

## Spiritual Formation

### Worship and Prayer

Genesis Women's Shelter (45 minutes)

## Shepherding the Flock

Call to Order/Omnibus Motion (page 2)

Moderator/ Executive Pastor's Report – Jay Lee

## Discernment/Strategic Visioning

Family of Churches – Maddie Wilkins, Cole Evans

- Peak Street (ONC)

Vision Committee – Lauren Langley

- Pre-vision exercise timeline

## Oversight/Accountability

ECO Coordinator – John Walsh

- Overview of Commission Lay Pastor – Simon Kingori
  - Motion to Approve Moses Eringo and Margaret Ndiritu as Lay Pastors
- Texas Presbytery Update

Operations Committee – Brett Krause

- Columbarium Update – Art Harding
- Giving Update
- Budget Update
- Staff Update – Larry Glasscock

Governance Coordinating Committee – Karl Rathjen

- Affirming at-large members
- Elder/Staff Connections
- Motion to set Congregational Meeting to elect ONC

PNC Update – Focus Group after meeting adjournment

Closing Prayer

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Next Meeting – October 28, 2024, 5:30 Music Room

Governance Resources - [hppres.org/governanceresources](http://hppres.org/governanceresources)

*Leading all generations to find and follow Jesus for the flourishing of our city and beyond*



### **Omnibus Motion**

Motion to approve the agenda for tonight's meeting, the minutes from the regular Session Meeting on August 26, 2024, and Membership Reports for August 2024 (pages 3-26).



**STATED MEETING OF THE SESSION  
HIGHLAND PARK PRESBYTERIAN CHURCH  
August 26, 2024, 6:00 PM (Music Room)**

<i>Quorum</i>	Present
<i>Attendance</i>	Attached
<i>Spiritual Formation</i>	<p><b>Worship and Prayer</b> Calum led us in opening song followed by a session of small group prayer. Outgoing Elders shared reflections and encouragement.</p>
<i>Shepherding the Flock</i>	<p><b>Call to Order</b> at 6:30 p.m.</p> <p><b>Omnibus Motion</b></p> <ul style="list-style-type: none"> <li>• Approval of the Minutes from the regular Session Meeting on June 24, 2024.</li> </ul> <p><b>Moderator/ Executive Pastor’s Report</b></p> <ul style="list-style-type: none"> <li>• Jay Lee shared: <ul style="list-style-type: none"> <li>○ J.D. Wilhem has joined the pastoral team at Grace Church. He was selected from 30 applicants. He is working on is Master’s Div. at Fuller Seminary</li> <li>○ Peak Street held a “Night of Vision” to begin the process of becoming independently chartered church.</li> <li>○ Three sightings of a racoon in Bell Center were a social media success!</li> </ul> </li> <li>• Craig Murray provided a recap of 40 Days of Discernment <ul style="list-style-type: none"> <li>○ Acknowledged those who worked on daily emails: Jackie Burke, Nancy Seay, Craig Murray, Angie Vaughan, Maddie Wilkins and Zoom: Nancy Seay, Craig Murray, Lauren Langley, Callum Lindsay</li> <li>○ 80% of emails were opened. 8% response rate</li> <li>○ “Surrender” was a common theme.</li> <li>○ 30 pages of responses shared with Vision committee.</li> </ul> </li> </ul>
	<p><b>Family of Churches Update:</b></p> <ul style="list-style-type: none"> <li>• David Martin shared that the ECO Church Plant Particularization Road Map has been completed.</li> <li>• Ben Wang shared a re-cap and update of the Mandarin Church <ul style="list-style-type: none"> <li>- June 2010: Esther and Ben Wang called to HPPC.</li> <li>- May 2016: Esther and Ben Installed as ECO Pastors <ul style="list-style-type: none"> <li>○ Since 2010: 400 adults baptized, 50% communist party members.</li> <li>○ Ben and Esther have again been invited to attend the Lausanne Congress in Seoul-Incheon September 22-28, 2024.</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Pastor Ben shared proposed timeline of Mandarin Church moving towards independent chartering. Highlights include defining a new covenant partner process in November 2024, visit with ECO MPT in February 2025. Session will be updated along the way.</li> <li>○ Tom Leiser prayed a blessing on the Mandarin Church</li> </ul> <p><b>Vision Committee</b></p> <ul style="list-style-type: none"> <li>● Jackie Burke summarized the process for the development of the Church Profile. He noted the PNC was actively involved in the process.</li> <li>● The following motion was made and approved:</li> </ul> <p><i>It is moved that the Church Profile, presented by the Vision Committee, be endorsed by the Session of HP Pres, and that the PNC be charged with finalizing, editing, and distributing the Church Profile (see Attachment A)</i></p> <ul style="list-style-type: none"> <li>● Jay reviewed each of the 6 bullet points from his January 2024 “180 Day Plan.” <ul style="list-style-type: none"> <li>○ Decision for an Interim will be made after August 2024. Still believes this is not necessary.</li> <li>○ Reduce the Budget by \$1.5M. Discussed in Operations report.</li> <li>○ Strategic Hires. Mary Chhuanmawii has been hired as Assistant Director of Early Childhood</li> <li>○ Solidify Teaching Team. 50% invited (Anchored by Jim Singleton once a month); 50% staff.</li> <li>○ Students, Students, Students</li> <li>○ Missions, Missions, Missions – not our mission to find a Senior Pastor but to make disciples for Christ.</li> </ul> </li> </ul>
<p><i>Oversight/ Accountability</i></p>	<p><b>ECO Coordinator</b></p> <ul style="list-style-type: none"> <li>● John Walsh Shared the ECO Texas Presbytery meeting will be in San Antonio September 20-21, 2024. The following motion was approved:</li> </ul> <p><i>It is moved that the following stated commissioners be elected as elder commissioners to the Texas Presbytery Meeting to be held on September 20th and 21st, 2024. If additional elders are needed and available to serve as commissioners, then the Session assigns its authority to the ECO Liaison Committee to add additional elder commissioners to serve at that meeting subject to limits set forth by ECO.</i></p>

