

January 15, 2006
Meeting Room

The Webster Presbyterian Church Session held its stated meeting and Mini Retreat on Sunday January 15, 2006, in the Meeting room. The meeting was opened with a devotional and prayer by the Moderator, Reverend Deborah Cooper at 12:15 PM. Lunch was available to those attending.

A quorum consisting of the following was present: Moderator Reverend Deborah Cooper, Associate Pastor Reverend Helen P. DeLeon, Associate Pastor for Children and Youth Reverend Ryan Sills; Ruling Elders: Susan Anderson, Carol Bachtel, Karla Bradley, Kathy Dixon, Watson Dupont, Karen High, Diane Kane, Phyllis Koenig, Evan Lapka, Ross Looney, Al Manson, Stacey Menard, Chuck Moede, Carlos Noriega, Judy Ota, Marjorie Seiter, Reese Terry, Steve Utterback, and Clerk of Session James E. Paden.

Elders Carl Allen, Jennifer Carr, and Johnny Jones were excused.

Treasurer Priscilla (Pat) Koester, Carol Kloves and Joan McMillan were also present.

The agenda for the meeting was approved with several additions.

The minutes of the stated meeting held on December 18, 2005, were approved.

The minutes of the congregational meeting held on December 18, 2005, were approved.

Clerk's Report

The following persons were ordained and/or installed to the office indicated on January 6, 2006:

- Elders Ordained and installed: Susan Anderson, Jennifer Carr, Diane Kane, Evan Lapka ('06), and Ross Looney ('07)
- Elders installed (previously ordained): Karla Bradley ('07), Watson Dupont, Allen Manson, Karin High, and Johnny Jones
- Deacons ordained and installed: Arland Actkinson ('07), Freeman Gregory, Karen Moede ('06), Coco Motley, Carol Owens, Andy Posluszny and Pet Tindall
- Deacons installed (previously ordained): Laura Grady, Sandra McAfee, and Alberta Rohlfing.
- Richard H. Brackett was installed as Trustee Class of 2008

Marriages: Melinda Weisinger & Garrett Engler were united in Marriage by Reverend Deborah Cooper on January 7, 2006.

Communion: Communion was celebrated at both worship services on January 8, 2006

Treasurer's Report

Pat Koester presented the Treasurer's report for December 2005. A guide to the financial report was also provided to help understand and guide the Session members through the report. The Session received the report.

New Business

- A presentation for refurbishing the Church Parlor was presented by Carol Kloves and Joan McMillan. They explained that there are at least eight uses for the room and that the furniture and accruements in the room are in need of refurbishment. The walls also need to be repainted to form a more warm and restive atmosphere. The cost to the Church will be nominal since most of the fabric and reupholstering will be

paid for by donations. The session received the report and thanked Joan and Carol for their efforts.

- The Finance committee presented an update on the 2006 Vision budget receipts and pledges. Thus far pledges in the amount of \$561,000 have been received. It is estimated that \$100,000 will be received from those who do not pledge, but are faithful givers. It is expected that the church will gain new members who will pledge or give money. The committee plans to canvas those who have not pledged urging them to do so.
- The Interim Head of Staff presented the preferred assignments to the various committees for 2006.

The session voted to reform the committees with Elder membership as follows:

Administration – Carlos Noriega* and Reese Terry

Mission – Karl Allen*, Phyllis Koenig and Marjorie Seiter

Youth – Chuck Moede* and Watson Dupont

Children – Diane Kane* and Karla Bradley

Care – Judy Ota* and Evan Lipka

Fellowship and Welcoming – Jennifer Carr*, Carol Bachtel and Stacey Menard

Worship – Al Manson and Susan Anderson

Building and Grounds – Kathy Dixon*, Johnny Jones and Ross Looney

Finance – Steve Utterback* and Karin High

* indicates Chair of the committee

Guidelines for the organization of committees and teams within the committees were given to each member. Also included were suggested structure and responsibilities of these groups.

The schedule for writing and Session review of the various manuals of operation was looked at. The Administration committee was asked to look at the formatting of the manuals and provide a standard for the various committees.

Election

The Session elected the following persons to the office indicated for the year 2006:

Treasurer – Priscilla Koester

Assistant Treasurer – Anne Waehner

Clerk of Session – James Paden

Congregational Meeting

The Session voted to call a meeting of the congregation on January 29 for the following purposes:

- Hear a report from the Pastor Nominating Committee.
- Hear from the candidate
- Hear the proposed terms of call, answer questions and take such action as is deemed appropriate.
- Receive the annual report from the Session Committees
- Elect the 2006 at large nominating committee members
- Vote on the changes to the calls of Helen DeLeon and Ryan Sills
- Dismiss the PNC

Old Business: Acts 16:5, Helen DeLeon reported that the planning program is continuing. There are 6 members who meet weekly and progress is being made.

Actions by Session

- Sunday school Superintendent – The position will be part time consisting of about 20 hours per week at a cost of about \$20,000 per year. The job description was

approved at the December meeting. It should be noted again that this position is a precursor to obtaining a full time Director of Christian Education.

- Part time Maintenance Technician – A job description was given to each Session member and discussion of the merits of having this position was held.

The Session gave the action to Personnel committee to begin the hiring process (advertising, establish interview team, collect resumes, initial interviews, etc...) but to not offer a position until the new Pastor has a chance to participate in the final interviews and job offer.

Motions by Committees

- **Finance:** The Committee proposed that \$50,000 be moved from the WPC Building Fund to prepay principal on the outstanding mortgage note at Frost Bank. Background for this motion includes "the current balance on WPC mortgage note is \$751,133.04. In April 2006 the rate on the note will increase to 7.00%. The current balance in the WPC Building Fund is \$136,515.55. Thus with this payment the Building Fund will have a resulting balance of \$86,515.55. The remaining balance plus the Designated Funds balance will provide funds of roughly \$142,000 to cover cash flow swings during the 2006 budget year." The Session voted to make this prepayment on the Mortgage balance.
- **Finance:** The Committee moved that the following Signatories for Corporate Resolutions for the following accounts be approved:
 - Frost Bank, checking account and certificate of deposit: Priscilla W. Koester, Anne M. Waehner, Richard M. Mills, Charles Ward and Richard H. Brackett.
 - Charles Schwab (Stock transfers): Priscilla W. Koester and Anne M. Waehner
 - Pioneer Funds (Mutual funds): Priscilla W. Koester and Anne M. Waehner
 - Safe Deposit Box at Frost Bank: Priscilla W. Koester, Anne M. Waehner, Richard M. Mills, Charles Ward and Richard H. Brackett.

The Session approved these persons for the several signatory purposes.

- **Worship:** the committee moved that Communion be held on the following dates:
 February 5, 2006: First Sunday in February
 March 1, 2006: Ash Wednesday (by intinction)
 March 5, 2006: First Sunday in March
 April 2, 2006: First Sunday in April
 April 13, 2006: Maundy Thursday (by intinction)
 May 7, 2006: First Sunday in May
 June 4, 2006: Pentecost
 July 23, 2006: Lunar Communion
 August 6, 2006: First Sunday in August
 September 3, 2006: First Sunday in September
 October 1, 2006: World Communion
 October 15, 2006: Women's Retreat
 November 5, 2006: First Sunday in November
 December 3, 2006: First Sunday in December
 December 24, 2006: Christmas Eve
 January 7, 2007: Baptism of the Lord
 Blue Christmas service: to be scheduled later.

The Session voted to approve the celebration of Communion of these dates.

STAFF REPORTS

Reverend Helen DeLeon: Mission has increased; The ESL mission is operating; there is increased presence by the Deacons in the Care areas; The Stephen Minister group is trying

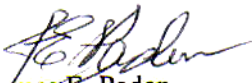
to startup again; The Small Group ministry has shown signs of gaining interest; Sunday school attendance is increasing and needs to grow even more.

Reverend Deborah Cooper: Presented an outline for a Session Notebook and its content.

The Sections include:

1. Vision Statement and Goals
2. Classes of active Elders
3. Ministry Areas and Committees, including Chair names
4. Planning Calendar and Church Wide Events
5. Vision Budget for the Year
6. Webster Presbyterian Staff
7. By-Laws
8. Church Directory
9. Current Session Minutes

There being no further business the Session voted to adjourn. The meeting was closed with Prayer by the Moderator at 4:18 PM. The next Stated meeting is scheduled for 3:30 PM on February 26, 2006.



James E. Paden
Clerk of Session

Attachment (Elder Committee Reports)

ADULT CHRISTIAN EDUCATION COMMITTEE REPORT

Small Groups Ministry/Bible Study:

A leadership training session will be conducted on the 22nd of January. It is anticipated that from this training session a model small group will be formed. The Senior High Youth Group has indicated an interest in participating in the training with the idea of forming one or more Small Groups within the Youth. A letter has been sent out to members of the congregation who might be interested in participating, to attend the training session.

Sunday school Classes:

The Adult Sunday School classes are scheduled to start the 15th of January. The Adult Winter/Spring Rally Day will be held during the normal Sunday School hour o January 8th.

Library, Media and Resources:

The Team has been busy cataloguing those books that are not on the shelves but in the closet. The next Team meeting is scheduled for January 14. Eve Lawrence has been discussing with the media team on how to improve the configuration management of the existing resources and better account for new resources.

Wednesday Night Programs:

The Wednesday night program, "God's Politics", under the leadership of Wayde Shipman and Helen DeLeon has been very successful and there appears to be a lot interest in continuing the Wednesday night program after the completion of the present study.

BUILDINGS & GROUNDS COMMITTEE REPORT

New Business

1. Maintenance Technician – Job description to be completed by December 30th
2. Major Projects for 2006
 - a. Assess Foundation of Fellowship Hall
 - b. Evaluate need to remove Trees
 - c. Air conditioning in the Education Wing

- d. Develop Planning team to re-investigate adding Kitchen to Fellowship Hall
3. Work Day Projects for 2006
 - a. Playground Clean up
 - b. Sod grass around Fellowship Hall
 - c. Spring cleaning of gardens

Old Business

1. Re-keying Facilities
2. Cover Bell tower to limit animal activity

Last Month Activities

1. Electrical Issues with Sanctuary
2. Replaced light bulbs in Sanctuary
3. Heating was checked and repaired in Fellowship Hall

Miscellaneous:

Revisions to the Operating Procedures, concerning Adult CE, were discussed. It was quickly realized that this was going to entail a complete new write-up. Team leaders are in the process of preparing write-ups for their sections. Which John Dewey will coordinate for final review.

CARE COMMITTEE REPORT

- Chairperson Judy Ota welcomed everyone to the first meeting of all the combined teams of the Care committee. She started the evening with a devotional lesson on "Spiritual Gifts" from I Corinthians 12:1-11.
- The devotional was closed with prayer and lead into a discussion of developing a vision statement for the Care ministry. We discussed how the Care ministry teams incorporate WPC's mission statement and the need to then create a mission statement which defines our role by "*encountering the loving God, nurture followers of Jesus Christ and meet human needs.*" Those present have an idea for a vision statement but it needs to be more concise. We will send it out to the others on the committee for their input.
- Through our vision statement, we need to be thinking of our goals and objectives. By having a common vision and goals, we can then be on the same page for the bigger vision.
- Each member was given a notebook to begin organizing how each team works. Each team will be working on setting their goals and action plan. The Deacons are revising their handbook. The Prayer Chain will be planning a prayer retreat in the near future. It is essential for all the teams to be intentional in developing recruits to their teams and to train volunteers and leaders. Ways to recruit were discussed as twofold: 1) to broadcast, which basically gets the word out but is not an invitation and 2) recruit by word of mouth, through time and talent sheets and by a phone call. Helen reminded us that when we invite, we must be mindful of those who volunteer. Everyone needs to be keen to listen to hear where a volunteer's interests are and opportunities that are available. We lose potential volunteers if we do not follow through with their desires to participate.

Deacons: The Deacons will have their retreat on Jan. 29 in the Meeting room, after the congregational meeting. Tony LeCara, moderator of the Deacons, said that there would be two changes in the role of the Deacons: 1) ministry teams & 2) accountability, i.e., contacts made and help with membership information. Also there would be pastoral accountability which included communicating with the ministry teams the services and support members need as they come through the pastors. There are six ministry teams within the Deacons. They are: 1) transportation; 2) Young @ Heart; 3) communications; 4) community service; 5) immediate care; & 6) social events. Tony reiterated that through the retreat and during

the course of the year, it will be most essential to give the Deacons tools for leadership in order to nurture disciples for the ministry areas. The ministry teams will meet separately from the regular Deacons' meetings.

Prayer Chain: The prayer chain continues to run smoothly. Helen will be meeting with Alberta and Onalee to decide a date for the prayer retreat.

Person-Centered Ministry & Stephen Ministers: As there was no one present from these two ministry teams, there was nothing to report. However, we are with intentional prayer that these two teams receive support so they will be able to continue their mission at WPC.

As this was the first groundbreaking meeting of the entire Care committee, we were told by Helen that future meetings will be geared for planning and thinking of our future.

January 29, 2006
Church Sanctuary

The Congregation of Webster Presbyterian Church met in a called meeting on January 29, 2006, for the following purposes:

1. Receive the PNC report and hear from the candidate
2. Present the proposed terms of call and take questions
3. Hold the election with paper ballots
4. Receive the annual report from the Session Committees
5. Elect the 2006 at large nominating committee members
6. Vote on the changes to the Calls of Helen DeLeon and Ryan Sills
7. Dismiss the PNC

The meeting was opened with prayer by the Moderator Rev. Deborah Cooper at 12:06 PM. James E. Paden, Clerk of Session, was appointed Secretary. A quorum was declared present.

Gene Fisseler, Chair of the PNC introduced the committee members: are Jeanette Chase, Mary Goeckler, Paul Harano, Walter high, James Kinzler, Wendy Noriega, Dennis Waehner and Julie Yencharis.

He then introduced Rev. Mark L. Cooper, who had delivered a rousing Sermon titled "The Laughter of God". Rev. Cooper introduced his wife Jill and made a few comments. They were excused from the meeting.

Mr. Fisseler on behalf of the PNC presented the name of Rev. Mark L. Cooper as candidate for the position of Pastor and Head of Staff. He explained the process that the PNC had gone through to arrive at this nomination and some of the candidate's background. Several questions were asked and answered. The Terms of Call were presented and several more questions were asked and answered. The question was called and paper ballots were handed out. A Yes vote was to hire rev. Cooper and a No vote was to reject the nomination. The ballots were retrieved and a committee was appointed to count the ballots and report the result.

A printed copy of the 2005 Session Committee's annual report was passed out to each person present. There were several questions concerning the report asked and answered.

The congregation voted to receive the report. Attached to these minutes is a copy of this report.

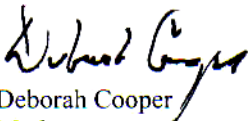
Pat Koester, Chair of the 2005 Nominating Committee, placed in nomination Mary Goeckler and Nancy Spivey as "at large 2006 Nominating Committee members". Thrice the congregation was asked for further nominations, there being none the Congregation voted to elect these persons to the 2006 Nominating Committee.


Reverends Helen DeLeon and Ryan Sills were excused from the meeting. Carlos Noriega, Chair of the Administration Committee, presented changes in the Terms of Call for each of these Associate Pastors.

Rationale for the new Terms was explained and questions were answered. The question was called and the congregation voted by ballot to change the Terms of Call for both these Associate Pastors as recommended by the Committee. The new terms will be conveyed to Presbytery.

The Committee to count the votes for the new Pastor returned the count to the Secretary, who announced the vote as Yes-224 and No-2. The congregation did elect Rev. Mark L. Cooper as the Pastor and Head of Staff at Webster Presbyterian Church. The PNC was congratulated for their work and the congregation voted to dismiss the PNC with their thanks. The Rev. Cooper and his wife were invited back to the meeting and were greeted with a standing ovation.

The purposes of the meeting having been accomplished the meeting was closed with prayer by Rev. Mark Cooper at 12:22 PM. A reception followed the meeting.


Deborah Cooper
Moderator


James E. Paden
Secretary

Attachment:
(2005 Session Committee Reports)

Administration Committee 2005 Report

Administration Committee: Carlos Noriega (Chair), Reese Terry, Dennis Rohlfing, Pat Brackett, Joyce Sens, Joan McMillan and Deborah Cooper (Staff Liaison).

Personnel Team: Dennis Rohlfing (Chair), Carlos Noriega, Elaine Lapka, Kim Kinzler and Randy Moore and Deborah Cooper (Staff Liaison).

Communications Team: Pat Brackett (Chair), Reese Terry, Joan McMillan, Tina Looney, Joyce Sens, Carole Kloves, Ministry Area Reps and Deborah Cooper (Staff Liaison).

Web Site Team: Joyce Sens (Chair), Reese Terry, Carla Yeager, Andy Posluszny, Dennis Waehner, Linda Smith-Gregory and Tina Looney.

Highlights for the year 2005 include the following:

Administration Team

- Edited and published a new set of Bylaws for the Congregation.

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- Coordinated the development and formatting standards for new procedures and policy documents
- Assumed oversight of the Communications and Web Site Teams from the Fellowship and Welcoming Committee.
- Installed a new computer network server, staff computers, wiring and software as part of a significant network upgrade.

Personnel Team:

- Reviewed health care benefits plans. Continued with Aetna for full time non ordained staff.
- Reviewed work hours and job description of Bookkeeper/Financial Assistant position and revised to full time, non-exempt, hourly status in keeping with the workload.
- Established job descriptions and compensation for Nursery Coordinator position and Nursery Caregivers.
- Searched for and compiled available personnel record into one locked file cabinet.
- Approved new forms for approvals of vacation and sick leave.
- Reviewed and approved list of forms to be included in all personnel files.
- Updated Performance Evaluation forms for Pastor positions.
- Participated in Membership Secretary and Organist Search Teams to fill vacant positions.
- Revised/established Personnel Policies for: Overtime pay, Compensatory time, Pay advances, use of WPC equipment, Employee dress and various other policies.
- Assistant. Pastor job descriptions remain to be updated.
- Reviewed procedures/policies to insure WPC is complying with Federal Immigration Laws concerning employment and Federal and State Laws relating to employment of minors and overtime pay.
- Conducted 90 day performance evaluations with Bookkeeper/Financial Assistant and Membership Secretary.
- Proposed ACS training for Membership Secretary and Bookkeeper/Financial Assistant.
- Approved Continuing Education request from Pastors Helen DeLeon and Ryan Sills. . Participated in the search for replacement organist.
- Coordinated the annual Performance Evaluation procedure for all paid staff.
- Conducted wage survey and recommended wage levels for 2006.
- Reviewed proposed new/revised positions from various Session Committees.
- Surveyed other churches Maternity and Parental Leave policies.
- Personnel Policies updated and undergoing, a final review.

Communications Team:

- "The Communications Team was transferred from Fellowship & Welcoming to Administration and was expanded from four workers to include representatives from all Session Committees.
- The purpose of the expanded team is to achieve excellence in communication with our committees, members and Houston Bay Area community. Priorities were:
- Develop Policies and Procedures - accomplished and approved by Administration committee.
- Design an improved and modern logo - research completed, graphic artist
- Freeman Gregory's talent enlisted and kickoff for a church wide contest planned for February.
- Enforce a consistent printed style for all printed material - ongoing challenge
- Initiate direct mail advertising - unable to finance during 2005.

- Purchased and monitored Yellow Page ads in SBC, Great Western, and Transwestern and Houston Community Newspapers, The Citizen and The Exchange News.
- Thanks to the financial help from Lunar Rendezvous Advisory Board, five hundred copies of a colored welcoming brochure were printed. A comprehensive Advent Devotional booklet was prepared in house. Delivered twelve great issues with great thanks to Layout Editor Joan McMillan.
- Received good print media coverage of Interim Pastor Deborah Cooper's arrival, the Richard Meyer Seminar and our survival of Hurricane Rita.

Web Site Team:

- The home page is updated weekly.
- The calendar and newsletter are updated monthly.
- The newsletter is available on the web site with the same content as the hard copy with the exception of the birthday announcements.
- A security statement now posted in the newsletter has been accepted by the Administration Committee.
- Church members can now access additional information on the web site by signing in with user names and passwords.
- Members can update their own personal information.
- Members can obtain current personal information one church member at a time. No lists of church members are available.
- Session Administration Committee and Web Site Team can monitor the activity of church members as they visit the site and utilize the services.
- The web site will undergo change in terms of design, formatting and content in the coming years.
- Church members are encouraged to make suggestions for changes and additions to the web site.
- The current web site team has been working diligently to provide services to WPC and the community it serves.

Commendations: The service to members and the community of WPC could not be done without the good and loyal member volunteers. Many perform their work with no or little recognition and we thank each and every one of them, both named and unnamed, for their dedication.

- To Dennis Rohlfing for the' countless hours, dedication and leadership displayed as the Chair of the Personnel Team.
- To the anonymous donors who funded the upgrade of our computer network.
- To Carla Yeager, the webmaster, for her diligent design and updating of the web site on a weekly basis.
- To Dennis Waehner, the technician, for his developing and maintaining the member services.
- To Linda Smith-Gregory for finding the excellent host and capabilities for the web site. To Andy Posluszny for his work on the new pages for giving.
- To Tina Looney for her contributions of the many pictures throughout the web pages and for her agreement to be our new Layout Editor of the WPC Newsletter.
- To Joan McMillan for her work on the monthly newsletter and editing of the WPC Bylaws
- To Mary Lawrence for extensive work on the Advent brochure
- To all of those quiet members who come in to the church office and offer their service and time to complete the ordinary, but important tasks that need to be done.

Stewardship & Finance Committee 2005 Report

I. Financial Review – 2005

Church Operating Budget

<u>Actual</u>	<u>Actual 2004</u>	<u>Actual 2005</u>	<u>% Difference</u>
Pledged Receipts	\$492,964	\$563,809	14%
Non-Pledged Receipts	\$97,550	\$84,970	-13%
Plate Cash Receipts	\$6,412	\$3,728	-42%
Other	\$981	\$14,645	1,392%
Total Receipts	\$598,178	\$667,503	9%
Total Expenses	\$615,575	\$600,741	2%
Net Receipts (Under)/Over	(\$17,397)	\$66,762	

Comments

- Actual pledge dollars received were \$4,214 over planned amount.
- Total Expenses were \$50,123 less than planned amount
- The combination of increased Pledge Receipts and the savings in expenditures resulted in a surplus of \$66,762.
- **This surplus decreased the Operating Account deficit from \$76,960 to \$10,701, a remarkable and necessary improvement in the financial health of WPC.**

The Building Fund Balance

Actual

Beginning Balance 12/31/2004	\$134,489
Plus:	
Contributions – 2005	\$51,279
Less:	
Principal Payment on Note	<u>-\$49,252</u>
Ending Balance 12/31/2005*	\$136,516

*An additional \$50,000 will be used to repay the Building Loan principal in 1st Quarter of 2006. At 12/31/2005, the Building Loan had a balance of \$751,133.14.

II. Stewardship Campaign Results – 2006

Pledge Amount to Date	\$561,000
Number of Pledges	183
Number of Pledging Units Available	450
Percentage of Congregation Pledging	41%
Average Pledge Amount	\$3,065
Pledge Amount Paid in 2005	\$563,809
Number of Pledges in 2005	200
Average Pledge Amount in 2005	\$2,819

III. Budget to Date – 2006

Pledges Made to Date	\$561,000
Non-Pledge Receipts (Estimated)	\$100,000

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Other Income and Expected Pledges	<u>\$61,000</u>
Total Receipts	\$722,000

Expenses	
Staff Costs (incl. Nursery)	\$448,242
Insurance Payments	\$46,000
Utilities (Elec, gas, etc)	\$64,320
Office Supplies & etc	\$40,600
Loan Payments	\$73,400
Mission Giving	\$56,000
Buildings & Grounds	\$51,500
Ministry Program Expenses	<u>\$44,938</u>
Total Expenses	\$825,000

Comments:

- **While not yet approved, the Session believes these funds are necessary to continue to move WPC forward with programs and outreach**
- Total Expenses includes increased staff costs (due primarily to staff additions) of \$72,000 and an increase Mission Giving of \$27,400 (96%). The sum of these two figures accounts for the difference between expected income and expenses.

Treasurer's Report for 2005

The following shows the Financial Position of Webster Presbyterian Church as of December 31, 2005

Assets

Current Assets

Cash & Cash Equivalents	\$238,409.52	
Prepayments	22.86	
Accounts Receivables	18.40	
Utility Deposits	495.00	
Total Current Assets		\$238,945.78

Endowment Fund		31,332.99
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Property & Equipment

Land & Improvement	701,617.54	
Building (Administration & Education)	675,984.91	
Building Improvements	213,689.90	
Building - Sanctuary	3,005,766.21	
Furniture & Fixtures	154,165.03	
Playground Equipment	9,290.07	
Computer Equipment	21,589.88	
Other Equipment	5,895.33	
Total Property & Equipment	4,787,998.87	

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Accumulated Depreciation	(1,231,168.92)	
Net Book Value of Property & Equipment		3,556,829.95
Total Assets		<u>\$3,827,108.72</u>
Liabilities and fund Balances		
<u>Current Liabilities</u>		
Accounts Payable	\$21,247.87	
Note Payable	23,638.77	
Total Current Liabilities		\$44,886.64
Prepayment of 2005 Pledges		35,882.86
Long Term Liability (Note Payable)		726,184.15
Total Liabilities & Prepayment		\$806,953.65
<u>Operating Fund Balance</u>		
Revised Balance at Dec. 31, 2004	\$2,749,195.23	
Operating Gain for Year	48,096.73	
Balance of Operating Fund at Dec. 31, 2005		\$2,797,291.96
<u>Building Fund Balance</u>		
Balance at Dec, 31, 2004	\$134,488.69	
Receipts	51,279.14	
Transfer to Operating Fund	(49,252.28)	
Balance of Building Fund at Dec. 31, 2005		\$136,515.55
<u>Designated Funds Balance</u>		
Balance at Dec. 31, 2004	\$53,112.76	
Contributions	168,462.16	
Distributions	(166,061.35)	
Total Designated Funds Balance at Dec. 31, 2005		\$55,513.57
<u>Endowment Fund Balance</u>		

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Balance at Dec. 31, 2004	\$31,332.99
Contributions	-
Endowment Fund Balance at Dec. 31, 2005	\$31,332.99
Total Fund Balance at Dec. 31, 2005	\$3,020,654.07
Total Liabilities & Fund Balance at Dec. 31, 2005	<u>\$3,827,607.72</u>

Buildings & Grounds Committee 2005 Report

A special thanks to the "Garden Ladies" – Beth Frohme, and Jan Coldwell and others who have helped during the year with our Work Days.

Highlights from 2005

1. Prepared buildings and grounds for three major events – Presbytery Meeting, Lunar Festival Sunday Service, and Richard Myers.
2. Nathan Galvan earned his "Eagle Scout" with his proposal for developing, planning, and implementing the building of a landscape garden in front of the Sanctuary on NASA Parkway.
3. Coordinated Four Work Days that were well attend (averaged 30 people per work day) in which we accomplished multiple tasks. For instance:
 - Painting in Education Wing – Stairways, Upstairs Hallways, main Hallway, Men's and Women's restrooms, and various classrooms
 - Re-sod lawn west of Fellowship Hall
 - Mulched garden beds
 - Wedded garden bed each work day
 - Raked leaves
 - Repaired commodes
 - Replaced light bulbs in Fellowship Hall and other building
4. Contracted with Reliant and reduced monthly expense
5. Completed Warranty Work
6. Developed Policies and Procedures
7. Revised B&G's scope of service and purpose
8. Reviewed all outside contracts and updated existing contracts
9. Reduced Rodent Issues

Children & Youth Committee 2005 Report

In 2005 the separate Children and Youth ministry areas were combined under one Session committee. As the vision statement of the Church was defined, Children and Youth followed in defining their vision for the Christian development of those in our care: To encounter the loving God, to learn to be faithful followers of Jesus Christ, to share the Good News, to change the world. To change the world – that is our hope and mission for the children and youth we nurture, as Christ leads us. Working with our Associate Pastor for Children and Youth, the important work of developing, planning, and presenting the many and varied programs and offerings were done by teachers, sponsors, leaders, workers, parents, and helpers. We owe a tremendous debt of gratitude to these who have given themselves to the Lord's work. In particular, guidance was provided by three teams: the Children's Ministry Team, the Jr. High Youth Planning Team, and the Sr. High Youth Planning Team whose members included Lauren Balletto, Stacey Bemis, Jenny Cowan, Brenda Fixel, Laura

Grady, Catherine Gragg, James Kinzler, Patty Kloves, Tina Looney, Cappi McNeill, Nina Moede, Wendy Noriega, and Dennis Waehner. The fruit of their caring and commitment will be seen in many lives for many years, and we thank you for sharing your gifts.

Much was done in 2005 within WPC's children and youth ministry, and here are a few of the accomplishments.

Children's Ministry

- Sunday School classes for 2 yr. olds through 5th grade, approximately 50 children
- Cleaned, repaired, and decorated the rooms in the Education Building
- Cleaned and organized the Resource Room
- Developing a Teacher Resource Room
- Developed process for Child Care requests; hired 2 child care workers
- New fellowship program: Fabulous 4th and 5th
- New summer programs: Preschool Play days and TGIF@WPC
- Developed Advent curriculum and mail-outs
- Began identifying Children's milestones and objectives from birth through 5th Grade
- Successful production of Children's Musical
- Successful Family Festival
- Successful Rally Day
- Successful VBS
- Parent's Night Out and Parent's Night Out: Christmas Edition program

Jr. High Ministry

- Sunday School for up to 20-25 youth
- Year-round PYC programming
- Wonderful Wednesdays program
- Midnight Madness – youth planning and fellowship kickoff
- Collected items and packed Seafarer's Christmas Boxes
- Souper Bowl of Caring for ICM
- Conclaves at Cho-Yeh
- Increase in attendance for all offerings; youth inviting friends

Sr. High Ministry

- Sunday School for 10-12 youth
- Year-round PYC programming
- Wednesday Night Small Group program
- Mission Trip to Pensacola to work Habitat for Humanity
- High Island Fellowship Retreat
- Super Bowl Sandwiches
- Sweetheart Dinner Dance
- Summer Planning Retreat
- Conclaves at Cho-Yeh

Combined Jr. High and Sr. High

- Successful Youth Musical (Music Program offering led by Glenn Foster)
- Sorting and packing hurricane relief donations
- Crop Walk

As you can see, there has been, and is much in the children's and youth ministry areas. We look ahead to 2006, though, knowing there is more that God is calling us to do. We are blessed at WPC with children and youth seeking to know God and carry his love to others so that, together, we can truly change the world.

