while serving as the President of TrueWorks

Reports

Finance

April 12, 2022 Minutes

Opening Prayer: Hunter Johnson

Old Business:

Review Monthly Financials – Steve, Hunter

March contribution revenue improved modestly over February, growing from \$315,000 to \$330,000. Expenses declined month-to-month by approximately \$100,000. Total change in net assets was a decline of \$100,000.

Cash at March 31, 2022 totaled \$4.48 million. With \$750,000 committed for capital projects at the Church, we continue to expect operating liquidity to exceed the \$2 million threshold through the June 30 fiscal year end, despite the monthly reductions in net assets from operations.

Hunter will present on the Intacct system – Postponed to May Meeting
PF Financial Review – No update

Long Range Capital Plan Update – Hunter reported that plans are being coordinated with various contractors

FC Charter and Investment Management Policy discussed – Postponed until Committee review of Governance
FC Policy email received this am. Kent to email to Committee Members for review and comment.

PF Policy Update – Jamie provided insight pdf (attached) on PF being better coordinated with staff, congregation, and ministry partners. Be more proactive given new Strategic Priorities. Have the ONC assist in identifying members to serve on PF.

Status of New Pledge Commitment Ask – Andrew questioned our interest in a fall pledge drive. FC agreed it was needed. Discussion centered about a luncheon after Sunday Service highlighting our Staff, Equipping and Sending Mission activities (MF) as well as those of PF. Need to showcase activities but also opportunities for our gifts.

Session approved sale of property known as Big Branch Tract

Session approved Current Budget increase for fiscal year 13th month.

ECO requests – FC / PF stated \$250K was available for #1 (Scholarships) #2 and #3 tabled by Session
Other:

New Business:

Budget – Hunter is currently meeting with staff for budget input. The FC will receive budget details over the next couple of weeks and approved in May Committee meeting. Session to review for approval in May Session Meeting.

Member Governance Change – Sara reported that there won't be a member Governance change for first year Elders. However, the first year Elders will be allowed to have an "ex-officio" role to attend other committee meetings than the Caring Elder Committee of which they are a member.

Other:

The Nehemiah Center – Tonia and Christina Luna reached out to FPC to assist in their emergency need to replace a \$25k air conditioner. The request was outside of the PF application time period to grant Capital requests. Jamie, Andrew, Jim and Hunter coordinated the discussion and it was felt FPC needed a place to entertain emergency requests by our Ministry partners. It was recommended by Jim and Andrew to have Mary Floye to vet these requests and coordinate with Jamie and Hunter assist in review and approval, with FC oversight.

Closing Prayer: Sara Robertson

This section of the session packet includes the following Ministry Reports:

- **Worship – Dan Wagner**
- **Outreach – Rev. Emmanuel Paulpeter**
- **Equipping – Rev. Caitlin Rhodes-Karahadian**
- **Children – Stacey Rockwell**
- **Community Life – Rev. Jon Crantz**
- **Communications & Media – Celeste Lanier**
- **Ministry Support (Finance, Facilities, and IT) – Hunter Johnson**

Each of the reports include the following information:

- **What is going on in your ministry and how is it going?**
- **Volunteer Opportunities in your Ministry**
- **Upcoming Ministry Events**
- **Prayer Requests for your Ministry**

If you have specific questions or would like to follow up on one of the ministries, feel free to reach out to the staff member responsible for that area.

Ministry: Worship

Date of Session Meeting: 4/19/2022

Dan Wagner, Director of Worship

Ryan Bell, Director of Contemporary Worship

What is going on in your ministry and how is it going?

- Summer staggered worship schedule - Sanctuary 10:45, Grand Hall, 11:05 to allow pastors to preach in both services more easily.
- Worship through Holy Week
 - We will have just completed our series of Wednesday Lenten Services, Holy Week, and a full Easter morning schedule.
 - Simply words of appreciation for support and facilities staff, administrative staff, pastors and musicians, including the musicians of our chancel choir who put in
A heroic week of service to God's glory.
- Chancel Choir Director Search
 - The position is now being advertised.
 - Applications will be reviewed immediately by the committee and a cloud-based evaluation process will be created for shared notes.
- We are forming teams for vision sharing in support of the Grand Hall and Sanctuary Services (in process at the time of this meeting.)

Volunteer Opportunities in your Ministry:

- Ushers, team members for worship (see above - by request), music ministry participants

Upcoming Ministry Events:

- Night of Worship and Prayer - Sunday, April 24 at 5 pm in the Sanctuary.
- Youth Sunday, May 1
- Dr. Yarrington's retirement appreciation dinner, Saturday, May 14
- Service of thanks and celebration - Sunday, May 15 in the Sanctuary

Prayer Requests for your Ministry:

- That we would continue to be open to a fresh vision and intention about worship, and that each of us who plan and contribute would increasingly coalesce around transcendent principles and values.
- For wisdom and discernment as we seek to find a new Chancel Choir Director who is strong in the areas of pastoral values, leadership qualities, worship theology, and extraordinary musical artistry.

- For wisdom as we evaluate and formulate a wise, balanced and winsome series of special worship evenings/services/events

Ministry: Outreach

Date of Session Meeting: 4/19/2022

Emmanuel Paulpeter, Assistant Pastor of Outreach

Mary Floye Federer, Director of Ministry Partnerships & Engagement

What is going on in your ministry and how is it going?

