

# 2012 ANNUAL REPORT



**First Presbyterian Church**

500 Park Street

Charlottesville, Virginia 22902

(434) 296-7131

[www.firstprescharlottesville.org](http://www.firstprescharlottesville.org)

## ELDERS OF THE SESSION

### Class of 2013

Karen Dougald  
Tom Doyle  
Amy Gillespie  
Debbie McPhillips  
Alice Micklem  
Pamela Turner  
Lee Witherow  
Lois Baylor, Clerk of Session

### Class of 2014

Ron Critzer  
Jeannette Halpin  
Mack Halsey  
Linda Hitt  
Jim Miller  
Jayne Rathburn  
Gweneth West

### Class of 2015

David Bear  
Tory Blackford  
Bill Kennedy  
Jim Stone  
Mac Thompson  
Hannah Walker  
Susan Wilson

## BOARD OF DEACONS

### Class of 2013

Paula Alberts  
Diane Brownlee  
Blair Doby  
Pat Doyle  
Jocelyn Kelley  
Nancy Tuz  
Courtney Wood

### Class of 2014

Jan Garnett  
Anita Jenkins  
Jennifer Jones  
Stauffer Miller  
Julie Patterson  
Amy Richardson  
Barbara Stone  
John Wehmann

### Class of 2015

Brian Campbell  
Lori Chapman  
Melanie DeBerardinis  
Jim Gillespie  
Gary Greene  
Pat McPhillips  
Cathy Meaney  
Mac Walker

## CHURCH STAFF

Rev. Dr. David G. Forney

Rev. Kimberleigh E. Wells

Rev. Liz Forney

Rev. Kendall Pearson

Kathy Doby

Colleen Plitt

Kathy Freer

Jeff Bailes

Dr. W. Bryce Hayes

Peggy Haluska

Judy Blair

Rebecca Ewing

Susan Lawson

Michael Joyce

Ronald "PD" Yates

Dave Stipe

Donna Buchanan

Cathy Dalton

Pastor

Associate Pastor

Covenant Pastor for Congregational Care

Co-Director of Ministry for Children and Their Families

Co-Director of Ministry for Children and Their Families

Member Coordinator

Parish Nurse

Praise Team Director

Supply Sanctuary Choir Director

Interim Handbell Choir Director

Business Manager

Communications Director

Office Administrator/Receptionist

Facilities Maintenance Manager

Facilities Worker

AV Technician

Preschool Director

Assistant Preschool Director



## Church Report 2012

<b>PIN Number</b>	<b>22643</b>		
<b>Presbytery Number</b>	<b>150298</b>		
<b>Church</b>	<b>First Presbyterian Church</b>		
<b>Address</b>	<b>500 Park St</b>		
<b>City/State</b>	<b>Charlottesville, VA 22902-4740</b>		
<b>Phone</b>	<b>434-296-7131</b>		
<b>Email</b>	<b><u><a href="mailto:info@fpchurch.com">info@fpchurch.com</a></u></b>		
<b>Web Site</b>	<b><u><a href="http://www.firstprescharlottesville.org">www.firstprescharlottesville.org</a></u></b>		
<b>Fax</b>	<b><u><a href="tel:434-296-0751">434-296-0751</a></u></b>		
<b>Membership</b>			
Prior Active Members	<b>1021</b>		
<b>Gains</b>		<b>Losses</b>	
17 & Under	<b>20</b>	Certificate	<b>14</b>
18 & Over	<b>15</b>	Deaths	<b>17</b>
Certificate	<b>27</b>	Other	
Other			
<b>Total Gains</b>	<b>62</b>	<b>Total Losses</b>	<b>31</b>
<b>Total Active Members</b>	<b>1052</b>		
Baptized	<b>364</b>		
Other Participants			
Total Adherents	<b>1416</b>		
Female Members	<b>579</b>		
<b>Average Attendance</b>	<b>375</b>		
<b>Affiliate Members</b>			
<b>Baptisms</b>		<b>Officers</b>	
Child Baptisms	<b>12</b>	Male Session	<b>10</b>
Adult Baptisms	<b>1</b>	Female Session	<b>11</b>
		Male Deacons	<b>8</b>
		Female Deacons	<b>17</b>

<b>Age Distribution of Active Members</b>		<b>Male</b>	<b>Female</b>
25 & Under	<b>122</b>	<b>60</b>	<b>62</b>
26 - 45	<b>161</b>	<b>74</b>	<b>87</b>
46 - 55	<b>142</b>	<b>57</b>	<b>85</b>
56 - 65	<b>167</b>	<b>69</b>	<b>98</b>
Over 65	<b>310</b>	<b>124</b>	<b>186</b>
<b>Total Distribution</b>	<b>902</b>	<b>384</b>	<b>518</b>

#### **People with Disabilities**

Hearing	<b>28</b>
Sight	<b>5</b>
Mobility	<b>25</b>
Other	<b>26</b>

#### **Christian Education**

Birth 3	<b>20</b>	Grade 7	<b>7</b>
Age 4	<b>9</b>	Grade 8	<b>8</b>
Kindergarten	<b>4</b>	Grade 9	<b>4</b>
Grade 1	<b>5</b>	Grade 10	<b>5</b>
Grade 2	<b>6</b>	Grade 11	<b>5</b>
Grade 3	<b>5</b>	Grade 12	<b>5</b>
Grade 4	<b>6</b>	Young Adults	
Grade 5	<b>4</b>	Over 25	<b>85</b>
Grade 6	<b>7</b>	Teachers/Officers	<b>40</b>
<b>Total</b>	<b>225</b>		