Fellowship & Welcoming Committee 2005 Report

Jesus told us we encounter the loving God when we love one another, welcome the stranger, and to invite new people into our fellowship.

The Webster Presbyterian Church Fellowship and Welcoming Committee works to help you do all those things.

Fellowship is an important part of the life of every congregation, as it brings us together in ways that help us develop a sense of community. When we break bread together around a common table, play together, and/or spend time in conversation together, we deepen our relationships with each other and with God. The Fellowship Team produces several congregational fellowship events each year and provides counsel and advice to other committees and teams to help make their fellowship gatherings successful. Wednesday Night Dinners, Fa-La-La, and the annual Shrimp Boil are just a few examples of Fellowship Team events.

The other aspect of Fellowship and Welcoming is Welcoming. We welcome in strangers through our Visitor Team and invite new people into our fellowship through the New Member Team. Through these teams, Webster Presbyterian Church reaches out to the newcomer in its midst to share the good news of God's love. Members go out weekly and greet visitors, symbolizing God's welcome to them. The New Member Team welcomes repeat visitors by inviting them to participate in the many opportunities to encounter the loving God and be nurtured as Disciples of Christ available through other ministries of this Church. They organize and offer an Open Door class several times a year to welcome visitors who are interested in continuing their faith journey with the family of faith here at Webster, then pair new members with a buddy from the congregation to help them connect to others. The New Member Team also reaches out to long-time, frequent visitors who, for their own reasons, are not prepared to put their names on the WPC rolls. They are given the opportunity to have a buddy and to have contact with a deacon.

In 2005, the efforts of the Visitor and New Member Teams brought 15 new people into the fellowship of Webster Presbyterian Church.

Your time, talent, and love of people, along with the financial resources that will be provided through our 2006 visionary budget, will ensure that Webster Presbyterian Church continues to be a welcoming place of hospitality to all who enter our doors.

Mission Committee 2005 Report

Our Vision: Seeing, hearing, going, touching . . . sharing God's heart with the world

At Webster Presbyterian Church mission is about people – about developing relationships with individuals and between and among communities; about participating in the lives of individuals and communities in ways that embrace opportunities for all concerned. Mission is a transformational process that impacts everyone involved. We seek to share God's heart with the world by seeing, hearing, going, touching . . . the lives of others, who in turn do the same for us.

Some of the ways we carried out this vision in 2005 include:

Hands-On Service to our Community

- Teaching English as a Second Language classes in the apartments near the Church
- Building Habitat for Humanity homes for families in Dickinson
- Blood donation opportunities

Direct Support to People

- Community Assistance funds distributed by the Pastors to people in need
- Disaster relief provided in the community in the aftermath of Hurricanes Katrina and Rita
- including helping prepare and serve meals, providing clothing, and financial assistance
- Christmas International House luncheon
- Adopt-a-Family Christmas gifts
- Interfaith Caring Ministries Food Pantry and Christmas Store
- Participation in the community meal at Christus St. Victor Lutheran Church in League City

Mission Opportunities for our Congregation

Adult mission trip to Guatemala

Worship Committee 2005 Report

In this transitional year, Worship Committee has had many accomplishments and challenges. We always strive to achieve the best in bringing the congregation meaningful corporate worship services.

WORSHIP COMMITTEE RESPONSIBILITIES AND ACCOMPLISHMENTS

General Worship:

- Ushers and Greeters – recruited and coordinated scheduling; relinquished Greeters to Fellowship and Welcoming for 2006.
- Established and coordinated 16 communion dates (regular and by Intinction) using any where from 6 elders to 13 elders per service in serving the congregation.
- Worked with Audio/Visual Team on all functions in the sanctuary.
- Developed a job description for a Wedding Coordinator, interviewed, and hired a Wedding Coordinator.
- Coordinated several Sanctuary Guild work days as needed throughout the year.
- Planned Sunday morning and special services throughout the year, such as Blue Christmas and Taize.
- Purchased necessary supplies for sanctuary and continue monitoring need for new Bibles, hymnals, pew pads, assisted listening devices (now have four), etc.
- Formed Organ Task Force to determine the health and safety of our Moeller organ and to recommend the long range musical needs and wishes in terms of an organ. This Task Force was formed in June, 2005 and is still meeting.
- Established and implemented guidelines for evacuation procedures in terms of the safe keeping of the artifacts in the chancel and narthex areas.
- Planned and presented all services and worked with other committees to coordinate the many events associated with Lent and Advent.
- Supported Deacons in all events such as funeral receptions and special receptions.
- Communicated all appropriate information to Publicity for articles and plans.
- Oversaw the duty of the weekly flower chart for families to put flowers in church every Sunday.
- Established communion dates for 2006.
- Worked closely with the Music Director on all services and programs.
- Established a set date of the second Sunday of the month for baptisms and incorporated one elder into the baptism ceremony.
- Continued dialog regarding enhancement of sanctuary building for decorative and liturgical purposes, lay reader program, use of designated funds, and more.

Music:

- Holy Week activities included special Palm Sunday music presented by children and youth. Maundy Thursday, Good Friday and Easter Sunday featured music by the adult ensembles. Dale Wood's "A Service of Darkness" was presented on Good Friday.
- WPC hosted the 2nd annual Bay Area Choral Festival. This festival service featured over 140 musicians from Clear Lake Baptist, Clear Lake Presbyterian, Clear Lake United Methodist, House of Prayer Lutheran, St. Bernadette's Catholic, St. Christopher's Episcopal and Webster Presbyterian Churches. The congregation was estimated at well over 500 people. A love offering of approximately \$1500 was received and donated to Interfaith Caring ministries.
- "Kingdom Quest" and "Life on the Edge" were our children and youth musicals, respectively. The youth musical was held this year as a dinner theater. The proceeds (\$1800) helped fund the youth summer mission trip.
- In August, we hired a new organist, Judy Wilson.
- In September, members of the Faith Choir participated in a Meet-the-Composer Weekend at Clear Lake United Methodist Church.
- On December 4th our adult ensembles presented our Christmas program for the season: Eine Kleine Weihnachtsmusik.
- The children and youth provided music for both services on December 11th.
- The Bay Area Chorus, along with Faith Choir, presented their annual Christmas concert at WPC on December 18th.
- In addition to the above events, all our musicians continued to inspire the congregation at each and every service throughout the year. Special recognition goes to all the singers and players, as well as the outstanding volunteer leaders of these fine groups:

Carol Bells	James Kidwell
Carillon Ringers	Deborah Kidwell
Recorder Consort	Deborah Kidwell
Cappi McNeill	Cherub Choir
Cappi McNeill	Celebration Singers
Nina Moede	Youth Ringers

Interim Sr. Pastor Report, Rev. Deborah Cooper

My time of service at Webster Presbyterian Church began with a whirlwind of meetings including meeting with new staff, elders and deacons, and members in the month of January. My areas of responsibility, which include Worship, Personnel, Administration, Buildings & Grounds, Finance, staff, Session, and a liaison to Care and our deacons, quickly required attention. Also, in January of 2005, Webster Presbyterian Session had their winter retreat at Columbia Lakes. During this two day retreat we planned for the 2005 calendar year and voted to restructure into nine ministry areas and committees, with a task force in place to continue the work of the creating a new Vision Statement that would direct all future ministry and mission. The Vision Statement was voted through in early spring, which then was the guiding force in approaching our congregation in the spring of 2005 with the deficit of 76,000 from 2004, which was facing us with our 2005 operation budget. The strong response from our Webster congregation by May of 2005 coincided with a full spring of ministry, which involved beginning an Acts 16:5 covenant and core leadership group to be about researching and discussing transformation ministry and church growth. Hiring new staff, assessing ministry areas and needed staff supports, as well as meeting regularly with staff for planning and weekly concerns and needs consistently were Administrative duties for the spring. The special events of hosting Presbytery, the ecumenical Spring Concert, and enjoying teaching a weekly bible study on Tuesdays were bonuses to my spring experience.

The planning between June and September of 2005 focused upon the Children and Youth merged structure, which were sharing one staff. Through early internal discussions and external consultations, in early fall of 2005, Session voted to separate Children and Youth, creating two separate ministry areas so that proper support and ministry could be offered. Coupled with this decision was the decision to grow our budget, our mission support, and staff, therefore seeking to add a new Director of Children's ministry, a support staff position, and a part-time maintenance facilities position. The Stewardship campaign for 2006 addressed these critical increases for our future and maintaining our current life together in Christ. The strength of our Lent and Advent season, as well as the strong financial response, clearly revealed support for the direction that our Session discerned to be God's calling for Webster Presbyterian Church.

With great joy, as my time concludes in February of 2006, we can rejoice together in how our Webster family's faith steps to follow God's call, and in our members' ministry and service of this last year. We ended our ministry year of 2005 with an operating budget surplus of 66,000. and are with a strong financial response to the 2006 Vision budget. Above all, we have journeyed together trusting our sovereign Lord to lead and to guide us into the future for Webster Presbyterian Church. We have stepped out faithfully to serve and to be a living witness, thus being as living sacrifices, holy and pleasing to God (Rom.12:1). I will be lifting up our Webster Presbyterian Church in prayer this year, praying for God to transform and to renew you in all that you are called to this year and in the years ahead.

Grace and Peace,

Deborah Cooper

Associate Pastor Report, Rev. Helen P. DeLeon

Our year has come full cycle! We began 2005 with the joy of welcoming Rev. Deborah Cooper to lead us through an interim time while our devoted Pastor Nominating Committee began the search for a new pastor to guide us. We begin 2006 in excited anticipation of meeting Rev. Dr. Mark Cooper, whom the PNC has identified as the best possible candidate to lead Webster Presbyterian Church into its future. We are, indeed, blessed.

While 2005 brought with it moments of uncertainty and doubt as we wrestled with who we are as a family and who we think God wants us to try to become, we also had a year we can be proud of. We accomplished much. First, our Session created a mission statement to guide our life together: "to encounter the loving God, to nurture followers of Jesus Christ, and to meet human need." In furtherance of that Mission, there has been growth in the four areas in which I have served as the pastoral liaison:

Mission at WPC: ***Seeing, hearing, going, touching . . . sharing God's heart with the world.***

The Mission Committee launched a brand-new ministry this year to teach English-as-a-Second Language in the Capital Estates Apartments, which is home to many immigrant families and is located across from the Webster Civic Center. Sixteen WPC members volunteered and have been trained to participate in this program. The second team began its tour-of-duty this month. Slowly, we are building a relationship with and earning the trust of our neighbors. Through this relationship, we hope to learn how we might partner with our neighbors to make this community a welcoming place where they can thrive. The Mission Committee also led a revitalization of WPC's participation with Habitat for Humanity to provide low-cost housing for families in the area, and hope to increase that participation in the coming year. With the Mission Committee's guidance, Session increased its commitment to mission by increasing the budget for 2005, and has committed to continue

toward a goal of devoting 10 percent of pledged revenues to mission endeavors. We are definitely headed in the right direction. In addition to our usual work with non-profit organizations this year, we also provided disaster relief to families in the aftermath of Hurricanes Katrina and Rita. WPC is a caring and compassionate community.

Adult Education

Adult Education has continued to strengthen its offerings for Sunday school classes for adults. In 2005, we added a class for Young Adults and began an emphasis on Small Group Ministry. In November, we hosted a region-wide seminar with the cooperation of eight area churches. Approximately 100 people came to hear Rev. Dr. Richard Meyer, a nationally-known expert on small group ministry, speak. Webster PC was privileged to have Dr. Meyer in its pulpit on the Sunday following the seminar. This was a first-time effort by our Church, and as nearly as we could tell, in our Presbytery! The Library and Resources Team has begun to re-organize the WPC Library, and expects to improve the resources available for education in 2006. The Women's Retreat in October was the most successful ever, with 57 women in attendance at Camp Allen. Rev. Wendy Bailey, Associate General Presbyter in our Presbytery, truly inspired our women with her presentation on, "Celebrating What's Right with the World." We also launched a brand new ministry for women: Sisters-in-Faith. This ministry pairs women for six months, and asks them to commit to regular contact with each other. The goal is to help us develop better and deeper relationships among our members. It's working, and after a celebration luncheon in November we launched the second round in January 2006. Our new sister pairs have just been notified and will be contacting each other soon. The program will expand this year as we develop more opportunities for our sisters to come together. My hope for 2006 is to expand Adult Education to become Adult Ministries to better capture the variety of ministries it offers, and to develop at least one new ministry in 2006.

Care

The Care Ministry includes Deacons, Prayer Chain, Stephen Ministry, and Person-Centered Ministry, a developing ministry intended to help persons with special needs assimilate fully into congregational life. The Deacons opened the year with a retreat and pursued a goal of making monthly contact with the people in their zones. Zone gatherings and "Meet Your Deacon Sunday" helped members get to know their deacons and each other. The deacons will continue to move forward in their effort to provide care for the members of WPC in 2006. The Prayer Chain began the year with a Prayer Retreat. They pray daily for the needs of WPC and its members. The Stephen Ministry is taking a brief sabbatical, and will re-launch in 2006 with the training of new leaders and more lay ministers. The Person-Centered Ministry began the work of organizing itself and will continue to work its way toward helping everyone find a welcoming home at WPC.

Fellowship and Welcoming

The Fellowship Team began the year by organizing WPC to host the Presbytery of New Covenant's quarterly meeting in February, and they simply outdid themselves! The Presbytery has not seen the likes of such hospitality before or since. No one can miss the fact that fellowship has become an integral part of church life, with regular gatherings in the fellowship hall and the outstanding 2005 Stewardship Luncheon, for which members of the Fellowship Team provided theme and assistance. The Team provides advice and assistance to any group in the Church who wants to have a fellowship event. Wednesday dinners continue, and the Team hopes to bring back Coffee Fellowship in 2006. The WPC Fellowship Team extends hospitality to members and visitors alike.

The Visitor Team and New Member Teams have worked diligently to extend the Christian hand of friendship to those who enter our doors. The Visitor Team began making home

visitations in 2005, and we are seeing positive results from reaching out. Every visitor now receives a visit and a letter from me. The New Member Team has reorganized the former "Inquirers' Class," into an "Open Door," class. After a third visit, the New Member Team goes into high gear to invite visitors to enroll in an Open Door class and to participate in the life of the congregation. Once a person or family chooses to continue their journey of faith with the WPC community, they are paired with a buddy to help them assimilate. The combined efforts of these teams resulted in 15 new members during an interim period. As we enter 2006, we are looking joyfully toward continued growth as we continue to reach out to others.

Whew! Long letter, with much more that could be said. All-in-all, Webster family, you've done a great job of continuing to abide in the love of Christ and to share that love with each other and the community. Can't wait to see what 2006 brings!

Associate Pastor for Children and Youth, Rev. C. Ryan Sills,

What an amazing year it has been in the life of the church! I continually thank God for the dedicated and skilled people that have served the children and youth in varying ways. As you have read in previous reports, our children and youth have various new opportunities for connecting with God and their church family such as full Summer programming, a new Fourth and Fifth grade youth group, significant changes to Wednesday Night programming, and outstanding annual events! The work of building up the next generation as strong men and women of faith has occurred at WPC and in our community this year.

In the previous reports, it is easy to see large numerical growth in our varying programs. However, the most important growth we see in our children and youth cannot be measured in numbers. The most important growth that can occur for our children and youth is growth in individual relationship with Christ Jesus. Our goal in both children's ministry and youth ministry is to facilitate that growth by providing strong, engaging education, opportunities to serve our brothers and sisters in Christ through mission, building up one another through caring ministry, and growth in relationships with brothers and sisters in Christ through fun, exciting fellowship events. As I have watched our children and youth develop over the last two years, I believe that we are achieving these goals.

So what does the future hold for us? Our Children and Youth leadership has many, many ideas and a vision for our future. This vision includes strengthening our existing programs as well as creating new, diverse opportunities to reach out to children and youth in our church and community. There are important steps we can all take to see this vision come to fruition. First, pray and seek God's will for our community of faith and our children and youth in particular. Second, volunteer! We can always use more help! The programs are growing at rates that need more support and with each small project we complete; we are one step closer to that vision. May God bless and reward our diligence this previous year and guide us into the next. Amen.

February 22, 2006

A meeting of Session was called for Wednesday, February 22, 2006, for the purpose of receiving new members into the community of Webster Presbyterian Church. Present were Rev. Helen DeLeon, Acting Moderator, and Elders Chuck Moede and Marjorie Seiter.

Acting Moderator Helen DeLeon called the meeting to order at 8:03pm. Chuck Moede moved that **Dan Hunter** be received into membership of Webster Presbyterian Church by letter of transfer from Peace Presbyterian Church in Goose Creek, SC. Marjorie Seiter seconded the motion and it was unanimously approved. Chuck Moede moved that **Jill Massie** be received into membership of Webster Presbyterian Church by reaffirmation of faith. Marjorie Seiter seconded the motion and it was unanimously approved.

Dan Hunter and Jill Massie were welcomed into the community of Webster Presbyterian Church. The business of the called meeting having been completed, it was moved and approved to adjourn the meeting at 8:20pm.



Marjorie Seiter
Acting Clerk

February 26, 2006
The Meeting Room

The Webster Presbyterian Church Session held its stated meeting on Sunday February 26, 2006 in the Meeting room. The meeting was opened with a devotional and prayer by the Moderator, Reverend Mark Cooper at 3:36 PM.

A quorum consisting of the following was present: Moderator Reverend Mark L. Cooper, Associate Pastor Reverend Helen P. DeLeon, Associate Pastor for Children and Youth Reverend Ryan Sills; Ruling Elders: Carl Allen, Susan Anderson, Carol Bachtel, Karla Bradley, Jennifer Carr, Kathy Dixon, Watson Dupont, Karin High, Johnny Jones, Diane Kane, Phyllis Koenig, Evan Lapka, Ross Looney, Al Manson, Stacey Menard, Chuck Moede, Carlos Noriega, Judy Ota, Marjorie Seiter, Reese Terry, Steve Utterback, and Clerk of Session James E. Paden.

Treasurer Priscilla (Pat) Koester and Linda Thomas were also present

The minutes of the called meeting held on February 22, 2006 were approved.
The minutes of the stated meeting held on January 15, 2006 were approved.
The minutes of the congregational meeting held on January 29, 2006 were approved.

Acts 16.5 Report – Linda Thomas, Chair of the Acts 16.5 task force reported their findings and proposed that they had completed their study of the book "Twelve Dynamic Shifts for Transforming Your Church", by Stanley Ott. The team picked their first three choices of the twelve and presented these to the Session:

1. Shift from assuming discipleship to developing discipleship.
2. (Tie) Shift from a maintenance mentality to a sustaining and advancing vision and Shift from an emphasis on friendliness to a ministry of friendliness and hospitality.
3. Shift from a controlling leadership to a permission giving "sending" leadership.

The Team requested that Session schedule and support a meeting with Wendy Bailey to facilitate the development of an action plan to choose and implement the recommended shifts. Others who have studied the book include the recently dismissed PNC, Wednesday Morning Break Bible Study, some of the Deacons and members of the 2005 Session. After much discussion the Session voted to ask the Task Force to discuss with Wendy Bailey the recommended Shifts and request that she recommend how to plan the next steps and bring a report to the March Session meeting.

The Task Force was made up of the following: Linda Thomas, Jennifer Carr, Al Manson, Nina Moede, Wade Barclay, Deborah Cooper and Helen Deleon.

Treasurer's Report - The Treasurer's report for January 2006 was presented by Pat Koester. The Session received the report.

Clerk's Report

Endorsement of Vickie C. Smith to be appointed to Presbyterian Church (USA) Mission Service. The session voted to recommend Vickie to the New Covenant Presbytery

Baptisms performed by Rev. Helen Deleon:

Cade Allen Utterback, son of Jeff and Melissa Utterback was baptized on February 12, 2006.

Preston Gregory Vajdos, son of Gregory Wayne and Jennifer Marie Vajdos was baptized on February 12, 2006.

Presbytery Meeting Report by Edna Arnold (copies were put in boxes)

Removal from Roll: Joseph C and Margaret A. Sanders, at their request. The Session requested the Staff write a letter to the Sanders verifying their intent to disassociate themselves from WPC.

A letter from Steve Utterback was read to Session informing them of his intention to resign from the Session after the March 2006 meeting. Steve and Linda are moving to the west side of Houston and will only be able to visit WPC on occasion. The Session reluctantly accepted the resignation and notified the Nominating Committee of the impending vacancy on the Session.

New Business

Actions by Session – The Session approved the following motions made by committees:

The Adult Education Committee brought forth the following motions:

- that the book *A Framework for Understanding Poverty* by Dr. Ruby K. Payne be approved.
- that a text, *The Bible in 90 Days*, be approved for use in a future class.

The Youth Ministry Committee (YMC) moved

- that Session approve Nancy Spivey as a Sr. High Youth PYC Sponsor.

The Mission Committee moved


- that the portion of the WPC Endowment income designated for Mission (approximately \$2,263) be allocated as follows:
 - \$1000 – support for the Vellore Medical College and Hospital to assist the victims of the earthquake in Pakistan and India
 - \$500 – a pledge to Medical Bridges for the shipment of a container of medical supplies to the Fordjour Center in Ghana. The money will be donated when the rest of the \$5000 needed to ship the container has been raised.
 - remainder of funds to be donated to the Bay Area Turning Point for general operating expenses
 - that the four designated Special Offerings of the PCUSA be taken during 2006:
 - One Great Hour of Sharing (Palm Sunday),

- Pentecost (May),
- Peacemaking (October),
- Christmas Joy Offering (December 24).

Old Business:

1. The Session committee assignments were changed as follows:
 - Administration – Reese Terry, Chair
 - Adult Education – Kathy Dixon, Chair
 - Buildings & Grounds – Ross Looney, Chair
 - Worship – Al Manson, Chair
 - Finance – Karen High, Chair
2. Approval of the 2006 Budget should take place at the March meeting. Committees should indicate their various budget needs to the Treasurer.
3. The Session retreat was discussed, however a date could not be agreed upon. Carlos requested each Session member to send him the dates that they would be, or would not be available for the retreat. The Session web page was discussed and instructions for access were pointed out.

There being no further business the Session voted to adjourn. The meeting was closed with Prayer by the Moderator at 5:45 PM. The next stated meeting is scheduled for March 26, 2006 at 3:30 PM



James E. Paden
Clerk of Session

Attachment (Session Committee reports)

CHILDREN'S MINISTRY COMMITTEE REPORT

1. Reviewed materials that had been forwarded to the committee by Chuck Moede and Stacey Menard, including suggested calendar and committee organization.
Action Item: Found several discrepancies in the calendar—will select dates for My Bible and Me class
2. Reviewed and answered Mail from Pat Brackett, Communications Committee chair and Brenda Fixel, Sunday School Committee Chair.
Action Item: Committee edited Children's Brochure which India Allen will format to include in new member packets, India will also assist in the development of the fact family brochure to be passed out at neighborhood school after Diane requests permission of Communication Committee to proceed
Diane will check with Ryan about status of Sunday school Curriculum for spring and order before March 1 even if there is a rush-shipping charge
3. Reviewed job description for Sunday school superintendent position
Action Item: changed one word in paragraph 1 to read "implement the priorities of the Children's Committee" rather than "specify the priorities of the Children's Committee", Diane will verify with administration that this job has been posted and there are interested candidates
4. Prioritized responsibilities for the committee.
Action Item: Identified 3 major thrusts for the committee—to improve communication within and outside of church about our children's ministry, to make the nursery a safe and comfortable place for young children, to increase Sunday

school attendance (including Sunday programs during the summer). In order to accomplish these goals, several peripheral programs were put on hold or “tabled” until there is a need for them—these programs/committees are Library Resources, KICK, TGIF, preschool play days, back to school bash

5. Brainstormed about church members to fill committees.

Action Item: Divided up talent lists between those present. Wendy Noriega will chair the Nursery team, India will make phone calls for Resource Team (although she has not yet committed to chairing this committee), Karla will call Sunday school Team, and Diane will call Special Events and Education Other team.

6. Team Reports

Nursery Committee: There had been a recommendation to suspend Parent’s Night Out because it was not well attended and the donations did not cover the cost of the nursery workers. When it is well-attended, the number of nursery workers is not sufficient to manage the children safely. **Committee voted to discontinue this Program.**

There will be a separate Policies and Procedures committee for this committee, specifically to address safety and child protection issues in the nursery, hiring additional child care workers and recruiting and assigning adult and youth volunteers.

This committee will request that administration/personnel take over the recruitment of paid nursery staff. Diane will request info from Nina Moede about the list of youth volunteers and their assignments for the upcoming months. This responsibility will transition to the Nursery Sub-Committee—Wendy Noriega Chair.

Resources Sub-committee: A request has been made for a children’s committee representative to attend these meetings. We felt that children were well represented by Linda Smith-Gregory, India Allen, and Tina Looney who are already on this committee. Will appoint another representative when and if it seems appropriate to do so.

Sunday school Sub-committee: Diane had been told by Ryan that Sunday school could hold its own until the part-time superintendent was hired. Brenda Fixel’s letter indicates that spring curriculum materials have not yet been ordered. **Committee voted to rework the Sunday school program for the summer.**

Special Events Sub-Committee: My Bible and Me class is not on the calendar for spring, we will confirm dates and order bibles and curriculum. It was suggested that Kim Leudde or Linda Smith-Gregory be asked to coordinate this class with Ryan. Stacy Bemis is moving, so we should be looking for a co-chair for Vacation Bible School. Nina has started the Children’s Musical and everyone is excited. Jim Magnant will chair family festival; **he has asked that all Committees have a representative on his team.** Jennifer Carr (Fellowship) is already making arrangements for brisket and potato salad for lunch.

MISSION COMMITTEE REPORT

- Priorities for the Year We reviewed the priorities that took shape from the multi-voting approach used at the retreat. We discussed them again and crystallized on the following priorities and leaders:
 - Habitat for Humanity – Carl Allen
3/25/06 will be the first WPC Habitat day with probably 2 additional dates this year.
 - Military Support – Phyllis Koenig and Jim Young
Phyllis and Jim will come back to the group with some recommendations on how we should proceed to support our troops.

- Communications – Jim Young
Jim will look at improving our communications with the congregation potentially including developing a brochure detailing mission activities
 - After School Program – Kim Harano and Marjorie Seiter
Kim and Marjorie will touch base with Mary Alice Trevino to explore possible support of this mission at the Capital Estates Apartment Complex
 - ESL – Marjorie Seiter
 - International Mission – Pat Koester, Arland Actkinson, and Edna Arnold
 - Support of Presbytery
 - ICM Support
Ann Taylor is interested in getting involved as there is some synergy with Crop Walk
 - Bay Area Turning Point
 - Samaritan Center – Walter High
Walter will investigate what we can do to strengthen our ties with this organization.
 - Community Assistance
 - Homelessness and Hunger – Ann Taylor, Arland Actkinson
We discussed potential work in the area of homelessness and hunger this year.
- **Budget**
The budget has not been approved yet. We had \$30K allocated for mission last year and hope for more this year. We intend to distribute funds on a quarterly basis. Our first distribution will be approved at our March meeting.
 - Community Assistance/Member Benevolence – Because of an immediate need for funds in these areas, we approved a distribution of \$1000 for Community Assistance and an additional \$1000 for Member Benevolence.
 - Mission Endowment – The Endowment Committee believes that the session must approve our recommendation for distribution of the endowment funds. We plan to take a motion to Session for the distribution of the funds as follows:
 - \$1000 – support for the Vellore Medical College and Hospital to assist the victims of the earthquake in Pakistan and India
 - \$500 – a pledge to Medical Bridges for the shipment of a container of medical supplies to the Fordjour Center in Ghana. The money will be donated when the rest of the \$5000 needed to ship the container has been raised.
 - Remainder of funds to be donated to the Bay Area Turning Point for general operating expenses.
 - **Blood Drive** - Our next Blood Drive is planned for 3/19. Phyllis agreed to help Kelli Grady coordinate. Edna will help with phone calls.
 - **Mission Representative to the Communications Team** - Jim Young volunteered to be our representative to the communications team. He will coordinate newsletter articles and forward them to Pat Brackett (rickbrack@aol.com) with a copy to Helen DeLeon and Tina Looney (tlooney@houston.rr.com). Newsletter articles are due the 15th of the month. A monthly feature on fund distribution would be a good way for the congregation to be aware of mission activity. Another good idea is to highlight a different mission each month.
 - **Young-at-Heart Tour** - In April, the Young-at-Heart group would like to take a tour of missions that are supported by the church. Some suggestions of missions to be visited are: ICM, BAMP, The Life Center, and the Presbytery. Marjorie will coordinate with Jeanne Camp and Anne Waehner.
 - **Heifer Project** - A children's mission project proposal has come forward to the Mission Committee. The proposal is for the children of the church to purchase an ark through Heifer International by Christmas 2006. An ark consists of all the animals that the

Heifer Project provides individually. Here are some of the animals in the ark: honey bees, trio of rabbits, flock of chicks, flock of ducks, flock of geese, 2 pigs, 2 sheep, 2 goats, 2 llamas, 2 heifers and 2 water buffalo. The total cost is \$5,000. The proposal involves including the children of the church in the stewardship campaign. The Mission committee enthusiastically endorses this proposal if it fits within the plans of the Children, Youth and Stewardship Committees.

- Special Offerings - Kimberly Glaus-Late has agreed to coordinate the special offering activities this year. Our first special offering is One-Great-Hour of Sharing which will be received on Palm Sunday.

WORSHIP COMMITTEE REPORT

1. LENT

- Ash Wednesday Service at 6:30 on March 1st with communion by intinction and imposition of ashes.
- Noon Services on the six Tuesdays of Lent with lunch following.
- Taize' Services on Sunday evenings; March 12 and 26 from 7:00 to 7:45.
- Palm Sunday is April 9th.
- A Maundy Thursday Service will be held at 7:00 p.m. on April 13 with communion by intinction.
- The Faith Choir & Webster Strings will present *Mass in G* by Franz Schubert Good Friday Service will be April 14 at 7:00 p.m.
- Easter Sunday is April 16th.

