

WCPC Personnel Team Meeting Notes – 21Jan2018

1. Todd Duncan opened the meeting with prayer.
2. David Jones updated the team on Laura Grice`s recovery. We are glad to hear Laura is doing well.
3. Todd Duncan reported on work on the 2018 WCPC Personnel Budget. Chris Liddell, David and Todd have worked extensively with the WCPC finance team, especially Bubba Davis and Mike Queen, to find an acceptable approach to the 2018 budget for personnel, in light of the outcome of the stewardship campaign. Final Session discussion and approval is scheduled for January 23. MANY thanks to Chris for his leadership in getting this in a good place.
4. David discussed plans for a possible 2018 sabbatical. He will share plans with Session and the Congregation at a later time, if David decides to move forward with this. The Personnel Team is in agreement.
5. Linda Evans and Bill Bray lead discussion of some action steps that emerged from the Fall 2017 staff evaluation discussions. As a result, we agreed that:
 - All staff are eligible for reimbursement for mileage driven on-the-job.
 - All job substantive changes to staff job descriptions will be reviewed and approved by the Personnel Team.

Respectfully Submitted,

Todd Duncan

Team Approval of these notes: xxJan2018

SANCTUARY GUILD MINUTES

January 3, 2018

Members Present: Jane Simmons, Sarah Schlacks, Nancy Keifer, Judy Welch, Arlene Boyer, Ginger Holly, Nancy Schirf, Leila Christoffel, Jonny Cain, Tricia MacDonald, Carol Palmquist, and Honorary Member Will Cain

Welcome: Carol welcomed everyone and was excited to introduce **Judy Welch** as our newest member of the Guild. Sarah's mother will join the Guild next month as she has relocated to The Woodlands. A big welcome was also given to Tricia who was able to come, letting Grandpa Jerry take care of the little one. Carol also thanked everyone who worked so hard to make the Sanctuary and Narthex so beautiful during Advent.

Devotion: Ginger gave the devotion regarding ordinary time and its importance in our everyday life. We need to appreciate the simple things and nature. Everyday is not "a freshly squeezed orange juice and Eggs Benedict" kind of day but it still can be meaningful.

Banners: Nancy S. will put up the Communion Banners for this coming Sunday. Arlene will repair the green banners and have them ready for the following week.

Communion: Arlene thanked John, Bettie, Will and others who helped to prepare communion on Christmas Eve. Everything went smoothly. Jonny said they considered it their gift to God. Arlene will prepare communion for this Sunday and Judy will help so she can start learning.

Flowers: Carol thanked Virginia Breaux for helping with flower sign-ups this fall. Sarah and Jane both donated flowers, filling up January and helping out with March. (Thank you!!) An article will be placed in the LOTC showing available flower dates.

Candles and Paraments: Jonny reported that everything went well.

Pew Picking: No report. Leila said she would like to help with this and checked the pews after the meeting.

OLD BUSINESS:

New Metal Shelving: Carol thanked Bruce Lee for purchasing the three metal shelving units and Arlene for organizing the new storage space. We were thankful we had the funds to purchase them as well as the new Christmas tree.

NEW BUSINESS:

Updated Directories: Carol thanked Carolyn Hudson for updating the Guild directory. The directories were distributed. Judy volunteered to update the directory again adding her name and Sarah's mom.

Worship Committee Report: No report.

Christmas Decorations: Arlene suggested we replace the battery-operated garland lights in the Sanctuary windows with long strands that are remote controlled. It's just too difficult to climb on a tall ladder to turn off the battery-operated ones. Everyone agreed that it was a good idea.

February Meeting: Carol asked the group if they would like to meet at a restaurant in February to celebrate St. Valentine's Day. Everyone thought it would be fun to meet at **La Madeleine's at 11:00**. We will conduct our business meeting after brunch/lunch. Jane will call to reserve the meeting room.

Devotion for February: Sarah volunteered to give the devotion and will also bring her mother.

Closing Prayer: Ginger gave the closing prayer.

The group then took down and stored the Christmas decorations. **Special thanks to Paul and Will for helping out!**

Respectfully submitted,

Carol Palmquist

Worship Team Minutes January 14, 2018

Present: David Jones, Jonathan Aigner, Bruce Lee, Eleanor Stone, Nancy Castro

Nancy Castro opened the meeting with prayer.