<b>Racial Ethnic</b>	<b>Membership</b>	<b>Elders</b>	<b>Deacons</b>	<b>Male</b>	<b>Female</b>
Asian	<b>5</b>			<b>2</b>	<b>3</b>
Black	<b>1</b>				<b>1</b>
African American					
African					
Middle Eastern	<b>1</b>			<b>1</b>	
Hispanic					
Native American					
White	<b>1045</b>	<b>21</b>	<b>25</b>	<b>470</b>	<b>575</b>
Other					
<b>Totals</b>	<b>1052</b>	<b>21</b>	<b>25</b>	<b>473</b>	<b>579</b>

<b>Potential Giving Units</b>	<b>601</b>		
Capital Building Fund	<b>25,600</b>	Other Income	<b>89,627</b>
Investment Income	<b>15,923</b>	Subsidy or Aid	
<hr/>			
<b>Expenditures</b>			
Local Program	<b>1,027,043</b>	Per Capital Apprt	<b>25,000</b>
Local Mission	<b>72,153</b>	Validated Mission	<b>38,648</b>
Capital Expenditures	<b>38,350</b>	Theological Fund	
Investment Expenditures	<b>780</b>	Other Mission	<b>13,968</b>

## **BOARD OF DEACONS**

**Moderator of the Deacons:** Susan Howard-Smith

**Committee Members:** All Deacons, with staff support from Kathy Freer, Parish Nurse, and Liz Forney, Pastor

**Number of Meetings:** 9

### **Goals for Year**

- Develop a plan to identify, recruit, train and support qualified persons for church leadership (task force formed by Deacons and Session in Spring 2011)
- Identify means to better support the Deacons in addressing the expanding needs of the church (task force formed by Deacons and Session in Fall 2011)
- Plan and conduct monthly meetings that incorporate spirituality, through devotion and prayer, address current activities and needs of Deaconate Teams, and encourage service to God.
- Monitor progress of achieving Team goals.

### **Accomplishments**

- June 18, joint meeting with Session-- The program was "Conversation on the Proposed Plan from the Staffing Model Task Force".
- Used Deaconate meeting time to allow team break-out sessions for planning and accomplishing team tasks.
- Increased our at large members for committees
- Started participation in Officer of the Day
- Stewardship meeting on October 15— joint with Session
- Welcomed Liz Forney, Congregational Care Pastor as our advisor- our support as in goal #2 above

### **Financial Resources**

- \$600

### **Suggested Goals**

- Address task force goals (e.g., identification of leaders) that were not addressed previously.
- Monitor Team goals.
- Help to support Deaconate members both spiritually and in work load

**Submitted by Susan Howard-Smith**

## **CHRISTIAN OUTREACH COMMITTEE**

Purpose: To glorify and celebrate God by empowering individual members and the congregation to minister to those in need beyond the church walls by initiating, communicating, supporting and implementing outreach projects.

**Chairperson:** Pamela Turner

**Additional Committee Members:** Keith Berger (eff. 11/12), Chris Dean, Don Dougald (deacon), Stuart Fears (thru 6/12), Glenn Forloines (thru 11/12), Gary Greene (secretary), Heather Halsey, Rich Lutz, Vernon McMinimy (thru 11/12), Kaki Pearson, Jayne Rathburn (elder), Debbie Vermillion.

**Number of Meetings:** 10

### **Goals for the Year**

- Continue current mission trips, recruit new participants, re-establish FPC mission presence in Haiti, increase participation of FPC in D1 mission trip to SW Va
- Revitalize ongoing projects, specifically Habitat, IMPACT, Alternative Market
- Develop ideas for projects to provide more local assistance, including Love INC and The Haven
- Develop partnership between PEB and FPC to support not only PEB but also college scholarships
- Work cooperatively with DMC in both community outreach project (?school?) and through Creative Spirit Ministry
- Seek worthy recipients for endowment money

### **Accomplishments**

- New Orleans mission trip with 28 adults to assist with Katrina recovery/rebuilding, providing extensive repairs to several damaged homes
- Haiti Building Goodness Mission trip with participation of 3 adult and 2 youth church members. Constructed a home for a family as incentive for over 10 years' work with the CODEP program. Continued to provide financial support to Building Goodness Foundation's ongoing efforts in Haiti and elsewhere
- Provided Faith Ministries in Mexico with \$6,000 to build a home in impoverished rural area
- Contributed funds and labor for completion of Habitat for Humanity homes in Charlottesville
- Participated in Piedmont Mission Group SW Virginia mission trip for home improvement projects for poor in Appalachia
- Committee delegate participated in POJ Haiti reconnaissance trip and with subsequent planning and promotion associated with establishment of new mission co-worker position in Haiti
- Continued promotion of Food Bank donations in conjunction with 5 cents/meal offering
- Provided funds and support personnel to assist with hosting PACEM at FPC for 2 weeks
- Provided organization and hosted starting point for community-wide CROP Walk effort



- Provided full tuition for 9 students to attend college in Pakistan, and financial support for PEB schools in Pakistan
- Sponsored a bed at Piedmont House, providing shelter and start-up funds for men recently released from incarceration
- Supported church member Taylor Starns' participation in the *No Mas Muertes* humanitarian initiative on the Arizona/Mexico border
- Continued to provide financial support to the Haven homeless day shelter
- Provided Thanksgiving food boxes, turkeys and produce for 75 area families in need
- Christmas Giving Tree provided gifts for a significant number of needy individuals identified by several local social service agencies
- Continued to serve approximately 135 meals per week to needy individuals through our Wednesday Soup Kitchen ministry
- Disbursed local portion of the four annual special collections our church receives to appropriate recipients/causes
- Continued relationship with Greek IV at UVa, providing funds for activities and leadership conference tuition
- Began discussions with City School leadership about a potential church/school partnership
- In coordination with Love INC, performed significant repairs to storage shed for local resident in financial distress
- Hosted Bike and Build team for three nights. This is a group of young adults traveling through multiple states and volunteering for Habitat for Humanity.
- Began promotion of local gleaning initiatives coordinated by the Society of Saint Andrews
- Hosted FPC Fellowship Hour three Sundays, including one special fellowship event designed to honor several members of our congregation who had provided long-standing and significant leadership to specific outreach programs
- Welcomed new committee member Keith Berger

### **Financial Resources/Activity**

- Total budget of \$119,618, also received an allocation in excess of \$5,000 from the church's 2011 surplus. All funds were disbursed for mission trips, supplies and outreach projects, also to area service agencies, assistance providers, the FPC Preschool and Presbytery of the James (see budget and gift list in FPC Annual Report for specifics.)
- Approved \$22,500 endowment grant to I.R.I.S. to provide a laser for treating serious retinal conditions, such as retinal detachment and glaucoma, to Mutengene Eye Clinic, Cameroon, West Africa.