- Ukraine Crisis Response: Missions continues to promote how several of our global mission partners are responding and serving the Ukrainians fleeing their country. Earlier this month, Missions sent an email to the congregation about our response to the crisis in Ukraine. "Hope for Ukraine" video link was included that was produced by our Media Ministry providing glimpses of how Teen Challenge Romania, Pioneers in Europe, and Samaritan's Purse are serving the Ukrainian people and how Covenant partners can respond. <https://fpchouston.org/serve/disaster-assistance-2/>
- Oasis Medical Fellowship: Dr. Imad Jarjour, director and founder of the Oasis Medical Fellowship met with Mary-Floye and Jim recently, providing updates on their ministry since March 2020 when everything went virtual due to the pandemic. The vision for this fellowship is "refresh one another, serve Christ together." Oasis Medical Fellowship to return in person for their meetings at FPC which had been held for years on the second Saturday evenings on alternating months. We are excited to again host Oasis Medical Fellowship beginning on May 17, 2022.
- CFWI: MSF has been continuing this semester. Doug to present to Session about the progress made in the spin-off. FPC is taking steps to plan for the next round of Project Flourish starting Fall of 2022.
- Evangelism: Alpha for parents of young kids which we did in collaboration with Formation, concluded successfully. 16 couples went through it, 2 of whom were non-Christian. Alpha Evening at FPC had 46 people in total of which 17 were non-Christians or identify as Christians but are still searching. We expect to have more people join us for week 2 of Alpha. We were successful in having more engagement from FPC covenant partners in volunteering to help Alpha this time around. We also promoted one of our ministry partners, Agape, at Alpha so that non-Christians can get a sense that following Jesus also means bringing healing, reconciliation and restoration in underserved neighborhoods.

Volunteer Opportunities in your Ministry:

- Houston Welcomes Refugees/HWR – HWR expects an influx of refugees from Ukraine and is looking for volunteer teams. Hold a Welcome Kit drive, Attend Orientation to participate in apartment set up and/or commit as a Welcome Team volunteer to come alongside a refugee family for 6 months (<https://www.houstonwelcomesrefugees.com>)

- Alpha needs volunteers to be host/helpers at the Table and also to invite their neighbors to Alpha whether they are non-Christian or Christian-but-searching.

Upcoming Ministry Events:

- *Roots: A Plant With Purpose Gathering | Brunch at the Houston Botanic Garden | 10:30am | Saturday April 30* Plant With Purpose is so excited to gather all Houston supporters together and express their sincere gratitude for this vibrant and growing community. This is a great opportunity for Session members to connect to the “Roots” of their work surrounded by the lovely sights and sounds of the botanic garden! [RSVP here](#)
- *Finding Peace in Times of War* is an post eater evangelistic event on April 28th 7pm organized to attract non-Christians and searching-Christians to a discussion about the Gospel especially in the context of the global conflict we are witnessing today.

Prayer Requests for your Ministry:

- Prayers for Ukraine! Prayers for the over 4 M people who have fled their homes in Ukraine. Prayers for those ministries and churches in neighboring countries who are welcoming and helping the refugees.
- Prayers that this Alpha will be the start of new journeys of faith. Prayers appreciated for FPC covenant partners to extend more invitations to Alpha.

Ministry: Equipping & Sending

Date of Session Meeting:4/19/2022

Caitlin Rhodes-Karahadian, Associate Pastor of Equipping and Sending
 Catie Smith, Director of Discipleship
 Cheryl Christie, Interim Director of Women
 Young Adult Committee

ADULT DISCIPLESHIP

What is going on in your ministry and how is it going?

- **Adult Sunday Schools**
 - All four classes just finished the Lenten Series- culminated with a panel discussion. Over 130 people were present.
- **D-Groups**
 - Current groups continue to meet.
- **Small Groups**
 - Small Groups currently going through *Surprised by Hope* Series on RightNow Media. FPC has written and provided the small group guide questions.
 - New Parenting Small Group has over 20 people attending (will multiply soon). The Dowdles had the group over for a hang out on Saturday where over ten couples attended with their children (about 40 people total). They just finished the Alpha Series; questions were written specifically for parents (we have received great feedback about this series). After Easter the group

- will begin *From the Garden to a City: A Christian Worldview* video series (The Lenten Series), with discussion questions designed for this group specifically.
- **To read feedback from some of our Small Group Leaders about the Mark Series and their first time using RightNow Media, see next page.
- **Curriculum Writing Team**
 - Writing team will soon begin working on the Genesis series.
- **RightNow Media**
 - We have over 500 active users now!
- **Marriage Ministry**
 - Marriage Conference will be hosted April 29th and 30th led by Sam John.
- **Mom's Groups**
 - Three groups meeting: over 70 women registered between all three groups

Volunteer Opportunities in your Ministry:

- Curriculum Writers
- Interested in helping with our parents of young children ministry? Contact Catie!

Upcoming Ministry Events:

- MarriageMatters Conference

Prayer Requests for your Ministry:

- Pray for our Parenting Small Group: that there would be “stickiness.” Among the group and a desire to grow in their love for Jesus, their love for their family, and their love for one another.
- Pray for wisdom as we navigate “felt” needs in the congregation alongside the vision where Christ is calling FPC.