Communion: Both Sunday morning 8:30 and 11 am communion services will be served by congregants coming forward to stations and receiving the elements.

Usher Training: The Worship Team is considering offering a future “usher training” session. It would be conducted for people interested in ushering, helping with offering, and serving communion. More information will follow.

Worship Budget: The Finance Committee has proposed a budget of \$11,000 for Worship.

Music: Jonathan Aigner is coordinating a Concert Series which will have a variety of musical performances throughout the year. The Sanctuary Choir will be singing in the first concert of the series, on April 22, 2018 at 2:00 pm. More details will follow.

FCC Wireless Transmitters and Headsets: David Jones stated that the new FCC wireless transmitters and headsets can be purchased.

Sanctuary Guild: Minutes attached.

David Jones closed the meeting with prayer.

Future Events and Dates:

Ash Wednesday Feb. 14

Easter Apr. 1

Communion Apr. 8

Next Worship Team meeting: Feb. 11

From: Ria Smit ria.smit.dubruyn@gmail.com
Subject: Christian Enrichment Ministry Team (Adults): January 2018
Date: January 16, 2018 at 3:53 PM



To: Shirley Barclay sbarclay@wcpc-tx.org
Cc: Bowhead8 Bowhead8@yahoo.com, megateer megateer@gmail.com, sgfleml sgfleml@gmail.com, tmduncan173 tmduncan173@gmail.com, balee5068 balee5068@gmail.com, jenniferconner79 jenniferconner79@gmail.com, nancyc1254 nancyc1254@yahoo.com, cchtx cchtx@att.net, gordon.lentz gordon.lentz@yahoo.com, liddellchris liddellchris@hotmail.com, Sarah Sarah.anne.martin@comcast.net, wdavis88 wdavis88@comcast.net, Cindy Mountain cmountain@wcpc-tx.org, David Jones djones@wcpc-tx.org, ELP elp@wcpc-tx.org, Fran Weissbach fweissbach@wcpc-tx.org, Laura Grice lgrice@wcpc-tx.org, Matthew Jensen mjensen@wcpc-tx.org, Michele Stelter mstelter@wcpc-tx.org, roger8226 roger8226@sbcglobal.net, sherryhunter sherryhunter@comcast.net, Susan Duncan sduncan@wcpc-tx.org

Dear all,

Please find attached the Adult CE Ministry Team Report for January.

Kind regards,
Ria Du Bruyn



Virus-free. www.avg.com

Christian Enrichment Ministry Team (Adults)
Report
January 2018

Sunday School Offerings

- ❖ Sunday School classes resumed their activities on January 7, 2018.
- ❖ Average number of individuals attending Sunday School Offerings:

<i>The Apocryphal Jesus</i>	12
<i>Lectioary Class</i>	12
<i>Connecting Through the Bible</i>	12
<i>Parenting, the Early Years</i>	9
<i>First Place 4 Health</i>	7

Weekday Study Offerings

- ❖ *Monday Morning Women's Bible Study* led by Tricia Knight.
Due to the fact that the group could not get hold of enough copies of Barbara Essex's *More Bad Girls of the Bible*, the group decided to move this scheduled study to Summer 2018.
During the Spring semester, the group will be focusing on the book of Daniel using the Bible as primary source in their small group discussions.
- ❖ Average number of individuals attending some of the Weekday Study Offerings:

Mission Outreach Team Minutes

7:00 pm Jan. 2, 2017

MOT Mission Statement:

“Because God’s love knows no bounds, the Mission Outreach Team encourages the congregation of WCPC to be a servant people, witnessing to the light of Christ through actions and words so that the world might know the grace, peace and love of God.”

Attending: Gary and Mary Jo Chapman, Kathy Bray, Warren Evans, Louise Crider, Erin Baker Michaelis, Gordy Lentz, Sally Shu, Michele Stelter, John Hathaway, and David Martinez.

Devotional: Mary Jo provided the devotional and opened the meeting with prayer.

Elder Report: - Gordy mentioned church signs are going up and the church was being touch-up painted. Church was running a deficit in 2017.