*Nominated Commissioners: John Walsh, Alisa Sell, Neil Rabin, and others that volunteer at the session meeting.*

**Operations Committee**

- Anne Compton shared that Nelson Bell will be on two-month sabbatical beginning this week. (Staff who have been at HPPC for 7 years are eligible for 2-month sabbatical with \$5000 stipend)
- We have been without Executive Director for over 2 years. Initially Ted Munselle stepped up to help and now Larry Glasscock has been retained as a consultant to address residences, music ministry, facilities, budget and Day School.
- Recently had Security consultant and are studying recommendations to prioritize what is cost effective.
- Need “only” \$1.2M to make giving budget with 5 days left. Last year we received \$2M in last 3 days.
- Brett Krause is incoming moderator.
- Larry Glascock presented concise budget review (attached).  
After discussion the following motion was approved:

*It is moved that the proposed budget, presented by the Operations Committee, be adopted for the 2025 Fiscal Year (See Attachment B)*

**Governance Coordinating Committee**

- Jennifer Tollett presented proposal to modify the Governance Manual, Appendix D. After excepting a friendly amendment, motion was passed to accept the attached modifications (See Attachment C).
- Motion to accept the attached committee assignments was approved (See attachment D)

**PNC Update**

- Kelsey Phillips and Charlie Davis provided status update from the PNC. The process they are pursuing includes Equip, Engage, Explore, Endorse, Embrace. They reviewed the extensive engagement process that is ongoing which includes 32 focus groups and 30 networking groups.

Outgoing Elders shared reflections and encouragement.

**Closing Prayer**

The session formed a circle and held hands to close in prayer.

# Highland Park

PRESBYTERIAN CHURCH

	The meeting was adjourned at 8:40 pm.
<i>Upcoming Schedule</i>	<b>Next Session Meeting –</b> September 23, 2024, 5:30 pm, Music Room

\_\_\_\_\_  
Jay Lee, Moderator

\_\_\_\_\_  
Karl Rathjen for Jennifer Tollett, Clerk of Session



SESSION ATTENDANCE 2023-2024

Elder	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Lana Adams	x	x	x		x	x	x	x	x	x		X
Jackie Burke	x	x	x		x	x	x	x	x	x		X
Anne Compton	x	x	x		x	x	x	x	x	A		X
Charlie Davis	x	x	x		x	x	x	x	x	x		X
Justin Eastburn	x	x	x		x	x	x	x	x	x		X
Cole Evans	x	x	x		x	x	x	A	x	x		X
Larry Glasscock	x	x	x		x	x	x	x	x	x		X
Brett Krause	x	x	x		x	x	x	x	x	x		X
Lauren Langley	x	x	x		x	x	x	A	x	x		X
Tom Leiser							A	x	x	x		X
David Martin	x	A	x		x	x	x	x	x	x		X
Craig Murray	x	A	x		x	x	x	x	x	x		X
David Murray	x	x	x		A	x	A	A	x	A		X
Margaret Nderitu	x	x	x		x	x	x	x	x	x		X
Kelsey Phillips	A	x	x		x	x	x	A	x	x		X
John Rain	x	x	A		x	x	x	x	x	x		X
Karl Rathjen	x	x	x		x	x	x	x	A	x		X
Nancy Seay							x	x	x	x		X
Alisa Sell	x	x	x		x	x	x	x	x	x		A
Reid Slaughter	x	x	x		x	x	x	x	x	x		X
Jennifer Tollett, Clerk	x	x	x		x	x	A	x	x	x		X
Angie Vaughan	x	x	x		x	x	x	x	x	x		X
John Walsh	A	x	x		x	x	x	x	x	x		X
Madeline Wilkins	x	x	x		x	x	A	x	x	x		X

Others in attendance:

Jay Lee, Andrew Franklin, Josh Peck, Calum Lindsay, Zach House, Cameron Beaty, Charlie Dunn, Emily Scates, Ben Wang, Simon Kingori, Sterling White, Nelson Bell, Ryan Tompkins, Earl Blakenship, Will Craine, Jen Melson, Robin Pou, Tim Roberts, Terese Stevenson, Caryn Bramhall, Will Zhao and Eric Zheng.



# Church Profile 2024

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*Highland Park  
Presbyterian Church*

DALLAS, TEXAS  
EST. 1926





# A Little About Us

*Everything we do is about helping people find and follow Jesus.*

We are a family of churches for the flourishing of the city. Our ultimate goal is not to be a beautiful church, a big church, or a church that is growing so we can feel good about ourselves. Our mission is to be a Jesus church, where people of every generation are finding the joy, hope, and transformation of life in Christ.



## OUR VISION

Our vision is to be leading all generations to find and follow Jesus for the flourishing of our city and beyond. In 2016, the elders of HP Pres created Vision 100 as a way to measure whether we are living into this ambitious call.