Feedback from Small Group Leaders on Mark Sermon Series & RightNow Media

How did the Lord show up in your own life and your small group members' lives?

- He reignited the fire, the passion.
- He encouraged me to be willing to sacrifice and endure everything for the sake of the gospel so that I can share Christ with those who don't know him yet. From my small group's feedback: He drew us closer to Himself, He gave us a renewed love for studying scripture, He caused us to examine forgiveness in our own lives, He allowed us to meet with Him in our suffering, and He helped to reprioritize our lives around making Him first.
- I realized how God goes out of his way to seek those who are on the margins in society.
- We learned that we had to practice "intentional thinking" about God to sense His presence at every moment of every day.

How are you being transformed?

- By wanting to spend more time with our Lord and with others to spread his word.
- I am being transformed by knowing how deep God's love is for me and for all mankind. Christ endured everything, gave up everything—even His own life, so that

we could know Him personally and be made right with God through His sacrifice. This knowledge daily transforms my life and my love for Him. I am far from perfect, but He continues to love me and shape me anyway.

- I am more thoughtful about reflecting on people's physical and spiritual needs when I interact with them, just as Jesus did.
- This Mark study has me running to my quiet time. I can't get enough and therefore want to share with others the goodness of our Lord.
- My closeness to God is increasing. I didn't realize the degree to which Satan and the ways of the world monopolize us. I am focusing on God, both consciously and unconsciously.

How did RightNow Media exceed, meet, or not meet your expectations?

- The message was great, and complete enough to have meaning in my life but not so time consuming that I didn't have time for it.
- RightNow media definitely exceeded my expectations...The videos were very well made, and they gave great visual insight into what the disciples and Jesus were actually seeing when Jesus walked with them on earth. Also, Francis Chan's reverence and passion for Christ and His word allowed my group to engage and grasp the full weight of the Word of God.
- The brief videos were a nice supplement to illustrate deeper meaning behind what I was reading in the Bible.
- Exceeded—loved the videos to enhance the content we were studying.
- I loved the RightNow Media clips we watched at the start of small group. They helped give a lot of context and the urgency Francis talked with infectious.

Any additional comments you would like to share?

- We had two friends outside of church who joined our small group. They were very engaged and moved by the videos. We also had one of my family members join us for the last few weeks. He is going through a very hard time and was sobbing during the video that discussed Mark 13 and Mark 14. For the first time in a very long time, he began to start praying and reading his Bible again after that small group. Praise God.

YOUNG ADULTS

What is going on in your ministry and how is it going?

- The Sunday School series *From the Garden to a City: A Christian Worldview* had consistently good turnout, and challenged us to think about topics that most young adults don't take the time to reflect on.
- The small group study of *Surprised by Hope* has been a great extension from the *Garden to City* Sunday School classes. It has been a big hit so far and we are excited to continue working through it
- The small group has been alternating co-ed and gender-specific groups every other week. This has been working very well. We have been seeing large attendance, and

the gender-specific groups have provided an opportunity to develop more personal relationships.

Volunteer Opportunities in your Ministry:

- Food bank volunteer day - April 30th
- Help hosting YA events. We would love to be connected to FPC hosts who can accommodate 30-40 young adults.
- People to mentor and disciple the Young Adult leaders, and/or members of the YA community

Upcoming Ministry Events:

- Good Friday Fellowship Dinner
- Easter Lunch
- Retreat May 20-22

Prayer Requests for your Ministry:

- Brad and Carla Sullivan have a new baby girl! Praise for new life and prayers for their family as they are adjusting
- Prayers for the upcoming retreat that it would be a formative experience that builds community and deepens our collective faith
- That God would continue to use this new leadership team to serve the young adults of FPC and Houston
- For the search for a young adults pastor/director. That God would bring the right person at the right time to this community.

WOMEN

What is going on in your ministry and how is it going?

- **Women of the Word Tuesdays One In-Person and Two Online Groups**
 - The WoW groups finished Ortlund's book entitled, *Gently and Lowly* at the end of March. This book was incredibly received by the women.
 - The Tuesday In-Person Group began studying the book of Philippians on Tuesday, April 5. This study is a Jo Saxton RightNow Media study. We reworked the study guide from RNM to meet our needs and our timeframe.
 - The Tuesday online groups are starting Kelly Minter's *Encountering God*.
 - This study focuses on spiritual disciplines of the Christian life.
- **Salt and Light - Thursday 7:30 - 8:30 pm - Online**
 - This group also had an incredible experience with *Gentle and Lowly*. Not only was the study so very rich, but also the study guide was well-received.
 - This group is now also studying *Encountering God* by Kelly Minter.
- **First Place for Health - Mondays 6:30 - 8:15 pm - Online**
 - This group is reading *God's Purpose for You (First Place 4 Health Bible Study Series)* by Carole Lewis
- **Fellowship Circles**

- Cheryl Christie and Evelyn Smith held a luncheon for the leaders of the Circles on Sunday, March 20 after the worship services to discuss the status of the Circles and look at the future for them. Many stories were shared of how this fills a niche for women that may not be able to meet weekly but able to meet once a month. Also, we honored Evelyn Smith for her service as the Circle liaison since 2017.
- We will have a follow-up meeting on **Sunday, May 1st** to make a decision on selected Bible study, leadership, and continued ideas for growth.
- Hosted Zoom meeting for circle leaders on March 24th with Women's Ministry Intern, Jeanmarie Tade. Lesson taught on 2 Thess.1.
- **Sojourn Book Group**
 - March's meeting discussed *The Book of Lost Friends*.
- **Mom's Groups** - See Discipleship.
- **WMLT** - The Team met on Monday, April 4 for lunch and continued our discussion of Ruth Haley Barton's book entitled, *Life Together in Christ*.