### **Thank You**

- Stuart Fears and Don Dougald, for again very ably leading the New Orleans mission trip, and to the trip participants; also to Rich Lutz for again making the long drive with equipment/supplies
- Kaki Pearson for continuing to advocate for Faith Ministries, and keeping us informed on the progress/needs of this Mexico mission



- Those who participated in the PMG SW VA mission trip
- Jayne Rathburn for capable leadership of our Soup Kitchen
- Jennifer Jones and Wayne Turner for their coordination of our PACEM program
- Wayne Turner and Jim Gillespie for serving as hosts for the Bike and Build Program
- Rich Lutz for coordinating the efforts on our Love INC shed repair project
- Riley Katstra and her family for running the Food Bank donation program
- Jim Hassmer for organizing, and to those who walked, or sponsored walkers, in the 2012 CROP walk, and also for his efforts to educate the committee and the congregation about other hunger-related initiatives
- Glenn Forloines for his leadership of the FPC Habitat for Humanity effort in 2011 and 2012, and Keith Berger for agreeing to take on this effort in 2013. Thanks also to all those who participated in Habitat work days throughout the year
- Missy Witherow, Chris Dean and Deborah Starns for organizing, and the many who contributed and/or delivered food to needy families at Thanksgiving
- Debbie Vermillion and her helpers for running the Giving Tree program, and to the generous folks at FPC who contributed gifts for so many underprivileged recipients
- Barbara Herath and her crew for providing a Thanksgiving dinner for the Blue Ridge House
- Pat Wood for once again very competently running the four special collections each year
- FPC congregants, for their generous response to requests for disaster assistance and the 5 cents/meal efforts to feed the hungry year round
- Stuart Fears, Glenn Forloines and Vernon McMinimy for their years of service to the committee
- Kim Wells and Elaine Knight for their research and development efforts relative to a potential school/church partnership with the City
- Kim Wells for her guidance and patience, and her good humor
- Judy Blair for keeping us on track and on time financially
- Susan Lawson and Becky Ewing, for always being gracious and willing to help in myriad ways

### **Suggested Goals for 2013**

- Evaluate mission trip opportunities and recruit participants
- Revitalize ongoing projects
- Develop ideas for projects to provide more local assistance
- Develop partnerships between PEB and FPC to support not only PEB but also college scholarships
- Work cooperatively with discipleship ministry committee on community outreach projects and work to develop youth leadership
- Seek worthy recipients for endowment funding

**Submitted by Pamela Turner**

## **DISCIPLESHIP MINISTRY COMMITTEE**

**Committee Members:** Amy Gillespie (chair), Susan Berger, Linda Hitt, Elaine Knight, Debbie McPhillips; **Staff:** Kathy Doby, Kendall Pearson, Colleen Plitt, Kim Wells

**Number of Meetings:** 10

### **Goals for Year**

- Focus on Adult Ministries
- Complete youth renovation project
- Improve upon rotational model for Sunday morning as evaluation indicates

### **Accomplishments**

#### **Youth**

- Completed Youth Renovation project; task force disbanded with thanks. Full report to Session January 2013.
- Mid High three year confirmation curriculum fully implemented: 6<sup>th</sup> and 7<sup>th</sup> Biblical knowledge; 8<sup>th</sup> Personal Faith Development
- Mid High Youth Group program plan implemented
- Senior High Sunday School curriculum updated; Bible-to-life concept implemented
- Senior High Youth Group Life-to-Bible concept implemented
- Summer mission trip to Heifer International Headquarters in Arkansas
- Attended Montreat Youth Conference in July
- Summer college intern Vance Pilkington assisted with summer youth activities
- Welcomed Kendall Pearson as Mid High Director

#### **Adults**

- Adult education roundtable discussion held June 2012; survey on adult educational activities completed Fall 2012
- Advent and Lenten combined adult Sunday morning classes provided
- Workplace bullying program offered
- Creative Spirit Ministries workshops offered
- Implemented Fall and Spring “Rally Days” to introduce upcoming educational offerings

#### **College Outreach**

- Montreat College retreat attended in January
- Care packages and notes sent throughout the school year

### **Children and Nursery**

- Sunday morning rotation age groups and schedule revised
- Job descriptions and volunteer rotation plan for nursery reviewed, revisions planned
- Vacation Bible School provided in conjunction with Westminster Presbyterian Church in July
- Welcomed Kathy Doby as Children's Director

### **Thank You**

- Sandy Bishop and Susan Berger, College Ministry
- Youth Group volunteers
- Sunday morning rotation leaders
- Nursery staff, nursery volunteers
- Youth Renovation Team Members: Carolyn Pettit (chair), George McVey, Kevin Nordt, Elaine Knight, Debbie McPhillips, Amy Gillespie, Kim Wells, Colleen Plitt
- Director of Ministries for Youth and Families Search Committee members: Robert Garnett (chair), Sally Clarry, Eleanor Maloney, Michelle Katstra, Amy Gillespie, Kim Wells

### **Suggested Goals for Next Year's Committee**

- Develop Adult Education Ministry long term plan/curriculum map
- Review/revise role of Library in providing DMC resources to church
- Continue to strengthen Nursery, Children, and Youth ministries in accordance with YRT report

**Submitted by Amy Gillespie**

## **ENDOWMENT COMMITTEE**

**Committee Members:** Tom Baylor, Lara Casteel, Ed Gatewood, Mack Halsey (advisory), David Maloney, Deborah Starns, Wayne Turner (chair), and Judy Blair (staff support).