### BY OUR 100TH ANNIVERSARY WE ARE STRIVING TO REACH THESE MILESTONES

**100%** of our covenant partners  
growing as followers of Jesus

**10,000** new followers of Jesus  
here, near, and far

**10** new church plants

**100** leaders raised from the next  
generation for Christ-centered ministry

**1,000,000** hours of prayer

# Discipleship Path

We are devoted to discipleship that is centered around helping people grow by “finding,” “following,” and “leading others to find and follow” Jesus.

**FINDING JESUS** is not limited to someone’s first encounter with him; rather, we see this as a never-ending journey of learning, exploring, and asking questions to discover more about who the Person of Jesus is and what that means for their life.

**FOLLOWING JESUS** puts “Finding Jesus” into action by embodying faith through spiritual disciplines and practices in everyday life to cultivate an ever-deepening relationship with Jesus.

**LEADING OTHERS TO FIND AND FOLLOW JESUS** means sharing one’s faith and practices with others so that they grow as disciples.

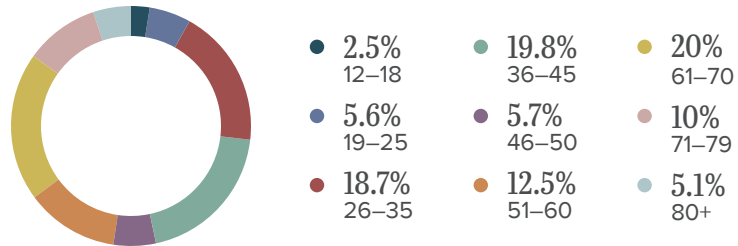
We believe God is at work growing his people, and we want to join him by providing ministries that are faithful to guide, train, and equip our people along this discipleship path.



# By the Numbers

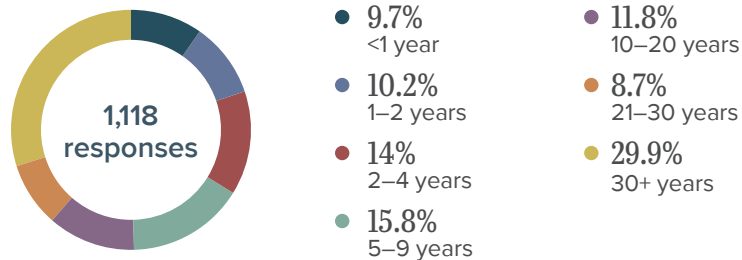
Our church family consists of X,XXX Covenant Partners, with an average attendance of X,XXX each Sunday, including XXX children and students.

## 1. Age



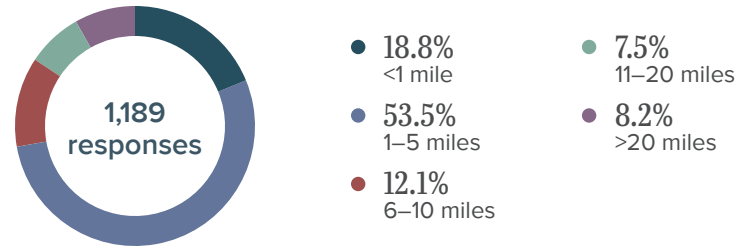
We are a multi-generational church, including some families who have been Covenant Partners for five generations. Our attendance reflects followers of Jesus across every stage of life. Recent surveys show that about 45% of the people coming on Sunday mornings are also bringing their kids and students to be involved in our community.

## 2. How long have you been involved with HP Pres?



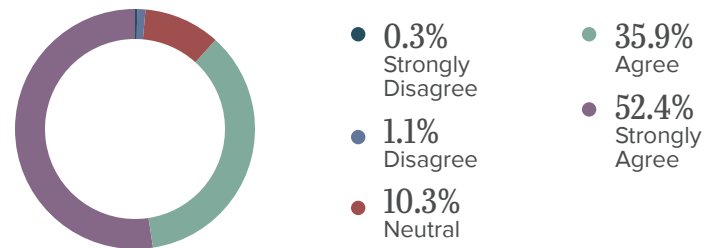
Although we have deep roots across all generations, recent surveys show that we have a healthy mix of people who have been here their whole lives and people who are brand new to our church family. Over the last ten years, growth has brought an influx of new Covenant Partners to our church family.

## 3. How far do you live from HP Pres?



Despite our size, we still feel like a neighborhood church. On Sunday mornings, you will see people walking and driving short distances to join us. Recent surveys show that over 50% of our congregation lives just a few miles away. We are also a neighborhood church that reaches our city, with significant numbers of attendees from all over DFW to participate in our community.

## 4. I feel close to God and am growing in my relationship with him.



While our demographics are encouraging, our real goal is to make disciples of Jesus. In a recent survey, we discovered that nearly 90% of our attendees reported growing in their faith and being closer to God because of their involvement at our church.

# Our Worship Services

All of our services exist to help people find and follow Jesus. Every Sunday, people find joy, hope, and transformation. People from every part of Dallas, from different generations and cultures, join to gather in the community. Most of our services last about an hour, including a 25-minute message.



Our 8:15 am Wynne Chapel service features weekly communion, a time for prayer and healing, hymns, and a shortened message. About 55 people attend this service weekly.

Our 9:30 am Sanctuary service, founded out of necessity during the construction that disrupted our campus, has been a surprising source of joy and growth. Featuring a moving, simplified, and liturgical contemporary music experience in the most beautiful space on our campus, this service is often overflowing, with walkers and strollers lining the back of the room representing the wide range of ages participating in worship. About 515 people attend this service weekly.