Volunteer Opportunities in your Ministry:

- Missions Chair is still needed.
- New Circle Liaison needed to take Evelyn Smith's place.

Upcoming Ministry Events:

- National Day of Prayer Event - May 5

Prayer Requests for your Ministry:

- Pray that women will feel connected within the community as they grow in faith.
- Pray that God would raise up leaders - specifically a Missions Chair and a Circle Liaison for the fall of 2022 in Women's Ministry

Ministry: Children and Family

Date of Session Meeting: 4/19/22

Stacey Rockwell, Director of Children and Family

What is going on in your ministry and how is it going?

- **Attendance Averages 9:30 Sunday School:**
 - **January 2022:**
 - 9:30 Childcare: 2
 - 9:30 PreK: 6
 - 9:30 K-3rd: 21
 - 9:30 Preteen: 11
 - **February 2022:**
 - 9:30 Childcare: 9

- 9:30 PreK: 12
- 9:30 K-3rd: 23
- 9:30 Preteen: 9
- **March 2022:**
 - 9:30 Childcare: 13
 - 9:30 PreK: 16
 - 9:30 K-3rd: 17
 - 9:30 Preteen: 13
- **VBS:** VBS registration is up and running for volunteers and campers.
- **Monumental: Celebrating God's Greatness.** Join us June 13-17 for the #BestWeekEver as we go off-road for a Monumental adventure through the colorful canyons and sunbaked trails of the southwest. By exploring God's awesomeness, kids will form a rock-solid faith for the road ahead.
- Bible content:
 - Monday:
 - Bible Story: Joseph's Family Feuds (Genesis 37)
 - Bible Point: God loves you no matter what.
 - Bible Verse: Psalm 89:2
 - Tuesday
 - Bible Story: Joseph is imprisoned. (Genesis 39-40)
 - Bible Point: God is with you everywhere.
 - Bible Verse: Joshua 1:9
 - Wednesday
 - Bible Story: Joseph gets new responsibilities. (Genesis 41)
 - Bible Point: God is in charge.
 - Bible Verse: Psalm 147:5
 - Thursday
 - Bible Story: Jesus dies and comes back to life. (Luke 23-24:12)
 - Bible Point: God is stronger than anything.
 - Bible Verse: Romans 8:38
 - Friday
 - Bible Story: Joseph reunites with his family.
 - Bible Point: God is surprising.
 - Bible Verse: Psalm 66:5
- **HTS Celebration:** We had great attendance and enthusiasm as people were able to walk through our new spaces.

Volunteer Opportunities in your Ministry:

- We have had a good response to our volunteer needs but always welcome new leaders.

- Save the Date for an on-campus Mission Trip! June 13-17- VBS with the children of our church and community.

Upcoming Ministry Events:

- 4/25 -- Communion Workshop
- 6/12-- VBS Set up Day
- 6/13-17-- VBS

Prayer Requests for your Ministry:

- Please pray that the new small groups will help parents to feel welcomed and involved in the FPC community.

Ministry: Community Life

Date of Session Meeting:4/19/22

Jon Crantz, Associate Pastor of Community Life

Ryan Born, Youth Director

Cheryl Christie, Director of Connections

Lija Shah, Director of Caring Ministry

YOUTH

What is going on in your ministry and how is it going?

- We are gearing up for the summer trips and registrations have opened! Hoping to have all of our trips filled by May 15!
 - HS Mission Trip | Mexico | 120 people | June 11-18
 - HS Adventure Trip | Jackson Hole | 50-60 people | July 21-28
 - MS Mission Trip | New Orleans | 50 People | June 26- July 2
 - MS Adventure Trip Gulf Shores | 35-45 people | July 14-18
- Confirmation is underway and going great! We have 20 8th grade students in confirmation and they will become members of FPC on Youth Sunday (May 1st).
- We are preparing our seniors to share testimonies on youth Sunday as well. We will have 5 total! Also one of our students will help lead worship that morning!
- We returned from our Middle School retreat two weekends ago. We had 35 students, two high school volunteers and an amazing time! We discussed Psalm 24 & 25.
- The Youth ministry is going well. We are in the calm before the storm of summer. Small groups have been amazing this year and very consistent with students showing up. We have been really encouraged by the community and family-like atmosphere that has developed. We cannot wait to have Youth Sunday and jump into the Summer.

Volunteer Opportunities in your Ministry:

- MS Sunday School- we could use some parent volunteers to hang around in the basement on Sunday morning.
- We need Elders to sign up for the Confirmation interviews with our confirmation students (April 28th from 11:30-11:45) Jon Crantz has the sign up and information.
- We also need some elders present on Youth Sunday for the Confirmation breakfast to acknowledge them for membership into FPC. Jon Crantz also has the information and is helping spearhead this effort!

Upcoming Ministry Events:

- Youth Sunday (May 1)

Prayer Requests for your Ministry:

- Youth Director Search
- Middle School Guys Associate Director Search

CONNECTIONS

What is going on in your ministry and how is it going?