**Number of Meetings:** Four

### **Accomplishments**

- The Committee implemented cash account changes to stay fully insured, maximize return, and minimize costs.
  - o The Preschool funds were moved from Wells Fargo to the UVA Community Credit Union.
  - o A money market account at Sonabank was opened with \$245,000 from the church's accounts with Wells Fargo.

- o A one-year certificate of deposit at Carter Bank & Trust was established with \$247,000 from the church's accounts with Wells Fargo.
- The Committee conducted an in-depth review of New Covenant Fund performance and the investment management changes within the Presbyterian Foundation.
- As of December 31, 2012, the Endowment Fund held assets with a value of \$1,072,669. The table below shows the specific asset value for each of the four components of the Endowment Fund.
 

Building Endowment	\$ 445,911
Mission & Benevolence Endowment	551,016
Choral Masterworks Endowment	20,631
Discipleship Ministry Endowment	55,111
Total	\$1,072,669
- The Committee authorized an income distribution totaling \$42,993 from the Building, Mission and Benevolence, Choral Masterworks, and Discipleship Ministry Endowment funds. Distributed income supports projects and initiatives that (a) normally are not a part of the Church's general operating budget and (b) are consistent with the intentions of the Fund's donors, as provided by the Articles of Endowment.
- Expenditures from accumulated income over the past year supported the following purposes:
  - o Massanetta Springs building campaign
  - o Katrina disaster recovery mission trip
  - o Shutter refurbishing
  - o First Presbyterian Church's HVAC loan payments

#### **Suggested Goals for Next Year's Committee**

- Continue to raise awareness among Church members of the existence and possibilities of the Endowment Fund
- Monitor the church's cash accounts to determine the need for an additional account in order to stay fully insured
- Review the impact of the Presbyterian Foundation's investment management changes

**Submitted by Wayne Turner**

## EVANGELISM COMMITTEE

**Purpose:** To share the good news of Jesus Christ, calling people to repentance, faith in Jesus Christ, active membership in the church, obedient service to the world.

**Chairperson:** Karen Dougald

**Committee Members:** Cathy Burgess, Ed Davis, Becky Ewing (staff), Elizabeth Gatewood, Steve Harris, Caroline Payne, Megan Phillippe, Pat Wood, David Forney (staff)

### Goals for the Year

- Manage advertising and promotion of FPC activities and events
- Work with the Property and Maintenance Committee on the design and placement of an exterior worship time sign
- Work on the design of the FPC Logo
- Continue to work on welcoming visitors and trying to keep track of specific contacts for each person who has had a visitor bag, a pastoral call or door step visit
- Continue to work on the Greeter program with specifically identified, trained and scheduled Greeters
- Monitor the bulletin boards to make sure they are attractive, organized and current
- Oversee special projects related to Evangelism
- Revise the New Member information sheet
- Work cooperatively with other committees and groups to achieve and strengthen the above goals

### Accomplishments

#### Advertising/Marketing

- Managed FPC advertising: Welcome to Charlottesville; The Charlottesville Guide; Dex Yellow Pages; UVa Directory; Daily Progress (Welcome Edition, Easter, Christmas)
- In mid December, hand delivered informational post cards to the Park Street neighborhood residents inviting them to worship with us for Lessons and Carols and the Christmas Eve services
- Worked with Preschool to use “Constant Contact”

#### Bulletin Boards/Signage/Church Building

- Monitored bulletin boards to keep them attractive, organized and current
- Framed FPC’s Vision Statement and the worship/Sunday School hours which are displayed in the Narthex
- The FPC architectural rendering has a new frame, matting and preservation glass
- Five exterior upper parking lot signs were mounted and installed
- Continued to research the design and placement of an exterior sign giving the times of worship

- Studied ideas to have the main hallway displays more interesting and informative
- Discussed additional ideas to have the church facility be comfortable and pleasant

#### Hospitality Ministry

- The Guest Table, Visitor Folder, Cookie Kids and Greeter activities were continued
- Distributed 25 Visitor Bags from January until December
- Made 65 Doorstep Visits from January until December
- The Cookie Kids distributed cookie bags to first time visitors at both services
- Greeters were staffed for FPC activities, music events, funeral and memorial services and other gatherings that non-members might attend
- In addition to the Sunday narthex Greeters, an Officer of the Day has been continued. At both Sunday services, a designated Ruling Elder or Deacon is introduced to the congregation, will help the Cookie Kid if necessary and extend additional hospitality at the conclusion of the service
- A scheduled Sunday morning presentation gave helpful suggestions in greeting and welcoming visitors

#### Radio Ministry

- Maintained the Radio Ministry (WINA 1070 AM) weekly broadcast (Sundays at 9:30 AM) of FPC sermons

#### Special Events/Other

- Hosted three Sunday Fellowship Hours
- Pastor Jay Sanderford, Blue Ridge Presbyterian Church, met with the committee to discuss effective Evangelism: communications, reaching out to FPC's surrounding neighborhood, the limitations of "print" advertising, identifying and welcoming visitors
- *An Evangelism Primer: Practical Principles for Congregations* by Ben Johnson is being read and discussed
- Revised the New Member Questionnaire given to new members to voluntarily complete at the conclusion of their classes to help the Evangelism Committee know the effectiveness of advertising, greeters, name tags, signage and the church atmosphere
- Working with a graphic designer and church member to develop the FPC logo
- Stayed below our 2011 budget

#### Financial Resources/Activity

The 2012 budget was \$8500 -- Hospitality Ministry \$500; Advertising \$6000; Bulletin Boards/Displays \$1000; Special Projects \$1000. Evangelism spent \$5,598.87. The Radio Ministry was a separate item (a pre-approved fundraising ministry not part of the regular budget). Susie Morris, a church member, most graciously financed this ministry for the entire year of 2012.