Our 11 am Sanctuary service features classical music, which has a well-earned reputation across our city. Led by a powerful choir and a renowned organist and often accompanied by orchestral pieces, those seeking worship of the highest artistic quality travel across the Dallas Fort Worth area to join us. About 440 people a week attend this service.

Our 11 am contemporary service delivers a modern but contemplative liturgical experience, creating a space where people can easily be invited into worship. Worshipers of all ages attend this service, which features the same biblically centered messages that are delivered in our other services. About 330 people attend this service weekly.



Our 9:30 and 11 am Sanctuary services are available online. Every Sunday, a mix of home-bound members, travelers, and guests exploring the church tune in to get a glimpse of our community. We host about 1750 a week through our online worship services.

# A Season of Grief & Hope



For almost 10 years, our church was led by Bryan Dunagan as our Senior Pastor. A charismatic teacher who was singularly focused on helping people find and follow Jesus, he oversaw a decade of impact at our church. Under his leadership, our people experienced a deepening commitment to follow Christ through discipleship, new followers of Christ on our

campus and across the world, a renewed love for the city God has placed us in, several churches planted, strengthened ties to our mission partners, rapid growth in all demographics, and an increase in giving.

Our congregation was shocked by the news of his untimely passing on October 26, 2023. Individually and collectively, as an entire church, we have been experiencing a season of grief. While this process has been difficult, the Holy Spirit has been actively at work, instilling in us a sense of hope and optimism for the future.

Our people are more unified than ever. The amount of care and support between congregants and staff is at an all-time high. Our city has been watching how we, as Christians, respond to this loss, and the result has been that people from all walks of life have wanted to become part of our community. Bucking every possible trend, our church continues to grow, giving has increased, and more people are growing in their faith than before. We have welcomed record numbers of Covenant Partners since October 26, 2023, which speaks strongly to the fact that Bryan pointed our entire community to Jesus as opposed to himself.

Now, molded by the past but looking to God for the future, our church continues to press forward into the mission we have been given. Our 100th anniversary is approaching, and we are seeking a Senior Pastor who can help bring a clear vision for the next phase of our ministry.

# Family of Churches

HP Pres has planted a family of churches, each with a unique identity and calling but united in mission, operations, and governance. Distinct from satellite campuses, each church in our family of churches has its own leadership, worship style, and community. When it comes to these church plants, the role of our Senior Pastor is to invest in and walk alongside our church planting pastors on a sustained basis.



## ALL NATIONS

Founded in 2001 and meeting on our campus on Sunday mornings, the All Nations community represents seven countries (Cameroon, Congo, Ethiopia, Ghana, Kenya, Nigeria, and Uganda) and has

a heart for reaching African communities.



## MANDARIN-CHINESE

Our Mandarin-Chinese Church has grown to the point where it has planted its own churches in multiple areas around Dallas.



## PEAK STREET CHURCH

Planted in 2018, Peak Street Church ministers to the residents of Old East Dallas, reaching a primary audience of young professionals navigating a post-modern world.



## GRACE CHURCH LAKE HIGHLANDS

Founded in 2021, Grace Church Lake Highlands serves the Northeast part of Dallas and has seen tremendous growth in the short time since.



## GOOD SHEPHERD OAK CLIFF

The youngest of our church plants, Good Shepherd Oak Cliff, serves the North Oak Cliff neighborhood of Dallas and has quickly become a loved member of the neighborhood. With less than a year of operation under its belt, Good Shepherd celebrated its first Christmas Eve service with over 100 local guests.

# The Flourishing of Our City & Beyond

Since our founding, outreach and missions have been a priority for our church family. We partner with missionaries, churches, and agencies in Dallas and across the globe to extend the Kingdom of God to the ends of the earth through acts of mercy and justice, feeding the hungry, welcoming the stranger, supporting and mentoring the marginalized, care, equipping, and evangelism.



Our missions team educates, equips, and brings service opportunities to our congregation, both to help our partners and to disciple our members. We are transforming the world through city and global engagement, mission trips, and the support of 31 missionaries.

*He said to them, “Go into all the world and preach the gospel to all creation.*

**MARK 16:15**



# Our Governance

We are a Presbyterian church in ECO: A Covenant Order of Evangelical Presbyterians. This group is marked by our reformed, evangelical, and egalitarian theology. Our congregation voted to join ECO in 2014.

We are tightly knit with ECO, with our church helping to shape ECO, even as ECO has helped to shape our church. As a leader in the denomination, we share what we have learned as a church with others in ECO who seek guidance.

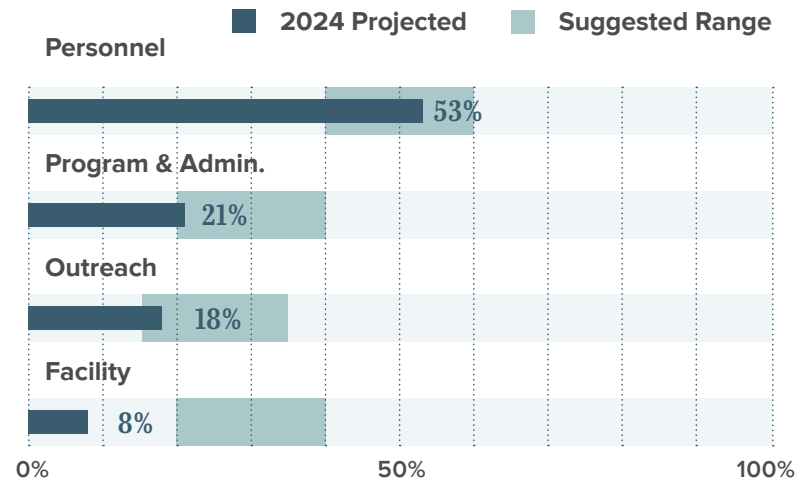
Our church is led by our Session, a group of Elders elected by our congregation to be its spiritual leaders. The Session, which includes our Senior Pastor, casts a vision and delegates the authority to execute it to our Senior Pastor, who, as head of staff, puts that vision into action.