- We oversaw greeters for the Lenten Reflection services on Wednesdays during Lent.
- We provided greeters for the Worship & Prayer Night.
- Cheryl attended professional development training regarding teaching the Old Testament.
- We planned and executed the Herve to Serve Celebration and Tour.
-
- We have recruited 67 people to serve on Easter as greeters and ushers.
- We have assigned greeters to several entrance points throughout the entire campus.
- We are planning for Explore FPC, which is Saturday, April 30 as well as Joining Day on May 8.
- We have increased our usher team in the Contemporary service.

Volunteer Opportunities in your Ministry

- Greeters
- Ushers
- Information Desk Sunday Hosts

Upcoming Ministry Events:

- Explore FPC - April 30
- Joining Day - May 8

Prayer Requests for your Ministry

- Increased participant s for Explore FPC
- A celebratory Joining Day

CARING

What is going on in your ministry and how is it going?

- Stephen Minister Commissioning and Retreat: We completed our initial training for Stephen Ministry on 03/22/22. The commissioning for the class took place during both worship services on 03/27/22. To celebrate the culmination of our initial training we hosted a retreat the weekend of April 1-2 in Caldwell, TX. It was a sweet time of fellowship and prayer.
- During this season of Lent, we reached out to our in-home covenant partners in the retirement communities by offering a Lenten service at Brazos Tower. Pastor Jim Birchfield conducted the service on 4/13. We also delivered flowers in this season to all in-home covenant partners to remind them that we are thinking of them. We received wonderful feedback and many thank you notes for the deliveries.

Volunteer Opportunities in your Ministry:

- We would love to build a team of Stephen Leaders to help the Stephen Ministry expand and grow. We are looking to send potential participants to learn how to train future Stephen Ministers and help run the ministry. There is no requirement that you have to be trained as a Stephen Minister to be a Stephen Leader.
- As we look ahead to hosting DivorceCare in the fall, we would like to find and train two more lay leaders (ideally a couple or at least a male facilitator) to share the facilitation responsibilities with the current DivorceCare group leaders.
- We would like to train two more lay leaders to help share the facilitation responsibilities of our GriefShare group in Fall of 2022.
- To help expand and build more of a mental health ministry, we need lay leaders to be trained in the following areas:
 - To train as a Mental Health Coach by taking the self-guided training offered by the Hope and Healing Center Institute (HHCI). The training takes 40 hours to complete.
 - To bring individuals willing to train as support group facilitators to help those in our church who care for loved ones with a mental health challenge or illness (also offered by HHCI). The first support group we hope to launch would be for parents of teens and/or elementary age kids who have been diagnosed with ADHD, Anxiety or Depression.

Upcoming Ministry Events:

- Discussion on the book *Blessed Are the Crazy: Breaking the Silence About Mental Illness, Family and Church (The Young Clergy Women Project)* written by Sarah Griffith Lund. The event will be *Sunday, 5/22 from 12-2pm in the Living Room* with

lunch included. This event is to promote Mental Health Awareness during the month of May.

- A memorial service will be conducted for Retha Shirkey on *Thursday, 4/21 from 9-10am in the Sanctuary*. Retha was an FPC elder and member of the choir. In following with the FPC tradition to honor and celebrate the lives of former elders, the ruling elders are invited to come to the service, process and sit at the front of the sanctuary to honor this sister in Christ. If you would like to attend and participate, please email Patsy Powell, caring@fpchouston.org.

Prayer Requests for your Ministry:

- That the Lord would build up a prayer team of 6-8 individuals willing to lift the needs of the congregation on a weekly basis.
- Pray for the Lord to bring those at FPC in need of a Stephen Minister to come forward. Our Stephen Ministers are ready for care receivers and to minister to them.
- Pray for more leaders to be trained within Stephen Ministry.
- To expand our offering of various support groups at FPC. We are asking the Lord to bring us lay leaders willing to help facilitate support groups such as GriefShare, DivorceCare, and future support groups within FPC (i.e.: support group for parents/caregivers of a loved one with a mental health challenge).

Ministry: Communications and Media

Date of Session Meeting: 04/19/22

Celeste Lanier, Director of Communications & Media

What is going on in your ministry and how is it going?

Communications

- **Communication and Media deliverables for Easter, including**
 - Social media content to share detail for Holy Week and Easter Sunday
 - New “Join us for Easter” webpage
 - Print ads in Houston Chronicle and Community Impact (Bellaire/Meyerland/West U and Heights/River Oaks/Montrose) papers
 - Campus signage for Easter morning
 - Easter service planning
 - Communication and promotion of key events to guests
- **E-weekly Refresh** - Working on a redesign of our current weekly email to streamline content and make more engaging — current volume of content exceeds best practices. Goal is to research best-performing layouts, redesign, and roll out in June.
- **Campus Signage (Comm):**

- Recommendations for signage in new Children and Pre-teen ministry spaces
- **Consolidation of photos** - We recently selected a new tool to store the photos and small video files created by our team. These files are currently stored in multiple places with no ability to access or search efficiently. The new tool will allow us to store, organize, and add metadata for search purposes. It will also allow us to share our photos and logos when needed and keep track of partner logos for ongoing use. We are currently in the process of migrating and tagging our existing image files in the new system.