## **Thank You**

- Susie Morris for her generous support of the Radio Ministry
- Becky Ewing for her artistic flair in designing posters for special events and helping with advertising
- The bulletin board creators: Jean and Allison Carswell and Sue Brown for the magnificent Memorial Garden display, Susan Wilson and Caroline Payne for the New Member pictorial and informative display, Glenn Forloines for the information about Habitat for Humanity and Jayne Rathburn for exhibiting photos of the Soup Kitchen volunteers at work
- Murray Hulse for mounting the 5 upper parking lot signs
- Michael Joyce for installing the 5 upper parking lot signs and relocating the framed architectural rendering and oil paintings of FPC
- John Wehmann and Jocelyn Kelley for distributing the New Member Questionnaires at the completion of the New Member classes
- To all the Deacons and Ruling Elders who have done such a great job as Officer of the Day
- Barbara Worrell for her many years of helping with the Door Step Ministry: baking cookies, putting packets together and contacting volunteers
- All those who provide a warm and welcoming “live voice” on the FPC office phone
- David Forney for his support, guidance and suggestions
- To all the members of the Evangelism Committee who have worked tirelessly to accomplish our goals

## **Suggested Goals for Next Year’s Committee**

- Finalize the FPC logo
- Have the exterior Worship sign completed, fabricated and installed
- Discuss, design and implement a “Hallway of FPC History” with photographs and written information
- Continue FPC advertising and the Radio Ministry, exploring greater use of electronic outreach
- Make decisions on the most effective advertising
- Continue to work on the Greeter program with specifically identified, trained and scheduled Greeters
- Welcoming visitors, keeping track of the specific contacts for each person (pastoral calls, visitor bags, doorstep visits, etc.) in a central data base that is easily accessible to committee members
- Encourage everyone to wear their nametag

**Submitted by Karen Dougald**



## **FELLOWSHIP TEAM**

**Chairpersons:** Dorman Parrish, Nancy Tuz

**Committee Members:** Diane Brownlee, Don Dougald, Anita Jenkins, Barbara Stone, Jacob Bear

**Number of Meetings:** 10 Plus

### **Goals for the Year**

- To make the job of hosting Fellowship easier for all hosts
- To improve methods for recruiting committees, groups, classes, families, and individuals to host
- To maintain a supply of snacks and drinks to serve at Fellowship
- To show appreciation for and recognition of hosts and volunteers

### **Accomplishments**

- Hosted successful special events, such as fall and spring picnics, and Cider on the Lawn
- Recruited volunteers to help with special events
- Introduced Unified Fellowship during summer
- Restructured Fellowship after 11:15 service to accommodate churchgoers while making fellowship easier for hosts
- Started offering sugar-free and gluten-free items during Fellowship Time in addition to more fruits and vegetables
- Worked to delegate fellowship committee jobs so that work was spread among members
- Contributed to refreshments for Hanging of the Greens
- Helped with 100th Birthday Party for Grace O'Brien
- Met with Senior and Assistant Pastors to discuss future fellowship ideas, such as Second Sunday Brunch
- With help of Covenant Pastor, completely filled Fellowship calendar for 2013

### **Suggested Goals for Next Year's Committee**

- Promote a warm and inclusive atmosphere for all members and guests at First Presbyterian Church
- Continue to delegate jobs among committee members
- Continue to give volunteers and hosts recognition and thanks
- Organize, oversee, and recruit volunteers for special events
- Delegate Christmas Eve refreshments to church volunteers
- Make sure to work with pastors to promote special events from the pulpit and in *The First Pres*
- Coordinate with other committees when hosting joint events

Financial Resources/Activity: Ended the year under budget (\$2,080 in expenditures versus \$3,320 budgeted).

**Submitted by Dorman Parrish and Nancy Tuz**

## **FINANCE AND ADMINISTRATION COMMITTEE**

**Committee members:** David Maloney (Chair January thru June); Mack Halsey (Chair July thru December); Tom Baylor; Bill Burgess; Dick Brownlee, Ed Gatewood, Bill Henderson; Susie Morris. Judy Blair, FPC Business Manager, serves as staff support to the Committee.

**Number of Meetings:** The committee meets monthly, generally on the second Monday of the month. During 2012, the committee met every month.

### **Accomplishments**

- Reviewed monthly financial reports
- Conducted a mid-year financial assessment and advised Session that budget adjustments were not necessary
- Monitored realignment of bank accounts
- Approved documentation of financial procedures
- Engaged Keiter, an accounting firm, to conduct a review of 2011 financials
- Approved replacement of the copier
- Developed a technology upgrade plan for 2013
- Presented a 2013 budget to Session

### **Goals for 2013**

- Conduct a mid-year assessment of the church's financial health and advise Session of any potential for a revenue shortfall
- Conduct a review of the financial agreement between the church and the Preschool to determine if any adjustments should be considered
- Engage Keiter for the financial review of 2012
- Implement the planned technology upgrades, including a new server and improved wireless access

### **Summary of Financial Activities in 2012**

As shown in detail on the next page, First Presbyterian Church ended 2012 with a surplus of \$92,623. This surplus resulted mainly because non-pledged offerings were higher than budgeted and committees were able to keep their costs below budget.