2. REPORTS OF COMMITTEE

Chuck Moede

- Chuck reported the status of the Audio/Visual Team. The static heard at the service on February 5th was identified to Deborah's microphone assembly. A new replacement microphone was acquired using available credit from the supplier. The Team is looking at repair options so that the faulty microphone can be utilized as backup. A third wireless microphone is being reviewed for recommendation to utilize a gift offer.
- Sanctuary Lighting Plans: No changes have been made in the plans to improve lighting of the chancel.
- Assisted Listening Devices: Are being used regularly. At least two are used each Sunday.
- The Team is preparing a proposal to be librarians of critical Webster Audio/Visual equipment.
- Initial A/V Team discussions were held to consider ways to improve the quality of tapes of the Sunday Services.
- Chuck also reported the following:
 - Children's Musical April 30 at the 11:00 Service
 - Confirmation Sunday May 21 at the 11:00 Service

Glenn Foster

- Glenn reported that the Bay Area Choral Festival will be hosted by the Clear Lake Baptist Church at 6:30 p.m. on March 5th.
- The Faith Choir & Webster Strings will present *Mass in G* by Franz Schubert at the Maundy Thursday Service.
- The Youth Musical on May 12 and 13, evening services, will be the *Story of Esther*.
- New Bell table covers have been ordered.
- A selection of new robes will be made next week

Jackie Allen is organizing a schedule for Lenten lunches. She is enlisting cooks and helpers for this activity.

Sylvia Scales reported the status of flowers for Sunday Services. She announced that

few people had volunteered to donate flowers and she is considering ways to make this opportunity more obvious.

Joyce Sens Joyce volunteered to be the Worship Committee delegate to the Communications Team.

Terrell McMillan

- Reported that Rev. Ryan Sills volunteered to make the ashes for the Ash Wednesday Service.
- Contacted the Fellowship & Welcome Committee regarding kitchen assistance for the Lenten lunches.
- We will ask Vicky Crabb to order the Lilies for Easter. Members will be offered the opportunity to purchase the Lilies for donations of \$10 and we will have sign-up available in the Narthex the Sundays in March. Announcements will be in the bulletin and newsletter.

Rev. DeLeon

- Helen reported the Baptisms on February 12th and discussed the lack of water in the Baptismal Font at the 8:30 service. She asked the committee to ensure that water was put into the font before Baptisms and emptied afterward.
- Helen also discussed the requirement for all baptisms to take place on the second Sunday of the month. The committee suggested that this be continued but that the ministers should be offered great flexibility to use other Sundays when appropriate.

Susan Anderson Susan reported that the Sanctuary Guild will meet Saturday, February 25, from 9 a.m. until noon.

3. COMMUNION

- Jean Zophy held a communion rehearsal for the new elders on February 2.
- Communion was celebrated on February 5th at the 8:30 and 11:00 Services.
- Communion will be celebrated on Ash Wednesday and on March 5th, the first Sunday of the month.

YOUTH MINISTRY COMMITTEE REPORT

Reports

Jr. High Team had no additions to minutes from the February 15th meeting.

Sr. High team requested Session action to approve Nancy Spivey as Sr. High PYC Sponsor.

Also noted was that Sr. High PYC would not meet on Spring Break weekends (3/12 and 3/19). Needs were noted for at least one additional Sunday school teacher and summer term teachers.

Schedule notes of interest:

- | | |
|---|-------------------------|
| Sr. High Conclaves at Cho-Yeh 3/24-2 | No Sr. High PYC on 3/26 |
| Jr. High Conclaves at Cho-Ye 3/31-4/2 | No Jr. High PYC on 4/2 |
| Jr. High PYC will meet on 3/12 and 3/19 | |
| Jr. High PYC on Saturday, 3/25 at ICM | No Jr. High PYC on 3/26 |

Master Calendar

The YMC Master Calendar was distributed for updates and redlines. The calendar will be used by the committee for planning and coordination. The committee discussed plans for Confirmation Sunday and Senior Recognition both being scheduled on 5/21. The committee determined the better plan is for Confirmation Sunday to remain on 5/21 with a reception for the confirmands after the 11:00 service, and Senior Recognition will be held on 5/28 (with the benefit that families of the graduates may be able to attend) with a reception after the 11:00 service. The committee accepted responsibility for the planning and presentation of both receptions.

YMC Budget

The committee reviewed the budget lines and allocations for Youth Ministry in the 2006 Preliminary Budget, also noting which lines had now been designated for the Children's Ministry Committee. There was specific discussion about lines 8155, Mission Trip – Sr. High, and 8195, Youth Fund Raisers, regarding combining the funds and using them as a resource for both the Sr. High Mission Trip and the Jr. High Summer Trip. The committee also recommended that all income/expenses associated with the trips work through one budget line rather than multiple lines, such as exchange fund lines. The committee recommended that it [the committee] be responsible for the allocation of funds to the respective trips from this one line. Chuck took the action to talk with Pat Koester about this approach and implementation. The designated and exchange budget lines will be included in the committee's internal budget spreadsheet.

The committee also reviewed expected costs for the planned Jr. High Summer Trip to Mo-Ranch, and set the maximum cost to be paid by participants at \$250. This information will be sent to the Jr. High youth and parents.

YMC Teams' Organization

The committee briefly reviewed the Youth Ministry organization and positions to be filled. Chuck will distribute to each committee member copies of the Time & Talent sheets that have been recently received.

ADULT CHRISTIAN EDUCATION MINISTRY COMMITTEE REPORT

Kathy asked each of the Team chairs to submit their documents for the Adult Christian Education Ministry's section of the policy and procedures manual to her by the April meeting. She will develop a cohesive document from them for presentation to Session.

Each Team reported.

- Sunday School Team's classes are going well, and a schedule of classes for Lent has been set. No action items were submitted.
- Small Group Ministry reported that the training held in January went very well, and five new groups are currently forming. The Book Study group that currently meets on Wednesday evenings considered becoming a "small group," but decided to stay as it is.
- Other Than Sunday School Team reported that the Book Study Group has requested approval to study, *A Framework for Understanding Poverty* by Dr. Ruby K. Payne. A motion was made, seconded, and approved to request Session's approval of this text. This Team also requested approval of a text, *The Bible in 90 Days*, for use in a future class. A motion was made, seconded, and approved to request Session's approval of this text.
- The Library/Resources Team reported that work continues on organizing, classifying, and bring the WPC Library up-to-speed. No books may be checked out until all books have been properly catalogued. The Team is in discussions with the Audio Team concerning purchase and storage of audio-visual equipment for Sunday School and other classes.
- Women's Ministry reported that the 2006 Women's Retreat is scheduled for October 13-15, 2006, at Camp Allen in Navasota, TX. Mary Marcotte, Associate General Presbyterian of Presbytery of New Covenant, will be the keynote speaker for the weekend. Sign-up has already begun. The second round of Sisters-in-Faith has begun. The Planning Team for this program is planning social activities to allow the sisters to get to know one another and other activities to help familiarize other women in the congregation with this program. The first sister function will be dinner

at Olive Garden on Saturday, February 18. The event is planned in conjunction with a Parents' Night Out in order that those who have young children may attend.

- The Committee discussed holding a retreat, and agreed to consider either Sunday, March 19 or Sunday, March 26, pending determination of the date for Mark Cooper's installation. The purpose of the retreat will be strategic planning, to include developing a vision statement with goals, objectives, and action plan; consider reformation as Adult Ministries Committee; and recruitment of members to the various teams that comprise this Committee.

FELLOWSHIP & WELCOMING COMMITTEE REPORT

The Committee discussed organization and agreed to begin working on its policies and procedures for the Policies and Procedures Manual that is being developed by Session. The Committee includes four teams: Visitors, New Members, Fellowship, and Greeters.

The New Member Team continues to develop new ways to interest visitors in joining WPC and has begun a campaign to connect those long-term, frequent visitors who have indicated they are not yet ready to join. Once identified, these visitors will be sent a letter offering to assign a buddy to help them make contacts and to be sure they get invited to Church functions and to assign a deacon to them based on their addresses. They will be asked to fill out "Associate" Member Information Forms and Time and Talent Sheets. The New Member Team is planning the upcoming Open Door class, scheduled for February 15 and 22, from 6:30 to 8:30 p.m., and is actively recruiting visitors to attend this class.

The Visitor Team needs to be revitalized, and Helen will work on recruiting new visitor teams to replace Linda and Steve Utterback when they leave and to augment the existing teams.

Carol Bachtel is organizing the Greeter Team, which recently was reassigned from the Worship Committee to the Fellowship and Welcoming Committee. She is recruiting greeters to fill in the vacant positions.

The Fellowship Team is busy organizing a reception to welcome Mark and Jill Cooper when they arrive on February 19 and planning for a reception to follow Mark's installation on March 19. These activities will substitute for the first-quarter themed, potluck fellowship usually held during this time of year. Stacey is working to get the Fellowship Team organized for 2006, and will meet soon with Jennifer to receive information on recent practices. They will work together to develop the Fellowship section of F&W's policies and procedures. This Team will hold its first meeting of 2006 in February. The Team will submit to the F&W Committee a list of planned activities, together with themes, for approval before going forward.

Helen would like to hold a cross-training event for the Visitor, Greeter, and New Member Teams, to which the ushers would also be invited, later in the year. The purpose will be to improve WPC's hospitality to both guests and members.

March 26, 2006
The Meeting Room

The Webster Presbyterian Church Session held its stated meeting on Sunday March 26, 2006 in the Meeting room. The meeting was opened with prayer by the Moderator, Reverend Mark Cooper at 3:40 PM.

A quorum consisting of the following was present: Moderator Reverend Mark L. Cooper, Associate Pastor Reverend Helen P. DeLeon, Associate Pastor for Children and Youth Reverend Ryan Sills; Ruling Elders: Carl Allen, Susan Anderson, Carol Bachtel, Karla Bradley, Jennifer Carr, Kathy Dixon, Watson Dupont, Karen High, Johnny Jones, Diane Kane, Phyllis Koenig, Evan Lapka, Ross Looney, Stacey Menard, Chuck Moede, Judy Ota, Marjorie Seiter, Steve Utterback, and Clerk of Session James E. Paden.

Elders Al Manson, Carlos Noriega and Reese Terry were excused

Treasurer Priscilla (Pat) Koester and Jim Magnant were also present

Agenda

The agenda for the meeting was approved with slight changes to accommodate visiting persons.

Family Festival

Jim Magnant presented a run down on the Family Festival to be held at the church on April30, 2006.

One of the items presented, Silent Auction, was discussed in detail to determine where the proceeds, if any, from this event and the sale of food would be allocated. The Session voted "That all funds raised by the Family Fest be used to defray costs and any excess be given to the Children's Ministry Committee Fund."

Approval of Session Minutes

- The minutes of the called meeting to receive new members held on February 22, 2006 were approved.
- The minutes of the called meeting to receive new members held on February 26, 2006 were approved.
- The minutes of the stated meeting held on February 26, 2006 were approved.

Clerk's Report

- **Marriages officiated by Rev. Helen Deleon:** Kimberly Ann Troy and David Wade Merritt on March 11, 2006
- **Communion:** was celebrated at both worship services on March 5, 2006 and by Intinction on Ash Wednesday
- **Baptisms performed by Rev. Helen Deleon:**
 - Jackson Alan Aronoff, born July 6, 2005, son of Raymond Alan and Lisa Monique Aronoff was baptized on March 12, 2006

• WPC Membership as of March 21, 2006	Members	Families
	683	393
This number includes the following:		
Associate Members	13	
Confirmed/transferred	670	
Baptized persons who have not confirmed their Faith	155	

Old Business:

Treasurer's Report - The Treasurer's report for February 2006 was presented by Pat Koester. The Session received the report.

New Business:

2006 Church Budget

The Finance Committee presented a Proposed Budget for 2006. The proposed budget showed a Deficit of \$66,441. Time did not permit the scrutiny required to thoroughly examine the proposal, so this item was deferred.

Finance/Stewardship Committee requested Session approval for the following:

1. Debit Cards – The committee requests permission to issue a debit card to each of the three ministers for incidental expenses. The limit will be \$2500 total for the combined access account, and the credit balance will be "zeroed" out each month as debits are moved into appropriate accounts. Ministers will code their own expenditures when the statement arrives from the bank.
The Session approved this motion.
2. Budget – The committee respectfully submits for approval the Growth Budget provided to Session members in their box.
The Session voted to hold a Called meeting on April 9, 2006 at 3:30 PM to approve the 2006 Budget.
3. Minutes for Mission - Since Missions are a high visibility issue, Reverend Mark Cooper recommends that we have a series of Minutes for Mission by members of the Mission Team at several Sunday morning church services this year to highlight the exciting efforts of our congregation.
The Session approved this recommendation.

The Finance/Stewardship committee also made the following requests:

- Request the Session Committee spend conservatively again this year.
- Session approval to hire Church Administrator and Children's Ministry Director should be delayed until after July 1.
- The Finance/Stewardship Committee will develop a "Deficit Reduction Plan" to cover the current \$70,000 short fall in our Growth Budget.
- It is requested that each committee approve and code all expenditures in their respective budget areas prior to presenting receipts for repayment to the church office in writing on the form provided. Chair should approve expenditures prior to the purchase.
- Attendance Records – We encourage the Worship team to get an accurate count of Sunday morning attendance and publish this data in the subsequent Sunday church bulletin. This will document our growth and provide better information about our membership.

Administration Committee

It has been verified that ACS can produce the necessary documents for bulk mail. Currently WPC does not have Max It! the program that runs the necessary forms. This is a \$200.00 cost to us because we currently have ACS and there is a special. Everyone has seen the documentation Vicky researched for us to be up to speed. Our next bulk mail is the second week of May and we have to have the tray labels in order to send Newsletters at the bulk mail rate.

The Session voted to approve this expenditure.

Youth Ministry Committee requested that session set a date/time for a Called Session Meeting for the purpose of examining the Confirmation Class.

Rationale:

The committee is proposing a meeting on Saturday, May 6th at 4:45 p.m. to 6:00 p.m. The examination time would begin at 5:00, and the preceding time would allow Session and the confirmands to get settled prior to starting. Also, prior to this meeting, the Confirmation Class leaders (Ryan, Dennis Waehner, Nina Moede) plan to provide to Session members with the Statements of Faith that each confirmand has written.

The Session voted to hold a called meeting on May 5, 2006 at 5:00 PM to receive the Confirmation Class into Full Fellowship of the Church.

Adult Education Committee requested approval of the book ***Our Endangered Values*** by Jimmy Carter for the Wednesday night Book Study group. The Session approved this motion.


Called Meetings

- The session voted to call a meeting on April 9, 2006 at 3:30 PM for the purpose of establishing and approving a 2006 budget.
- The Session voted to hold a retreat on April 22, 2006 from 9 AM to 3 PM at the church.
- The Session voted to call a meeting on May 6 at 4:45 to 6:00 PM to examine and receive the members of the Confirmation Class into the full fellowship of WPC

STAFF REPORTS

Rev. Mark Cooper handed out a copy of a letter he had written to Mrs. Debra Mitchell attempting to resolve a conflict in wedding dates between a church member and a previously reserved date by Mrs. Mitchell. Although the guidelines concerning timing for use of the Sanctuary were not met, Mrs. Mitchell was offered the use of the Sanctuary for the family's planned wedding at no additional cost. The Session concurred that Rev. Cooper had done all in his power to resolve the conflict and commended him for his efforts.

There being no further business the Session voted to adjourn. The meeting was closed with Prayer by the Moderator at 5:55 PM.



James E. Paden
Clerk of Session

Attachment (Session Committee Reports)

ADULT EDUCATION REPORT

1. Update on Policies and Procedures –
 - a. Mary reports that Sunday School Team is “in committee” and will be meeting later next week for completion
 - b. Tony turned in recommendations for the Other Than Sunday School Team
 - c. Jane Markley turned information for the Small Group Team in to John Dewey
 - d. Waiting on Eve and the Library and Resources Team
2. Team Reports
 - a. Sunday School – Lent Classes started last weekend. Easter Sunday will be an Intergenerational Sunday School program at 9:45AM with Breakfast. Meeting with Mark Cooper on programming. ABC's Bible Sunday School has been studying *Women of the New Testament* and will begin studying *Job and the Life of Faith*. This is part of the Kerygma group of studies. Kerygma publications have already been approved for use by Session.

- b. Small Group Ministry –
 - i. Covenant Group leadership meeting will be Sunday April 23 after 11:00 service.
 - ii. Lunch Bunch – Taking a break during Lent Season and will resume after Easter; continuing to study Howell's book on the Beatitudes.
 - iii. Joy Connection – Finishing up on *Christian Care Giving: A Way of Life*.
 - iv. Morning Break – studying the book, *The Reformation for Armchair Theologians* by Glenn E. Sunshine.
- c. Other Than Sunday School – Wednesday Night Book Study requesting approval for the following book:
 - i. *Our Endangered Values* by Jimmy Carter.
- d. Women's Ministry –
 - i. Sisters-in-Faith have begun holding monthly dinner outings
 - ii. Women's Retreat – Mary Marcotte has agreed to speak at the 2006 retreat, October 13-15.
- 3. New Business – Creating a list of previously Session-approved authors and books for future classes.
- 4. Retreat – Agreed to meet from 12:30 p.m. to 5:00 p.m., in Bouton Hall, if Mark Cooper can join us. Helen will check his availability. Tony agreed to arrange for lunch.

WORSHIP COMMITTEE REPORT

Chuck Moede

- The Audio-Visual Team has identified an option for, and will purchase, a third lapel wireless microphone. The team is also considering a headset microphone and will look for a demonstration unit.
- Assisted Listening Devices: These items are being used regularly. At least two are used each Sunday. The team is considering ways to inform the congregation that these devices are available on Sunday morning. The team is also thinking about offering to sell units to individuals who may want their personal ALD.
- Chuck also reported the following:
 - Dennis Waehner will coordinate youth ushers/greeters at the 11:00 service on April 30, which will be the Children's Musical.
 - Youth wish to pre-sell tickets in the narthex on March 26 and April 2 for their car wash scheduled for April 18. The Worship Committee approved this and the Youth will take this request to Session.

Glenn Foster – choir robes will be ordered soon and they will be here for Easter.

Terrell McMillan

- Terrell reported that Lenten lunches were going well; approximately 40 participated at the first two services.
- Lilies have been ordered for Easter and they will be picked up on Saturday, April 15. Donations have been received for approximately 35 lilies to date.
- A Taize' Service was held on Sunday evening, March 12th and another one is scheduled for March 26th.

Susan Anderson

- Susan thanked the Sanctuary Guild for their efforts on February 25. Susan also reported that she will establish a schedule for the year to provide more time for people to make plans to participate. This schedule will be coordinated with Building and Grounds.

Al Manson

- Al reported that more Bibles were needed in the sanctuary. It was decided that an inventory should be made with the intent to order additional Bibles as needed.

Rev. Cooper

- Mark reported a wedding schedule conflict on December 16, 2006. Plans are being made to resolve the conflict.
- It was suggested that the Worship Committee review the wedding policy to ensure that conflicts are minimized in the future.

Communion

- Communion was celebrated on Ash Wednesday and at both services on Sunday, March 5th.
- Communion will be celebrated on April 2nd, the first Sunday of the month, and at the Maundy Thursday Service on April 13th.

BUILDINGS & GROUNDS COMMITTEE REPORT

B&G held two meetings in March to organize itself and devise a means to prioritize and initiate work it has before it. Participants in the meetings included Session Members Ross Looney and Johnny Jones, Gene Fisseler, Tom Camp, Joan McMillan, and Carole Kloves. Meetings will be held on the Wednesday just prior each month's Session Meeting so that reports to Session will be current.

Attached are (1) an "**organizational**" chart of the proposed Committee and Team relationships and (2) brief **descriptions of the roles** played by each of the entities shown on the graphic. These documents are works in progress but provide some framework to address B&G issues. (Not included in this report)

An **on-line application** has been loaded on the member pages of the WPC website to allow members to identify and describe a B&G need or opportunity. Some thirty or more items have already been listed. Examples range from "replace stained ceiling tile in Head of Staff (HOS) office" to "Remodel Quilt Room to remove abandoned sink, plumbing, vanity, etc." Items listed on the application will be reviewed, prioritized and addressed as deemed appropriate.

The Committee is collecting and reviewing **all contracts** (lawn maintenance, janitorial services, HVAC service, soft drink vending machine) under its purview to gain an understanding of services provided, costs, and flexibility available under each.

Items recently completed:

- A major **tree trimming** effort across the campus has been completed.
- A re-**lighting** effort throughout all buildings and rooms has been completed.
- A temporary **ramp** has been installed to address the settling sidewalk between the Church office and the Fellowship Hall.
- The Head of Staff office has been **repainted** and the base cove replaced.
- Dead plants have been replaced and new plants added to the **Meditation Garden** and surrounding beds under warranty by the landscaper.
- All debris has been removed from the base level of the **Bell Tower**.
- Repair of the **office sink** is underway.
- Member-donated **Sago Palms** have transplanted around the Sanctuary Bldg and Fellowship Hall
- A new landscaping contractor has been engaged.

Items to be addressed in the near-term:

- Replacement of two areas of **broken or settling sidewalks** is under review.
- Modifications to the **Chancel Chairs** are being developed to accommodate hymnals and Bibles.
- Malfunctioning exterior **door locks** are being addressed.
- A pre-Easter **workday** is under consideration.

CARE COMMITTEE REPORT

Vision Statement: The Care Committee communicates Christ's compassion through support, service and presence to Webster's family of faith and their neighbors.

- Deacons Report - Tony LeCara reported the March 14 Deacons meeting included an exercise "Turning Committees into Communities". Thank you notes were written to those volunteering on their Time & Talents to provide food, transportation, and hospital visits. More leadership training will be included in upcoming meetings using mostly people from our congregation. It was decided the budget for Deacons is probably adequate but the distribution may need to be changed. Helen suggested the possibility of Steve Spidell as a resource on how to make hospital visits.
- Person Centered Ministry Report - Laura Shipman spoke about the difficulty of getting people to serve the needs of the individuals requiring this ministry. There are a lot of mobility issues Session needs to address in making our campus more inviting and more usable for these individuals. Persons needing this ministry also need to be referred or to make known their needs. In an attempt to make the congregation more aware of this ministry their Vision Statement will soon be on our web site.
- Prayer Chain Report - Alberta Rohlfing reported the reorganization of the chain is underway. New members and current members are being invited to an orientation/dessert on May 2 at 7:00 PM in Bouton Hall. The new groups will be in place on May 3. Anyone interested in being a part of this ministry must respond to the church office by April 15.
- Judy Ota and Helen DeLeon reported on the conclusions of the Acts 16:5 task force as presented at the February Session meeting by Linda Thomas. Communications were discussed and it was the consensus of the group that each team should handle their own reports for the newsletter, bulletin, etc.
- In the absence of the Stephens Ministry representative, Helen reported she has two people and herself interested in taking the training this summer; the amount in the budget is needed for this purpose.

MISSION COMMITTEE REPORT

- Mission Committee Commendations
 - Kim Harano – For her selfless dedication to mission and devotion to the Mission Committee.
- Near Term Activities
 - Habitat - 3/25/06 will be the first WPC Habitat day. Pat Koester will coordinate the food for approximately 30 volunteers. Pat will take some pictures for the next newsletter.
 - Blood Drive - 3/19/06 will be our first blood drive of the year. We have approximately 18 folks already signed up.
 - One Great Hour of Sharing
- This offering will be received on Palm Sunday, 4/9.

2099

- On 3/25, Edna will provide a minute for mission at 8:30 and Mary will provide a minute for mission at 11:00
- Additional volunteers for minutes for mission are: Arland, Carl, Phyllis (prefers 11:00) Marjorie, and potentially Kelly Grady.
- Young-at-Heart Trip – The Young-at-Heart group will visit some of the missions that WPC supports on April 5. This includes Bay Area Turning Point, the Presbytery Office, The Life Center and ICM.
- Family Festival – 4/30/06
- The following ideas were discussed to support the Family Festival:
 - Scholastic Book Fair – Pat Koester will contact Guinn Blackwell-Eagleson to see if United Campus Ministries can hold a book fair on 4/30 in conjunction with the festival.
 - Arland will check with the Presbytery to see if they have any booths that could be set up during the festival.
 - Phyllis will coordinate a booth describing WPC missions. At the booth we can distribute a flier with an entry form to win a builder's tape measure (Habitat), an English-Spanish Dictionary (ESL), or a Fair Trade product (coffee or chocolate).
 - Marjorie will coordinate the sale of some Fair Trade products, coffee, and tea, chocolate. We will need to decide where the proceeds will go – potentially donated to the children's "Ark" project (a proposed children's mission to fill an "ark" with animals from the Heifer Project).
- Longer Term Priorities
 - Military Support – Phyllis is having a meeting to form a committee to provide support to our troops. Jim reported that he will be working with the USO and can assist us with ideas/needs in the Galveston area.
 - Communications – The following articles are suggested for the April newsletter:
 - One Great Hour of Sharing – Kimberly
 - Volunteers needed at Oasis of Hope After School Program.
 - Jim will look at improving our communications with the congregation potentially including developing a brochure detailing mission activities
 - International Mission – The team is evaluating areas of emphasis to provide a recommendation on our involvement. Some suggestions are border ministries such as CUPS. We would like to also to continue to participate with the Christmas International House.
- Budget
 - Mission Endowment
 - The Session approved the distribution of the endowment funds as follows:
 - \$1000 – support for the Vellore Medical College and Hospital to assist the victims of the earthquake in Pakistan and India
 - \$500 – a pledge to Medical Bridges for the shipment of a container of medical supplies to the Fordjour Center in Ghana. The money will be donated when the rest of the \$5000 needed to ship the container has been raised.
 - Remainder of funds to be donated to the Bay Area Turning Point for general operating expenses
 - 1st Quarter Budget Distribution
 - The budget has not been approved yet. However, we intend to distribute funds on a quarterly basis. A total 2006 distribution plan will be

2100

developed after the budget is finalized. The priorities for our first distribution are shown below.

Organization	Amount
Community Assistance	\$1500.00
CEDEPCA	\$1000.00
Camp Cho Yeh	\$1000.00
United Campus Ministries of Greater Houston	\$1000.00
Life Center	\$ 250.00
Presbyterian Outreach to Patients	\$1000.00
Capital Estates After school Program	\$ 250.00
TOTAL	\$6000.00

ADMINISTRATION TEAM REPORT

Rev. Cooper and the committee had a short discussion of the role of the committee.

WEB TEAM – Joyce Sens gave the Web Team report. The Web Team is organized under the Communication Team but will participate in the Administration Committee meetings. A form has been added to the Members Website to allow any member to report a Facility or Grounds problem. A new link has been added to list member's birthdays for the current month (without the birth year). A link has been added for entry into the WPC logo contest. The Web Team will investigate Web calendars that could be used to integrate scheduling of all of the activities, rooms, facilities and equipment of WPC.

Rev. Mark Cooper informed the Committee of a wedding scheduling conflict that needs the prayers and support of the Administration Committee and Session. He will present the problem and recommendation to the Session during his pastor's report.

COMMUNICATION TEAM - Pat Brackett reported the Communication Team meetings were getting good representation from many of the ministry areas. Three suggestions have been received on the logo contest. The posters and signs used by the blood drive, while very effective in getting attention, appears to have violated some of rules and policies for signs. *Action: Reese Terry will put the Communication Policy and Procedure document on the Session Website for review and consideration for approval at the April Session meeting. Joyce Sens will send a group email on the blood drive.* The availability and distribution of large font bulletins was discussed. Retraining of the ushers was recommended to ensure proper distribution of the large print bulletins and hymnals. Rev. Cooper had some suggestions for a different bulletin format which he may share with the Session. The Team suggested that we return to printing page numbers of the Bible readings, with one in parenthesis as there are two versions of Bibles in the pews. The Team will investigate the cost and design of a permanent sign in front of the church to announce activities and events. Joan McMillan will prepare a template for the design of brochures of the visitor's package and other uses. The template will be presented to the Session for comment. Pat informed the Committee the Post Office will be instituting a new policy requiring tray bar codes on bulk mailing next month. ACS does not provide this capability. Reese Terry was assigned to help with the problem. Note: After the meeting a \$200 software module was identified to handle this problem and Pat Brackett verified with one Texas church that meets all Post Office needs and is easy to use.

PERSONNEL TEAM – Carlos Noriega reported on the Personnel Team. The search for a Sunday School Supt. Has not resulted in any candidates and Mark suggested sending a note to area Presbytery members on the position. The Children’s Committee may need to recruit a coordinator and nursery workers. Elaine Lapka will ensure the new Children’s elders have copies of the job descriptions. The scope and duties of the Maintenance Tech may be expanded to include some custodial and maintenance duties and the job description may need to be modified. Randy Moore will coordinate with Tina Looney. The ACS system was discussed. The general recommendation from the Committee to Rev Cooper was that the users may need more training. A discussion was held as to whether the letters had been mailed to members that may be purged from the roles. Rev. Cooper agreed to help evaluate the list and the plan of action.

OLD BUSINESS:

- o Need for a records retention policy and plan
- o Need for network files to be restructured to control access to sensitive files.

CHILDREN’S MINISTRY TEAM REPORT

Action items from last month:

- ❑ Recruit team leaders—Rhonda Stoyanov for Teacher Appreciation; Linda Smith Gregory for Communication; Kim Luedde for My Bible and Me.
- ❑ Sunday School curriculum—Ordered and arrived for Sunday March 5, 2006.
- ❑ Family Festival—Jim Magnant is ON TOP OF THINGS.
- ❑ Communications team—India Allen has brochure ready and Family Festival flyer ready.
- ❑ Nursery workers and job postings—Wendy Noriega will handle recruitment of nursery workers. Diane Kane will handle job posting for Sunday School superintendent.

Reports of Committees:

1. Family Festival (FF)—Jim has made minor modifications to the FF flyer and will add the WPC website to the bottom of the flyer. Jim will make a web link for the FF **(Action)**. India will mail and fax the flyer to CCISD for them to post after spring break **(Action)**. Jim will make a 3"x5" card for the office staff to summarize the pertinent FF information for callers **(Action)**. There will also be games and activities for adults at the FF – bridge, dominoes, a dessert contest, etc. Joan McMillan and Carol Kloves have agreed to head the silent auction. Jim will call the City of Webster to request road closure between the church and the parking lot **(Action)**. Handicap parking will be relocated for that Sunday, April 30 **(Action)**. Tina Looney will order prizes **(Action)**. A baby nursery for children up to one year will be available **(Action)**. A recommendation was made to request volunteers to be “floating grandparents” for parents that are helping with the FF and need supervision for their children. Jim will request that the Deacons solicit people in their zones to work the festival **(Action)**. This could be a Deacon zone contest with a party for the winning zone.
2. VBS—VBS will be conducted June 11-14. Nina Moede has VBS materials in hand. Sandy Murphy, Tina Looney and Mary Lawrence are assisting. Volunteers have been recruited for preparation of the four meals.
3. Children’s Musical—J Force is also going well with Nina Moede as director. Stacy Menard is handling props and costumes. The Saturday afternoon rehearsal meal has been planned.
4. My Bible and Me—Bibles will be presented on Sunday April 23 at both services. Kim Luedde will write letters to all 2-5-grade students and their parents inviting them to the bible presentation and informing them that bible familiarization classes will be conducted on May 7, 14 and 21 during Sunday School **(Action)**. Vicky has provided

database of names to contact. Some Bibles are on hand, and Ryan will verify that the quantity is sufficient **(Action)**.