# Our Giving

We are a financially healthy church. We operate without debt and in faith that our congregation will joyfully give as an act of discipleship each budget year. In 2023–24, our annual giving goal was \$14,425,600.

## 2024 PROJECTED EXPENSES

Our projected expenses for 2024 are expected to fall within or near the suggested range for church budgets.



When it comes to giving, we can improve on teaching our congregation about generosity as an act of discipleship and inviting a larger percentage of our congregation to give. \_\_\_\_% of Covenant Partner households currently give any amount during the year.

# Strengths & Opportunities

In the Spring of 2024, we conducted a Congregational Survey to better understand who we are as a church. A few themes emerged, highlighting what we're doing well and where we have room for improvement. While the survey highlighted specific areas, the most common theme across all the results is that our congregation deeply loves their church.



## OUR STRENGTHS

- ***Growing as disciples.*** We are a Jesus church, biblically centered, emphasizing spiritual growth and discipleship. Our worship services are described as powerful, with deep but approachable preaching and high-quality music, showing people the way to follow Christ. Our programming invites people into our community and equips them to take their next steps in finding and following Jesus, and the Holy Spirit has then been turning our guests into disciples. There is an intangible joy and energy in the halls of our church.
- ***United together.*** We are marked by unity and known as a place where disagreeing on non-theologically essential topics is OK and healthy. We have a generous orthodoxy, where grace without judgment defines difficult conversations, and we are known for being willing to exist within the tension between differences. We engage topics in intellectually honest ways, with compassion and love leading the way. We are slow to debate and quick to be curious.
- ***Welcoming community.*** Our community is a welcoming presence for new and long-time members. Defined by support, love, and friendliness, our community is our church, and people often describe their time here as part of a

tightly-knit family. Despite our size, to many, our church feels small. We live into our mission of ministering to all generations, and our love of people of all ages has had long-lasting impacts. Our community is diverse, with people of all backgrounds from all over DFW making up who we are.

- ***Developing leaders.*** Strong, transparent, authentic, vulnerable, egalitarian, and wise leadership has been a blessing to our church over the past decade. We are intentionally calling up and sending out new leaders. Our clear leadership has always been helpful, and that has been especially true after Senior Pastor Bryan Dunagan's passing.
- ***Our staff.*** The staff of HP Pres was frequently mentioned in our congregational survey. Our people see our staff as approachable, accessible, and supportive. The staff is trusted because of their involvement in our community, their joyful attitude, and their humble demeanor. The HP Pres staff deeply desires to minister to our congregation.
- ***Joyfulness.*** Despite significant loss and tragedy, our people are encouraged by how we exhibit Christ during this season. There is an unexpected joy in the halls of our church.



- ***Clear direction.*** Recent surveys identified our clear vision for the future as a strength. Our Session has discerned God's call for our church, communicated it clearly to our congregation, and aligned our ministry activities around that vision. This has made us feel unified as a congregation, working together towards the same ends. This has been visible through initiatives like Vision 100 and our recent emphasis on spiritual, mental, and emotional health.

## OUR OPPORTUNITIES

- ***Multiplying our faith.*** Many of our members reported that they are not frequently discipling other newer believers and that they do not feel equipped to share the Gospel with people who are not following Jesus. Work is needed to equip and encourage our body to more fully embrace evangelism.
- ***Vision for the future.*** Since 2016, when our Session formed Vision 100, we have been working towards a defined set of goals to reach before our 100th anniversary in 2026. What our vision and focus will be in the season after our 100th anniversary is undecided.
- ***Serving.*** We struggle to find enough volunteers to meet the minimum needs of groups like our Highland Kid's ministry. A church our size should have more people willing to help, but instead, we are frequently asking the same volunteers to serve more and more.
- ***Emotional health.*** In January of 2023, the Session of HP Pres made emotional health a priority for our congregation. Responding to a mental health epidemic in our community, we began to address this topic across life stages and ministries to better care for our church and our community at large. While we have made large steps in the areas of counseling, education, support communities, and resources, there is still work to be done

to shepherd our congregation into becoming emotionally healthy followers of Christ.

- ***Highland Students.*** Our Highland Students ministry (7th–12th grade) has seen a drop in engagement over the past 10 years. We have invested in new staff and an increased focus on this demographic, and we're celebrating a recent uptick in involvement in 2024. There is much work still to be done in reaching middle and high school students, and we are committed to nurturing, training, and discipling the next generation.



- ***Single adults.*** While single adults are welcome in all of our adult discipleship opportunities, our community of single adults needs increased support.