Session has agreed to allocate the surplus as follows: 10% of the surplus to the Christian Outreach Committee for use during 2013, over and above the 2013 budget for the committee; \$25,000 for 2013 operations; and the balance to the Operating Reserve. The amount transferred to the

Operating Reserve is available for use by Session (if so approved) for projects or other costs not in the 2013 budget.

As in the 2012 budget, the operating revenue budget for 2013 includes \$30,000 in anticipated growth receipts; in addition, there is an allocation of \$25,000 from the 2012 surplus to support our transition to the new staffing model. Mid-year the Finance and Administration Committee will assess the financial outlook for the year and advise Session about the need for any cuts in expenditure budgets.

### Comparison of 2012 Budget versus 2012 Actual

	2012 Budget	2012 Actual
<b>Operating Revenue</b>		
Pledges, Current Year	\$ 990,780	\$ 967,721
Non-pledge Offerings	113,000	150,458
Other Offerings	44,000	17,352
Total Offerings	<b>\$ 1,147,780</b>	<b>\$ 1,135,531</b>
Parking Fees	52,800	60,157
Preschool Contribution	8,000	8,000
Other Receipts	17,600	21,007
<b>Total Operating Revenue</b>	<b>\$ 1,226,180</b>	<b>\$ 1,224,695</b>
	2012 Budget	2012 Actual
<b>Operating Expenditures</b>		
Christian Outreach	\$ 119,618	\$ 119,618
Discipleship Ministry	30,200	24,071
Evangelism	8,500	5,599
Worship	21,560	10,920
Stewardship	3,200	2,762
Property Management	142,200	122,009
F&A	102,300	92,452
Personnel	786,600	746,380
Board of Deacons	7,385	4,517
Presbyterian Women	3,000	3,000
Stephen Ministry	1,000	182
Session Projects	600	562
<b>Total Operating Expenditures</b>	<b>\$ 1,226,163</b>	<b>\$ 1,132,072</b>
<b>Operating Surplus</b>	<b>\$ 17</b>	<b>\$ 92,623</b>

### Reserve Funds as of Dec. 31, 2012

Operating Reserve	\$148,841
Emergency Reserve	100,000
Building Reserve	214,882
Organ Reserve	11,389
Parking Lot Reserve	16,852
Fund for the Future	10,000
<b>Total for Reserve Funds</b>	<b>\$ 501,964</b>

## NOMINATING COMMITTEE

**Purpose:** To nominate persons with exceptional Christian faith, devotion and leadership qualities to serve as officers of the church, in accordance with the *Book of Order*, as well as discerning persons to serve as at-large members of the next Nominating Committee

**Chairperson:** David Maloney

**Committee Members:** Elders –David Maloney, Gweneth West; Deacons – Pat Doyle, Susan Howard-Smith; At-large members – Travis Brown, Terry Forbes, Lesley Forloines, Robert Garnett, Ellen Roberson, Betsy Swett, Katherine Warren

**Number of Meetings:** 6

### Goals for the Year

- Educate committee members in the use of a Spiritual discernment selection process
- Consider youth members as candidates for Deacon and/or Elder
- Nominate seven Elders and at least eight Deacons
- Nominate candidates to fill the seven at-large positions on the Nominating Committee for 2013

### Accomplishments

- Effectively used the Spiritual discernment process to identify slates of candidates for Deacons, Elders and the Nominating Committee that fulfills requirements of diversity, pledging, and attendance
- Established slate for Deacon Class of 2015: Victoria Agop, Brian Campbell, Lori Chapman, Melanie DeBerardinis, Jim Gillespie, Gary Greene, Pat McPhillips, Cathy Meaney, Mac Walker
- Established slate for Deacon Class of 2013: Blair Doby, Jocelyn Kelly
- Established slate for Deacon Class of 2012: Luther Morris
- Established slate for Elder Class of 2015: David Bear, Tory Blackford, Bill Kennedy, Jim Stone, Mac Thompson, Hannah Walker, Susan Wilson
- Established slate for 2013 Nominating Committee at-large members: Susan Berger, Jane Brennan, Dick Brownlee, Jim Hubbard, Nancy Roche, Doug Starns, Wayne Turner
- Assisted the Personnel Committee in identifying members to serve on the search committees for the Director of Music and the Director of Ministry for Children and their Families

### Suggested Goals for Next Year's Committee

- Continue using the Spiritual discernment selection process for establishing slates of candidates
- Establish slates of candidates for Deacons, Elders, and the Nominating Committee consistent with the stated purpose
- Consider a youth for Deacon and/or Elder

**Submitted by Gweneth West**

## **PERSONNEL COMMITTEE**

**Chairperson:** David Pettit

**Other Committee Members:** Robert Nootbaar, Vernon McMinimy, Nancy Lutz, Jonathan Agop, Elaine Knight, and Downing Miller (thru 5/12)

**Ex-Officio:** Rev. David Forney Pastor and Head of Staff

**Advisor:** Judy Blair, Business Manager

**Meetings:** Monthly, with ad hoc meetings and electronic communications and actions as required

### **Goals for 2012**

- Continue to support the work of the Staffing Model Task Force, and lead the implementation of a staffing model once approved by the Session
- Update position descriptions based on the approved staffing model
- Continue to review the performance review process for ways to improve
- Continue support of and guidance to Rev. Forney as Head of Staff
- Continue support of the Preschool Council as appropriate
- Manage 2012 Personnel Budget and develop 2013 Personnel Budget

### **Accomplishments**

- Supported implementation of the staffing model approved by the Session, including updating of position descriptions and determining terms of employment
- Provided support and counseling to staff affected by the consideration and implementation of the staffing model
- Worked with Nominating Committee in creation of ad hoc search committees
- Gathered and considered information regarding employee benefit alternatives
- Participated in development of plan for sabbatical for Rev. Kim Wells
- Arranged recognition for departing staff members
- Continued employee recognition protocol, as well as honoring staff birthdays
- Provided support and guidance to Rev. Forney in his role as Head of Staff
- Managed 2012 Personnel Budget and developed 2013 Personnel Budget
- Supported Preschool Council with respect to personnel matters as appropriate

### **Thank You**

- Staff and congregation for their trust and faithful support in development and implementation of the staffing model
- All who participated in the search committees to identify and recruit our outstanding new staff members
- Downing Miller and David Pettit, who rotated off the committee after faithful service
- Judy Blair for her expert and unstinting support.