Media

- **Projects**
 - Control Room-A and Studio build - Move to Control Room-A is complete. Final product installation in progress in the studio. Should complete in April.
 - Video / Digital Projects
 - Easter promotion

Recently Completed:

- Here to Serve (HTS) Celebration deliverables, including HTS Annual Report, Celebration & Tour guide, campus signage, PowerPoint slides, project photos, and celebration video
- Control Room-A and Studio move - dismantle of temporary broadcast space and move to new space over five day period with testing on Saturday. Successfully up and running on Palm Sunday.

Volunteer Opportunities in your Ministry:

- None at this time

Upcoming Ministry Events:

- n/a

Prayer Requests for your Ministry:

- Currently searching for an experienced Audio Engineer with both expertise and a heart for the traditional worship service. It's a difficult role to fill because of the unique skills needed to be successful in the room and we have been searching for several months.

Ministry: Ministry Support

Date of Session Meeting: 4/19/22

Hunter Johnson, Chief Operating Officer

Edith Price, Director of Events

Patrick Matthews; Director of IT

What is going on in your ministry and how is it going?

- All construction areas are substantially complete. Remaining items are the punch lists in all areas. The carpet for Palm Court is scheduled for the week of May 31st.
- Renovation of the Porte Cochere area outside of the Children's area scheduled to begin by the end of April. The concrete drive will be removed and replaced with grass, the area under the Porte Cochere will be converted to an outdoor classroom, and the existing fence will be extended to east corner of the building.
- Replaced the plywood walkway from Glassell to our west entrance.
- Working on a permanent solution to clinic control inside the organ pipe chamber. Currently we have eight temperature/humidity monitors set up to record changes over the next 4 weeks. Once the testing phase is complete, we will have an engineering study done to determine what steps need to be taken to ensure the pipe chamber maintains a constant climate.
- The budget process has begun. Session will receive the proposed FY2023 budget in May for approval in June.
- Annual insurance renewal process has begun.
- The FY2021 audit is *finally* complete.
- Cyber security training is underway for the entire staff. In addition, we are getting quotes on Cyber security insurance.
- We are collaborating with multiple vendors on a proposal to add additional cameras, environmental monitors in several key areas, as well as card access on several doors.
- Scheduled events on our campus are rapidly approaching pre covid levels.

Volunteer Opportunities in your Ministry:

- Continuing support in organizing-and scanning---all documents and materials relating to our endowment funds.

Upcoming Ministry Events:

- None

Prayer Requests for your Ministry:

- For continued progress in completing the construction, and continued safety of contractors and our staff in these areas.

CLC Meeting Minutes (04/13/22)

Participants: Al Dupont (Chair), Melaney Derden (Vice Chair), Alicia Ten Eyck, Roby Norvell, Jane Champion, Jon Crantz (Community Life Pastor)

Agenda:

- Prayer
- CareTeams update from Alicia
- Updates from team members
- Metrics Discussion

We opened with focused prayer by the whole team for our covenant partners on the congregational care list, our church, our mission partners, and our world.

CareTeam Pilot Update from Alicia:

- Original email went to 56 CPs in Alicia's CareTeam zone
- 16 email responses to original invite, including some who replied they no longer attend FPC; Alicia forwarded that data to Hunter's team (Leyla Watt) to update database
- 9 people attended the first social at an outdoor cafe;
 - about half in attendance were couples, half individuals;
 - everyone introduced themselves and generally got to know each other as they didn't know each other before coming
 - Alicia asked each if their data was correct (she distributed current list from F1)
 - Everyone asked if they could do it again!
- Second email went to 49 people after editing list; they will be meeting at another restaurant for dinner and agreed to meet quarterly as a CareTeam.
- Committee will give an update to Session in the May meeting on the Neighborhood Connect Program with schedule and process for rollout beyond pilot

Mission Partner Service Liaison Update:

- Roby met with Mary-Floye regarding how our committee (and Session at large) could be individually assigned to a specific mission/ministry partner to champion and sponsor it and help get volunteers for service opportunities for local partners.
- Mary-Floye will get back to Roby with ideas and then perhaps we can pass around a sign-up sheet for Session members to sign up to be part of the ministry teams to champion our local mission partners

Homebound Ministry Liaison Update:

- Jane to check with Lija and Patsy regarding what needs and volunteer opportunities might exist so that our committee can connect CPs to those opportunities.

Metrics: (TBD)

- Next meeting we will discuss how we will effectively measure our committee's impact. Here are some possible metrics to consider for our discussion:
 - Careteams Metrics:
 - Number of active CareTeams per year with number of CPs per
 - Total CPs not included in a CareTeam zone
 - Number of covenant partners (CP) contacted of total per CareTeam
 - Number of responses to initial contact
 - Number of CPs in attendance at Neighborhood Connect gatherings vs. total on CareTeam list

- CPs within CareTeams actively engaging in FPC community, ministries and opportunities as a result of CareTeam connection
 - Accuracy of membership data within CareTeams
- Service Connection Metrics:
 - Posted vs. filled volunteer needs for service opportunities per mission/ministry partner
 - Posted vs. filled volunteer needs for service opportunity per Bridge Team
- Homebound ministry metrics:

Next Meeting/To do's:

- Wednesday, May 11, 2022 at 10:30am in Pastor's Conference Rm.
- Al to let Lisa Belus know our committee would like some time on the May Session Meeting agenda to discuss the new Neighborhood Connect program.
- Melaney to meet with Emmanuel to discuss how our committee can help connect CPs to new Bridge Teams as part of the Outreach Priority

**First Presbyterian Church of Houston
Minutes of the Governance Committee Meeting
April 5, 2022 via Zoom**

Attendees: Tanner Sykes (Chair), Senior Pastor Jim Birchfield, Jordan Benningfield, Brent Dorsey, Dade Dowdle, Houghton Hutcheson, Chris Wolfe (Member at-large)

Absent: Roby Norvell

Meeting:

- Mr. Sykes called the meeting to order at 12:00 p.m. and Pastor Birchfield opened the meeting in prayer.
- Mr. Sykes led a discussion on proposed enterprise risk assessment matters. Mr. Sykes summarized his recent discussions with FPC Chief Operating Officer Hunter Johnson and mentioned that he and Mr. Johnson agreed to table further presentation on the matter until next scheduled meeting, when Mr. Johnson would attend.
- Mr. Benningfield provided an update on Standing Nominating Committee (SNC) and Officer Nominating Committee (ONC) matters. Mr. Benningfield outlined recent steps taken, including the full assembly and upcoming presentation for approval to the congregation of the proposed slate of SNC members at the special congregational meeting on April 24, 2022, the first meeting of the SNC scheduled for April 10, 2022, and a zoom meeting with Messrs. Benningfield and Dorsey with immediate past ONC Chair Sara Robertson, and current ONC Chair and Vice-Chair Leslie King and Matt Corbett, respectively, on April 6, 2022 to discuss their task generally.
- Mr. Sykes provided an overview of proposed changes to the Finance Committee (FC) charter with respect to the creation of an Investment Committee, as well as a proposed Investment Committee charter. The Committee agreed generally that such

an investment committee should be named an Investment Team so as not to cause confusion; the FC's role with respect to management of monetary assets should be limited to recommendations as to policymaking and periodic review thereof. Mr. Sykes would provide a recommendation as to modifications to the FC's proposal and circulate to the Committee for their review and input, including specifically clarity from the Committee regarding proper responsibility of the management of non-monetary assets.

- Mr. Sykes then led a discussion regarding governance matters related to ECO's Flourish Institute, primarily that the Session needs more details as to how the relationship between the proposed Flourish Institute and FPC will be formed. Mr. Sykes recommended, to which the Committee agreed, that the Flourish Institute should be treated as a ministry partner.
- The meeting was adjourned at 1:00 p.m.

ADVISORY COUNCIL MINUTES

Tuesday, April 12, 2022

3:00 p.m.

Attendees: Jim Birchfield, Andrew Stepp, Doug Meikle, Steve Oldham, Michael Harada, Sabrina Espinosa and Martha Barnes (via Zoom)

Errata: Martha Barnes was omitted from the attendee list of the March meeting and was present.

Opening Prayer (Harada)

The devotional was drawn from Matthew 27:25. As we enter Holy Week the reading was a reminder of the rejection of God's gift by men, and the duality of the request of the crowd that the blood of Jesus be on their heads and the heads of their children.

Discussion Topics

A. Finance Report (Oldham)

Steve shared that we are in good shape and well within the parameters of expected giving. There was some discussion about when a new stewardship drive might begin, this discussion will continue. Steve also spoke to the work being done in the Finance Committee concerning investments and permanent funds.

Report submitted.

B. New Elder Training (Harada)

Michael shared that the training is going well. With 3 more meetings scheduled the training is almost complete. There was discussion around assignments for the new elders.

C. CFWI (Meikle)

Doug brought an update of the work being done, and a request to be brought to Session which will enable them to push forward.

D. Presbyterian School Trustee Slate

Jim presented the proposed slate of nominees for the school board which will be sent to Session for acceptance.

E. Pastor Nominating Committee (Espinosa)

Sabrina shared that they are working well and making progress. They have scheduled a time to share progress during the services.

Pastor's Report (Birchfield/Stepp)

- A. Jim reported that the requests made from ECO last month have been withdrawn at his time.
- B. Jim shared a proposed agenda for April and that was approved. Key topics for the June and August meetings were discussed. He also asked us to consider moving to bi-monthly Session meetings as proposed earlier and this recommendation will be made to Session.
- C. A proposal has been made to change the time of the contemporary service back to 11:05, and to consider whether another service is warranted.
- D. Jim announced that there will be several guest preachers over the summer.
- E. Andrew gave an update on the youth director search. They have a candidate under consideration.

Clerk's Report (Meikle)

Doug shared that he was pleased with the reception of the Lenten Sunday School class. He also stated that he was pleased with the presentations from staff to Session. It is important that we work to make sure that the implementation of the vision presented has the support needed.

Closing Prayer (Barnes)

Adjourned 4:30 pm
Respectfully submitted,
Michael Harada, Clerk 2024



PRESBYTERIAN SCHOOL

2022 Trustee Candidates Dade Dowdle — Parent, FPC Elder

Dade and his wife Joy have been members of FPC since 2013. They are the parents are Jay (11), Jackson (9), and Georgia

(almost 2). Dade is currently an elder at FPC, where he has also served on the Officer Nominating Committee, the Missions Investment Committee, and has volunteered in the children's program as a Sunday school teacher, VBS teacher,

and lock-in chaperone.