5. Sunday School —2 2 letters have been sent to local churches to solicit a Sunday School Superintendent outside the WPC family.
6. GIGL—No report. Attendance has been up with as many as 12 children participating
7. Nursery—Wendy is going to solicit nursery workers through junior colleges and high school child development co-ops **(Action)**. She is also going to expand the list of volunteers that are church members.
8. Resources—No report.
9. Curriculum—No report.
10. Summer Programming—No report. Establish this as high priority item for April.

Action items for March:

Related to Family Festival:

- Jim will make a web link for the FF.
- India will mail and fax the flyer to CCISD for them to post after spring break.
- Jim will make a 3"x5" card for the office staff to summarize the pertinent FF information for callers.
- Jim will call the City of Webster to request road closure between the church and the parking lot.
- Handicap parking will be relocated for that Sunday, April 30.
- Tina Looney will order prizes.
- A baby nursery for children up to one year will be available.
- Jim will request that the Deacons solicit people in their zones to work the festival.

Other Items

- Kim Luedde will write letters to all 2-5-grade students and their parents inviting them to the bible presentation and informing them that bible familiarization classes will be conducted on May 7, 14 and 21 during Sunday School
- Ryan will verify that the quantity of bibles is sufficient.
- Wendy is going to solicit nursery workers through junior colleges and high school child development co-ops.

April 9, 2006
The Meeting Room

The Webster Presbyterian Church Session met in a Called meeting on Sunday April 9, 2009 in the Meeting room for the purpose of establishing and approving the 2006 church budget. The meeting was opened with a devotional based on Mathew 16 and prayer by the Moderator, Reverend Mark Cooper at 4:35 PM.

A quorum consisting of the following was present: Moderator Reverend Mark L. Cooper, Associate Pastor Reverend Helen P. DeLeon, Associate Pastor for Children and Youth Reverend Ryan Sills; Ruling Elders: Carl Allen, Carol Bachtel, Karla Bradley, Watson Dupont, Karin High, Diane Kane, Phyllis Koenig, Ross Looney, Al Manson, Stacey Menard, Chuck Moede, Carlos Noriega, Marjorie Seiter, Reese Terry, and Clerk of Session James E. Paden.

Treasurer Priscilla (Pat) Koester was also present


The Administration committee presented a chart showing the items that were fixed and those which could be reduced from the Vision budget and the Proposed budget. The chart was discussed and the items were explained and rationale for the figures shown was

explained. The Session recessed to allow time for the various committees to discuss among themselves what was most important to their work in the church. Following the recess the

Session voted to establish and approve a 2006 budget for WPC of \$758,000.

Anticipated revenue for the year is approximately \$679,000. The difference between the budget and expected revenue is expected to be made up by under spending the budget and growth in revenue.

The purpose of the meeting having been accomplished the Session voted to adjourn. The meeting was closed with Prayer by the Moderator at 5:26 PM.


James E. Paden
Clerk of Session

Sunday, April 23, 2006
Meeting Room

The Webster Presbyterian Church Session held its stated meeting on Sunday, April 23, 2006, in the Meeting Room. Moderator Reverend Mark Cooper opened the meeting promptly 3:30 p.m. with a reading of Psalm 148 followed by prayer.

A quorum consisting of the following was present: Moderator Reverend Helen Deleon; Associate Pastor for Children & Youth Reverend Ryan Sills; Ruling Elders Carl Allen, Susan Anderson, Karla Bradley, Jennifer Carr, Kathy Dixon, Watson Dupont, Diane Kane, Phyllis Koenig, Al Manson, Stacy Menard, Chuck Moede, Carlos Noriega, Marjorie Seiter, and Reese Terry.

Ruling Elders Carol Bachtel, Karen High, Johnny Jones, Evan Lapka, Judy Ota, and Ross Looney were absent.

Treasurer Priscilla (Pat) Koester was also present.

The agenda was adopted as amended. Gene Fisseler was elected Clerk Pro Tem.

Treasurer's Report

The Session received the Treasurer's Report.

Session Action: Upon recommendation of the Treasurer, the Session voted to extend the church's bank line of credit at terms to be determined.

Approval of Minutes

The minutes of the stated Session meeting of March 26, 2006, were approved as amended (meeting date in title of document). The minutes of the called Session meeting of April 9, 2006, were approved.

Clerk's Report

- There was no correspondence to be communicated to the Session by the Clerk.

- **Statistical Information**

Membership as of March 21, 2006	683 members	393 families
Gains	0	
Losses by Death	<u>1</u>	
Membership as of April 22, 2006	682	393 families
Baptized persons who have not made a profession of faith:	155	
Total Children, Youth and Adults	837 members	

- Moved to the Roll Triumphant: Audrey Proctor

Old Business

Session Action: The Session voted to (retroactively) approve communion celebrated at the April 22, 2006 Session Retreat.

New Business

Session Action: The Session voted to approve the following to serve as delegates to the Tuesday, May 16, 2006 Meeting of the Presbytery of New Covenant: Elders Jennifer Carr and Reese Terry.

There was discussion leading to a request that the Clerk look ahead to the remaining 2006 Presbytery meetings, to bring those dates to the next meeting of Session, and based on attendance at previous Presbytery meetings by Session members, and to pre-assign delegates based on the best calendar information available.

Elder Carl Allen, Chair of the 2006 Nominating Committee, requested all Session members to prayerfully consider serving as Vice Chair this year and Chair next year.

COMMITTEE REPORTS

Worship (Manson/Anderson) – The Committee endorsed the re-arrangement of the chancel chairs from being hidden behind the pulpit to the center of the chancel and visible over the Communion Table. Accommodation for chancel Bible and hymnal storage for the pastors will be explored in conjunction with Buildings & Grounds. Sanctuary lighting improvement efforts have been initiated. Sanctuary Guild workdays and Buildings & Grounds workdays will be coordinated. There will be made minor adjustments to the “staging” of Communion service to the Congregation; specifically, Elders will ascend the chancel steps to the Communion Table rather than have the pastors descend them to the Elders. Efforts to make Bibles available to choir members during worship are underway.

Care (Ota/Lapka) – There was no report.

Mission (Allen/Seiter/Koenig/) – The Committee announced a new Mission program called WPC Patriots, the purpose of which is to reach out and provide support WPC families with members serving in the military through prayer, communication, and gifts. Volunteers will send letters of encouragement, birthday and holiday cards, “care” packages members of the armed services whose families are members of WPC. Other Committee happenings include

the March 19 Blood Drive, the March 25 Habitat for Humanity work day, and the One Great Hour of Sharing offering collected on April 9, Palm Sunday.

Stewardship & Finance (Utterback/High) – There was no report.

Children (Kane/Bradley) – The Children’s Committee announced that it has hired three (3) nursery workers, none of whom have achieved 18 years of age. The search for a Nursery Supervisor and Sunday School Superintendent continues. The Committee has put much effort into the Family Festival set for April 30 and still lining up church member-volunteers to help with welcoming non-church-member participants to the event. April 30 is also the date of the Youth musical. A date to recognize children’s teachers and program volunteers during Sunday morning worship is being considered. Vacation Bible School planning is progressing well.

Youth (Moede/Dupont) – The Committee reminded the Session of its examination of the 2006 Confirmation Class on May 6. Session members will meet at 4:45 p.m. to discuss expectations and process. The 2006 Class includes 15 youth and the examination should be completed by 6:00 p.m. Other Committee activities include the consideration of PYCC nominations, Youth involvement in the Family Festival, and the launch of a Sunday evening Youth worship service on the fourth Sunday of each month.

Fellowship & Welcoming (Menard/Bachtel/Carr) – Unless volunteers come forward to cook, May 10 will be the last Wednesday Night Supper this spring. The dinners will resume August 16. Other Fellowship activities on the calendar include: Potluck lunch (picnic theme), June 25; Ice Cream Social, August 12; Luau, August 27; Potluck Lunch (Oktoberfest theme, tentative), October 29; Fa-La-La (November 5); and, Christmas Festival (December 10). The Committee continues to look for volunteers to populate its Greeting Team, New Member Team, and Visitor Team. Each Session member is requested to alert their committees and teams that use of dishes and other kitchen utensils by church members is complete **only** when the items are washed, dried thoroughly, and returned to their original storage locations.

Administration (Terry/Noriega) – The Committee reported that progress continues to be made in upgrading the church website to allow for an interactive calendar function. In addition to eliminating the charge for recordings of Sunday services, the web team is exploring ways to post the sermon texts or making digital recordings downloadable to members. Provision for a renewed long-range planning team is being evaluated. The WPC Logo contest continues.

Adult Education (Dixon) – The new Adult Education offerings were successfully launched on April 24, during the Sunday School hour.

Buildings & Grounds (Looney/Jones) – The Committee continues its review of all church contracts. Projects on the horizon include sidewalk repairs, chancel furniture upgrades, and a workday to be scheduled in May. Emphasis in the next two weeks will be modifications to space in the Sanctuary Building to accommodate revival of Coffee Fellowship following worship.

STAFF REPORTS

Senior Pastor: Mark Cooper briefly discussed the importance of “coffee fellowship” to the life of the church and announced that the Welcoming & Fellowship Team was working with Building & Grounds and the Deacons to soon return these fellowship activities in the Narthex

following both Sunday worship services. The room currently used by the Deacons for preparation of communion elements will be modified by Buildings & Grounds to accommodate shared use of the space by coffee fellowship volunteers.


Associate Pastor: Ryan Sills reminded Session members that the Youth Musical will be the centerpiece of the 11:00 a.m. worship service on April 30. In addition, the Family Festival will take place later in the afternoon. He asked that the youth be kept in Session members' prayers as they prepare for their summer trips.

Associate Pastor: Due to the late hour, Helen DeLeon elected to refrain from a lengthy report.

The next called meeting of Session will be Saturday, May 6, 2006, to conduct examination of 2006 Confirmation Class.

The next stated meeting of Session will be Sunday, May 21, 2006 from 3:30 p.m. until 5:30 p.m. in the Meeting Room.

Having no further business, the Session voted to adjourn. Associate Pastor Helen DeLeon closed the meeting with prayer at 5:10 p.m.


Gene Fisseler
Clerk of Session Pro Tem

2006

May 6,

The Meeting Room

The Webster Presbyterian Church Session held a Called meeting on Sunday in the Meeting room for the purpose of examining and receiving the Communicants class. The meeting was opened with prayer by the Moderator, Reverend Mark Cooper at 5:06 PM.

A quorum consisting of the following was present: Moderator Reverend Mark L. Cooper, Associate Pastor Reverend Helen P. DeLeon, Associate Pastor for Children and Youth Reverend Ryan Sills; Ruling Elders: Susan Anderson, Carol Bachtel, Watson Dupont, Johnny Jones, Diane Kane, Evan Lapka, Al Manson, Stacey Menard, Chuck Moede, Carlos Noriega, Judy Ota, Marjorie Seiter, and Clerk of Session James E. Paden. Jennie Cowan, Nina Moede, Laura Shipman and Dennis Waehner were also present.

The following members of the Confirmation class met with the Session to be examined concerning their faith and beliefs and to be received into the full fellowship of Webster Presbyterian Church: **Emily Backus, Bethany Cowan, Casey Fletcher, Katie Foulkrod, Nathan Grunden, Melissa Moede, Melanie Moore, Jennifer Paden, Daniel Shipman, Rebekah Spivey, Peter Tobia, Eric Warehime and Taylor Wilson.**

Statements of Faith from each student were made available to each Session member. After initial discussion the members of the Confirmation class and Elders were divided into small groups for the purpose of getting to know each other and examination.

Following the examination the Session reconvened as a whole to ask questions and to respond to questions from the group. Having been satisfied with the reports from the examining Elders the Communicants were asked the following questions:

Who is your Lord and Savior?

Do you trust Him?

Do you intend to be a faithful disciple, obeying God's word and showing Christ's love?


Will you be a faithful member of this congregation and will you seek the fellowship of the Church wherever you may be?

The Communicants Class was asked to wait outside while the Session voted to receive them.

The Session voted to receive into the full fellowship of Webster Presbyterian Church the following: Emily Backus, Katie Foulkrod, Nathan Grunden, Melissa Moede, Melanie Moore, Jennifer Paden, Daniel Shipman, Rebekah Spivey, Peter Tobia, Eric Warehime and Taylor Wilson; and Bethany Cowan and Casey Fletcher pending their Baptism.

The class was invited back to the meeting room and was received with applause from the Session.

The purpose of the meeting having been accomplished the meeting was adjourned with prayer by the Moderator at 6:00 PM.



James E. Paden
Clerk of Session

May 14, 2006
The Fellowship Hall Narthex

The Webster Presbyterian Church Session held a called meeting on Sunday, 5/14/2006 in the Fellowship Hall narthex for the purpose of examining and receiving two Communicants. The meeting was called to order by Reverend Mark Cooper at 10:33 AM.

A quorum consisting of the following was present: Moderator Reverend Mark L. Cooper, Associate Pastor for Children and Youth Reverend Ryan Sills; Ruling Elders: Jennifer Carr, Watson Dupont, Johnny Jones, Evan Lapka, Ross Looney, Al Manson, Chuck Moede, Carlos Noriega, and Marjorie Seiter. Marjorie Seiter acted as temporary Clerk of Session.

The following members of the Confirmation class met with the Session to be examined concerning their faith and beliefs and to be received into the full fellowship of Webster Presbyterian Church: **William Kibikas** and **Kevin Galvan**.

Statements of Faith from each student were previously distributed to each Session member. An examination of each communicate was conducted. Following the examination the Communicates were asked the following questions:

Who is your Lord and Savior?

Do you trust Him?

Do you intend to be a faithful disciple, obeying God's word and showing Christ's love?

Will you be a faithful member of this congregation and will you seek the fellowship of the Church wherever you may be?

The Communicates Class was asked to wait outside while the Session voted to receive them.

The Session voted to receive into the full fellowship of Webster Presbyterian Church the following: William Kibikas and Kevin Galvan.

The class was invited back to the Fellowship Hall narthex and was congratulated by all.

The purpose of the meeting having been accomplished the meeting was adjourned by Reverend Mark Cooper at 10:56 AM.



Marjorie Seiter
Acting Clerk of Session

Sunday May 21, 2006
Meeting Room

Webster Presbyterian Church Session held it's stated on Sunday May 21, 2006 in the Meeting Room. Moderator Rev Mark Cooper opened the meeting at 4:10 PM with a devotional by Eugene Peterson followed by prayer.

A quorum was present consisting of: Rev. Mark Cooper, Rev Helen DeLeon, Associate Pastor, Ryan Sills Associate Pastor for Children & Youth, and Ruling Elders: Jennifer Carr, Carl Allen, Susan Anderson, Karla Bradley, Diane Kane, Al Manson, Carlos Noriega, Kathy Dixon, Phyllis Koenig, Watson DuPont, Chuck Moede, Judy Ota and Stacey Menard.

Jennifer Carr was elected Clerk Pro Tem until the arrival of James Paden.

There was a motion to approve the agenda of this meeting.

Minutes

- The minutes of the April 23 meeting were approved with the change in the report from Associate Pastor Ryan Sills that the Children's Musical was the **YOUTH** musical.
- The minutes of the May 6 meeting were approved with the change from Communicates to Communicants mentioned anywhere in the report.
- The minutes of the May 14 meeting were approved.

TREASURER'S REPORT

Pat Koester was not at this meeting due to a family funeral. Carlos Noriega said that it looks like we are doing well; ahead of last year, but the next couple of months may be difficult. The report was received.

CLERK'S REPORT

Statistical Information	Members	Families
Membership as of April 23, 2006	682	393
Gains:		
Profession of Faith	13	
Profession of Faith & Baptism	2	
Losses	<u>0</u>	
Membership as of May 21, 2006	697	393
Baptized persons who have not made their profession of Faith:	<u>140</u>	
Total Children, Youth and Adults	837	

Weddings performed by Rev. Helen DeLeon:

- May 6, 2006: Trishelle Elizabeth Connell and Stephen Howard Antley (non-members).

Rev. Helen DeLeon participated at the wedding of Jennifer Jackson and David Norris (non-members) on May 20, 2006, but did not sign the license.

Communion was celebrated at both services on May 7

Baptisms:

Bethany Rae Cowan born October 18, 1992 and Casey Mills Fletcher born December 25, 1991 were baptized on May 21, 2006

Funerals: Charles Edward Hill, Jr. (non-member) funeral was held on April 25, 2006.

Communicants Class:

The Communicants class of 2006 planned and participated in the 11:00 AM worship service. The communicants, having previously been examined and received by the Session, were formally received into the full fellowship of WPC on May 21, 2006.

NEW BUSINESS (At this time, Jim Paden joined the meeting)

Youth Ministry – Chuck Moede brought before Session these names for youth Ministry

- Leaders for Jr. High Wonderful Wednesdays (summer): Jennifer DuPont, Melanie Camp, Ariana Cowen, Jeff Kinzler, and Daniel High
- Teachers for Sr. High School (summer): Nansi Moore and Elizabeth Stoltz
- Sponsor for Sr. High Youth: Kat Hindman
- Sponsor for Jr. High Youth: Lynn Godwin

A Motion was made to approve and carried.

Resignation: The Session received and with regret accepted the resignation of Karin High from the Session.

Nominating Committee

Carl Allen, Chair of the Congregational Nominating committee reminded Session that currently the committee lacks members from three committees specified in the By-laws. He asked Session to approve Al Manson as Co-chair for 2006. The Session approved Al as the Co-Chair.

The session voted to allow the nominating committee, as currently constituted, to proceed with the work of selecting two candidates to fill vacancies on the Session.


Committee Reports: Committee reports are attached and made part of these minutes

The Worship Committee requested that the following committees provide a member for the Advent planning Team: Worship, Music, Fellowship, Children, Youth, and Adult.

Presbytery Report

Al Manson reported on the results of the May presbytery meeting. The report on the Presbytery Meeting at Memorial Drive Presbyterian Church in Houston is available to view online at www.pbyofnewcovenant.org. Under the Online Resources box titled **Postlude May 16, 2006** on the front page of the website.

There being no further business the Session voted to adjourn. The meeting was closed with prayer by the Moderator at 5:06 PM. The next Stated Meeting will be held on June 25, 2006, at 3:30 PM.



James E. Paden
Clerk of Session

Attachment (Session Committee reports)

ADMINISTRATION COMMITTEE REPORT

Web Team

- 1) The web site calendar will be:
 - a) Available immediately to all members after signing in.
 - b) Scheduled by Vicky and at least two of her alternates.
 - c) Available to the general public after a few months with the exception of details regarding events. Examples of details would be the name of the person's funeral, and room location.
 - d) Available to members with information of contact person and telephone number.
- 2) Vicky was not able to print the Outlook calendar this past month.
- 3) A printed version of the current online calendar month will need to be available to mail with the newsletter for those members who are not able to visit the web site.
- 4) A web site form will be available to members for submitting an event to be scheduled by Vicky. Vicky can contact this member to confirm or suggest rescheduling. This form will be similar to the green form now currently in use.
- 5) Vicky can send mass emails announcing church events.
- 6) Helen will continue to send mass emails regarding cares and concerns of members, friends, and family.
- 7) Dennis will provide at his convenience a demonstration of how this calendar will be utilized. He will arrange a time for the office staff to see this demonstration and to answer questions regarding changes.
- 8) Joyce will provide Shannon information about one newsletter will be available for the months of June and July. The deadline for articles will be included.
- 9) The Administration Team suggests using a PDF form for the online newsletter, as well as other files now in FlashPaper format on the web site. The FlashPaper

scrollbar has been troublesome to use and a number of members have asked if there could be a change in formatting. Using the next page tab is cumbersome.

Communication Team

- 1) The newsletter for June and July will be combined. Note: Announcements and news for July must be submitted for the June newsletter!
- 2) The team has prayerfully decided that none of the logos proposed are good enough and have reopened the logo contest. Please continue to make submissions and recruit others who might have the request talent and inspiration for the logo.
- 3) The person centered ministry brochure was submitted by Joyce Sens and twenty five copies will be printed in color for the narthex. The brochure will be finalized once we have a logo.
- 4) Standardized Address was adopted: **201 W NASA Parkway**. Use W instead of West, capitalize NASA and spell out Parkway.

Personnel Team

- 1) Three new nursery workers hired. Still need formal job offers for the workers from Ryan.
- 2) The team is looking at options for the Sextant.

Administration Team

1. The committee discussed the status of the Session minutes, the storage and filing of the minutes and the potential audit by Presbytery of minutes.
2. The committee discussed the membership rolls and need to contact those that appear to be inactive and determine if they need to be removed due to relocation from the area, death, or for other reason. The deacons will be given a list of those members in their zone to contact and encourage them to return to active church participation or determine their status on the church rolls. A list had been generated prior to the arrival of Rev. Mark Cooper. There continues to be progress in this area, but a lot of work remains to establish an accurate membership roll.

Long Range Planning

- 1) Paul Harano has agreed to help form and lead a team for long range planning. Mark offered his views on the need for long range facility planning and some suggestions on long range programs for the church.
- 2) Paul discussed the methodology of long range planning as described in a guidance document published the Presbyterian Church about 30 years ago. This particular method requires significant involvement and time from the congregation. The method will be evaluated by others on the Administration Committee prior to discussion with the Session.

ADULT EDUCATION MINISTRY COMMITTEE REPORT

The Adult Education Ministry Committee moves that Session approve the use of the curriculum, *The Bible in 90 Days*, by Ted Cooper, Jr., and published by Zondervan Publishing House in 2002. Ted Cooper is an elder and member of First Presbyterian Church, Houston.

Tony Le Cara will teach an evening course using this curriculum this summer.

BUILDINGS & GROUNDS COMMITTEE REPORT

The B&G Committee has not convened a meeting since the last Session Meeting was held (the May B&G meeting date was not changed to precede the May Session Meeting which was scheduled a week early due to the Memorial Day holiday). Nonetheless, following is a summary of activities since the last meeting.

1. **Plumbing modifications** – In early May, Albert Rodriguez and Gene Fisseler installed larger, deeper sink and a new faucet with ancillary plumbing modification in the room heretofore used for Communion element preparation to accommodate Sunday Morning Coffee Fellowship Hour.
2. **Saturday, May 13 Workday** – a general Workday was held and the following tasks were completed:
 - Set and watered new San Augustine sod along Houston Street
 - Removed the remaining four tree trunks (stumps) from along the back of the parking lot
 - Weeded flower beds near the Sanctuary
 - Picked up trash from city alley along back of the parking lot
 - Trimmed palms blocking outdoor security lighting near fountain
 - Disposed of fallen basketball goal
 - Disposed of large items/debris abandoned at dumpster
 - Repaired roof gutter leak at front of sanctuary
 - Disposed of damaged picnic tables
 - Rearranged playground benches and tables
 - Replaced ceiling panels in Mark's office
 - Installed two new emergency exit light fixtures in Admin Bldg/Education Wing
 - Adjusted interior office door
 - Adjusted exterior office door
 - Cleaned up metal kitchen carts
 - Repaired toilet in little boys' restroom - Education Wing
 - Performed preventative maintenance on women's restroom toilets – Sanctuary Building
 - Removed unused shelf/cabinet from Meeting Room to Sanctuary building HVAC room
 - Began salvage of materials from shed/removed to Sanctuary building HVAC room

Workday volunteers included: Dave Cook, Tom DiBello, Watson Dupont, Drew Fixel, Ralph Fixel, Gene Fisseler, Johnny Jones, Pat Koester, Pete Koester, Ross Looney, Abbey Menard, Stacey Menard, Randy Moore, Mike Schira, Jimmy Spivey, Anne Taylor, Don Teegarden, and Ken Wood.

CHILDREN'S MINISTRY TEAM REPORT

Reports of Committees:

1. Teacher Appreciation Sunday May 21. Names of Sunday school teachers and nursery volunteers have been included as an insert to the bulletin. Volunteers are going to staff the Sunday school classrooms while the teachers have breakfast prepared by Ed Boyer. Children will present Thank you cards and plant to teachers when they return.
2. VBS—Nina Moede and Sandy Murphy are in charge and have recruited teachers and people to prepare and serve dinner
3. Youth Musical—What a great event!! Now looking for places in the community to perform it i.e. nursing homes, community centers, etc
4. My Bible and Me—only 3 students indicated a need for same and they were not in attendance on first Sunday in April so Ryan will teach class later as needed
5. Nursery—we have hired three high school students to work in the nursery. Have not received any nibbles on the nursery coordinator position. An adult over 18 must be present at all times and the two paid adult nursery workers

will be gone for a part of the summer, so Wendy is going to put together a list of adult volunteers from the church to be on hand during the 2 church hours.

6. Summer Programming—Ryan has recruited teachers for the classes upstairs, K-2, 3-5th, and Wendy, Diane, Cathy Black, and BC Whigham will teach the preschool class. Since the We Believe series has already been approved, this will be used during the summer.
7. Family Festival—have not received report concerning attendance or accounting from barbecue sales or silent auction
8. There have been no responses to the letters, advertisements or postings for Sunday school superintendent. Helen has passed on to us one name from Presbytery. **Our committee is going to recommend to the session that this position be opened up to church members if anyone is interested on an interim basis.**

Action items for May: India is going to prepare job “posting” for the bulletin and website, Wendy is going to prepare same for newsletter. Diane is going to write offer letter for new nursery workers, and make contact with the one applicant for Sunday School Superintendent. Wendy will finalize nursery schedule and prepare an article about the new nursery policies for the newsletter.

MISSION COMMITTEE REPORT

- **Missionary Candidate**

Vicki Smith shared her desire to serve, either as a Presbyterian Missionary or a Peace Corps volunteer. She has been affirmed by the Session, and will be interviewing in Louisville at the end of May. If she is affirmed she will be sent to the mission field if she can raise the necessary funds (\$48K over two years). She will contact Carl after the meeting in Louisville, and the Mission Committee will coordinate raising a portion of the needed funds.

- **Recent Activities**

- **Family Festival – 4/30/06** - The following activities will support the Family Festival:
 - We had a booth describing WPC missions and an adjacent booth describing the WPC Patriots. We distributed fliers with a entry forms to win a builder’s tape measure (Habitat), an English-Spanish Dictionary (ESL), an umbrella (ICM and BATP) a Fair Trade product (coffee or chocolate), and a US flag set.
- **Habitat** – The May 6 workday was officially rained out, but six WPC volunteers showed up anyway and did good work.

- **Near Term Activities**

- **Habitat** - Our next work day will be 6/17/06.
- **Blood Drive** - Our next drive will be 6/25/06.
- **Pentecost Offering** - Our next special offering will be the Pentecost Offering and will be received on 6/4/06. A portion of this offering will be retained by WPC to be used for children at risk. The funds will be used to support after school programs including (but not limited to) the Webster Technology Center.
- **Bulletin Board** – Kimberly will coordinate with Buildings and Grounds to hang a bulletin board for mission communication.

- **Longer Term Priorities**

- **Military Support** – Phyllis and Jim reported on their “WPC Patriots” project. A motion was passed at the most recent Session meeting approving the collection of donations. Phyllis and Jim will present a request for funds at the June Mission Committee meeting.
- **ESL** – Marjorie is investigating shifting from an apartment-based ESL program to a Church-based program at the Oasis of Hope.

- **Communications** – The following articles are suggested for the June / July newsletter:
 - Blood Drive – Phyllis
 - Pentecost Offering – Kimberly
 - WPC Patriots – Phyllis and Jim
- **Budget**
 - We will spend much of the June meeting formalizing the year's budget.
 - Member Benevolence – We agreed to provide \$1,900 in support of a member whose roof was badly damaged by Hurricane Rita. The funds were needed immediately to prevent the member from losing windstorm insurance.

WORSHIP COMMITTEE REPORT

- Mark Cooper noted that there were not enough pew pads and a decision was made to order more.
- Chuck discussed the report from the sanctuary lighting meeting. The team will recommend the installation of a total of 12 lights in three locations. The team addressed the work involved, who would make the installation and whether an engineering sign-off was desired. Subsequent to that discussion the team considered asking John Wycoff for an estimate to make the installation. The target completion date is July of this year.
- Susan Anderson reported that the Sanctuary Guild was planning to meet on July 15.

New Business

- The Worship Committee addressed preparations for Advent. It was decided to form a team and establish a process so that planning is accomplished in an orderly fashion. In order to ensure a broad composition, yet keep the team to a manageable number, it was recommended that the following ministry committees be requested to assign one representative to the Advent Planning Team: Worship, Music, Fellowship, Children, Youth, and Adults
- The committee recommended that initial Advent planning take place during June. Announcements will be made in the newsletter and bulletin and the congregation may make written suggestions to the Advent Planning Team. If Advent planning is successful a similar team and process will be recommended for Lent.

Communion

- Communion was celebrated on Maundy Thursday and May 7th, the first Sunday of the month.
- Communion will be celebrated on Pentecost, June 4th.

YOUTH COMMITTEE REPORT

Team Reports

1. Jr. High Team is working on summer PYC plans. Letters will be sent to welcome the rising 6th Graders (promotion will be June 3), and Jimmy, Randy, and Nina plan to teach through the summer. For Wednesday program, Jennifer Dupont, Melanie Camp, Ariana Cowen, and Jeff Kinzler have all accepted, or shown interest, in helping this summer. The committee discussed other potential young adults to contact.

ACTION: Submit above names to Session for approval as Jr. High leaders for summer Wonderful Wednesday program.

There was discussion about curriculum for the summer Wonderful Wednesday program and the plan to have separate boys and girls groups.

Sr. High team has identified Nansi Moore and Elizabeth Stoltz (as a substitute) as Sunday school teachers for the summer. They will join Catherine Gragg through the summer; Dennis Waehner will return in the fall.

ACTION: Submit Nansi and Elizabeth to Session for approval as Sr. High Sunday School teachers.

Plans have been worked for summer PYC, including some coffee houses, movies, IHOP after youth worship, etc. The Sr. Highs will have their Planning Retreat at Galveston on July 28. Team is looking to draft an entire year's schedule so the youth have something for review and comment (generate ideas).