## **Suggested Goals for Next Year's Committee**

- Assessment of current staff performance appraisal process
- Assessment/modification of current salary review process/cycles
- Salary market analysis
- Continued implementation of recently adopted Staffing Model
- Continued assessment of employee benefits options

**Submitted by Pamela Turner, chair for 2013, and David Pettit**

## **PRESBYTERIAN WOMEN (PW)**

**Moderator:** Dana Henderson (June 2012 – May 2013 program year)

**Staff Support:** The Rev. Kimberleigh Wells

**Coordinating Team (CT):** (June 2012 – May 2013) Lois Baylor, Anne Bear, Barbara Carswell, Lori Chapman, Elizabeth Gatewood, Boo Greene, Harriet Grosh, Dana Henderson, Sandra Henneman, Jean Hudson, Nancy Lutz, Sara Ray, Liza Sackson

**Circle, Handcraft Groups and Bible Study Leaders:** Donna Authers, Lu Bolen, Jean Hudson, Chris Kennedy, Helen Minor, Sara Ray, Pam Simpson, Shirley Whitt, Barbara Worrell

**Number of Meetings:** CT meets 11 times per year; Circles and Handcraft Groups meet monthly during the school year; Bible Study meets weekly during the school year.

## **Goals for the Year**

- Recruit younger women into PW and onto CT
- Continue support for missions church wide
- Participate in Samaritan Purse's *Operation Christmas Child*
- Increase attendance for all groups and gatherings
- Host FPC New Member Receptions

## **Accomplishments**

- Recruited several younger women onto the CT
- Held a successful sale of quilts and a quilt raffle, through which the Quilt Sowers raised \$2,340 for the Madeline House Capital Campaign Fund; also donated four twin-size quilts to the domestic-abuse shelter
- Sent 79 blankets, 12 knitted baby hats, 70 shirts, 26 handmade stuffed animals, and 12 little girl dresses made by the Mission Sewing Group to hospitals in the Congo and Malawi
- Delivered to church members 15 prayer shawls knitted and crocheted by the Prayer Shawl Group
- Sent 53 school kits and 20 hygiene kits to Church World Service via POJ
- Conducted the first Summer Sew-A-Thon to craft quilts for Madeline House, knit prayer shawls, and sew baby blankets
- Collected more than 120 shoeboxes assembled by church members for *Operation Christmas*

### *Child*

- Grew the membership of Circle 6 especially
- Attended the PW POJ's Summer Gathering at Massanetta Springs Conference Center (two women)
- Held FPC's Spring Gathering (speakers: Kevin Ruddle of Blue Ridge Area Food Bank and Ryleigh Katstra on local hunger issues) and Fall Gathering (speaker: James Wootton on "Jefferson's Other Revolution—Religion in the Early 18<sup>th</sup> Century")
- Hosted a Christmas luncheon for church and preschool staff (Elizabeth Circle)
- Provided two New Member Receptions with participation by all PW groups
- Began a Women's Weekly Bible Study and grew attendance
- Updated PW's Bylaws and presented them to Session; Bylaws now are an appendix to the Church Manual
- Updated PW's page on the new FPC website
- Have begun changing programming to reflect current interests of our church members

### **Financial Resources/Activity**

- The 2012 budget of \$3,000 was used for Circle study books and other resources; support of handcraft groups; new-member receptions; local Gatherings; PW directory preparation; and contributions to PW at the POJ, Synod of the Mid-Atlantic and church-wide levels.
- Funds generated through the sale of fair-trade coffee and other products are earmarked for mission donations to be determined in 2013.
- PW Birthday Offerings in April totaled \$1,055.55; Thank Offerings in October, \$917.00; and Least Coin Offerings for 2012, \$198.05. These combined offerings of \$2,170.60 were forwarded to PW POJ to be transferred to the church-wide level for mission projects.

### **Thank You**

- All leaders who give of their time, interest and heart to PW
- Sara Ray for serving as Moderator for the 2011-2012 program year
- PW Nominating Team lead by Chris Kennedy
- The speakers at PW's Fall and Spring Gatherings, noted above
- Phyllis McMinimy for continued support as Area IX Leader

### **Goals for 2012 – 2013**

- Continue to increase attendance at Gatherings, Circles and Handcraft Groups
- Improve communication among CT, Circles and Handcraft Groups
- More participation at PW POJ events and Massanetta Gatherings
- Carry forward new initiatives so they become ongoing mission projects
- Continue financial support of local, national and church-wide PW missions
- Continue support and coordination with other church committees
- Maintain PW bulletin board and web page announcements
- Be open and willing to form new groups

**Submitted by Dana Henderson**



## PRESCHOOL COUNCIL

**Chairperson:** Jim Miller

**Committee Members:**

<u>Class of 2013</u>	<u>Class of 2014</u>	<u>Class of 2015</u>	<u>Elders</u>
Karen Hathaway	Cathy Meaney	Mark Sackson	Jim Miller
Vicki Snead	Jamie Price	Chad Sopata	Susan Wilson
Karla Dofflemyer	Susie Morris	Susannah Fuller	

**Staff Support:** Donna Buchanan, Director

**Number of Meetings:** The council meets monthly on the second Monday of the month, August through June (no meeting in July). The Preschool's fiscal year is July 1 to June 30.