Minutes Approval from Last Meeting:

- December 5, 2017 – It was requested the minutes be sent to the MOT members with the agenda. Also suggested was when the minutes are sent to the Session, include the Faith in Action/ Giving Opportunities Calendars.

Project Reports:

- Peru: - Gary Chapman reported
 - Sicutani will send names and photos of the 2017 Graduation Class.
 - From the December Peru Leadership Meeting they will create a Roadshow program to present at the March 2018 Presbytery Meeting. It will include Mission history and mission opportunities.
 - Rusty & Sara will be in the U,S in the fall of 2018. Need to get them to WCPC.
- Africa –
 - Elijah Mwandaili a Justo Mwale graduate had a good visit with us before Christmas.
 - John mentioned he’s getting good communication with UCZ in Siavonga.
- Habitat for Humanity –
 - Next work days are Wednesdays, Jan 10, 17 and 24.
- Love Your Neighbor Day – Its Saturday Jan 27. A few project leaders are still needed.
- ESL – Restarts Jan 9.

- **Seafarers** – Youth are taking the Christmas boxes to the Ship Channel Seafarers Center Friday.

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Mission Facilitator's Report – Michele Stelter reported:

- Reviewed MOT financial statements
- Reviewed 2018 Faith in Action/Giving Opportunities Calendars
- Shared Christmas cards and thank you letters.
- Heifer International – To make presentation at WCPC Feb. 11

Old Business: -

- 2018 Budget – next meeting – Advocates attend with requests.

Associates Pastor's Report – Laura excused.

Devotion for Next Meeting

- Erin Baker Michaelis

Gordy closed meeting with prayer.

Next meeting – Feb 6, 2018 in Room 301B

Evangelism Team Report - January 2018

The Evangelism Team last met on December 11, and minutes of that meeting were provided in December.

Community Communications

- We have upgraded our Woodlands Online account from the free basic listing to a Business Publishing account for 2018. This will allow WCPC registered users to upload and maintain our own material and provides more information than the basic listing, including a link to the WCPC website. Shirley Barclay is administering the site. The link is:
<http://www.woodlandsonline.com/cdps/cditem.cfm?nid=1101>
- Our new folding signs were used to publicize Christmas Eve services. Woodlands regulations allow temporary signs to be placed next to the monument sign four times a year. An annual calendar for use of the signs on W. Panther Creek Dr. has been developed. To use the signs within the campus property, contact Sheree Fleming for assistance with developing the inserts. The frames are stored in the office.

New Members' Class

- The next class will begin February 4. New members will meet with the Session on March 4. The annual new member brunch is planned for March 25. We will consider an additional class later in the spring if there is sufficient interest.

Campus Signage

- The new accessible parking signs for the front lot and a directional sign for the rear of the Hendricks Education Building corridor were installed prior to Christmas. The two campus maps were installed in the past week. Frames are currently being constructed for four new exterior building signs.
- Evangelism is currently working with the vendor on the front and rear parking lot entrance signs. The next signs to be developed will be the ceiling-mounted wayfinding signs for the area around the sanctuary, Fellowship Hall, and office.
- Evangelism is working with Building & Grounds to determine the best way forward on developing designs for a new monument sign. We may form a team to work on this as it may require driveway improvements and new electrical and irrigation lines.

We Choose Welcome

- We Choose Welcome is a PCUSA awareness campaign that expresses the denomination's commitment to welcome refugees and immigrants. WCPC already supports several ministries in this area.
- Evangelism plans to place a 'We Choose Welcome' sign on the front bulletin board of the Hendricks Education Building and to write a newsletter article providing additional information about this campaign.
- Additional initiatives may be considered as the congregation learns about this campaign.

Welcome Center and Greeters

- Greeter sign-ups are now located on SignUp Genius, which can be accessed from the general SignUp Genius link under Adult Connect or from the Greeters' section of the Adult Connect/Serving Within dropdown.
- Welcome Center hosts are needed for 15-minute slots before and after Sunday School and after the 11 am worship service. SignUp Genius and other means of scheduling hosts are being considered. Session members are encouraged to be present in the Welcome Center whenever possible.

The next Evangelism team meeting will be January 29 at 4 pm.