ACTION: James will send the committee the current Sr. High PYC summer schedule.

Kat Hindman is interested in working as a sponsor with the Sr. High youth (possibly John also). Chuck confirmed he is interested in moving to Sr. High PYC as a sponsor. Ryan noted that Lynn Godwin is interested in serving as a Jr. High PYC sponsor.

ACTION: Submit to Session for approval Kat as a Sr. High PYC sponsor and Lynn as a Jr. High sponsor (Chuck was previously approved as a sponsor).

Hoping to have one more female sponsor for the upcoming Mission Trip and James is checking with a couple of people. Wednesday program is ongoing, but also looking as possible changes. The Baking Brothers fund raising project will be scheduled in the fall in the future.

2. YMC Budget

The committee reviewed the budget information available through the end of April. There was discussion about whether the Devo-zine subscription should be continued, and the committee unanimously decided to cancel it.

ACTION: Ryan will work the cancellation.

Ryan is looking at some opportunities that might be available through Youth Specialties, and will bring the committee any recommendations. Chuck explained that he had spoken with Pat Koester about the committee's request to combine budget lines 8154 and 8155; that has been done and the funds will be shown as 8155 named "Youth Mission Trip." There was discussion about the need for "mission" in the name, as that was not the committee's request. The committee reviewed funds in 8195 and discussed their management. Also, exchange funds 8560, Jr. High T-Shirts, and 8573, Valentine Dance, and 8582, Youth Conclave, were reviewed and discussed. The balance of 8560 will be used for the upcoming order of Jr. High T-shirts and then the fund will be renamed "Youth T-shirts" for use by both groups. The balance of 8573 will be moved to 8155. Chuck will review the balance on 8582 and recommend action(s) to the committee. The committee agreed a policy should be specified on what checks written to WPC should include, such as purpose, name(s) of youth, etc.

3. Trips' Status

Sr. High trip is in good shape, with a few outstanding payments and a few changes in the list of those going. The committee set a tentative date of July 2nd, during the Sunday school hour, for the youth to report on the trip.

ACTION: Chuck will check with the Adult CE Sunday School Team about this plan. The date is identified as an "intergenerational" program on the adult team's schedule.

Ryan reported the information and payments are at Mo-Ranch for the Jr. High trip. He is filling out additional registration information for Mo-Ranch. The Jr. High Youth Planning Team will discuss the funding level to be made available for the trip, and set the final payments for the participants (previously set \$250 total as a maximum). The committee agreed the Jr. High trip report should be planned for presentation to the other Jr. High youth and parents as part of the PYC schedule.

4. PYCC Status and Schedules/Process

Ryan explained that the selection will be the committee's responsibility, and that WPC is allocated 3 youth and 2 adult positions on the council. The committee

discussed how to proceed and agreed on the form of 2 basic questions to be provided to interested candidates. The responses to these questions and interviews by committee members will be used to select WPC's representatives. Ryan expects to receive the information from Presbytery at any time (it was scheduled to be distributed to the churches this week).

ACTION: James will send the committee draft questions for final review and comment.

5. Youth Representative for Nominating Committee

The committee discussed the requirement in the WPC Bylaws ("One senior high youth, selected by the communicant youth up through, and including, 12th grade.") and a process to be used. Committee members will consider candidates (can be entering 9th Graders) and talk with them, and exchange recommendations. The committee will submit to the youth a "slate" of one name for consideration. A meeting of the youth will be called, and an opportunity will be given for nominations from the floor. The process will pattern the church's election of officers.

ACTION: Chuck will send a note from YMC to the applicable youth announcing a meeting on May 28th after the 11:00 service.

ACTION: All - identify nominee for Nominating Committee.

6. Representative for YMC to Advent Planning Team

Nina volunteered to serve as the YMC rep, and the committee unanimously accepted. The Advent team is expected to begin in June. James suggested that more be done to impress the meaning of Advent on the youth and find ways to help them understand the season by their involvement. The committee agreed.

ACTION: The Jr. High and Sr. High teams are asked to send any ideas they might have to Nina.

ACTION: Chuck will notify Worship & Music Committee that Nina is YMC rep.

June 6, 2006
Meeting Room

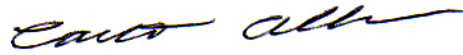
The Webster Presbyterian Session met in a Called meeting on June 6, 2006 for the purpose of receiving new members. A quorum for receiving new members consisting of: Rev. Mark Cooper, Moderator, Associate Pastor Rev. Helen DeLeon; Elders Carlton Allen, Johnny Jones, Diane Kane and Reese Terry were present.

The meeting was called to order with prayer by Rev. Cooper at 6:30 pm.

Five potential new members were introduced by Rev. Cooper. After a discussion of the Christian faith as practiced at Webster Presbyterian Church, all five were approved by the Session for membership and each expressed his or her desire to join this Church. They were received into membership, and will be presented to the Congregation:

- **Jill Cooper** – joining by Letter of Transfer from St. Paul Community Church of Homewood, IL
- **Mary Lang** – joining by Reaffirmation of Faith
- **Tom Lang** – joining by Reaffirmation of Faith
- **Jeff Turvery** – joining by Letter of Transfer from Riverside Presbyterian Church of Jacksonville, FL
- **Maria Turvery** – joining following baptism

The purpose of the meeting having been accomplished the meeting was adjourned with prayer by Rev. Cooper at 7:50 pm.



Carlton Allen
Acting Clerk

June 25, 2006
The meeting Room

The Webster Presbyterian Church Session held its stated meeting on Sunday June 25, 2006 in the Meeting room. The meeting was opened with prayer by the Moderator, Reverend Mark Cooper at 3:33 PM.

A quorum consisting of the following was present: Moderator Reverend Mark L. Cooper, Associate Pastor Reverend Helen P. DeLeon, Associate Pastor for Children and Youth Reverend Ryan Sills; Ruling Elders: Carl Allen, Carol Bachtel, Karla Bradley, Jennifer Carr, Kathy Dixon, Watson Dupont, Karin High, Johnny Jones, Diane Kane, Phyllis Koenig, Chuck Moede, Carlos Noriega, Marjorie Seiter, and Clerk of Session James E. Paden.

Elders Susan Anderson, Evan Lapka, Ross Looney, Al Manson, Stacey Menard, Judy Ota, and Reese Terry were excused

Treasurer Priscilla (Pat) Koester was also present

The minutes of the called meeting held on May 24, 2006 were approved.
The minutes of the stated meeting held on May 21, 2006 were approved.
The minutes of the called meeting held on June 6, 2006 were approved.

CORRESPONDENCE - Several pieces of correspondence were communicated to the Session, including letters from presbytery of New Covenant and one from First Presbyterian Church, Marion, NC.

Clerk's Report

	Members	Families
Statistical Information as of May 25, 2006	697	393
Gains:		
Transfer of Letter	3	
Profession of Faith	6	
Profession of Faith & Baptism	1	
Losses:		
Death	<u>1</u>	
Membership as of June 25, 2006	706	401
Baptized persons who have not made their profession of Faith:	<u>140</u>	
Total Children, Youth and Adults	846	

Transfer to the Roll Triumphant: Roger Roland Boyer died May 25, 2006 – Funeral held at WPC by Rev. Mark Cooper

Communion was celebrated at both services on June 4, 2006

Baptisms: Maria Turverey (Adult) was baptized by Rev. Mark Cooper on June 11, 2006

Weddings co-officiated by Rev. Helen Deleon: May 26, 2006 - Molly Eastman (NM) & Craig Brown (NM)

Weddings co-officiated by Rev. Mark Cooper: June 17, 2006 – Chanda Swango (NM) & Justin Eubanks (NM)

Weddings officiated by Rev. Helen Deleon: June 24, 2006 - Kristin Cantrell (NM) & Christopher LeBlanc (NM)

Treasurer's Report

Pat Koester presented the report for May 2006. The report was received. Pat requested that the Session appoint additional persons for access to the Safety Deposit Box. The Session voted that the following persons be granted permission to access the Safety Deposit Box: Carl Allen, Susan Anderson, Phyllis Koenig and Al Manson. Pat will notify the Bank of these approvals

With the arrival of the 2006 hurricane season concern was expressed about safeguarding the Church treasures and records. A Hurricane Plan was developed last year, but may need to be updated. Kathy Dixon will send a copy of the plan to the current Buildings & Grounds committee for their review and possible update.

The Session suspended its regular business to receive two new members. **Peggy and Jack Armstrong** came before Session to be received into the Full Fellowship of WPC. The Session after discussion with the Armstrongs voted to receive them by Transfer of their letter from the First Presbyterian Church, Midland, TX.

New Business:

The Session elected the following as commissioners for the August 2006 Presbytery meeting: Jennifer Carr and Phyllis Koenig with Kathy Dixon as alternate

Actions by Session – The Session received the following:

1. Sunday School Superintendent: Two interviews were conducted. The Children's Ministry Committee recommended that the Session hire Diane Jerome for the combined part-time Sunday School Superintendent/Nursery Coordinator position. **The Session voted to hire Diane pending review of her contract by the Personnel Team.** The tentative start date is July 1.
2. The Children's Ministry Committee brought forth changes to the Child Care plan for WPC events:

Children's Ministry Committee
Nursery Committee Team
Revised June 2006

- 1) Childcare provided by our church will be limited to 2 nights per week, upon request, and Sunday mornings. Child care will be provided throughout choir

season from 6-9 pm on Wednesday evenings. The nursery will always be staffed to provide child care for Sunday morning worship services.

- 2) One week prior to the event, contact the Sunday School Superintendent with the date and time that child care will be needed. In the event that the Sunday School Superintendent is not available, contact one of the elders for Children's Ministry Committee.
- 3) At least 4 children between the ages of 6 weeks to 5th grade must be in attendance for WPC to provide child care. If fewer than 4 children happen to be present due to illness, child care will be available as scheduled.
- 4) Note: DO NOT advertise or publicize child care availability for an event until after you have scheduled child care and it has been confirmed that it is on the child care schedule. You must contact the church 48 hours in advance of the event to confirm the need for child care. Any committee that cancels an event without notifying the Sunday School Superintendent should be prepared to pay for child care out of that committee's budget.

After discussion the Session voted to approve the new Child Care Plan.

3. The Session voted to hold Rally Sunday on August 27, 2006

- 4, The Youth Ministry Committee brought the following motions for approval:
 - 1) Approval of curriculum for the Jr. High Wonderful Wednesdays girls class based on the books "Light for My Path for Teens" (scripture on real life issues, published by Humble Creek) and "A Journal on Relationships" by Kimberly Kirberger (published by Health Communications, Inc.). The curriculum is being developed by the college-age leaders of the class - Jennifer Dupont, Ariana Cowan, and Melanie Camp. The committee reviewed the materials and unanimously recommended the books, and the development of the curriculum, for approval.
 - 2) Approval, retroactive to June 23, of the curriculum "Blockbuster Movie Events, Relevant Retreats and Movie Nights" by Bryan Belknap from Group Publishing, Inc. for use in the Jr. High youth programs. The curriculum identifies movies with associated activities and scripture to teach specific themes and lessons. The curriculum was used for the Jr. High Movie Night on June 23 with the movie "Miracle"; the theme was working together as a team.

The Session voted to approve these motions.

For Information the committee stated that:

Ralph Fixel will be serving as adult leader for the Jr. High Wonderful Wednesday's boy's class (working with Jeff Kinzler and Daniel High). Ralph served as leader for the Jr. High boy's class last summer.

Erik Kinzler was selected by the Sr. High youth on May 28 as the Youth Representative to the WPC Nominating Committee. The Chair of the nominating Committee was so notified.

Technological Change


The proposal was that our church obtain some new equipment (projectors) and experiment with how to best use it. Discussion concerning the proposal was at times intense and was ended without a decision. The Session members will consider the proposal again.

Membership Roll

Questions concerning the accuracy of the membership roll were brought to the Session. There use to be a Membership Team as part of the Communications and Membership Team, however during the reorganizing of the Committees the membership portion of the Team

was dropped. Part of the questioning was the use and accuracy of the ACS system. The Administration Committee agreed to collect data for those who have not attended services recently, so that they may be contacted concerning their desire to remain members of WPC.

There being no further business the Session voted to adjourn. The meeting was closed with the Lord's Prayer at 5:39 PM. The next Stated meeting will be held On July 23m 2006 in the meeting Room.



James E. Paden
Clerk of Session

Attachment (Session Committee Reports):

Children's Ministry Team

1. Sunday School Superintendent: Two interviews were conducted for the combined part-time Sunday School Superintendent/Nursery Coordinator position. A decision was made to hire Diane Jerome. Diane's start date will be July 1.
2. Back-to-School Bash: Tina Looney has volunteered to coordinate the Back-to-School Bash. A budget of approximately \$600 has been agreed upon for this event. Dates of August 4th or 5th are being considered for the event.
3. Rally Sunday: Dates of August 13th, 20th and 27th are under consideration for Rally Sunday. The Children's Ministry Committee prefers the later dates, but the date must be negotiated between Children, Youth and Adult Education.
4. Vacation Bible School (VBS): VBS was a success. Commendations to Nina Moede and Sandy Murphy for all their coordination of VBS. Thanks also to all of our many volunteers for helping to make this event happen annually.
5. Family Festival: The Festival made approximately \$1800. This money will be put back into the Children's Ministry to fund other events – Back to School Bash, etc.
6. Fabulous 4th and 5th: A recommendation to resume this program was made, but the start-up will be delayed until staff roles and responsibilities for this program and others are better defined.
7. Nursery Policy Revision: Due to ongoing coordination issues, the WPC Nursery Policy has been revised and is attached for Session review and approval.

Action items for June/July:

- Ryan will print out the Nursery Staff schedules, and Wendy will make sure that the staff receives them.
- Diane Kane will work with the Personnel Team to finalize Diane Jerome's contract.
- Tina Looney will coordinate the Back-to-School Bash, and Jan Davis will help.
- The CMC and Sunday School Superintendent will conduct a survey with WPC families to assess which children's programs are of greatest interest to the families.
- Brenda Fixel and Ryan Sills will help select the Sunday school curriculum for the fall program. Brenda will also assist with staffing.

FELLOWSHIP AND WELCOMING COMMITTEE

New Member team: This team continues to look for more folks to join the team. We received 12 new members last month. Helen continues to get their paperwork in.

Visitor team: Still need team members. Down to 2 teams and one of these teams members does not want to be on the team anymore.

Greeters: Still looking for 2 additional people to fill the roster.

Fellowship team

- We continue to look for folks to make coffee on Sundays. At this time we only have 3 slots filled (there are 8 slots available per month). Stacey is working on a spreadsheet so we can plug in names.
- Things are on track for the picnic June 25.
- The team will begin working on some health standards for the kitchen, especially for Wednesday night dinners.

MISSION COMMITTEE

• **Hands-on Mission Opportunity**

John Calvin Presbyterian Church in Metairie, LA has organized a volunteer-based effort to gut houses flooded by hurricanes Katrina and Rita. Helen is collecting information for a possible adult mission trip. Tom Sharon has agreed to coordinate and possibly lead a trip this summer.

• **Missionary Candidate**

Vicki Smith completed her examination for candidacy as a Presbyterian Missionary. She expects to have an answer from the Church in the next several weeks. If affirmed, she will be sent to the mission field if she can raise the necessary funds (\$48K over two years). The Mission Committee earmarked funds in the 2006 budget to partially support Vicki (if affirmed), and will coordinate with her efforts to raise the remaining amount.

• **Near Term Activities**

- **Habitat** - Our final work day will be 6/17/06.
- **Blood Drive** - Our next drive will be 6/25/06.
- **Pentecost Offering** - The Pentecost Offering was received on 6/4/06. A portion of this offering will be retained by WPC to be used for children at risk. The funds will be used to support after school programs including (but not limited to) the Webster Technology Center.

• **Longer Term Priorities**

- **Military Support** – Three service personnel, all currently serving in Iraq, have been registered with the WPC Patriots. Phyllis and Jim are coordinating donations. Vacation Bible School classes will assemble care packages.
- **Neighborhood Ministries** – Marjorie and Helen have decided to shift from an apartment-based English as a Second Language (ESL) program to a Church-based program at the Oasis of Hope. The current ESL Volunteers will teach at Oasis of Hope on Sunday mornings. Helen is also soliciting volunteers for a summer program for apartment children that will be coordinated by Mary Alice Trevino, Co-Pastor at Oasis of Hope.

• **Mission Month**

- Kimberly presented a plan for a month of Mission emphasis centered in September. Each week will feature Narthex displays and an adult Sunday school class with Mission emphases. The effort will run thru Oct 1, when the Peacemaking Offering will be taken. Kimberly volunteered to coordinate, supported by Arland and Walter. Helen will coordinate with the Worship Committee for use of the Narthex and with the Adult Christian Education Committee for the Sunday school class.

• **Budget**

- The Committee adopted Guidelines for the 2006 budget and approved allocations for the April – June quarter. Funds were allocated to Community Assistance, Bay Area Turning Point, Interfaith Caring Ministries, Life Center Homeless Shelter, Vellore Christian Medical College (India), Presbytery, and the WPC Patriots.

- Pat noted that several Designated Funds in the WPC budget are for Mission-related topics. Carl and Pat will investigate these funds and report to the Committee in July.

YOUTH MINISTRY'S COMMITTEE

1. The committee reviewed and discussed status information for the Jr. High and Sr. High teams.

Sunday school: Jr. Highs are working through Samuel from birth to death.

- Jr. High PYC: Schedule in place out through Midnight Madness on 8/11.
- Sr. High PYC: Schedule in place out through Galveston Planning Retreat on 7/28.
Note: Sunday, 6/25 will be first Youth-focused worship service at 7:00 p.m.
- Wednesday Programs:
Jr. High Wonderful Wednesdays – Started this past Wednesday, 6/21 with girls and boys groups. Girls did get-to-know-you activities; boys using Combo curriculum that was also used last year. The college girls (Jennifer Dupont, Ariana Cowan, and Melanie Camp) have been developing a curriculum based on “Light for My Path for Teens” (scripture on real life issues, published by Humble Creek) and “A Journal on Relationships” by Kimberly Kirberger (published by Health Communications, Inc.). The committee reviewed the materials; Watson noted Jennifer had worked with the Kirberger book before and Nina was familiar with the book and agreed with the author’s approach. The committee unanimously agreed to recommend these books, and the planned curriculum, to Session for approval. The committee also agreed that an adult leader should be present in each group gathering to support the college-age leaders. Ryan noted that Ralph Fixel, the boy’s adult leader, will not be able to be at all sessions through the summer.

ACTION: Request Session approval of Wonderful Wednesdays’ girls curriculum based on “A Journal on Relationships” and “Light for My Path for Teens.” Also, request approval of Ralph Fixel as adult leader for the boys group.

Sr. High Wednesday Gathering – Ongoing, and summer “session” started this past Wednesday, 6/21. The committee discussed the objectives of this program and Ryan gave his inputs on it as a means of opening communication about things that are going on with the youth, and to help them prepare for the remainder of the week. There was agreement on the need to come up with a good name for this program.

ACTION: Sr. High team needs to identify a name for the Wednesday program.

- Other Activities:
June 23, Jr. High Movie Night, will be using the movie “Miracle” based on “Blockbuster Movie Events” curriculum by Bryan Belknap (Group Publishing, Inc.). The committee noted that this curriculum needs to be submitted to Session for approval, retroactively for this first event, as the Jr. High team expects to use it in the future also.

ACTION: Request Session approval of “Blockbuster Movie Events, Relevant Retreats and Movie Nights” by Bryan Belknap from Group Publishing, Inc.

July 7, Jr. High “Hang Out Night” planned for Fellowship Hall will be a time for fellowship and games. After brief discussion, there was agreement that Bouton Hall would be a better location.

ACTION: Nina will change the reservation to Bouton Hall on the calendar for this event.

July 28, Sr. High Planning Retreat in Galveston will be time at the beach, then planning and group building for the coming year; youth are returned home around midnight.

July 29, we are looking at both youth groups attending Astros game (this is a Presbyterian day)

ACTION: Nina will check with Astros about scheduling and get info.

August 11, Jr. High Midnight Madness at Church will be time of planning and group building for the coming year; concludes with vesper service at midnight.

- Requests from Children's Ministry Committee: Ryan brought two questions from CMC about the dates for Rally Day and Midnight Madness. CMC is looking at 8/27, 8/20, and 8/13, in that order of preference, for setting the date for Rally Day. The committee agreed there were no constraints on youth planning or programming for the selection of any of the dates. The committee provided 8/11 as the date planned for Jr. High Midnight Madness.

2. The committee reviewed and discussed the status of the upcoming worship service for the youth on Sunday, 6/25 at 7:00 p.m. Ryan has worked with Glenn on the outline of the service and the music that Joyful Noyz will be playing. The words for the music and any congregational prayers/readings will be projected (rather than in printed format); Ryan will submit readings and order of service content to Nina by Friday for the computer files. The committee discussed some scheduling issues with the current date of 7/23 for the July service and the alternative date of 7/30. The committee also discussed some specific aspects of planning for the youth worship services.

3. The committee discussed the status of the upcoming Jr. High youth trip to Mo-Ranch. Ryan reported that things are on track, and that the youth and sponsors will need to fill out forms specifically for Mo-Ranch. The committee agreed that a pre-trip meeting for youth, parents, and sponsors should be held to cover needs (such as the forms), final payments, schedules, expectations, etc. (using the Sr. High Mission Trip meeting as a model). The committee set 7/2 after the 11:00 service as the time for the meeting.

ACTIONS: Ryan will put together the information packets for the meeting.
 Chuck and Ryan will work determination of final amount due.
 Nina will send out e-mail note about the meeting.

4. The committee discussed the recreation items the youth have received, and the current receipt of an air hockey table from the Koesters, and determining how to make them available for use by the youth, and church membership in general, by manage their use and storage. The committee decided that, for the time being, they will be placed in the original Jr. High room (noting the plan is to return the youth to this room if the air conditioning and mold issues can be resolved). The committee also agreed it would be helpful if the ping-pong table could remain stored in the Children's office area for a short time longer.

ACTION: Chuck will contact CMC with request for the ping-pong table to remain stored in the office back room for a short time longer.

5. Ryan verified for the committee that he has the paperwork for submitting PYCC representatives and that there is plenty of time until the inputs are due. The committee is working the process for consider interested youth and making the selections.

ACTION: Chuck will send a note to the Sr. High youth asking that anyone who is interested in serving as a WPC PYCC rep should contact Ryan.

Sunday, July 23, 2006
 The Meeting Room

The Webster Presbyterian Church Session held its stated meeting on Sunday July 23, 2006 in the Meeting Room. The meeting was opened with a devotional and prayer by the Moderator, Reverend Mark Cooper at 3:35 p.m.

A quorum consisting of the following was present: Moderator Reverend Mark Cooper, Associate Pastor Reverend Helen DeLeon and Ruling Elders: Carl Allen, Karla Bradley, Jennifer Carr, Kathy Dixon, Watson Dupont, Johnny Jones, Phyllis Koenig, Evan Lapka, Ross Looney, Chuck Moede, Carlos Noriega, Al Manson, Judy Ota, Marjorie Seiter, and Reese Terry.

Elders Susan Anderson, Carol Bachtel, Karin High, Diane Kane, and Stacey Menard were excused.

Treasurer Priscilla (Pat) Koester was also present.

Gene Fisseler was elected Clerk of Session Pro Tem.

The agenda was reviewed, amended, and approved for the meeting.

The minutes of the Stated Meeting held on June 25, 2006, were approved, as corrected.

Correspondence – There was no correspondence communicated to the Session by the Clerk.

Clerk’s Report

	Members	Families
Statistical information as of June 25, 2006	706	402
Gains:		
Transfer of Letter	+ 2	+ 1
Profession of Faith	+ 0	+ 0
Profession of Faith & Baptism	+ 0	+ 0
Losses:		
Removal from Roll	- 4	- 2
Death	<u>- 0</u>	<u>- 0</u>
Membership as of July 23, 2006	704	401
Baptized persons who have not made Professions of Faith:	<u>140</u>	
Total children, youth and adults:	846	

Celebration of Communion:

Communion was celebrated at two worship services on July 23, 2006 (Lunar Communion).

Weddings performed by Rev. Mark Cooper:

Stephanie Baucom (NM) and Ray McGee (NM) were married on July 22, 2006.

Births:

Jordan R. Pomier, son of James and Judy Pomier, was born on June 26, 2006.

Requests for Transfers of Letters:

- o Mike and Betty Geehan have requested Transfer of Letter to Clear Lake Methodist Church, Houston, Texas.
- o Richard and Nancy Heath have requested Transfer of Letter to St. Stephen Presbyterian Church, Houston, Texas.

The Session voted to approve these Transfers of Letters.

Treasurer's Report

Pat Koester presented the Treasurer's Report for June 2006. The report was received.

New Business

The Personnel Committee requested Session approval of the new Child Care, Family and Employee Medical Leave of Absence Policy. Session approved the policy.

The Administration Committee, in light of significant new development in the community, proposed the formation of a Session Task Force to develop a "marketing plan" for Webster Presbyterian Church. The Task Force would work with Fellowship & Welcoming Committee and the Communications Committee as well as individuals in the congregation with gifts and skills in the area of marketing to investigate various innovative means of "getting the word out" to the community about the good things happening at Webster Presbyterian Church. The Task Force would report its findings to Session in the fourth quarter of 2006. Session approved formation of the Marketing Task Force.

Pastor DeLeon introduced two individuals seeking to become members of our congregation were introduced to Session. After meeting them, Session voted to receive Linda and David McDonald into Full Membership of Webster Presbyterian Church by Reaffirmation of Faith. The McDonalds will be presented to the congregation during the 11:00 a.m. worship service on July 30.

Communications Committee Chair Pat Brackett presented a new logo for Webster Presbyterian Church to Session for adoption. The logo proposed was selected from the numerous entries to the church-wide contest. It is derived from the stained glass in the sanctuary and incorporates images of a cross, a heart, and a crescent moon. Session voted to adopt the new logo.

Upon recommendation of the Mission Committee, Session voted to direct the Mission Committee to serve as the fundraising coordinator for Vicky Smith, a PCUSA missionary hopeful. If Ms. Smith can raise \$26,400 by November 1 of this year, she will embark on a two-year ministry in Jamaica beginning in January 2007. Her fundraising continues through next 2007 to finance a second year on the island in 2008.

Session endorsed the Nominating Committee's nomination of Roy Phillips to the Congregation to complete an unfilled position on Session and work with Elder Jennifer Carr on the Finance Committee. The Congregational meeting will be properly noticed for Sunday, August 6.

Old Business

Youth – Libby Cravens, Evan Lapka, Elizabeth Spivey and Karen Moede (alternate) will represent Webster Presbyterian Church on Presbyterian Youth Connection Council (PYCC). PYCC furthers youth programs in the Presbytery of New Covenant. It is reformed each year with adult and youth leadership from all over our presbytery. PYCC meets at least once a month to plan youth retreats and events that connect young people to each other, the whole church, and the whole world through faith in Jesus Christ. James Kinzler will serve as sponsor.

Adult Education reported that the college fellowship group meeting at Pastor DeLeon's home throughout the summer has successfully reached and reacquainted college aged adults within our church family. The new bible study for "stay-at-home moms" coordinated by Marjorie Wareheim will become active once child care arrangements are finalized.

Building & Grounds has been busy with roof repairs, HVAC repairs, and sanctuary lighting issues.

Children's Ministry reported that Sunday School Superintendent Diane Jerome was introduced to the Congregation during the worship services on July 23 and is now on the payroll. Plans for the Back-To-School Bash and recruiting for Fall Sunday School leadership are in the works.

Fellowship & Welcoming has scheduled a Kitchen Clean-Up on August 6. It was announced that two of our newest members, Jack and Peggy Armstrong, will be leading the Visitor Team. A new Greeters Team is in place.


Administration reported that Associate Pastor Ryan Sills is on six week's study leave. Efforts are underway to make the Webster Presbyterian Church webpage more inviting a user-friendly. Outside expertise is being considered for long-range planning.

Pastors' Reports

Associate Pastor Helen DeLeon has just returned from Stephen's Ministry training, invigorated and excited about the possibilities and challenges for our Stephen's Ministry team. She also learned of training for small group ministries and breakthrough ministries. She will complete her Acting Moderator assignment at First Presbyterian Church in Dickinson by participating in the installation of Rev. Allen Green on August 27.

Head of Staff Mark Cooper proposed that an agenda item for the next meeting be a discussion and potential resetting of the time and day for Stated Meetings of Session going forward. Phyllis Koenig and Kathy Dixon will serve as commissioners at the August 26 Presbytery meeting in Lufkin.

There being no further business, the Session voted to adjourn. The meeting was closed with the Lord's Prayer at 5:45 p.m. The next Stated Meeting of Session will be held on August 27, 2006 at 3:30 p.m.


Gene Fisseler
Clerk of Session Pro Tem

Sunday, August 27, 2006
Bouton Hall

The Webster Presbyterian Church Session held its stated meeting on Sunday, August 27, 2006 in the Bouton Hall. The meeting was opened with a devotional and prayer by the Moderator, Reverend Mark Cooper at 3:35 p.m.

A quorum consisting of the following was present: Moderator Reverend Mark Cooper, Associate Pastor Reverend Helen DeLeon, Associate Pastor for Children & Youth Reverend Ryan Sills, and Ruling Elders: Carl Allen, Carol Bachtel, Karla Bradley, Jennifer Carr, Kathy Dixon, Watson Dupont, Johnny Jones, Diane Kane, Phyllis Koenig, Evan Lapka, Ross Looney,

Stacey Menard, Chuck Moede, Carlos Noriega, Judy Ota, Roy Phillips, Marjorie Seiter, and Reese Terry.

Elders Susan Anderson and Al Manson were excused. Treasurer Pat Koester and Gene Fisseler were also present. Gene Fisseler was elected Clerk of Session Pro Tem.

The agenda was reviewed, amended, and approved for the meeting.

The minutes of the Stated Meeting held on July 23, 2006, were conditionally approved (pending further review following posting on the Session webpage), as corrected.

The minutes of the Congregational Meeting held of August 6, 2006, were reviewed and received.

Correspondence – There was no correspondence communicated to the Session by the Clerk Pro Tem.

