

First Presbyterian Church of South Charleston 2012

Committee Night	First Tuesday except January and July
Committee Reports Due	Second Tuesday
Stated Meeting	Fourth Tuesday, 7:00 pm
Ordination & Installation New Officers	January 29
Annual Winter Congregational Meeting	January 29
	<i>Annual Committee Reports, Pastor's Compensation, Memorial Service, Election of Trustee</i>
Annual Spring Congregational Meeting	June 10
	<i>Election of a Nomination Committee</i>
Annual Fall Congregational Meeting	November 11
	<i>Election of Elders</i>

Committees and Support Staff for 2012

Clerk	B.Davison
Treasurer	Powell
Administration	B.Davison
Education	L.Calderwood, Cole
Fellowship	Kent, Powell
Mission	Fuller, Hawkins
Property	Cruickshank, Snyder
Stewardship	D.Davison, Titus
Worship	D.Calderwood, Long
Trustees	Sherman (12) Melton (13) Miller (14)

Worship in Session Meetings

Each Elder in the Junior Class is responsible for one Session Meeting for opening devotions and prayer

Jan	Retreat	July	No Session
Feb	Pastor	Aug	Pastor
Mar	Cole	Sep	D.Davison
Apr	Pastor	Oct	Pastor
May	Cruickshank	Nov	Powell
Jun	Pastor	Dec	Pastor

If you will be absent for the meeting, then trade that month with another Elder

When the Pastor is Out of Town and a Crisis Occurs

Place a message on the Pastor's (Checked Daily)
 Place a message on the Pastor's (Checked Daily)
 If Church Office Hours, leave message with Secretary
 If Evening Hours, leave message with Clerk of Session
 If Pastor needs to know immediately, contact
 If a minister is needed immediately, contact on-call
 If a person has a prayer request, contact

Voicemail **415-5522**
 E-Mail fpcscgm4@gmail.com
 Becky Smith **744-2333**
 Becky Davison **744-4860**
 Sam McGrew **342-3618**
 Paul Romine **727-2241**
 E-Mail fpcscgm4@gmail.com

Pastor's Continuing Education and Vacation Schedule

2 Sundays/weeks off for Continuing Education
 5 Sundays/weeks off for Vacation

<u>No. of Days</u>	<u>Dates</u>	<u>Why/Where</u>	<u>Sunday</u>	<u>Guest</u>	<u>Liturgist</u>	<u>Time With</u>
<u>Approved</u>	<u>Away</u>		<u>Missed</u>	<u>Speaker</u>		<u>Children</u>
7 Tentative	Mar 19-25	Vacation	Mar 25	Haiti	D.Calderwood	TBA
4 Tentative	Apr 26-29	Vacation	Apr 29	TBA	L.Calderwood	TBA
7 Tentative	May 10-17	Cont Ed	May 13	Mother's Day	Worship Comt	TBA
7 Tentative	Jun 4-10	Vacation	Jun 10	TBA	B.Davison	TBA
3 Tentative	Jun 25-27	Vacation				
7 Tentative	July 9-15	Vacation	July 15	TBA	P.Kent	TBA
7 Tentative	Aug 20-26	Vacation	Aug 26	HymnSing	Worship Comt	TBA
7 Tentative	Oct 15-21	Cont Ed	Oct 21	Youth Sun	Youth	TBA

Each Elder in the Senior Class is responsible for one Sunday as Liturgist (*everything but scripture, sermon, children's time*). That Elder is responsible to serve as liturgist or find an appropriate Liturgist