# Attachment B

**Highland Park Presbyterian Church**  
**FY25 Final Proposed Operating Budget by Function**  
**As of 08.23.24**

*\*\*for internal use only*

Description	OPERATING				25 Bud to 24 Bud Inc/(Dec) \$	25 Bud to 24 Proj. Acts Inc/(Dec) \$	FY25 vs. FY24 Notes
	FY23 Acts \$	FY24 Budget \$	FY24 Proj. Acts \$	FY25 Budget \$			
<b>Revenues</b>							
General Contributions	14,773,857	14,435,561	14,435,561	14,435,561	-	-	A.
Release of Rest Funds - Outreach	411,377	600,000	467,000	60,000	(540,000)	(407,000)	B.
Release of Rest Funds - Other	249,276	344,229	324,000	633,796	289,567	309,796	
<b>Total Contributions and Releases</b>	<b>15,434,510</b>	<b>15,379,790</b>	<b>15,226,561</b>	<b>15,129,357</b>	<b>(250,433)</b>	<b>(97,204)</b>	
Program Revenue	77,359	77,780	75,000	85,105	7,325	10,105	
Event & Other Revenue	107,439	106,820	113,820	161,770	54,950	47,950	
Investment Return	91,964	149,424	414,327	309,290	159,866	(105,037)	C.
Reimbursement from Schools	43,250	200,000	40,000	43,543	(156,457)	3,543	D.
Subsidies to Non-Operating Segments	(254,082)	(647,513)	(719,813)	(540,232)	107,281	179,581	E.
<b>Total Other Revenue &amp; Subsidies</b>	<b>65,931</b>	<b>(113,489)</b>	<b>(76,666)</b>	<b>59,476</b>	<b>172,966</b>	<b>136,142</b>	
<b>Total Revenue</b>	<b>15,500,441</b>	<b>15,266,300</b>	<b>15,149,895</b>	<b>15,188,833</b>	<b>(77,467)</b>	<b>38,938</b>	
<b>Expenditures by Function</b>							
Program	3,107,668	3,102,590	2,656,988	3,176,470	73,880	519,482	
FY25 Program Budget Adjustment - \$180k	-	-	-	(180,000)	-	-	
<b>Net Adjusted FY25 Program Budget</b>	<b>3,107,668</b>	<b>3,102,590</b>	<b>2,656,988</b>	<b>2,996,470</b>	<b>(106,120)</b>	<b>339,482</b>	F.
Outreach - Benevolences	1,651,449	1,067,638	1,576,756	944,958	(122,680)	(631,798)	B.
Personnel	8,298,787	8,475,252	7,816,972	9,214,992	739,740	1,398,020	
FY25 Personnel Budget Adjustment - \$600k	-	-	-	(600,000)	-	-	
<b>Net Adjusted FY25 Personnel Budget</b>	<b>8,298,787</b>	<b>8,475,252</b>	<b>7,816,972</b>	<b>8,614,992</b>	<b>139,740</b>	<b>798,020</b>	G.
Occupancy	1,572,225	1,333,145	1,490,749	1,498,597	165,452	7,848	H.
General & Administrative	1,531,430	1,161,289	1,056,404	1,174,099	12,810	117,695	
<b>Total Expenditures by Function</b>	<b>16,161,559</b>	<b>15,139,914</b>	<b>14,597,869</b>	<b>15,229,117</b>	<b>89,203</b>	<b>631,248</b>	
<b>Operating Surplus/(Deficit) before Debt Service</b>	<b>(661,118)</b>	<b>126,386</b>	<b>552,027</b>	<b>(40,284)</b>	<b>(166,670)</b>	<b>(592,310)</b>	
Debt Payment (interest only)	127,674	126,386	126,386	121,590	(4,797)	(4,797)	
<b>Net Operating Surplus/(Deficit) before Depr.</b>	<b>(788,792)</b>	<b>-</b>	<b>425,640</b>	<b>(161,873)</b>	<b>(161,873)</b>	<b>(587,513)</b>	
Depreciation Expense	2,757,043	3,180,000	2,757,043	3,180,000	(4,797)	422,957	
<b>Total Operating Surplus/(Deficit)</b>	<b>(3,545,835)</b>	<b>(3,180,000)</b>	<b>(2,331,402)</b>	<b>(3,341,873)</b>	<b>(157,077)</b>	<b>(1,010,471)</b>	

**FY25 Notes and Key Assumptions:**

- A. General Giving Budget remains FLAT for now.
- B. Outreach will no longer budget release of or related expenditures for restricted donations in the Operating Budget.
- C. In anticipation of upcoming market interest rate changes, MMKT Investment Return budgeted at 4% in FY25, down from current 4.9% actual in FY24.
- D. The Church believes that will negotiate a favorable position with The Day School. Formal discussions begin in September.
- E. Total of \$540k of Business Subsidies are being funded from OPERATING Budget as follows:
  - \$230k to Church Residences: Formal review of the entire Residential Properties matter will be formally and systematically reviewed beginning in September.
  - \$309k to Child Development Center (CDC): Formal discussions with The Day School to begin in September, and that we will find a path to reduce the investment in the CDC.
- F. Potential reduction of certain Program expenses.
- G. Personnel and Benefits currently includes an estimated 15% increase in Health Insurance Benefits, and a 4% Cost of Living Salary increase. Also includes FLSA (Fair Labor Standards) salary increases to 8 exempt staff, and market/leveling adjustments to Facilities hourly staff and 2 pastors.
- H. 60% increase in energy rate costs from last contract. Anticipating 14% increase in Property Insurance.

## Attachment C

# PROPOSED REVISION TO GOVERNANCE MANUAL

## APPENDIX D COMPOSITION OF SESSION COMMITTEES

### Governance Coordinating Committee (GCC)

1. The GCC will be comprised of three governing elders and the Senior Pastor; another member of staff may serve in an ex officio capacity
2. At the June Session meeting each year, the GCC will nominate a governing elder from the first-year class to begin a three-year term on the GCC on the first day of his or her second year of office as a governing elder.
3. In the first year of GCC service, a governing elder will also serve as one of the Assistant Clerks of the Session; In the second year of GCC service, the governing elder will also serve as Vice-Moderator of the GCC; in the third year of GCC service, the governing elder will serve as the Clerk of the Session and as the Moderator of the GCC. **This cycle is the preferred pattern but may be adjusted by the GCC should special circumstances require.**
4. Governing elders considered for serving on GCC should have demonstrated strong leadership skills, exposure to multiple areas of HP Pres's ministry, a willingness to listen and consider different points of view, and an ability to bring groups to a consensus on a timely basis.