Clerk’s Report

	Members	Families
Statistical information as of July 23, 2006	704	400
Gains:		
Transfer of Letter	+ 0	+ 0
Profession of Faith	+ 0	+ 0
Profession of Faith & Baptism	+ 0	+ 0
Losses:		
Removal from Roll	– 0	– 0
Death	<u>– 0</u>	<u>– 0</u>
Membership as of August 27, 2006	704	400
Baptized persons who have not made Professions of Faith:	140	
Total children, youth and adults:	846	

Weddings performed by Reverend Helen P. DeLeon:
 Erin See (NM) & Aaron Nance (NM) on August 4, 2007

Treasurer’s Report

Pat Koester presented the Treasurer’s Report for July 2006. The report was received. She requested that Session members provide their 2007 budget submittals as soon as possible to Shannon King in the church office.

Old Business

The Session considered different meeting days and times. It was agreed to convene future meetings on the fourth Tuesday of each month from 7:00 p.m. until 9:00 p.m. Following are the next twelve meeting dates:

- o September 26, 2006
- o October 24, 2006
- o November 28, 2006 (Tuesday after Thanksgiving)
- o December 26, 2006 (to be rescheduled?)
- o January 23, 2007
- o February 27, 2007
- o March 27, 2007
- o April 24, 2007
- o May 22, 2007

- o June 26, 2007
- o July 24, 2007
- o August 25, 2007

New Business

The Elders were reminded that agenda action items are ideally due to the Church Membership Secretary by Close-of-Business Wednesday prior to the Stated Meeting.

The Session acted on the following Committee motions.

Mission Committee:

- **The Session approved a motion** that Webster Presbyterian Church endorse the nomination of Reverend Helen Deleon by Presbytery of New Covenant to lead its annual mission trip to Central America in 2007.
- **The Session approved** formation of a task force to evaluate and advise Session about a request from a local non-denominational Hispanic congregation (15 members) to use Webster Presbyterian Church facilities for worship. The task force members will include representatives from the Mission Committee, the Worship Committee, and the Building & Grounds Committee and will provide a cost analysis.

Worship Committee:

- **The Session approved** a WPC choir Benefit Concert for Vicki Smith on October 19. The concert will be advertised in the community and the offering collected will be contributed to the missionary to help her meet her funding needs.

Care Committee:

- The Session approved a request to invite the Board of Deacons to meet with the Session at its September Stated Meeting.

Youth Ministry Committee:

- **The Session approved** a Sr. High car wash at the church on September 9 to raise funds for 2007 Youth Mission Trip.
- **The Session approved** the following roster of teachers and sponsors for service in the 2006-2007 year: Ralph Fixel, Nina Moede, Randy Moore, Jimmy Spivey (Jr. High Sunday School Teachers); Jenny Cowan, Watson Dupont, Lynn Godwin, Nina Moede (Jr. High PYC Sponsors); Jenny Cowan, Janet Davis (Jr. High Wonderful Wednesday Leaders); Catherine Gragg, Dennis Waehner (Sr. High Sunday School Teachers); Kathy Dixon, James Kinzler, Mike Lapka, Liz Loynes, Chuck Moede, Nancy Spivey (Sr. High PYC Sponsors); Joe Schwarz and Jeanne Camp (Sr. High Wednesday Night leaders).
- **The Session approved** the following curriculum: "Do I Know What the Bible Says?" (Cook Communications Ministries) for Jr. High Sunday School that provides several options for customizing 15 sessions and taking the youth through creation, the Old Testament, and the New Testament; and, "Fruit of the Spirit" (Group Publishing, Inc.) for the Jr. High girls' Wonderful Wednesdays that brings together scrap booking activities with devotions, scripture, and prayer about growing the Spirit's fruit.

Administration Committee:

- **The Session approved** the hiring of Linda Smith-Gregory to serve as Sunday School Superintendent, a part-time position at the same salary as the previous Superintendent.

Children's Ministry Team:

- **The Session approved** the following list of Sunday School teachers: Wendy Noriega, Diane Kane, BC Whigham, Sandy Murphy, Linda Smith-Gregory, Kim Luedde, Elizabeth Stoltz, Brenda Fixel, Frank Rix, Jenny Cowan, Cathy Black, Terrell McMillan, and Nancy Spivey.

Adult Education:

- **The Session approved** the following materials for use as study guides for Small Groups:
 - Life Connections' Series
 - Philip Yancey's books such as The Bible Jesus Read, The Jesus I Never Knew, the "Questions of Faith" video series, and the "When It's Hard to Choose" video series.
 - The Jesus Creed and Embracing Grace by Scott McKnight
 - The Worshiping Life by Lisa Nichols Hickman (meditations on the Order of Worship)
 - I Told The Mountain to Move by Patricia Raybon (a woman's adventure in learning how to pray and to love)
 - Speaking of Sin: The Lost Language of Salvation by Barbara Brown Taylor (recovering the lost language of salvation; how naming our sin moves us from guilt to grace)
 - Traveling Light by Eugene Peterson (study on the book of Galatians)
 - A Hard Fought Hope by William R. Long and Gladnion W. Clancy
 - Against the Grain by Ray Waddle (Ecclesiastes)
 - Blue Like Jazz by Donald Miller (unusual & interesting musings on Christian spirituality)
 - Wise Blood by Flannery O'Connor (novel; any compilation of O'Connor's short stories)
 - Having a Mary Heart in a Martha World by Joanna Weaver
 - Gilead by Marilynne Robinson (Pulitzer Prize winner)

Committee Reports

Finance – The newly populated team met Monday August 14 and put together a plan for the 2006 financial review and stewardship program. The program kicks off in September with four Saturday morning breakfast meetings hosted by Reverend Cooper. The stewardship portion of the plan could be wrapped up by early November.

Buildings & Grounds – The Committee has been busy with air conditioning repairs, installation of water supply and a sewer connection to the Fellowship Hall, and continuing roof repairs.

Fellowship – Wednesday Night dinners resume August 30; volunteers are being recruited and trained. The annual Shrimp Boil is set for September 30 at the Timber Cove pool pavilion.

Care – Julie Yencharis and Connie Carden completed Stephen Ministry training last month. Reverend Deleon also attended a conference addressing Stephen Ministry and will be working with Julie and Connie to apply what they've learned. Helen Deleon has expressed an interest in instituting, not before 2008, a Health Ministry that could help address the needs of aging members of our congregation.

Mission – The "English as a second language" classes offered by church members at the nearby Oasis of Hope church is thriving. Two distinct levels of instruction are reaching twenty students on Sunday mornings between 10:00 a.m. and 11:30 a.m.

Nominating Committee – Carl Allen requested each Session member to submit to him by email at least one member of the congregation to serve in the next class of Elders or Deacons.


Pastors' Reports

- Head of Staff – Mark Cooper will be teaching an adult Sunday School class based on the book Reading the Bible Again for the First Time. He announced that has been elected to Presbytery of New Covenant's Committee on Ministry.

- Associate Pastor – Helen Deleon shared her perspective on her summer of Stephen's Ministry training and participation in the New Orleans mission trip. She is also looking forward to teaching a Spirituality class later this year.
- Associate Pastor for Children & Youth – Ryan Sills announced his resignation effective September 30. Session expressed its appreciation for Ryan's contribution at Webster Presbyterian Church and its best wishes and prayers for his continued ministry.

The Session moved to call a Congregational Meeting on September 10, 2006, to act on Ryan's resignation.

There being no further business, the Session voted to adjourn. The meeting was closed with the Lord's Prayer at 5:20 p.m. The next Stated Meeting of Session will be convened on Tuesday, September 26, 2006, at 7:00 p.m.



Gene Fisseler
Clerk of Session Pro Tem

September 10, 2006
Church Sanctuary

The Webster Presbyterian Church congregation met in a called meeting for receiving the resignation of Rev. Ryan Sills effective September 30, 2006.

The Moderator, Rev. Mark Cooper called the meeting to order and open with prayer at 12:10 p.m.

A quorum was declared present.

A motion was made and seconded for Mr. Watson Dupont to serve as Clerk Pro Tem for the meeting. The congregation approved the motion.

Ryan expressed thanks for the opportunity to work with the children and youth of Webster Presbyterian Church. However, God is calling him to help another church grow their programs. Many members of the congregation and youth took the opportunity to express their thanks for Ryan's service.

A motion was made and seconded to accept the resignation of Rev. Ryan Sills. The congregation passed the motion with one nay vote.

With the purpose of the meeting accomplished, a motion to adjourn was made, seconded, and passed. Rev. Cooper closed the meeting with prayer at 12:25 p.m.



Rev. Mark Cooper
Senior Pastor



Watson Dupont
Clerk Pro Tem

September 26, 2006
The Meeting Room

The Webster Presbyterian Church Session held its stated meeting on Tuesday, September 26, 2006, in the Meeting Room. The meeting was opened with prayer by the Moderator, Reverend Mark Cooper at 7:06 PM.

A quorum consisting of the following was present: Moderator Reverend Mark L. Cooper, Associate Pastor Reverend Helen P. DeLeon; Ruling Elders: Carl Allen, Carol Bachtel, Karla Bradley, Jennifer Carr, Kathy Dixon, Watson Dupont, Johnny Jones, Diane Kane, Ross Looney, Al Manson, Chuck Moede, Carlos Noriega, Judy Ota, Roy Phillips, Marjorie Seiter, and Clerk of Session James E. Paden.

Treasurer Priscilla (Pat) Koester; and Deacons Susan Sterns, Tony LeCara, Laura Grady, Alberta Rohlfing and Coco Motley were also present

Elders Susan Anderson, Phyllis Koenig, Evan Lapka, Stacey Menard and Reese Terry were excused.

This was the annual meeting with the Deacons. Tony LeCara, Moderator of the Board of Deacons expressed his appreciation at being invited to participate in the meeting. He told the Session that the Deacons felt that they were the first line in direct contact with the congregation. The Deacons are going through training and preparing notebooks containing instructions, duties and "how to" accomplish the duties. He affirmed their accountability to the Session and the Board plans to issue quarterly reports. The Moderator thanked the Deacons for their report and asked if any of the others attending had comments or questions. There being none the members were invited to remain or if they chose, to leave. All of the members present thanked the Session for inviting them and left the meeting.

The corrected minutes of the stated meeting held on July 23, 2006 were approved.
The corrected minutes of the stated meeting held on August 27, 2006 were approved.
The minutes of the congregational meeting held on August 6, 2006 were approved.
The minutes of the congregational meeting held on September 10, 2006 were approved

CORRESPONDENCE - Several pieces of correspondence were received and communicated to the Session including a letter from Presbytery concerning Minimums for the Calls to Clergy for 2007.

A letter of resignation from the Board of Deacons was received from Lesley DiBello. The Session received the letter.

Clerk's Report

	Members	Families
Statistical information as of August 27, 2006	704	400
Gains:		
Transfer of Letter	+ 0	+ 0
Profession of Faith	+ 0	+ 0
Profession of Faith & Baptism	+ 0	+ 0
Losses:		
Removal from Roll	- 0	- 0
Death	<u>-1</u>	<u>-1</u>
Membership as of September 26, 2006	703	399

Baptized persons who have not made Professions of Faith: 140

Total children, youth and adults:

843

Deaths: Mrs. Florence H. Gorman died September 15, 2006. A Memorial Service was conducted by Mark L. Cooper on September 19, 2006

Requests for Transfer: Allison and Darren Leuking to Clear Lake Presbyterian Church, Houston, TX. The Session approved the request.

Removal from Roll: Kay and Tom Higgins have requested that they be removed from the WPC roll while they search for a more contemporary service. The Session approved their removal.

Communion was celebrated at both worship services on September 3, 2006.

New members: The Session **suspended its business to receive new members. Paul Cinchetti and his wife Rachel Boeckenhauer met with Session seeking membership. The members of Session welcomed them and introduced themselves. Following informal conversation with the couple they were** asked the following questions:

Who is your Lord and Savior? (Jesus is my Lord and Savior)

Do you trust Him? (I do)

Do you intend to be a faithful disciple, obeying God's word and showing Christ's love? (I do)

Will you be a faithful member of this congregation and will you seek the fellowship of the Church wherever you may be? (I will)

The Session having heard these affirmations of Faith, **voted to receive Paul Cinchetti and Rachel Boeckenhauer** into the full fellowship of Webster Presbyterian Church. This family has three minor children who will be entered into the church roll as well. **The Session approved the baptism** of their daughter, Maria, and son, Vincent, on November 26, 2006.

Treasurer's Report: Pat Koester, Treasurer, presented the year-to-date, as of August 2006, report. There were questions and answers, and the report was received.

New Business:

Actions by Session – The Session approved the following Motions:

1. The Worship Committee moved that Communion by intinction be celebrated on December 10, 2006 at a "Blue Christmas" worship service.
2. The Youth Ministry Committee moved that the position of "Minister of Children and Youth" be closed effective October 1, 2006, and to notify Presbytery of this action. This will save paying 12% of the salary associated with the position to the GA Board of Pensions.
3. The Buildings and Grounds Committee moved that it be authorized to negotiate and enter into a 12 to 24 month contract with an electricity supplier during the fourth quarter of 2006, the contract to become effective when the current contract with Reliant Energy ends in January 2007.
4. The Mission Committee moved that a "Silent Auction" be held in conjunction with the Choir concert on October 19, 2006 to raise funds for Vicky Smith. Vicky has been called to be a Presbyterian missionary and will teach in Jamaica.

Finance Committee


The Finance Committee requested that all Session Committees turn in their budget requests for 2007 as soon as possible. Given the results of the year-to-date Treasurer's report the

Committees were urged to be realistic with their requests. The Committee delivered 2007 Pledge cards to each Session member in advance of the general distribution to the Congregation. Pledge cards will be mailed to each Deacon soon. The hope is that all pledges by the Leadership of the Church will be in before the annual pledge drive starts.

STAFF REPORTS

Mark Cooper announced that he and Jill will hold an "Open House" on December 17, 2006, at their home.

There being no further business the Session voted to adjourn. The meeting was closed with Prayer by the Moderator at 8:57 PM. The next Stated meeting is scheduled for October 24, 2006 at 7:00 PM in the Meeting Room.



James E. Paden
Clerk of Session

Attachment (September committee reports)

Administration Committee Report

Attendees: Mark Cooper, Carlos Noriega, Joyce Sens, Pat Brackett, Paul Harano

The meeting opened at 7 PM with a discussion on Long Range Planning led by Paul Harano. After much discussion on the amount of time and effort that might be required, the team agreed to meet with Fred McGrath, who is with a group of retired executives that facilitates strategic planning with non-profit and religious organizations. Paul was excused for choir practice.

The meeting then opened with a prayer by Rev. Cooper.

Web Team: Joyce Sens reported on a number of improvements and planned improvements in the Web site, including the Web based calendar, building layout, new map to church, revised member pages for easier access, PDF format for the newsletter, and new logo. The team will look at examples of home web sites of churches and ask church members for recommendations to improve the home page. The goal will be to design web pages for each Session Committee and to train members to maintain their individual pages.

Communications Team: Pat Brackett reported on the Newsletter has been completed for August, with articles on the Mission trip, our Missionary Vicky Smith, the Habitat for Humanity and the blood drive dedicated to Marjorie Seiter's brother. The new logo is being finalized with suggestions from the Session and the church stationary will be revised on white paper to include the new logo and address the Team is working with Mark and Worship to evaluate a tri-fold Sunday bulletin with the goal of eliminating the inserts. New Business: India Allen has designed a new welcoming brochure and will submit to F&W for approval. CT will provide a community wide promotion of the proposed Vicky Smith musical benefit. CT plans to purchase an advertisement to congratulate Clay Anderson when he leaves for his space mission in the spring. The CT team suggests that the Administration, F&W, and others revisit the policy of removing all church material from the narthex during weddings, as the team feels this is a good way to promote WPC.

Pat Brackett ended the report by submitting her resignation as Chair of the Communication Team due to becoming President Pro Tem of the Bay Area Symphony League. The Committee thanked Pat for her many years of service as Chair of the Communications Team

and congratulated her on her new role with the Sym phony League. The Committee reluctantly accepted her resignation.

Special WPC Marketing Team – Tie Cowan has agreed to participate and organize the team.

Administration: Carlos Noriega reported that Carla Yager has been providing valuable support for the network, office and network software, computer file organization, network troubleshooting, and working with staff to improve productivity using software packages. This support is much appreciated by Carlos and the staff. The Committee discussed contingency plans for Shannon’s anticipated leave of absence. Shannon King is also a Notary Public.

Joyce Sens and Pat Brackett were excused and the Committee discussed a number of Personnel items.

The Committee discussed contingency plans for Shannon’s anticipated leave of absence. Shannon King is a Notary Public for church needs.

The Personnel Team will revise the Sextant job description with anticipation of making an offer.

Staff performance evaluation forms will be revised and sent to the evaluators.

Motion for Session Approval: Approve the hiring of Linda Gregory-Smith as Sunday School Superintendent to replace Diane Jerome.

After additional discussion, the meeting was adjourned at 9:30 with a prayer by Mark Cooper.

Adult Education Ministry Committee Report

Attendees: Tony La Cara, Jane Markley, Liz Loynes, Helen DeLeon, Eve Lawrence, and Kathy Dixon. Excused: Mary Lawrence.

1. Devotion – Jane Markley
2. Prayer
3. Team Reports
 - a. Adult Education –
 - i. Fall planning on August 13, 2006. Two six week programming.
 - ii. Greetings from Mark – Expressed wishes to begin teaching. He has two ideas
 1. Two six week sessions discussing “Reading the Bible Again for the First Time” by Marcus J. Borg.
 2. Nine week session discussing “Journey through the World” by James E. Davison and Sara Covin Juengst.
 - b. Small Group Ministry –
 - i. Jane teaching this Fall a course based on the principles8 groups with total of about 72 participants.
 - ii. Training Session for new leaders moved to November 12th in the afternoon
 - iii. Interested in breaking the image of Small Groups being for women and looking for ways to include men.
 - iv. Tuesday morning discussing “Reading the Bible Again for the First Time” by Marcus J. Borg.

- v. Wednesday morning would like to begin "Having a Mary Heart in a Martha World" by Joanna Weaver
 - 1. Action Item – Take to sessions for review.
- c. Other Than Sunday School – Tony beginning class – Reading the Bible in 90 days on Monday evenings began June 19 and still going strong.
- d. Women's Ministry –
 - i. Women's Retreat – Mary Marcotte has agreed to speak at the 2006 retreat, October 13-15.
 - ii. Sisters in Faith – starting their third round of monthly meetings with new member involvement.
- 4. Rally Day August 27th
 - a. Met last week - based on "Survivor" theme but calling it "Savior" with a skit based on "Gilligan's Island". Well organized with multiple input from various people participating and assisting.
 - b. Want to make an announcement Sunday August 20th.
- 5. Budget Planning
 - a. Strategic Planning – See attached document budget est. \$8,000.00.
- 6. Old Business
 - a. Advent Committee – Christmas Eve will be on Sunday but classes will normal. Christmas Festival is schedule for 12/10/06. New Year's Eve is a Sunday and we will need to organize Intergenerational class. Committee recommends for December 30th 2007 will be an Intergenerational class organized by the Children's Committee.
- 7. Closed in Prayer
- 8. Session Action Items for Adult Education
 - Approval of study guides for Small Groups for the next year.
 - Life Connections' Series
Philip Yancey's books such as The Bible Jesus Read, The Jesus I Never Knew, and All five video series (I through V) "Questions of Faith" are also on DVD now. There are six video tapes on topics for discussion "When It's Hard to Choose".
 - The Jesus Creed by Scott McKnight has a study guide along with the book. It develops Christian spirituality in daily life. (Elizabeth has a copy of this book and study guide if you would like to preview them. Helen may also.)
 - Embracing Grace by Scot McKnight (Jesus Creed author)
 - The Worshiping Life by Lisa Nichols Hickman (meditations on the Order of Worship)
 - I Told The Mountain to Move by Patricia Raybon (a woman's adventure in learning how to pray and to love)
 - Speaking of Sin: The Lost Language of Salvation by Barbara Brown Taylor (recovering the lost language of salvation; how naming our sin moves us from guilt to grace)
 - Traveling Light by Eugene Peterson (study on the book of Galatians)
 - A Hard Fought Hope by William R. Long and Gladnion W. Clancy
 - Against the Grain by Ray Waddle (Ecclesiastes)
 - Blue Like Jazz by Donald Miller (Unusual & interesting musings on Christianity Spirituality)
 - Novels/Short Stories
 - Wise Blood by Flannery O'Connor (novel)
 - Any compilation of O'Connor's short stories
 - Having a Mary Heart in a Martha World by Joanna Weaver
 - Gilead by Marilynne Robinson (Pulitzer Prize winner)

The rest is FYI... all teachers and curriculum has been previously approved.

Reading the Bible Again for the First Time. How do we read the Bible faithfully? Using Marcus Borg's book, this class will look at the cultural, theological, and historical lenses through which we read the Bible and how those readings affect our relationship to God. Led by Mark Cooper, this class meets in the Fellowship Hall Narthex and runs through November 26th.

Adult Bible Class (ABC): Jesus—Powerful, Courageous, Trusting. The Gospel of Mark portrays Jesus as a powerful man, confident of his choices and thoroughly trusting in God even as he faces persecution and death. Mark's words are an encouragement to uncertain disciples of all the ages to see clearly the path Jesus invites us to follow. This ongoing class meets in the Quilt Room. Note: This is from the Kerygma series so it is pre-approved.

Young Adults Class: What Do Other Faiths Believe? This class will look at the basic beliefs of six non-Christian religions to see how the beliefs and practices of these religions are similar to and different from basic Christian beliefs. Led by Jeannette Booher, The Young Adult class meets in The Gallery and will run from September 10th through October 15th.

Curriculum: What Do Other Faiths Believe by Paul Stroble. Teacher: Jeannette Booher
Introduction to Covenant Groups. Have you ever thought about joining a Covenant group, but unsure if this is for you? This class will give you an opportunity to learn more and actually experience a Covenant group before joining an ongoing group. This class is led by Jane Markley and Tye Cowan and meets in the Library. It will run from September 10th through October 15th.

The Shalom of God in the Midst of Empire. Using different texts from Isaiah, this PC(USA) peacemaking curriculum discusses how we might re-attune ourselves to the voice and vision of God's shalom for our communities and ourselves. This class is led by Kimberly Glaus-Late and meets in the Meeting Room. This class starts on September 10th and runs through October 15th.

Spirituality 101. God can touch us in so many ways and this class invites us to explore spiritual practices that help us enrich and strengthen our lives that we may become more effective disciples of Jesus. Led by Helen Deleon, this class runs from October 22nd through November 26th.

One Step Closer. Since 1978, the rock band U2 has blended Rock 'n Roll and theology; Bible scholarship and slick marketing. Christian leaders have asked if they are "Christian enough." We will use the book One Step Closer by Christian Scharen to explore the music, lyrics, and work of four Dubliners and discover if they are one step closer. Led by Tony Le Cara and Mary Lawrence, this class runs from October 22nd through November 26th.
 Curriculum: One Step Closer by Christian Scharen

Buildings & Grounds Committee Report

The Building & Grounds Committee met at 6:30 p.m. in the Meeting Room. Attendees included Carole Kloves, Johnny Jones, Rev. Mark Cooper, and Gene Fisseler. Mark opened the meeting with prayer at 6:35 p.m.

The attendees inspected work recently completed and other items of interest, including:

- Fellowship Hall water/sewer line installation – cleanup following the outdoor excavation leaves a great deal to be desired; rock, rubble and brick will be removed; the interior work looked good; Johnny to follow up the needed sheetrock repairs.
- Fellowship Hall outdoor hose bibs – there are three new hose bibs installed around the perimeter of the building
- Fellowship Hall HVAC overflow damage – several floor tiles along the rear wall of the Fellowship Hall will need to be replaced following damage incurred by overflowing condensate from the HVAC pan
- Chancel light bulb replacement – the work is completed; all lights are again working

- Chancel side tables – Rogge Marsh’s fine workmanship is greatly appreciated.
- New plantings along the Sanctuary on the NASA Parkway side – Johnny has transplanted several palms from his yard.

The following summarizes other items discussed.

- **Building security** – building doors continue to be left unlocked by members and staff; the janitorial service will be contacted to investigate the possibility of adding lock-up its scope of work
- **Sexton position** – B&G will meet with other stakeholders to consider the viability, the pros, and the cons of hiring a sexton (terminating the janitorial service).
- **Carillon** – Repairs will be made. A proposal to move the keyboard and speaker to the sanctuary building (perhaps a new keyboard with computer automation) is being evaluated.
- **Dumpster** – Republic Waste will be contacted to investigate alternative, more cost effective options available.
- **Fire alarm system** – the pros and cons, costs and benefits of continued maintenance and upkeep of the alarm system was discussed. Fisseler attended the Administration Committee meeting and asked for a review of the insurance policy to determine if it addresses our alarm system. B&G will review City codes to determine what is required.
- **HVAC** – thermostats throughout the campus are regularly found at very low settings. Alternatives to control access were discussed.

The meeting was concluded at 7:30 p.m.

Care Committee Report

Vision Statement: *The Care committee communicates Christ's compassion through support, service and presence to Webster's family of faith and their neighbors.*

- I. **Committee members present:** Even Lapka, Laura Shipman, Tony LaCara, Alberta Rohlfing, Julie Yencharis, Judy Ota
Additional attendees: Connie Carden
- II. **Devotional** was based on the song, “Who Will Be Jesus,” and was selected based on the Stephen Leader Training experiences of Julie Yencharis and Connie Carden.
- III. **New Business**
 1. Stephen Ministry’s report on training – Julie gave a brief overview of the 10 components to a successful Stephen Ministry program, and spoke about the process of referring potential care receivers to Helen.
 2. Deacon’s Report & Budget for 2007 – Tony reported budget needs as follows:
 - A. Deacon Crisis Care Support & Care Baskets - \$200
 - B. Deacon Supplies - \$750
 - C. Deacon Training - \$660
 - D. Memorial Receptions - \$800
 3. Budgets for Teams provided prior to meeting
 - A. Stephen Ministry - \$4018
 - B. Prayer Chain - \$100
 - C. Person-Centered Ministry - \$300
 - D. Pastoral Care - \$300
 4. Elder’s Report
 - A. WPC marketing task force will focus on the growing apartment dwellings & housing that will surround WPC.
 - B. The time for Care Committee meetings will remain at 7:00 PM.
- IV. **Helen’s Report** (given by Judy Ota) Helen is interested in beginning a Health Care Ministry in 2007. This ministry could meet the needs of members beyond

the service deacons provide. Helen would like to examine/evaluate the needs of the congregation, possible training, and overall support generated by WPC.

V. Additional items discussed

- A. Judy stated the original objectives of the Care Committee and posed the question, "Do we want this church to be here for the next generation?" We discussed the cause and effect of people feeling cared for and stewardship.
- B. Tony discussed the need for the Deacons to meet with Session.

ACTION ITEM: Session to decide when the Deacons can meet with us.

Care Ministry 2007 Vision Budget

Deacons	
Crisis Care Support & Care Basket	\$200
Supplies	\$750
Training	\$660
Memorial Receptions	\$800
Total Deacons	\$2,410
Stephen Ministers	
Material to train (6) new SM	\$300
Misc. supplies	\$50
Refreshments for 20 evening classes	\$200
Stephen Ministers leadership training	
Conference expenses for (2) people	\$2,568
Transportation	
a. if Corpus Christi (gasoline)	\$150
Total (Conf Exp + Gasoline)	\$2,718
b. if Orlando or Ontarios (plane tickets)	\$500
Total (Conf Exp + Plane tickets)	\$3,068
Continuing Education	
a. misc. supplies	\$50
b. refreshments	\$50
c. honorariums	\$300
	\$400
Stephen Ministers Grand Total	\$4,018
Prayer Chain	\$100
Person-Centered Ministry	\$300
Pastoral Care	\$300
Total	\$7,128

Children's Ministry Team Report

Present: Diane Kane, Karla Bradley, Wendy Noriega, Linda Smith-Gregory, Sandy Murphy, Jenny Cowan, Kim Luedde, Elizabeth Stoltz, Brenda Fixel, India Allen

All CMT participants and children's Sunday School teachers were invited to the meeting. The focus of the meeting was preparing for the fall program.

Class Staffing:

Linda Smith-Gregory made many calls to solicit teachers for the classes. The class staffing was distributed. Although three teachers is optimum to allow teachers to miss occasional weeks, all classes were staffed with at least two teachers except the K-1st class.

Nursery/ Toddler	GIGL	Pre- school	K-1st	2 nd -3 rd	4 th -5 th	Gathering	Subs
Jessica	Wendy Noriega	Wendy Noriega	Sandy Murphy	Diane Kane	Kim Luedde	Frank Rix	Cathy Black
Kristen	Diane Kane	BC Whigham	?	Linda Smith-Gregory	Elizabeth Stoltz	Jenny Cowan	Terrell McMillan
Taryn					Brenda Faxel		
James							
Maria							
Darshani							

Curriculum: Bible Quest

Books were passed out to the teachers. The curriculum covers from September 3 to November 26. After November 26 there will be advent curriculum for four weeks. It was discussed that although the curriculum for the different ages has six to seven common stories and bible lessons, they are not necessarily taught the same weeks across all ages. This makes the stories for the gathering time difficult to select. It was determined that Jenny and Frank will determine which weeks to teach the common lessons and inform the teachers which weeks those will be introduced to the children.

Materials for Projects:

India Allen has agreed to obtain any materials necessary for that week's lessons. However, she will be setting a weekly deadline for teachers to submit those needs, once she knows what her fall schedule is.

Rooms:

Room accommodations for the different groups were discussed. The biggest challenge may be the gathering time. Future room changes may be needed to accommodate the size of the group during the gathering time. However, closet space for props and costumes is preferred.

Rally Day:

Rally Day is August 27, and Karla Bradley has been participating in the Rally Day Planning Team. Rally Day activities start in the sanctuary at 9:45 a.m. for all ages except the infants and toddlers, and children will be able to sit with their class and teachers. About 10:15 the children will be led to their class by their teachers. An announcement needs to be made for the parents to pick up their kids at 10:45 a.m. at their classrooms and please check existent or submit new emergency information cards.

Website:

Child Care/Nursery staffing schedules will be put on the website. Communication with the congregation via the website or e-mail reminders will also increase.

Action items for Aug/Sept:

Solicit additional teachers for fall quarter (**Linda S-G.**)

Determine which weeks common lessons will be taught during gathering time (**Jenny, Frank**)

Set a weekly deadline for teachers to request classroom materials (**India**)

Post staffing schedules on website (**Linda S-G.**)

Session Approval:

1. Sunday School Teachers
2. Sunday School Superintendent: Linda Smith-Gregory

Fellowship & Welcoming Committee Report

Fellowship Team

Coffee Fellowship continues. The intention is to begin using "fair trade" coffee soon. Wednesday Night Dinners will begin August 30. Currently, we do not have a specific coordinator – Stacey Menard and Nancy Spivey will share responsibilities.