The Dowdles are active at Presbyterian School, where Jay and Jackson are finishing up their sixth and fourth grade years, and

Georgia eagerly awaits her chance to become a Panther as she waves to the boys at drop-off every morning. Dade served on the school's recent Strategic Plan Working Group.

A lawyer by training, Dade has focused his professional efforts on law and governance projects in Portuguese-speaking Africa and Brazil with both sovereign and corporate clients. Dade's primary occupation these days is keeping the trains running on time at home but manages to find time to do a handful of pro bono legal projects on the side.





PRESBYTERIAN SCHOOL

Kelly Layne — Parent

My name is Kelly Layne. I am native Houstonian and a parent of a Fourth and Second grader at Presbyterian School.

I am a Senior Managing Director at JLL Capital Markets which is the investment banking arm of Jones Lang LaSalle, one of the largest real estate service companies in the world. I have been with the firm for twelve years, having started with our predecessor company called HFF, which JLL acquired in 2019. Prior to my time at JLL, I worked for a real estate private equity company called Lionstone Investments.

I attended Texas Tech University, graduating with a BBA in 2005. I am the oldest of six children and was raised in West University Place, just a few blocks from where my wife, Bethany, and I now raise our children.

We have two children, Benjamin (4th) and Beatrice (2nd), who are in their third year at Presbyterian School. Bethany is involved in a number of volunteer roles at Presbyterian

School and is currently on the team that is coordinating Field Day. I enjoy coaching both of the kids in their sports endeavors and am on the board of West University Little League, where I coach Ben.

Our family attends West U Baptist Church. Bethany and I have served in the Children's Ministry on Sunday mornings with the hospitality team, as well as Vacation Bible School. It was the first Sunday of 2019 while sitting in church when it hit both Bethany and I that we needed our children to be in a school with Christ in the Classroom (at the time Ben was at West U Elementary School).

I am on the board of directors for the DePelchin Children's Center Foundation, the

largest adoption and foster care provider in the State of Texas. I am involved with my alma mater Strake Jesuit College Prep and Bethany and I have served in various capacities with charitable work for Cristo Rey Jesuit College Prep.

Presbyterian School has been a tremendous blessing in the life of our family and I would love the opportunity to give back to the school community that has done so much for us.



PRESBYTERIAN SCHOOL

Alison Loveday — Parent, FPC Member

A native of New England, my husband David and I have called Houston and First Presbyterian Church home for 10 years. I

received a BS in Geosciences from Penn State, a MS in Geosciences from Virginia Tech and, after which, spent 10 years with Chevron as a geologist in the Gulf of Mexico. With the arrival of our youngest daughter five years ago, I

made the decision to stay home full-time with our children.

David and I have three daughters. Lauren and Charlotte both started at Presbyterian School as Betas (PK-3) and are currently in

3rd and 1st Grade respectively. Our youngest, Molly, currently attends Kids Day Out at First Presbyterian Church and will begin at PS as a Kindergartener this fall.

As a PS parent I have been heavily involved in volunteering. I have served as a Homeroom Parent twice, chaired Grandparents & Special Friends Day, and served on the Auction Committee for the Gala. I currently serve as the 1st Grade Servant Hearts Rep, the PS Ambassador between PS and FPC for 1st Grade and am a co-leader of the 3rd Grade Girl Scouts Brownie Troop.

Outside of school my passion of volunteering and giving back to our community extends. David and I have both taught children's Sunday School at FPC for years. As a member of the Junior League of Houston, I have had the opportunity to volunteer with many different organizations across town including the Nature Discovery Center, TCH and being a Pen Pal to 10 children at an HISD Elementary School. My greatest passion has been as a docent for the Houston Museum of Natural Science where I can share my passion for STEM education with HISD students from around the city.

What initially attracted our family to PS is also what excites me about this opportunity: the belief that Family, School and Church shape our children's lives. It would be an honor to serve on the Board of Trustees and help guide the implementation of these core values.





PRESBYTERIAN SCHOOL

Lyndsey Knight — Parent, FPC Member

Family: Married to Daniel Knight. Two children: Gwendolyn, 6th grade; Coleman 4th grade. They started at Presbyterian

School in Kindergarten and PreK respectively.

Church relationship: FPC Member for roughly 17 years (I

don't remember the exact year I transferred my membership from Webster Presbyterian). I have volunteered in a number of

roles for FPC and currently help teach 4th and 5th grade Sunday school with my husband.

Employment: Currently employed by FPC as the coordinator for the Center for Faith, Work and Innovation. While I have a law degree I have not practiced in several years. I took a position with FPC in 2019 to help run the Project Flourish Program. That program finished its last cycle just before the pandemic and I essentially stopped working for FPC at that point. I came back in August of 2021 and am currently working to get the program running and refunded.

Prior Board Experience: I served on the Junior League of Houston Board of Directors for the 2014-2015 fiscal year. I currently sit on the Board of Directors for the Center for Pursuit. I joined that board in June of 2017.

I look forward to serving on the Board of Trustees for Presbyterian School. It has been an amazing educational institution for both of our children and we are very involved in the school community. I strongly believe in the mission of the Presbyterian School and truly believe it is the best educational option in the city of Houston for elementary and middle school.