### Officer Nominating Committee (ONC)

1. The ONC will be comprised of three governing elders, one deacon representative, and three to five covenant partners.
2. At the September Session meeting each year, the GCC in consultation with the outgoing ONC moderator, will nominate a governing elder from the first year class to begin a three-year term on the ONC on the first day of his or her second year of office as a governing elder; in the second year of ONC service, the elder will also serve as the Vice-Moderator of the ONC; and in the third year of ONC service, the elder will serve as the Moderator of the ONC. **This cycle is the preferred pattern but may be adjusted by the GCC should special circumstances require.**
3. The Moderator and Vice Moderator of the ONC cannot serve as moderator of any major ministry teams, while they are serving on the ONC.
4. The deacon representative shall be the moderator of the deacons, or his or her designee.
5. The three governing elders and one deacon representative nominate three to five additional covenant partners for a one-year term (who may not serve more than two consecutive years) to be elected to the ONC by the congregation through a congregational meeting.

### Operations Committee

1. The operations committee will be moderated by a governing elder.
2. The Executive Director will be the main staff liaison to the Operations Committee, but other staff leaders may attend committee meetings as appropriate.

## Attachment C

3. The operations committee will be comprised of at least 51% governing elders along with other elders or covenant partners with needed expertise. **Governing elders on the Operations Committee may nominate additional covenant partners for a one-year term (who may not serve more than three consecutive years).**
4. Those serving on the operations committee will possess relevant expertise as it relates to the management of operations: finance, HR, asset management and protection or other administrative and operational skills and knowledge.
5. The size of the operations committee should be no less than 4 and no more than 8. The moderator of the operations committee serves a 2-year term. In June of the moderator's final year, the GCC, in consultation with the outgoing moderator, will nominate the next term's moderator for Session approval.

### Audit Committee

1. The audit committee should have three members, one of whom is a governing elder. All members should have strong financial backgrounds.
2. The committee should **ideally** include at least one Certified Public Accountant.

### Vision Committee

1. The Vision Committee will be moderated by a governing elder.
2. The Senior Pastor and/or the Executive Pastor will be the main staff liaison to the Vision Committee, but other staff leaders may attend committee meetings as appropriate.
3. The Vision Committee will be comprised of at least 50% governing elders along with other elders with needed expertise.
4. The size of the Vision Committee should be no less than 4 and no more than 8.
5. **Governing elders on the Vision Committee may nominate additional elder for a one-year term (who may not serve more than two consecutive years).**
6. The moderator of the Vision Committee serves a 2-year term. In June of the moderator's final year, the GCC, in consultation with the outgoing moderator, will nominate the next term's moderator for Session approval.

**Attachment D**  
**ELDER COMMITTEE ASSIGNMENTS 2024-2025**  
**Session Committees Only**

**Audit**

Lana Adams-Moderator (27)

Justin Eastburn (25)

**Officer Nominating Committee**

John Rain-Moderator (25)

Angie Vaughn-Co-Moderator (27)

Tom Leiser-Co-Moderator (26)

Deacon Moderator

**ECO Coordinator**

John Walsh (25)

**Operations Committee**

Brett Krause-Moderator (26)

Anne Compton (25)

Justin Eastburn (25)

Larry Glasscock (27)

David Murray (27)

**Vision Committee**

Lauren Langley-Moderator (26)

John Rain (25)

Alisa Sell (25)

**Governance Coordinating Committee**

Karl Rathjen-Moderator (25)

Craig Murray (26)

Cole Evans (27)

**Pastor Nominating Committee**

Charlie Davis-Co-Moderator (27)

Kelsey Phillips-Co-Moderator (26)

Alisa Sell (25)



## 2024 August Membership Report

August 1, 2024 - August 31, 2024

Session Meeting of September 23, 2024

### Covenant Partners - August 31, 2024

AGE	Total: Beginning of the Month	New Covenant Partners	Dismissed Covenant Partners	Deceased Covenant Partners	Total: End of the Month	Percent of Total
<b>18 &amp; Under*</b>	281	0	0	0	281	5%
<b>19 to 35</b>	1693	0	1	0	1692	31%
<b>36 to 50</b>	962	0	0	0	962	18%
<b>51 to 65</b>	1210	0	0	0	1210	22%
<b>66 to 80</b>	754	0	0	0	754	14%
<b>81 &amp; Over</b>	343	0	1	1	341	6%
<b>Unknown</b>	199	0	0	0	199	4%
<b>Total</b>	<b>5442</b>	0	2	1	<b>5439</b>	100%

### Baptized Members (Infant to 14) - August 31, 2024

*According to ECO, a 'baptized member' has been baptized but has not yet made a public profession of faith in Christ, through, for example, our Confirmation experience (7th grade).*

AGE	8/31/2024
<b>Infants - 14</b>	903

# Highland Park

PRESBYTERIAN CHURCH

## 2024-2025 MEMBERSHIP REPORT

August 31, 2024

Session Meeting of September 23, 2024

### **NEW COVENANT PARTNERS**

None

### **MILESTONES**

#### *Births*

Woodley, Addie Mack, child of Mr. and Mrs. Luke Woodley (Katie) on August 21, 2024