Upcoming Events:

- August 27: Pot Luck Luau
- August 30: Wednesday Night Dinners resume
- October 29: Octoberfest
- November 5: FaLaLa
- December 10: Christmas Festival

New Member Team

- The next Open Door Class will be held on September 20 & 27.
- The next New Member Reception will be held October 22.
- The New Member Team is still looking for additional team members.

Visitor Team: Helen reported Jack and Peggy Armstrong as new team members for the Visitor Team.

Greeters: Several of our new members have agreed to serve as greeters.

Other Business:

Budget items were discussed, reviewed and submitted to Pat Koester.

Finance Committee

Members present were Jennifer Carr, Roy Phillips, Pat Koester and Mark Cooper.

Absent were Jim Ingram, Dennis Rohlfing & Tye Cowan.

The committee met at Roy Phillips house at 7:20PM. Mark opened the meeting with prayer.

We reviewed the summary of Revenues and Expenses.

Mark presented a Stewardship program that was discussed and agreed upon.

There will be 4 breakfasts offered on 4 Saturdays in September for church members to attend. Beginning September 9, the breakfast/meeting will begin at 9:30AM and last until 11:00AM. Child care will be provided. The meetings are intended to let church members know about our Stewardship program and to get feedback on WPC's financial future. Mark will put together a Powerpoint program for these meetings.

We are going to talk with the Deacons about making phone calls to invite members to these breakfasts. The attendance should be limited to approx 30 members per Saturday. Mark will talk with Helen to discuss this.

Jennifer will be in charge of putting the meals together for these 4 Saturdays. More breakfasts/meetings can be added if 4 are not enough.

Pat & Mark will work on getting Stewardship materials together.

Monday October 9 is our kick-off of the campaign and information packets will be mailed out on that date.

These are the dates in October for the Stewardship campaign:

Monday October 9: Put up posters provided and mail Inspirational packets

Sunday October 15 – INSPIRATION SUNDAY: Hand out Personal Guides in church.

Monday October 16: Mail all offering card packets

Sunday October 22 – GRATITUDE SUNDAY: Members bring and turn in offering cards mailed last Monday

Monday October 23: Mail a postcard reminder to members who have not returned an offering on Gratitude Sunday

Sunday October 29 – CONSECRATION SUNDAY: Members continue returning offering cards. Consecrate all cards received to date

Monday October 30: Mail a Follow-up packet to any member who has not returned an offering card.

Sunday November 5 – VICTORY SUNDAY: Most remaining cards come in today. Celebrate

Mission Committee Report

Note: Next Mission Committee Meeting at 4:00pm on 09/10/06 in the Meeting Room; Devotion to be prepared by Marjorie Seiter; Please check the last page of these minutes for the current devotion schedule.

- **WPC Missionary – Vicki Smith**

Our member, Vicki Smith is an official Presbyterian Missionary. She will serve in Jamaica at the Iona Preparatory School. She will need to raise \$48,000 to fund her activities for 2 years. (Vicki actually needs to raise half of this plus 10% - \$26,400 - by November of 2006). The money will be used to support Vicki and pay for medical insurance and pension. The session authorized the Mission Committee to coordinate Vicki's fund raising activities. The choir is planning to do a concert with a love offering. A feature newsletter article will be submitted describing Vicki's call, passion for this work, and the funds needed to support her.

- **Neighborhood Ministries**

- **ESL** – Our ESL class in partnership with the Oasis of Hope Church is thriving! We are teaching 2 separate classes – a beginning class and an advanced class. We have approximately twenty eager and dedicated students. Members of the teaching team are Dick Brackett, Sylvia Kinzler, Mary Camp, Marlon Figueroa, Alicia Ruiz, Kelley, Kiernan and Marjorie Seiter.
- **Summer Program** - D'Ann Leech is supporting the Oasis of Hope summer program at the Capital Estates Apartments. The program has been suspended but will start back up in the fall.

- **WPC Patriots**

We have received several thank you notes from family members and troops who have received care packages. They were thrilled and delighted to receive them. Scott Taub, an officer with 40 men under him, wrote that he enjoyed the package and shared the contents with his men.

- **Habitat for Humanity**

The house that we worked on has been completed and the happy family has moved in. A new house will be started in the fall. We will try to get a WPC day scheduled.

- **Medical Bridges**

Last year, the Mission Committee pledged \$500 to Medical Bridges for the shipment of a container of medical supplies to the Fordjour Center in Ghana, Africa. The remainder of the funds has been raised and the container will be shipped in September.

- **Blood Drive** – The next blood drive will be held on 9/10/06. We will investigate how the donations can be dedicated to support Walter Hendershot, Ruth Hendershot's son and Marjorie Seiter's brother. Walter has a rare liver disease called Primary Sclerosing Cholangitis. The only treatment is a liver transplant. He must bank a large number of units before he will be eligible for the transplant. We will do a minute for mission on 9/3 to remind folks of the blood drive.

- **WPC Member Benevolence**

Carl reported that all repair work has been completed on the roof.

Newsletter, Bulletin, Minute for Mission

The following newsletter articles are due by 8/15

- o Second installment of the 2 part series on WPC mission activities – Marjorie
- o WPC Missionary feature article – Marjorie
- o Blood Drive Bulletin notice - Jim
- o Mission Month – Kimberly
- o Crop Walk – Ann
- o Habitat – Carl
- o WPC Patriots – Phyllis

Minutes for mission during mission month will be coordinated by Kimberly.

- **Mission Trip to Metairie, LA** – Fourteen people representing WPC will travel to St. Bernard Parish, LA, to assist with houses that were destroyed by hurricane Rita. They will leave Sunday, 8/13 and return on 8/19.
 - **Mission Month** - Mission month is scheduled to begin on 9/10 and end on 10/1 in conjunction with World Communion Sunday. This is the day that we receive the Peacemaking Offering.
 - o **Peacemaking Sunday School class** – we will need to find a teacher for this class.
 - o Each week will have a unique focus
 - **9/10** – Local focus – 3 booths - Habitat, Interfaith Caring Ministries, Bay Area Turning Point and the Webster Technology Center
 - **9/17** – National focus – Ann Taylor will do a minute for mission on the Crop Walk for both services. We plan to have a booth in the narthex for the Heifer Project Ark.
 - **9/24** – International focus - Kimberly will arrange with Ryan Stoltz to talk about his experience on a mission in Africa. Vicki Smith will also have a booth.
 - **10/1** – World Communion Sunday – we will receive the Peacemaking Offering. The WPC portion of the offering will be donated to Mercy Corp. Mercy Corp provides emergency relief services, economic development support, and civil society initiatives to areas in need across the globe including Lebanon, East Africa, and the US. Ruth Allen, Carl Allen's daughter works for Mercy Corp. Carl will do a minute for mission at each service.
 - **Presbyterian Central American Trip 2007** – Helen will lead the annual Presbytery mission trip to Central America. D'Ann Leech agreed to help with trip coordination. We would like to recruit at least 2 members to go on this trip with Helen. We agreed set aside a sizeable amount from our 2007 budget to support Helen and provide scholarship money to the other volunteers. A session motion will be taken forward to endorse this activity.
- Request from Hispanic Church** - We have received a request from a non-denominational Hispanic church through Tim Phillips at Presbytery, to hold church services at our facility. A space is needed 1 evening a week for a worship service. A multi-ministry task force should be formed including Building and Grounds and Worship to see how we can accommodate this request. A session motion will be taken forward to establish the task force.
- **2007 Mission Budget** – We agreed to again request 10% of pledges for our 2007 mission budget. An assumption of \$60K will be input to budget planning activities. The funds will be distributed as shown:
 - o **Local Mission** – 15K
 - o **National Mission** - 2K
 - o **World Mission** – 2K
 - o **Presbytery** – 17K
 - o **WPC Member Benevolence** – 4K
 - o **Community Assistance** – 8K
 - o **Mission Trips and Conferences** – 5K

- **WPC Missionary** – 5K
- **WPC Mission Projects** – 2K

Crop Walk – The crop walk will occur on 10/1/06. A booth will be set up to obtain pledges on 9/17 and 10/1. The walkers will be commissioned on 10/1. Inserts will be placed in the bulletin and a poster will be placed on the mission bulletin board outside of Bouton Hall.

2006 Devotion Assignments

- September 10 – Marjorie Seiter
- October 8 – Walter High
- November 12 – Arland Actkinson
- December 10 – Ann Taylor

Worship Committee Report

REPORTS OF COMMITTEE

Glenn Foster:

- Faith Choir starts practice this week
- The Faith Choir will participate in the "Meet the Composer" concert at the Clear Lake Methodist Church on September 8 – 10.
- The choir wants to give a benefit concert to support our new missionary, Vicki Smith, in mid-October. A proposal will be made to the Session that an offering be taken and the proceeds go to support Vicki's financial requirements.

Jackie Hart: Jackie has agreed to replace Mary and Vernon Kane as a head usher at the 8:30 service.

Joyce Sens: Joyce reported that additional paraments are in work.

Chuck Moede:

- Chuck reported that the next Youth Worship Service was scheduled at 7:00 P.M. on August 27. The target date for the September service is the 17th. He also asked the Worship Committee for service project suggestions for the Youth.
- Chuck reported that we have reached an agreement with Weaver Electronics for the installation of new lights. Currently we are waiting on a second demonstration light. As soon as we receive the second light we will agree on a schedule with Weaver. If we don't receive the second demo within two weeks we will proceed with the demo light we have on-hand.
- Chuck reported that following a recent wedding at our church he found the thermostats in the sanctuary set below 50 degrees. He recommends that we consider changes to our wedding policy to better control these types of things.

Al Manson:

- Al reported the results of the Advent Planning Team Meeting held on August 1.
- A slight change in the communion serving process was discussed.

Bulletins:

- Ideas were discussed regarding the bulletin. After a number of suggestions were made it was decided to put this item on the agenda for next month.

COMMUNION

Communion was celebrated on July 23 and August 6 and is scheduled next on September 3.

October 24, 2006
The Meeting Room

The Webster Presbyterian Church Session held its stated meeting on Tuesday October 24, 2006 in the Meeting room. The meeting was opened with prayer by the Moderator, Reverend Mark Cooper at 7:03 PM.

A quorum consisting of the following was present: Moderator Reverend Mark L. Cooper, Associate Pastor Reverend Helen P. DeLeon; Ruling Elders: Carl Allen, Jennifer Carr, Watson Dupont, Johnny Jones, Diane Kane, Phyllis Koenig, Ross Looney, Al Manson, Chuck Moede, Carlos Noriega, Judy Ota, Roy Phillips, Marjorie Seiter, Reese Terry, and Clerk of Session James E. Paden.

Elders Carol Bachtel, Karla Bradley and Stacey Menard were excused.

Elders Susan Anderson, Kathy Dixon and Evan Lapka were absent.

Treasurer Priscilla (Pat) Koester was also present

The minutes of the stated meeting held on September 26, 2006 were approved with minor corrections.

CORRESPONDENCE

Several pieces of correspondence were received by the Clerk and disseminated to the Session members.

Clerk’s Report

Statistical information as of September 26, 2006	703 Members	399 Families
Gains:		
Transfer of Letter	+ 0	+ 0
Profession of Faith	+ 2	+ 1
Profession of Faith & Baptism	+ 0	+ 0
Losses:		
Transfer of Letter	- 2	- 1
Removal from Roll	- 2	- 1
Death	<u>-1</u>	<u>-1</u>
Membership as of October 24, 2006	700	397
Baptized persons who have not made Professions of Faith:	141	
Total children, youth and adults:	841	

Communion was celebrated at both worship services on October 1, 2006.

Treasurer’s Report

Treasurer Pat Koester presented the financial status of the church year to date through September 2006.

WPC is still \$71,000 in deficit. Discussion included what actions should the Session take to make up this deficit by the end of the year. The Treasurer also reported that to date 86 pledges have been received including 7 new pledges totaling \$27,000. Sixty three have increased their pledge by 19%. The report was received by Session.

New members:

The Session suspended its business to receive new members. Joe and Penny Halloin met with Session seeking membership. The members of Session welcomed them and introduced themselves. Following informal conversation with the couple they were asked the following questions:

Who is your Lord and Savior? (Jesus is my Lord and Savior)
 Do you trust Him? (I do)

Do you intend to be a faithful disciple, obeying God's word and showing Christ's love? (I do)

Will you be a faithful member of this congregation and will you seek the fellowship of the Church wherever you may be? (I will).

The Session having heard these affirmations of Faith, voted to receive into the full fellowship of Webster Presbyterian Church: **Joseph M. Halloin** by transfer of his letter from Presbyterian Church of Okemes, Okemes MI., and **Penny M. Halloin** by reaffirmation of her faith.

New Business:

- Adult Education Committee requested approval for *Against the Grain: Unconventional Wisdom from Ecclesiastes* by Ray Waddle, for use by the Small Group Study. **The Session approved this request.**
- Administration Committee recommended that the Session committees reassess the human resource needs and priorities with an emphasis on required functions that should be performed by employees rather than church members or volunteers. To facilitate planning follow up actions, the committee requested these reports be completed prior to the November 28 Stated meeting.
- Administration Committee requested Session approval for a retroactive pay rate adjustment from \$8.00/hour to \$8.32/hour for child care worker Maria Atansova. The change is necessary due to a lack of documentation of a previously intended rate adjustment. **The Session approved this rate adjustment.**
- Administration Committee requested Session approval for extension of "Special Marketing Team" report from the December meeting to the January 2007 meeting. **The Session approved this request.**
- Administration Committee was requested to bring a recommend plan to Session for a *Long Range Planning Team* to look at immediate and long range plans for the church.
- Hispanic Worship Task Force reported their findings to the Session. They recommended that WPC enter into a contract for a joint mission with Juaquin and Yamilet Patino to reach unchurched people in the Webster community by providing the ministry *Casa de Oracion Monte Carmelo* with facility space to provide worship, fellowship and Christian education. The contract is recommended for a trial period of six months. **The Session tabled this recommendation to gather further facts.**

The Session voted to suspend the order of the day (time for the meeting has expired).

Informational reports from Committees

In addition to the attached reports from the several committees the following reports were submitted.

Buildings & Grounds:

The seams in the roof over the administration and educational wings have been sealed. Now work on the class rooms in the education building can be started to remediate the mold and insulation. Additional air handlers will be needed to adequately distribute air flow to both floors of the educational wing. Lights in the parking lot have been fixed.

Mission:

The committee reported that \$5,200 was raised by the Music Committee concert to aid in sending Vicky Smith to Jamaica. The Synod of the Sun has pledged \$5,000 to help this missionary next year. The Crop Walk raised \$1,500 and the Peace Making offering was \$2,200. There will be a training session in January 2007.

STAFF REPORTS

Helen DeLeon:

- Helen will lead a mission trip to Guatemala in July.

- A return visit to Louisiana to help remediate some of the housing there will be in March.

Mark Cooper:

The following message was received by the Session concerning their action at the September 26, 2006 meeting concerning vacating the position of "Minister of Children and Youth".

October 04, 2006

Dear Elders,

As I'm sure you recall, at our last meeting session voted to close the position of Minister of Children and Youth in order to avoid paying vacancy dues to the Board of Pensions. I am now a member of the Presbytery's Committee on Ministry, and this was discussed at yesterday's meeting. Basically, the committee tabled the matter, the reason being that it requires a congregational vote rather than a vote of session to close a position. (I know we were working off information we had been given by someone at the Presbytery office.)

I was supportive of session's action because we are not sure what is going to happen with that position and none of us wants to pay dues on a position that may not be filled. I have to say, though, that it would seem to be a matter of greater magnitude to immediately ask the congregation for that vote. I think that runs the risk of sending the message that we don't plan to hire anyone to work with our youth, and I don't think we want to send that message until we have a better idea about what we're going to do.

It seems too early to assume that we are not going to fill that position, or that we can't afford to fill it, or that we are going to hire a [Lay](#) Director of Youth rather than an ordained Minister of Youth. Any of those thoughts might be true, and I am not advocating that we go in any particular direction. It is essential, though, that we approach this matter "decently and in order." No one individual, no one group, no one committee, not even, I think, the session itself, is in a position at this moment to make a decision about this position. If we are going to deal with this responsibly we will establish a task force and give it the responsibility of examining the church staffing needs and bringing back to session a recommendation, within a relatively short time frame. There is no need for this to take months and months. Also, we cannot simply assume that we can't afford to fill that position. It is very possible that we can't - I'm certainly worried about it. But, we don't know what the budget is going to look like next year and I'm concerned about the apparent foregone conclusion that it's going to be a disaster. Also, we are going to have a budget of some kind next year. Like all budgets it will require prioritization and it may be that filling that position in some way will be seen as a higher priority than other things.


So, we are all entitled to our ideas and opinions about this, but the reality is that no decisions have been made and we have some work to do before we will be in a position to make a decision.

Mark

Election Of Commissioners

Elders Jennifer Carr and Phyllis Koenig were elected to represent WPC at the November Presbytery meeting.

There being no further business the Session voted to adjourn. The meeting was closed with Prayer by the Moderator at 9:34 PM. The next scheduled meeting will be held on November 28, 2006.



James E. Paden
Clerk of Session

November 28, 2006
The Meeting Room

The Webster Presbyterian Church Session held its stated meeting on Tuesday November 28, 2006 in the Meeting room. The meeting was opened with prayer by the Moderator, Reverend Mark Cooper at 7:00 PM.

A quorum consisting of the following was present: Moderator Reverend Mark L. Cooper, Associate Pastor Reverend Helen P. DeLeon; Ruling Elders: Carl Allen, Susan Anderson, Carol Bachtel, Karla Bradley, Jennifer Carr, Kathy Dixon, Watson Dupont, Johnny Jones, Diane Kane, Phyllis Koenig, Ross Looney, Al Manson, Stacey Menard, Chuck Moede, Carlos Noriega, Judy Ota, Roy Phillips, Marjorie Seiter, Reese Terry, and Clerk of Session James E. Paden.

Elder Evan Lapka was absent

Treasurer Priscilla (Pat) Koester was also present.

The minutes of the stated meeting held on October 24, 2006 were approved.

CORRESPONDENCE:

Several pieces of correspondence were received from presbytery and relayed to the Session; including an invitation to attend an Open House at Presbytery on December 7, a letter informing the church of the misdirected Presbytery funds and a letter from the *Mission Initiative: Joining Hearts and Hands* fund thanking WPC for their contribution designated to support Vickie Smith in Jamaica.

Clerk's Report

	Members	Families
Statistical information as of October 24, 2006	700	398
Gains:		
Transfer of Letter	+ 1	+ 1
Reaffirmation of Faith	+ 1	+ 0
Profession of Faith & Baptism	+ 0	+ 0
Losses:		
Transfer of Letter	- 0	- 0
Removal from Roll	- 0	- 0
Death	- 0	- 0
Membership as of November 28, 2006	702	399
Baptized persons who have not made Professions of Faith:	143	
Total children, youth and adults:	845	

Communion was celebrated at both worship services on November 5, 2006

Baptisms:

- Vincent Patrick Cianchetti, born September 2, 2003, son of Rachel Kaye Boeckenhauer and Paul Anthony Cianchetti, II was baptized on November 26, 2006 by Rev. Mark L. Cooper.
- Maria Estella Cianchetti, born March 19, 2006, daughter of Rachel Kaye Boeckenhauer and Paul Anthony Cianchetti, II was baptized on November 26, 2006 by Rev. Helen P. DeLeon.

The Session suspended its order of business to meet with **Norlyn L. (Bud) and Jeanne M. Allison** and **T. Stewart (Stew) and Shirley W. Coffman** to be received as new members. The Session members introduced themselves and the Coffman's and Allison's relayed some of their background. Following this exchange the Session voted to receive Norlyn L. (Bud) and Jeanne M. Allison and Shirley Coffman into the full fellowship of Webster Presbyterian Church by transfer of their letters from St. Luke Presbyterian Church, Houston, TX. T, Stewart Coffman is a retired Presbyterian Minister and was received as an Associate member. The right hand of fellowship was extended to each of these new members.

Having accomplished this business the session returned to its agenda.

Treasurers Report

Treasurer Pat Koester presented the financial status of the church year to date through October 2006. WPC is currently \$64,277 in deficit. The report was received by Session.

Financial Report

Mr. Phillips led a discussion on ways to make up the projected year end deficit of \$67,702. He projected that the total revenue for 2007 could be \$748,132 and that 1/3 of the deficit could be reduced during the year leaving a projected spending budget of \$725,565. Currently there is a \$64,458 difference between this projected available revenue and the Session committee's *wish list budget*.

Mr. Noriega suggested a plea to the congregation to dig deeper into their pockets to help alleviate some, or all, of the deficit before the end of the year. To that end, after much discussion, it was decided that Mr. Noriega would make this plea at both Worship services on December 3, 2006, explaining how the deficit occurred and what could be done to erase it.

Mr. Noriega requested that the ordained staff excuse themselves from the meeting so that the Session members could discuss a recommendation for the staff Call revisions. The clerk assumed the Moderation.

A recommendation for a change of Call for the Senior Pastor was made and after discussion, the Session voted to recommend this Change of Call to the Congregation at their annual meeting in January. A recommendation for a change of Call for the Associate Pastor was made and after discussion an amendment to the recommendation was made. The Session voted to pass the amended recommendation and to recommend this Change of Call to the Congregation at their annual meeting in January.

The Ordained staff was invited back to the meeting and the Order of business resumed.

New Business

1. The personnel Team recommended that the Session employ George Gray as the Interim Director of Music on a month to month basis for a period of six months at the same salary and conditions as that of the former Director of Music. The Session voted to employ George Gray under these terms.
2. The Session voted to call a Congregational meeting on Sunday December 17 following the 11:00 AM worship service for the purposes of:
 - Electing Church officers for the 2007 year, and
 - Electing an Associate Pastor nominating committee.
3. The Session voted to call a meeting on January 9, 2007 at 7:00 PM for the purpose of discussing the 2007 budget.
4. The Session Voted to call a Congregational meeting on January 14, 2007 for the purpose of receiving the annual report, acting on the recommendation of Session concerning Changes of Call for the Ordained Staff and taking such other action that may be properly brought before it.
5. The Session voted to provide an emblem similar to the Church Logo to Clay Anderson for his journey to the International Space Station.

The children’s Ministry Committee made the following motion:

Request that CMT be allowed to liquidate furniture and materials that are no longer appropriate for CMT needs. Funds raised will be used to purchase furniture and materials that are appropriate. **The Session voted to approve this request.**

The Worship Committee requested Session to approve the following Wedding fees of \$500 for members and \$1,250 for non-members. The deposit and reception fees remain the same.

- Wedding costs were addressed at the suggestion of the Church Treasurer. It was determined that the WPC wedding fee charged by WPC to members was \$270 less than church expenses (\$450 versus \$720). It was also determined that the WPC wedding fee for non-members was approximately \$250 below the average of other similar size churches in the Clear Lake area.
- It was further discussed that these fees should be distributed as follows:

<p>Wedding Fee Distribution</p> <p>For a member: \$500 refundable deposit (refundable after inspection of the facility for damage) \$150 is paid to the Organist \$70 is paid to the Sexton (assumes two cleanings are necessary) \$200 is paid to the Wedding Coordinator \$50 is paid to the Sound Technician \$30 is for use of the Sanctuary and utilities Honorarium for Pastor is not included in Fee</p> <p>For a non-member: \$500 refundable deposit (refundable after inspection of the facility for damage) \$225 is paid to the Organist \$100 is paid to the Sexton</p>	<p>Reception Fee Distribution</p> <p>For a member: \$500 refundable deposit (refundable after inspection of the facility for damage) \$150 is paid to the Sexton</p> <p>For a non-member: \$500 refundable deposit (refundable after inspection of the facility for damage) \$75 is paid to the Sexton \$275 is for use of the Fellowship Hall</p>
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\$250 is paid to the Wedding Coordinator \$300 is paid to the Pastor \$75 is paid to the Sound Technician \$300 is for the use of the Sanctuary and utilities	\$450 will go into the Kitchen Fund for the Fellowship Hall
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The Session voted to institute these fees immediately with the exception of those wedding contracts already scheduled.

Old Business:

The session discussed the status of Task Force report on the Hispanic Mission. One question raised was the liability of WPC concerning allowing another entity use of the facilities. The Mission committee offered to provide for liability insurance, if necessary, to allow use of the facilities by Juaquin and Yamilet Patino to provide for the ministry *Casa de Oracion Monte Carmelo*. The Session voted to accept the recommendation of the Hispanic Worship Task Force and appointed Rev. Helen Deleon as point of contact.


- The Mission Committee reported:
 1. ESL received a \$500 grant from Verizon.
 2. 100 children were adopted for the Gifts of Joy plan.
- Fellowship Committee reminded Session that they will host a Christmas Festival on December 10 from 3:00 to 5:00 PM.
- Stewardship Committee will begin calling on those members who have not made a pledge for 2007.

STAFF REPORTS

Mark reported that he would be taking the following vacation periods:

December 7 to 14, 2006
 January 1 to 8, 2007
 January 21 to 28, 2007
 February 12 to 19, 2007

There being no further business the Session voted to adjourn. The meeting was closed with Prayer by the Moderator at 10:05 PM. The next stated meeting is scheduled for December 19, 2006.


 James E. Paden
 Clerk of Session

Attachment: (Committee Reports)

Administration Committee Report

- With Glenn Foster's resignation as Director of Music, should the long term plan be to recruit a full time music director or two part-time directors; one for traditional music services and one for contemporary music services. Can one director excel in both? Will the budget support a full time position? Mark shared his plans to mail a letter to the congregation along with Glenn's resignation letter.
- A potential candidate for the Youth Minister position has been recommended by a contact in Presbytery and has been interviewed by the some members of the Youth

Ministry Team. She graduates with a Masters in January, has worked in the Houston area, and likes WPC. If others agree with Mark that she is an outstanding opportunity for WPC, how do we formally organize a search team and proceed with the evaluation and potential offer? Can the budget support this position? Could she be the music director for the contemporary service?

- Other organizational opportunities were discussed, along with the opportunity to purchase a machine to fold the new bulletins. The Committee authorized the purchase of the folding machine, as members appear to like the new format and the cost in time and effort to manually fold the bulletins is probably unsustainable in the long-run.
- Paul Harano left the meeting for choir practice without further discussion on the planning process.
- Pat Brackett and Joyce Sens presented the Communication and Website Team updates.
- Press information for the Christmas activities have been sent to the Chronicle, Citizen, and other local weeklies.
- The November newsletter had been mailed. The next newsletter will be January. Other requests were we should try to stay within size limits for the articles. Jim Young requested that we limit the use of acronyms and/or identify their definition somewhere.
- Each Committee is requested to review the parts of time and talent sheet for their activities and revise and update as needed. Attention should be given to making the form such that information can be easily entered into a database.
- The Website Team is making good progress with the revisions with a goal of completion in January.
- Plans are to submit the letterhead with logo to the next Session.
- Content of the Sunday Bulletin for announcements needs to be brief and well organized.
- The Committee recommended at consideration be made to compile Mark's sermons on the Lord's Prayer into an attractive book.
- India Allen suggested the pew card information be printed on thicker stock paper to make it more attractive in the pews and eliminate the floppy look of the regular paper in the pew holders.

Buildings & Grounds Committee Report

Following is a summary of B&G activity since the last Session Meeting:

- Installation of a double-sink, garbage disposer, utility sink, hot water heater, and ice maker was completed in the Fellowship Hall prior to the OctoberFest event – Ross Looney
- The upright freezer temporarily set up in the Gallery (a classroom) has been moved to the Fellowship Hall food preparation area – Gene Fisseler
- The overgrown grass and underbrush in alley behind the large parking lot has been mowed and cleaned up – Johnny Jones
- The last remaining stump has been removed from the back of the large parking lot – Jimmy Spivey/Geoff Rorer
- The lights in the church sign on NASA Parkway have been replaced – Dave Cook
- Burned out lights throughout the campus continue to be replaced regularly – Tom Camp/Ed Tobia/Dave Bolon
- The Meditation Garden and surrounding beds have been weeded and trimmed – Fisseler
- The lock on the Decoration Storage Room, first floor of the Education Wing, has been re-keyed to use the same key as the Church Office - Looney

- A lock has been installed on the new Fellowship Closet in the Fellowship Hall (left of the cross) that uses the same key as the Church Office – Looney
- Plumbing repairs have been effected in the Bouton Hall kitchen (signage designed to prevent future damage to be posted)

Projects underway or planned include:

- Extensive Education Wing remodeling is planned for early 2007, perhaps beginning in late December 2006
- A new contract for electricity will be entered before the current contract expires in January

Care Committee Meeting Repory

1. Deacon's Annual Report
 - a. Deacon's have had an all around groovy year.
 - b. League City has experienced the most growth in membership this year.
 - c. Stephen Ministers attended the last Deacon meeting, and Steve Slidell is scheduled to speak at the Deacon's annual Christmas party about Hospital visits and other forms of care
 - d. 1/3 of the church's members are reportedly involved on a regular basis
2. Prayer Chain's Annual Report
 - a. In the process of reorganizing for 2007
 - b. 2 coordinators have resigned and are being replaced by Jeanne Camp (3 year term) and Mary Goeckler (2 year term)
 - c. Alberta Rohlfing will continue for 1 year
 - d. In future, it is planned that the coordinator will rotate off each year, having each coordinator serve for a 3 year term
 - e. Present prayer chain team is asked to inform the office by January 7, 2007 whether they plan to continue or no through the coming year
3. Person Centered Ministry Update
 - a. This team is currently on a natural hiatus
 - b. Possible need for a "care training seminar" to better inform the congregation about this team's activities so as to encourage more involvement by church members
4. Elder's Report
 - a. New members: Joe & Penny Halloin
 - b. Total membership: 841 (including children)
 - c. Constitutes 700 members or 397 families
 - d. Stewardship and Care's budget (average pledges this year have been 15% more than last year's)

Helen's Report

1. Roughly 20 new members have joined this year
2. Vision for the coming year: that a Health Ministry will begin, first a small 3-5 person task force, then branching out over time.
 - a. Maybe have a health services fair to create awareness and support
 - b. The Deacon's community service team could provide help and support for the program

Children's Ministry Team Report

Sunday School:

- Moving forward with Advent curriculum and Spiritual Gifts curriculum
- SS will be conducted on December 24

Newsletter:

- Linda is preparing the CMT newsletter information for submittal.