The Woodlands Community Presbyterian Church
Youth Team Meeting
Minutes for January 11, 2018

Meeting was called to order at 11:45am

In Attendance: Megan Hansen, Danelle Liddell, Debi McNaught, Marnie Bush, Shirley Barclay, Nancy Hathaway

- Prayer by Danelle
- Old Business
 - Budget:
 - All approved budget numbers
 - (New business) We need to all make an effort to turn in receipts to get an accurate account of expenses. We can write "for donation" if we do not want to be reimbursed, but it is still important to turn them in
 - Conclaves:
 - McKenzie, Sarah, David, Gabe signed up
 - Izzy, Maddie expressed interest
 - Shirley will send reminder of Sunday, 1/14 deadline on Friday
 - Follow up on Tuesday with a final reminder
 - Once we get sign ups we will reach out for chaperones to parents of youth
 - Sally, Danelle are available
 - Game Night
 - Need youth to help serve food
 - Tweens/younger kids to work the tables
 - Shifts will be established for where we need help
 - Audrey will manage food/kitchen
 - Sally/Debi to help Youth serve/clean up
 - Heifer June 10-15; we are signed up w/ deposit paid
 - \$425-450 is cost per person
 - Need to make it an additional \$75/youth to help offset van rental/gas
 - 10 person minimum
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 - Meeting adjourned at ?

Next meeting of the Youth Team on ??? in the Youth Room

WCPC Children/Tween Ministry Meeting January 14, 2018

CHEB room 303

Members Present: Carrie Bucki, Jen Conner, Susan Duncan, Audrey Keim, Stephanie Keiser

Meeting opened in prayer by Jen

Camp Fundraiser-Feb 24th Game Night. Stephanie shared the preparations so far with the group. Carrie and Audrey volunteered to create trivia questions for a few of the decades. The committee would like to reach out to the congregation at large for help in running the table during Sunday mornings to collect reservations. The committee is also going to ask different groups from the congregation (Mon am Bible study, bell choir, Moms in Mission, etc) to consider buying a table as a group.

Audrey and her team are organizing the food.

We are going to request a Faith in Action slot to advertise the event.

February 18th the children's message will also discuss the Game Night Fundraiser, maybe showing the camp video again, testimonials from kids who have gone to camp.

Children/Tween Budget

We will check to be sure, but are fairly certain that we did not use our entire Nursery Care budget in 2017 and we see this as an area we can budget less in 2018.

Sunday school open house-February 11th (pending Adult CE approval). It will be during the Sunday school hour. The Sunday school classes will all meet in Fellowship Hall for brunch. The children's classes will have a "show and tell" for the adult classes.

Pre-k-sing a song

K-2nd will present some art

3rd /4th will talk about their soup project for the Advent Festival

5th/6th will lead games and advertise Game Night Feb. 24th

This committee will send out a sign up genius for food sign up for that morning.

-The committee looked over the questions suggested by Pastor David (what are we doing that we need to keep doing? What are we doing that we shouldn't, and What do we need to start doing?). The committee determined that we have been winnowing out activities that don't directly relate to our mission over the past few years. We also noted that last fall the new groups for pre-school parents has really taken off and has been positively received. It appears that this is a group of adults/families that is starting to grow again and this committee is going to continue to look for ways to get these families engaged in our church family.

Children's Sabbath-February 11th

Faith in Action-Stephanie K.

Heifer-information about the program, bring out the Big Pink Pig bank, children are preparing several parts of the service during worship class.

We are going to remind children and families to return the Heifer banks from this fall on or before Feb. 11th.

January 21st-during worship class the kids will be writing parts of the children's Sabbath worship service. **Susan needs adult assistance on this day.**

Tween Business

Fun Fridays- We want to try and grow this group of kids. We will be doing this by updating the email distribution list, making sure all families with tweens are on it. We will also put out reminders about Fun Friday activities a week prior and the week of the event.

- February 2nd-Games at WCPC
- March 2nd Artrageous Mother's Day gifts
- April 13th with Youth to help with rummage sale
- May 4th Harry Potter night

WAM Meals-

- o January 17th Taco Bar
- o January 31st-pizza

- o February 21st Fish sticks, mac and cheese, soups
- o March 21st Potato Bar
- o April 18th Hamburgers and hot dogs
- o May 16th

Next Meeting-February 7th at 6PM in CHEB.