#### *Infant Baptism*

Champlin, Heidi, child of Mr. and Mrs. Jared Champlin (Carley) on August 18, 2024

Dunlap, George, child of Mr. and Mrs. Carter Dunlap (Audrey) on August 18, 2024

Green, Mary Larsen, child of Mr. and Mrs. Brant Green (Laurel) on August 18, 2024

Martin, Holden, child of Mr. and Mrs. Brett Martin (Chassen) on August 18, 2024

Martin, Soren, child of Mr. and Mrs. Brett Martin (Chassen) on August 18, 2024

Redleaf, Henry, child of Mr. and Mrs. Ben Redleaf (Amy) on August 18, 2024

Rymer, Lolli, child of Mr. and Mrs. Jordan Rymer (Jordan) on August 18, 2024

Songer, William, child of Mr. and Mrs. Joshua Songer (Kelly) on August 18, 2024

Terry, Marlo, child of Mr. and Mrs. Travis Terry (Claire) on August 18, 2024

#### *Adult Baptisms*

Martin, Chassen on August 18, 2024

#### *Weddings*

Peterson, Morgan to Hitzelberger, Jack on Saturday, August 17, 2024

Stearns Sarah-Michelle to Wiley, Caleb on August 10, 2024

#### *Deaths*

Hutchison, William Leete, Sr. on August 4, 2024

### **DISMISSED COVENANT PARTNERS**

Galloway, Diane on August 5, 2024, per their request

Hardcopf, Jennifer on August 5, 2024, per their request

All Nations Congregation  
Motion for the Session  
September 23, 2024

Motion:

The Session of HPPRES formally endorses and supports the commissioning of lay pastors within the All-Nations Congregation: Margaret Nderitu to assist with Congregational/Pastoral Care, and Moses Eringo to support with Discipleship. This endorsement will recognize their unique call to ministry and authorize them to perform pastoral duties as outlined by the ECO Polity 2.0502 and 2.0503.

**Highland Park Presbyterian Church  
Financial Dashboard  
As of August 31, 2024**

**Preliminary FY24 End of Year Narrative:**

- FY24 YTD General Fund Giving (Contributions) thru August 2024 was \$15.385M, which is \$950k favorable to the Budget, and is \$675k higher than YTD Giving thru August 2023.
- FY24 YTD Total Contributions and Releases thru August 2024 was \$16.176M, which is \$796k favorable to the budget.
- FY24 YTD Total Contributions and Other thru August 2024 is \$16.046M, which is \$780k favorable to Budget.
- YTD Total Operating Expenditures thru August 2024 are \$14.973M, which is under budget by \$167k.
- YTD Estimated Net Operating Surplus at August 2024 is \$947k, and is favorable to budget by \$947k.

**Highland Park Presbyterian Church**  
**Statement of Activities - Operating Fund Only - Actual vs Budget**  
**Preliminary FYTD 2024 through August 31, 2024**  
as of Friday, September 13, 2024

Interim for Internal Use Only

	General Fund		Fav/(Unf)
	Actual \$	Budget \$	Variance \$
<b>Revenues</b>			
<b>Total Contributions and Releases</b>	<b>16,176,245</b>	<b>15,379,790</b>	<b>796,455</b>
Program Revenue	64,487	77,780	(13,293)
Event & Other Revenue	33,197	106,820	(73,623)
Investment Return	417,086	149,424	267,662
Reimbursement from Schools	74,101	200,000	(125,899)
Ministry & Capital Subsidies - Operating ##	(718,852)	(647,513)	(71,339)
<b>Total Other Revenue &amp; Subsidies</b>	<b>(129,981)</b>	<b>(113,489)</b>	<b>(16,491)</b>
<b>Total Contributions and Other</b>	<b>16,046,264</b>	<b>15,266,300</b>	<b>779,964</b>
<b>Expenditures</b>			
Family of Churches	632,901	656,770	23,869
Ministry	3,491,174	3,662,678	171,504
Operations	6,213,158	6,519,245	306,087
Outreach	1,989,666	1,476,810	(512,855)
Senior Leadership	1,011,184	1,329,412	318,228
Worship and Arts	1,532,719	1,495,000	(37,720)
Estimated Maximum Additional Expenses **	100,000	-	(100,000)
<b>Total Expenditures</b>	<b>14,973,355</b>	<b>15,139,914</b>	<b>166,559</b>
<b>Operating Surplus/(Deficit) before Debt Service</b>	<b>1,072,910</b>	<b>126,386</b>	<b>946,523</b>
Debt Servicing (Interest Only)	126,386	126,386	-
<b>Net Operating Surplus/(Deficit) before Depr.</b>	<b>946,523</b>	<b>0</b>	<b>946,523</b>

Notes:

**## Ministry & Capital Subsidies - Operating:** Approximately \$695k of the \$718k actuals are an estimated combined total funding needed to cover the Operating deficit for CDC, Church Coffee, and Residences.

**Notable Expenditure Savings:**

- **Operations:** Great control of expenses from Ken Merrill in Facilities and Security.
- **Outreach:** Approximately \$467k of the \$512k unfavorable to budget is covered by release of restricted donations such as Compassion and Disaster Relief.
- **Senior Leadership:** Savings predominately due to Sr. Pastor and Senior Director of Operations vacancies.

**\*\* Estimated Maximum Additional Expenses:** anticipating additional expenditures that will come in after this report but prior to the final year-end Close financials.