Possible Outreach Activities for Children that Correspond to Spiritual Gifts Curriculum:

- Sanctuary Guild
- Fold Newsletters
- Planting seasonal flowers with B&G approval
- Ushering
- Scripture readings: 3-4X/year; Katherine Gragg can help children with speaking/communication
- Mission projects: Webster Patriots (letters during part of SS class), Vicky Smith

Education Wing Repairs:

- Volunteers will remove/save furniture and toys that we want on Monday, November 20
- Volunteers will identify items that are no longer appropriate for CMT needs/classrooms
- B&G will start remodeling once rooms are empty

Long-Range Planning:

- Meeting to be conducted in January
- CMT representatives will be Richard Koester and Linda Smith-Gregory

CMT Strategic Plan:

- The CMT members continued to provide feedback on defining goals for the CMT using the worksheet and questions that Linda developed.

Fellowship & Welcoming Committee Report

- Thanksgiving Wednesday Night Dinner Planning (Nov 15) - Jennifer has the planning in hand. Joan and Carole will handle decorations. Will be held in Bouton Hall and Gallery. Expect 100+ people.
- Christmas Festival Planning (Dec 10, 3-5 pm) - Activities planned include a variety of crafts for all age levels, Cookie Sampler with recipes, Christmas Caroling and Storytelling, and snacks (no dinner). Stacey and Jennifer will meet to organize crafts. Advertise in Narthex and bulletin beginning Nov 19.
- Wednesday Night Dinner - Blaine Goeckler has agreed to serve as Coordinator. Jennifer will send out email to all cooks about this change. No WND on Nov 22 and the extra fish will be fried on Nov 29. Attendance continues to be lighter than normal.
- New Concept for event - Patty Lusk brought forward an exciting idea to have a "Book Review and High Tea" event. She had recently attended one that was used to support mission work at another church. She provided details and the Fellowship Team liked it and will develop a plan for doing this at WPC. It will need Session approval at the time it is scheduled because there is a charge for it.
- BIG ISSUE: One very issue was brought forward and needs attention by Session: Somehow between the Fellowship Luau and the Oktoberfest, one of our expensive chafers was replaced by a cheaper model without any word to Fellowship. The chafers are stored in the Decorating closet. We are working to get a closet that we have exclusive control over but the fact is someone stole from this church and that's intolerable. Let's all put the word out that the items Fellowship controls belong to the church and if anyone needs them, they have but to ask. But Fellowship is accountable for them and needs to know where they are and who's using them.

Finance Committee Report

- Most up to date Pledge numbers are \$637,019.60. 195 members have pledged. Still have members that have not pledged that we need to call and/or visit. Could be an additional \$26,650.00.

- Johnny Jones is conducting a training session on Dec 3 after 2nd service for volunteers to call those members. Lunch will be provided before the training session.
- All committees have turned in their 2007 budget requests. **Very** preliminary discussions have begun. We do know that there are \$110K in 2006 expenses for Admin. that will not recur in 2007. At this time, the budget requests are higher than the 2007 income.
- Discussed the 2006 shortfall (-\$72,379.73) and are bringing a plan to Session to cover this. Suggested that this shortfall be paid back over a period of three years (each year there will be a line item for this). Roy Phillips will bring forward more details at the Nov 28 session meeting.
- December 17, 2006 there is a Congregational meeting to elect elders and deacons.

Mission Committee Report

- *Missionary Report* – We are grateful to report that Vicki Smith received all the funds and pledges she needs to answer her call to the missionary field. This includes a \$5K grant from the Synod of the Sun. We received a warm thank you note from Vicki Smith thanking us for our efforts.
- *ESL* – our ESL partnership with Oasis of Hope is going well. We teach approximately 20 students each week. We ordered additional Level 2 books for Dick Brackett's class.
- *Habitat for Humanity* - Our next workday is 11/18. This house is scheduled to be turned over to the family in December.
- *Christmas Joy Offering*: The materials have been ordered. The offering will be received at the Christmas Eve service. We will have at least 1 bulletin insert during Advent, with a Minute for Mission on 12/17 and 12/24. Announcements will be put in the bulletin on 12/10, 12/17, and 12/24. Envelopes will be placed in the pews.
- *Blood Drive* – A donor coach will come to the church on 12/31/06.
- *Webster Technology Center* – Helen reported that the Webster Technology Center is the recipient of a \$10,000 grant from Verizon for to provide funds for technology to assist in the Center's mission. Our congratulations to Joyce Sens and the other Webster volunteers on this substantial award.
- *Christmas International House* - We were unable to find a volunteer to coordinate this activity for 2006. We may be able to support this in the future with enough advance notice.
- *Gifts of Joy* - Activities are well underway to support this important WPC mission. We discussed keeping a list of volunteers who could be asked to buy specific gifts if needed to "even out" gifts for siblings within the same household. We also approved the expenditure by the Gifts of Joy committee of no more than \$300 if needed to "equalize" the gifts going to the same household.
- *ICM Christmas Store* – A Minute for Mission for both the ICM Christmas Store and Gifts of Joy will be given on 12/3. This will help folks understand the nature of each of these initiatives. ICM Christmas Store gifts will be received on 12/10. The Store will open to clients on 12/12-12/13.
- *WPC Patriots* – An additional mailing including a New Testament was done. We have received notice that some servicemen have returned to the States.
- *Funds Allocation* – We approved the following disbursements:
 - If required, no more than \$300 to "equalize" the gifts going to the same household under the "Gifts of Joy" mission
 - \$1500 for Community Assistance
 - \$1000 to Presbytery as a sign of support and faith in light of recent financial issues

- *Meal Delivery* – Pat agreed to coordinate and prepare 5 meals for shut-ins to be delivered on 12/9/06. Edna will assist with delivery.
- *Newsletter* - Newsletter articles are due by 11/15 (Wednesday).
 - ICM Christmas Store – Kimberly
 - Gifts of Joy – Judy Ota
 - Webster Technology Center Grant - Helen
 - Blood Drive – Jim and Phyllis
 - Habitat – Carl
- *Communication with the Congregation* – We discussed ideas for better communicating our activities to the congregation.
 - Having a monthly mission focus... each month would focus on a specific mission with minutes for mission, Narthex display etc.
 - Asking for 5 minutes at the start of each Deacon meeting to focus on a specific mission.
 - Taking a specific Sunday each month to receive a loose plate offering for mission to keep the focus on mission.

Worship Committee Report

Chuck Moede:

- Chuck reported that the new lights have been received. The wiring needs to be ordered and the light housings need to be painted to match the ceiling. Weaver Electric will return and reevaluate the task and then schedule the installation.

Glenn Foster:

- Glenn announced to the committee that he is resigning and that December 3 will be his last day. The committee members all told him they were sorry he was leaving and thanked him for the tremendous job he has done at WPC.

Sylvia Scales:

- Sylvia reported that the flower calendar was full and that she would continue to see if there was a way the calendar could be posted on the church web site.

Susan Anderson:

- Susan reported that the Sanctuary Guild was scheduled to meet on November 18.
- Susan also summarized the decorating plans of the church for Advent. She plans to be in the Narthex Sunday morning enlisting decorators.

Al Manson:

- Al reported the offer by Pet Tindall to order new candelabras for the church. Many of the committee members agreed that the present candelabras were in bad shape and expressed a wish to look at Pet's catalogue.

Mark Cooper

- Mark reported that Glenn's departure causes us to consider either a full-time Director of Music or two part-time directors. Mark also mentioned that discussions were held with a potential interim Director of Music and the outlook is positive.

Old Business

Advent

- Poinsettias have been ordered. They will be picked-up and placed in the Sanctuary and Narthex on Friday, December 15. Al Manson mentioned a need for help delivering the poinsettias to the church.

Wedding Policy

- Wedding costs were addressed at the suggestion of the Church Treasurer. It was determined that the WPC wedding fee charged by WPC to members was \$270 less than church expenses (\$450 versus \$720). It was also determined that the WPC wedding fee for non-members was approximately \$250 below the average of other similar size churches in the Clear Lake area. It was moved, seconded and the committee voted to ask Session to approve wedding fees of \$500 for members and

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\$1,250 for non-members. The deposit and reception fees remain the same. Fees are proposed to be distributed as follows:

Wedding Fee Distribution	Reception Fee Distribution
<p>For a member: \$500 refundable deposit (refundable after Inspection of the facility for damage) \$150 is paid to the Organist \$70 is paid to the Sexton (assumes two cleanings are necessary) \$200 is paid to the Wedding Coordinator \$50 is paid to the Sound Technician \$30 is for use of the Sanctuary and utilities Honorarium for Pastor is not included in Fee</p> <p>For a non-member: \$500 refundable deposit (refundable after Inspection of the facility for damage) \$225 is paid to the Organist \$100 is paid to the Sexton \$250 is paid to the Wedding Coordinator \$300 is paid to the Pastor \$75 is paid to the Sound Engineer \$300 is for the use of the Sanctuary</p>	<p>For a member: \$500 refundable deposit (refundable after inspection of the facility for damage) \$75 is paid to the Sexton</p> <p>For a non-member: \$500 refundable deposit (refundable after inspection of the facility for damage) \$75 is paid to the Sexton \$275 is for use of the Fellowship Hall \$450 will go into the Kitchen Fund for the Fellowship Hall</p>

- The committee also discussed non-member weddings and whether they should be discontinued. The committee decided that weddings should continue to be offered to non-members; however, the Pastors should meet with the couple before a wedding was scheduled. Suggested changes to the Wedding Policy will be discussed at the December meeting and, if agreed upon, taken to the Session for approval.

New Business

- Helen suggested the committee considers taking the chancel flowers to members who are in the hospital or homebound, when donating members do not want them. The committee agreed with this and will discuss implementation at the next meeting.
- Communion was celebrated on November 5 and is scheduled next on December 3.

December 17, 2006
Church Sanctuary

The Webster Presbyterian Church congregation held a called meeting on December 17, 2006 for the purposes of:

- Electing Church officers for the 2007 year, and
- Electing an Associate Pastor Nominating Committee /Youth Director Search Committee

The meeting was opened with prayer order by the Moderator, Rev. Mark L. Cooper at 12:10 PM

The Clerk of Session, Mr. James E. Paden was appointed Secretary for the meeting. A quorum was declared present.

The Moderator introduced Mr. Carl Allen, Chair of the 2006 Nominating Committee. On behalf of the nominating committee Mr. Allen placed the following names in nomination for Elder, Class of 2009: Tye Cowan, John Dewey, Gene Fisseler, Julie Mead, Mike Stearns, Dennis Waehner and Elizabeth Spivey, Youth Elder, Class of 2007: and for Deacon, Class of 2009: Edna Arnold, Al Barboza, Michael Cooper, Pat Denyszyn, Dottie Evans, Elaine Lapka, Ruth Marcott, Linda Thomas, Jim Young and Amy Waehner, Youth Deacon, Class of 2007; and as Trustee, Class of 2009, Dennis Rohlfing.


The Moderator thrice asked for nominations from the floor. There being none a motion was made and seconded that those nominated be elected. The Congregation voted by ballot to elect those nominated to the positions they were nominated to.

Mr. Allen placed the following names in nomination to the Associate Pastor Nominating Committee/Youth Director Search Committee: Watson Dupont, Kimberly Glaus-Late, Laura Grady, Erik Kinzler (Youth), Phyllis Koenig, Jennifer Paden (Youth) and Elizabeth Stoltz. The Moderator thrice asked for nominations from the floor. There being none a motion was made and seconded that those nominated be elected. The Congregation voted by ballot to elect those nominated to the Associate Pastor Nominating Committee/Youth Director Search Committee.

The purposes of the meeting having been accomplished, the meeting was adjourned with prayer at 12:23 PM.



Mark L. Cooper
Moderator



James E. Paden
Secretary

December 19, 2006
The Meeting Room

The Webster Presbyterian Church Session held its stated meeting on Tuesday in the Meeting room. The meeting was opened with prayer by the Moderator, Reverend Mark Cooper at 7:07 PM.

A quorum consisting of the following was present: Moderator Reverend Mark L. Cooper, Associate Pastor Reverend Helen P. DeLeon; Ruling Elders: Carl Allen, Susan Anderson, Carol Bachtel, Karla Bradley, Jennifer Carr, Kathy Dixon, Johnny Jones, Phyllis Koenig, Al Manson, Chuck Moede, Carlos Noriega, Judy Ota, Marjorie Seiter, Reese Terry, and Clerk of Session James E. Paden.

Elders Ross Looney and Stacey Menard were excused.

Treasurer Priscilla (Pat) Koester was also present

The session met with Beverly (Bev) C. and Mary Matson who were seeking membership. The session members introduced themselves and the committee that they served on. Mr. Bev Matson gave a discourse on their history and their desire to join WPC. After asking the

questions required for reaffirmation of faith and receiving the appropriate replies, the **Session voted to receive Bev and Mary Matson into the full fellowship of WPC.** Bev and Mary were welcomed into this fellowship of believers.

The minutes of the stated meeting held on November 28, 2006 were approved.
The minutes of the congregational meeting held on December 17, 2006 were approved.

CORRESPONDENCE -

A thank you from New Covenant Presbytery for the \$1,000 contribution to the Presbytery's Special Offering Debt Retirement Fund was received. These funds were donated by the Missionary Committee.

A letter from Presbytery containing the "Financial Update – December 19, 2006" was received.

Clerk's Report December 19, 2006

Statistical information as of November 28, 2006	702 Members	399 Families
Gains:		
Transfer of Letter	+ 3	+ 2
Reaffirmation of Faith	+ 0	+ 0
Profession of Faith & Baptism	+ 0	+ 0
Losses:		
Transfer of Letter	- 0	- 0
Removal from Roll	- 0	- 0
Death	<u>- 0</u>	<u>- 0</u>
Membership as of December 19, 2006	705	401

Baptized persons who have not made Professions of Faith:	144
Total children, youth and adults:	849

Baptisms: Jordan Robert Pomier, born June 26, 2006, son of Judy Lynn Hill Pomier and James Pomier was baptized on December 17, 2006 by Rev. Helen DeLeon

Transfers: The Session approved the following:

- Mary Knudsen transfer to Westminster Presbyterian Church, Cedar Rapids, Iowa.

Weddings: The following weddings were celebrated on December 16, 2006

- Julie Stoltz & Brett Earnest at 3:00 PM
- Rachel S. Mitchell & Mark Spears at 5:30 PM

Treasurer's Report

Pat Koester presented the report for the year ending November 2006. There were several questions asked and answered. The Treasurer requested permission to review with the responsible committee several accounts that could be closed or where money in the account moved to another account, in the General Ledger. The Treasurer also requested permission to change the 2006 Principal payment for the Building loan from the Operating Fund line item to the Building Fund line item. The Session approved this request. The Treasurer requested guidance as where to record the expense for the new lighting in the Sanctuary. The Session voted that this expense should be associated with the Building Fund. The Treasurer's report was received.

Requests from the Committees:

A. The Youth Ministry Committee has two requests to submit for Session consideration and one informational item.

1. Request Session approval for two youth fundraisers to support the Sr. High Mission Trip. The fundraisers are the selling of Super Bowl sub sandwiches and holding the annual WPC Sweetheart Dinner Dance.
 - Super Bowl Sub Sandwiches: The youth will take orders for sandwiches for approximately \$10 each, make the sandwiches on Saturday, 2/3, and have them available for pickup on Sunday, 2/4. This activity is planned to be the same as in past years.
 - Sweetheart Dinner Dance: The dance will be on Saturday, 2/10 from 6:30-10:00 and the youth will be selling tickets during the weeks prior to the event. This activity is planned to be the same as in past years.

The Session approved these two fundraisers.

2. Request Session approval of Pam Millsap as Lead for the Sr. High Youth Planning Team in 2007.

The session approved this request.

3. Informational item for Session (no action requested) - The Jr. High youth are planning to collect donations for the Souper Bowl of Caring on Sunday, 2/4. They will be located in the narthex at both services, and the Worship & Music Committee has been informed and concurs. This activity is planned to be the same as in past years.

B. The Buildings & Grounds Committee requested approval to expend \$15,000 of expected \$30,000 expenditure to replace the Air handlers in the Education wing. This includes removal of the existing handlers and rework of the air ducting. Given the condition of the Church's financial condition, the Session voted to defer any payment until 2007, and to remind the B&G committee to include these expenditures in the 2007 budget.

C. The Worship & Music Committee requested approval for the following 2007 Communion dates:

January 7	Baptism of the Lord
February 4	First Sunday of the Month
February 21	Ash Wednesday (by Intinction)
March 4	First Sunday of the Month
April 1	First Sunday of the Month
April 5	Maundy Thursday (by Intinction)
May 6	First Sunday of the Month
June 3	First Sunday of the Month
July 22	Lunar Communion
August 5	First Sunday of the Month
September 2	First Sunday of the Month
October 7	World Wide Communion
October 14	Women's Retreat
November 4	First Sunday of the Month
December 2	First Sunday of the Month
December ?	Blue Christmas (to be scheduled later)
December 24	Christmas Eve
January 6, 2008	Baptism of the Lord

The Session voted to approve these dates to Celebrate Communion

Old Business:

- A. Task Force on Hispanic Mission. This was a hold over from the previous meeting and was awaiting clarification of any Insurance problems that might arise from allowing an outside party use of WPC Facilities. The question has not been resolved and as

stated in the November meeting if the way be clear a letter will be sent to the Hispanic Mission to authorize use of certain facilities.

- B. Presbytery Financial Crisis Update. As part of the correspondence reported above, the Session discussed the letter from Presbytery. It is unclear what, if any thing, WPC can do immediately. There were three indicated things that Sessions and Individuals could do to help.
- Make sure that the 2006 per capita (\$5.57 per member) is paid in full by the end of this year. As of October 31, 2006, we had received only \$128,729 of \$223,000 in per capita which we are required to remit to the General Assembly.
 - Help retire the debt to General Assembly and our restricted accounts by contributing \$37.50 per member to the "Special Offering Debt Retirement Fund."
 - Establish a partnership with one of our new church developments for full or partial salary support. Salaries for NCD pastors range from \$2,000 to \$7,800 (inclusive of housing and pension) per month. A partnership could also include \$9 per member support for New Church Development in 2007.
 - Pay the 2007 per capita (\$5.79 per member) as early in 2007 as possible.
- WPC has already paid the 2006 per capita dues in full. The Session will provide space in the WebPress for any article Presbytery wishes to submit to enlighten of our congregation about the problems facing Presbytery and how these problems evolved. It should be noted that WPC Mission committee has already submitted \$1,000 toward resolution of this crisis.
- C. Other Committee Reports.
See the Attachment for the full Committee reports.

New Business

A request was made to advance the time for the called meeting on January 9 2007 from 7:00 PM to 6:30 PM. The Session voted to hold the Called meeting on January 9, 2007 at 6:30 PM.

STAFF REPORTS

The Treasurer requested that Session elect Richard M. Mills as a new Assistant Treasurer at this time. Normally the Treasurer and Assistants are elected during the January meeting; however, since the Bank needs the authorization from Session for access to all accounts it was requested that Mr. Mills be elected at this time. The Session elected Richard M. Mills as Assistant Treasurer for 2007.

The Session authorized the following signatories access to the indicated accounts:

Frost Bank #320103179 (Operating Account)

Trustees: Richard Brackett, Charles Ward and Dennis Rohlfing

Treasurer: Priscilla W. Koester

Assistant Treasurers: Richard M. Mills and Anne M Waehner

Frost Bank Loan

Trustees: Richard Brackett, Charles Ward and Dennis Rohlfing

Treasurer: Priscilla W. Koester

Assistant Treasurers: Richard M. Mills and Anne M Waehner

Frost Bank # 50-994-8392 (Debit Card Account)

Treasurer: Priscilla W. Koester

Assistant Treasurers: Richard M. Mills and Anne M Waehner

Charles Schwab Inc. (Stock broker Account)

Treasurer: Priscilla W. Koester

Assistant Treasurers: Richard M. Mills and Anne M Waehner


Pioneer Mutual Funds, Inc. (Mutual Fund Account)

Treasurer: Priscilla W. Koester

Assistant Treasurers: Richard M. Mills and Anne M Waehner

Mark indicated that he will be on vacation during the time set for the next stated meeting on January 23, 2007. The Session voted to move the stated meeting from January 23 to January 30, 2007.

There being no further business the Session voted to adjourn. The meeting was closed with Prayer by the Moderator at 8:58 PM. There will be a Called Meeting on January 9, 2007 at 6:30 PM for the purpose of discussing the 2007 Church Budget. The next Stated Meeting is scheduled for January 30, 2007 at 7:00 PM.



James E. Paden
Clerk of Session

Attachment (Committee reports)

Fellowship & Welcoming Committee Report

Fellowship:

The Fellowship Team met Dec 6, finalized plans for the Christmas Festival and looked at the schedule for January. We have been asked by Finance to help with the Annual Meeting luncheon preparation. That and the usual WND are our only activities in January. We will line out the yearly schedule at our next meeting.

By the way, the Christmas festival was a success with about 30-35 folks (all with kids) showing up to participate. We got outstanding support from the Jr. Highs who used this as a mission outreach activity. They helped out at each of the craft tables and with clean up.

Thanks!!

Greeters:

Each member currently serving on the Greeters Team will be contacted early next year to see if he/she is willing to continue to serve in this important capacity.

New Member Team:

The New Member Team celebrated a successful year with a meeting at Sudie's. We welcomed 29 new members to WPC in 2006. Outstanding!

John Jordan will chair the NMT beginning in January, as Julie Mead will join Session next year.

New Business:

The 2007 budget was discussed. Several changes were made and concerns were expressed. These were all communicated to Pat Koester.

Items to be included in the Congregational Meeting committee summary were discussed.

Mission Committee Report

- **Missionary Report** – Vicki Smith's plans: January 3-14, 2007 training in Toronto. January 14-21 Louisville, Kentucky-training, January 28-commissioning service WPC, January 29-JAMAICA!! Thanks be to God. Please hold Vicki in your prayers as she embarks on this mission.
- **ESL** – Our ESL partnership with Oasis of Hope is going well. We were blessed to receive a generous \$500 contribution from Verizon Corp. to support our ESL program.

- **WPC Patriots** – We are ready with our next mailing. Ten packages are put together ready for mailing. Each package will include a small Christmas tree, with small ornaments, and lights.
- **Habitat for Humanity** - Habitat is finishing up work on their 4th house for 2006. The house will be turned over to the family on 12/16. A busy 2007 is planned. Our next workday is 2/17.
- **Christmas Joy Offering:** We will provide minutes for mission on 12/17 and 12/24. The following folks have volunteered to provide Minutes for Mission: Nancy Spivey, D'Ann Leech, Jim Young, and Arland Actkinson
- **Blood Drive** – A donor coach will come to the church on 12/31/06.
- **Gifts of Joy** - We are supporting approximately 134 students this year, an increase over last year. Gifts must be returned to the church by 12/10.
- **ICM Christmas Store** –ICM Christmas Store gifts will be received on 12/10. The Store will open to clients on 12/12-12/13.
- **Newsletter** – The January newsletter will contain a Habitat article that didn't run last month. The rest of the January issue will be devoted to bios of new members and lists of newly named Elders, Deacons and Trustees.
- **Funds Allocation** – We approved the following disbursements:
 - Adelante! - \$700
 - Meals on Wheel - \$300
 - Bay Area Habitat for Humanity - \$1000
 - Presbyterian Service Center - \$700
 - New Life Center Homeless Shelter - \$300
 - The Krist Samaritan Center - \$1000

WORSHIP COMMITTEE REPORT

Chuck Moede:

- Chuck reported that the wiring for the new lights has been received. Weaver Electric came to the church and reviewed the task and plans to start the installation after the first of the year.
- Chuck also reported that the next Youth Worship Service is scheduled for January 28.
- The Audio/Visual Team plans to address a visual projection system in January.

George Gray:

- George reported that the Youth choir and bells plans to start practice January 14.
- George also reported that the Joyful Noyz are tentatively planning to perform at both the 8:30 and 11:00 worship services during a Sunday late in February.

Sylvia Scales:

- Sylvia reported that a new flower calendar was posted for 2007.
- Sylvia plans to discuss the implementation of an on-line flower calendar with Dennis Waehner.

Jackie Hart:

- Jackie reported that she was having a difficult time finding ushers for the 5:30 Christmas Eve service. She plans to discuss the possibility of the Youth ushers with one of their leaders.

Susan Anderson:

- Susan is planning an activity to take down the Advent decorations on Sunday afternoon, January 7. This will begin after a light lunch, which will follow the 11:00, worship service.

Jackie Allen:

- It was decided that Jackie would start planning for Tuesday Lunches during Lent.

Al Manson:

- Al reported that he was having difficulty finding communion servers for the 11:00 Christmas Eve service.

Old BusinessAdvent

- A Poinsettias watering schedule was established.

Wedding Policy

- Several changes in the Wedding Policy were discussed. These changes were not finalized and will be addressed again at the January meeting.

NEW BUSINESSCommunion Dates for 2007

- The committee agreed that the following Communion Dates for 2007 should be taken to Session for approval.

January 7	Baptism of the Lord
February 4	First Sunday of the Month
February 21	Ash Wednesday (by Intinction)
March 4	First Sunday of the Month
April 1	First Sunday of the Month
April 5	Maundy Thursday (by Intinction)
May 6	First Sunday of the Month
June 3	First Sunday of the Month
July 22	Lunar Communion
August 5	First Sunday of the Month
September 2	First Sunday of the Month
October 7	World Wide Communion
October 14	Women's Retreat
November 4	First Sunday of the Month
December 2	First Sunday of the Month
December?	Blue Christmas (to be scheduled later)
December 24	Christmas Eve
January 6, 2008	Baptism of the Lord

Prayer Cards

- The distribution of Prayer cards was addressed and several options were discussed. The possibility of printed pads will be investigated.

Exploration of Worship

- A Task Force was established to explore variations in worship.

COMMUNION

- Communion was celebrated at both services on December 3 and is scheduled next at the 11:00 P.M. service on Christmas Eve.

Youth Ministry Committee Report

1. The committee reviewed status information from both the Sr. High Youth Planning Team and the Jr. High Youth Planning Team. Specific items to be addressed for Session were:
 - a. Request Session for two fund raisers to support the youth trips this summer – selling orders for Super Bowl sub sandwiches for delivery on Sunday, 2/4/07 and selling tickets for the Sweetheart Dinner Dance to be held on 2/10/07.
 - b. Information for Session – the Jr. High Youth plan to collect for the Souper Bowl of Caring mission project on Sunday, 2/4/07, with the collection occurring in the narthex.

Planning for the Human Sexuality Retreat on 1/12-13 for both youth groups were discussed. The Jr. High teachers will be meeting on 1/3 to discuss plans. Nina noted that Jr. High is planning to do rock climbing on 2/18 and asked if Sr. High might want to make that a combined youth event. The Sub Sandwich and Sweetheart Dinner Dance fund raisers were discussed, and the dance was targeted as first fund raiser for involving the 8th graders. James is still working to find an available location for the Sr. High Winter Retreat and then to determine best dates

(two options are 12/28-30 and 1/5-7); also might ask if 1- or 2-night retreat is preferred. For the dance, James stated that child care should be scheduled (will need child care sign-up as part of ticket sales). PYC plans were also discussed for presenting information on the Sr. High Mission Trip to New Orleans (6/10-16) and the Jr. High Youth Trip to Mo-Ranch Jubilee II (7/8-12). The committee decided on concurrent presentations at the PYC time on 1/21.

Action: Chuck will request Session approval of Sub Sandwich and Sweetheart Dinner Dance fundraisers, and provide information about Souper Bowl of Caring collection to Worship & Music Committee and Session.

Action: Request will be worked with Children's Ministry Committee to schedule child care for dinner dance on 2/10 from 6:00 – 10:00.

2. The committee discussed Conclaves planning. Jr. High leadership has selected 3/23-25 as the dates they will attend; Sr. High is awaiting results from a poll of the youth for preferred date. As soon as registration information is available, and the dates are set, they will be submitted to Presbytery/Cho-Yeh. The target is to submit early January to ensure we get the dates requested.
3. The committee discussed the upcoming presentation of the APNC slate at the Congregational Meeting on 12/17. Chuck noted that he and Watson would be presenting information to the youth and parents that day prior to Sunday School (9:30-9:45) on what has been happening since Ryan's departure and the rationale supporting the formation of an APNC.
4. Chuck noted that the Youth Worship Services will be continuing, even with Glenn's departure, and that the next one will be on 1/28. He will let Worship & Music know this also. Chuck also mentioned that Joyful Noyz was having a meeting this Sunday to discuss their future plans, including support to the Youth Worship Service. The committee discussed continuing to expand youth involvement in the development and presentation of the services.

Action: Chuck will let Worship & Music know about plans for the Youth Worship Service.

5. The committee briefly discussed the idea (from last month's meeting) about a Sr. High mentor program based on continuing the Confirmation Class mentor program. Nina also made a suggestion (that came from a youth) about assigning "big sisters" and "big brothers" in the Sr. High youth to the rising 8th graders to help incorporate them into the group. The committee agreed this was a good idea and will consider it further at the next meeting.

Action: Nina to send James the mentor lists from the past Confirmation Classes.

6. The status on volunteer background checks was deferred.
7. James noted that he needs to add goals to the Mission Trip rotation information he had sent out. He identified the dates for the 2007 trip as 6/10-16. On the Jr. High trip, the committee reviewed the available Jr. High conferences at Mo-Ranch in 2007 and selected the Jr. High Jubilee II which is on 7/8-12.

Action: James to add goals to his Mission Trip information and send out to the committee.

Action: Nina will contact Mo-Ranch to get deadlines and costs for Jubilee II.

8. The committee discussed candidates for SHYPT Lead in 2007 and selected Pam Millsap. Chuck will contact her and take her name to Session for approval.

Action: Chuck will request Session approval of Pam Millsap as the Sr. High Youth Planning Team Lead in 2007.

9. Discussion of the Youth Ministry Committee Retreat on Goals & Objectives was deferred to the next meeting.
10. As part of New/Additional Business, Watson mentioned the need to review the preliminary Youth budget inputs for 2007 and the request from last Session meeting to identify reductions. The committee reviewed each of the lines, with the two youth trips being the largest increases over the 2006 budget. The committee resolved that there are no significant reductions to be made beyond the trips. Chuck will submit to the

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Treasurer the Youth budget inputs on the worksheet distributed at the last Session meeting.

Action: Chuck to submit Youth 2007 budget adjustment.