Nursery care will be available as well as a homework/quiet reading room for older kids.

Meeting Notes

Creation Care Team Meeting
January 8, 2018 7 p.m.
Room 304, Hendricks Building

Present: Beverly Stockton, Sylvia Campbell, Peggy Hendricks, Charlotte Anderson, David Hitchcock, Cinda Hitchcock

1. Sylvia opened the meeting with prayer
2. Addition to 12/13/17 Meeting Notes
 - a. Lenten Single Use Plastic Water Bottle Fast
 - b. Request volunteers beyond CCT to pick up recycling
 - c. Consider networking with other local faith environmental groups
3. 2018 Activities
 - a. Next Steps: Carbon Fee & Dividend Overture. The Overture has been forwarded to the Presbytery; Bill Bray is contacting other churches to sponsor the overture, Cinda will submit a letter to New Covenant Presbytery.
 - b. Recycling, Commercial Pick Up: ELP probably will not participate in the cost of commercial pick-up.
 - c. Continue Prayer Garden, Thinner & Sinners, Good News Herald E.Z. Peezy quips & short articles
 - d. Monthly Recycling Pick Up— Peggy Hendricks and Amy spears are the January recycling volunteers, Glee Dodson and Sarah Federer will pick up recycling in February, Beverly Stockton will pick up in March, the Hitchcocks in April and Charlotte Anderson in May.
 - e. Lenten Single Use Plastic Water Bottle Fast—A table will be set up for February 11th, 18th and 25th to promote the fast from single use plastic bottles. Table assignments were made.
 - f. Network with Other Environmental Faith Groups—the group decided to include this item in the 2018 vision statement
 - g. CCT Member Get-Together—Peggy and Sylvia both volunteered the homes; details to follow.
4. 2018 Earth Care Congregation Recertification Application
 - a. Visions—see attached
5. 2018 Budget Request
 - a. Presbyterians for Earth Care Membership Dues--\$75.00
 - b. Commercial Recycling--\$1,970
 - c. Pollinator Plants, Annuals, Soil Amendments--\$1,000
 - d. Total: \$3,045.00
6. Schedule
 - a. Session Approval of 2018 ECC 2018 Application—January 16
 - b. ECC 2018 Application Submission to PC (USA)—January 17
 - c. Love Your Neighbor Day, January 27
 - a. Adopt a Path—near the Earth Care Sundays
 - b. GreenUp/CleanUp—March 24
7. Next Meeting Date—Monday, March 5th, 2:30

2018 Visions

WORSHIP

1. Two Earth Care Sundays with earth care bulletin artwork; a. Print minimum number of bulletins (for those unable to use screens) b. Encourage children, youth & adults to write songs, prayers and/or skits with earth care theme for use on Earth Care Sundays, c. Use locally grown & pesticide free plants on Earth Care Sundays,
 - a. Print minimum number of bulletins (for those unable to use screens)
 - b. Encourage children, youth & adults to write songs, prayers and/or skits with earth care theme for use on Earth Care Sundays
 - c. Use locally grown & pesticide free plants on Earth Care Sundays
2. 5 Holy Week outdoor services.
3. 2 Faith in Action presentations and/or Children's Sermons on environmental topics
4. Screen display of bulletin information on all Sundays;
5. Purchase Eco Palms for Palm Sunday

EDUCATION

1. Conduct Tree Inventory of campus.
2. Add books on environmental topics to church library.
3. Request that earth care component be added to confirmation and new member classes.
4. Request children and youth staff and teachers to search for opportunities to teach about earth care.
5. Teach earth care topic in Vacation Bible School Science classes
6. Continue monthly articles and tips from W.C. Peezy in Good News Herald and Peezy posts on Creation Care website page.

FACILITIES

1. Continue church-wide recycling program and make guidelines to all staff, teachers and volunteers.
2. Continue to replace thermostats with WiFi controls to better control appropriate temperatures of individual spaces.
3. Continue to place native plants in Prayer Garden and garden beds of the Hendricks Building
4. Continue Thinners & Sinners Gardening Group

OUTREACH

1. Sponsor Plastic Water Bottle Fast during Lent
2. Investigate possibility of recycling print cartridges and electronics
3. Investigate possibility of networking with other local environmental faith groups

1/12/2018