**Accomplishments for 2012-13**

- Created a 'Physical Activity' shelf for teachers to use to promote physical movement
- Approved a 'Movement Class' as an additional extra-curricular choice
- Scholarship committee re-established, and utilized for awarding scholarship
- Shifted from a five-day administrative assistant to a two-day Assistant Director, and a three-day administrative assistant
- Replaced three teachers for the 2012-2013 school year
- Approved an 'Intruder Emergency Plan', which was implemented this school year, and is used by church staff for Sunday School
- Approved changes for securing the preschool behind the double doors at school entrance
- Had a surplus in the budget from 2011-12 school year of \$83,846
- Approved a \$374,950 budget for the 2013-14 school year, maintaining tuition rates for the 3<sup>rd</sup> year at the current level

**Suggested Goals for 2013-14**

- Revise and complete the Preschool Policy Manual
- Continue to explore different ways to work with local Social Services agencies to bring children into the preschool that are in need of scholarship
- Analyze past years' enrollment patterns to evaluate the best class offerings and best use of classroom resources
- Continue to monitor trend of summer camp enrollment
- Gather information to plan tuition rates for the 2014-15 school year

**Submitted by Donna Buchanan, Preschool Director, and Jim Miller, Chairperson**

## PROPERTY MANAGEMENT COMMITTEE

**Responsibilities:** The Property Management Committee (PMC) has oversight responsibility for the FPC physical facility and its property, to provide for the use, maintenance, repair, security and enhancement of the church buildings, grounds and equipment, all of which nurture the faith, life, mission and ministry of the members of the church. Its budget includes the costs for all utilities, kitchen and cleaning supplies, property taxes, maintenance of the church van, upkeep of the grounds, materials and labor costs associated with general building maintenance and repairs, and regular improvement projects. Large projects for capital improvements are managed by the committee and are typically funded through reserves, gifts, or the accumulated income from the Building Endowment fund.

**Chairperson:** Jim Snead

**Committee Members:** Bill Carswell, Bill Otis, Tom Baber, Bryan Chambers, Ron Critzer, Dick Herath, Jim Hubbard, Michael Hastings, Michael Joyce (staff) and Judy Blair (Staff) Jim Stone (eff. 1/1/2013)

**Number of Meetings:** Typically once a month on the second Tuesday of the month. Additional meetings are possible depending on project demands.

### Special Projects anticipated for 2013

- Continuation of the landscaping plans to include the area in front of the sanctuary
- Completion of the reception area expansion
- Completion of the hearing loop project
- Design and installation of elevator
- Evaluation and repairs to the roof and steeple
- Evaluation of the carriage house foundation
- Fencing between the carriage house and its neighbors
- Continue to work in accordance with the facilities engineering report on proactive repairs and maintenance
- Plan and hold the Church Work day

### Summary Review of 2012

- Held the Church work day in April with over 50 members attending
- Installed speed bumps in the upper lot to enhance safety
- Painted and refurbished the Jr and Sr. High rooms
- Installed capping on the parapet walls of the carriage house to eliminate further water damage
- Performed Fall reseeding
- Landscaped the memorial garden (pending the installation of 2 plants) to include new lighting
- Began the expansion of the reception area
- Obtained approval and funding for the Hearing Loop project
- Repainted the Sanctuary and front office windows
- Removed, reworked, repainted and re-installed the Sanctuary shutters

- Replaced uneven sections of the sidewalk (trip hazard)
- Re-grouted the area in front of the sanctuary going down toward Park Street
- Purchased a Memorial Book to be kept in the library
- Began efforts to stop the formation of a storm-water utility by the City and an affront to the constitutional tax exempt status of the Church
- Continue to work on security for the pre-school

### **Thank You**

- All of the members who made the work day a success
- Luther Morris for his continued dedication to the upkeep of the Church
- Bill Starry for his efforts in assisting Michael Joyce on a variety of projects
- Michael Joyce, P.D. Yates, and Judy Blair for their extraordinary work in helping the Committee and the Church throughout the year.

**Committee Member Qualifications:** As a church with so many active members, it is hard to believe only a few manage to keep our house of worship in such great shape. If you are able to manage the care of your own home, then you are more than qualified to serve on the Property Management Committee. It is with God's help and guidance that we do His will and care for His house.

**Submitted by Jim Snead**

## **STEWARDSHIP COMMITTEE**

**Chairperson:** Lee Witherow

**Committee Members:** Lee Witherow, Tom Doyle, David Bear, Richard Stairhime

**Number of Meetings:** 11 meetings, plus the Officers' Dinner in October; held one lunch meeting

### **Goals for Year**

- Change our theme from "Step Into The River"/"Join Us On The Journey" to "The Pony Express" **Achieved**
- Conduct successful pledge drive and increase pledging. **Achieved**
- Continue to work on the Time and Talent database. Tom Doyle completed this work on behalf of the committee. **Achieved**
- Recruit new members and especially women to serve on the committee. David Bear is the only new member. **Not satisfied with results.**
- Have more interaction with members during the campaign. Get all elders actively involved in the financial drive. **Achieved**

- Make Stewardship a year-round activity with, e.g., monthly Stewardship Self Offerings, keeping Stewardship brochures in the pews, and continually soliciting members to complete T&T Surveys. **Not achieved**
- Significantly increase the number of pledges and raise \$1.2 mil. **Not achieved**

### **Accomplishments**

- Completed a successful financial campaign. The number of pledges increased while the average decreased. Raised a total of \$1,011,713 with 319 pledges.
- Officers' Dinner was held in October to kick off the 2013 Financial Pledge Drive
- Developed the Pony Express Campaign and significantly increased the active dialogue with all members of our church
- Got 100% of the Elders involved in the Stewardship Campaign
- The Stewardship Committee had good achievements with the smallest number of committee participants and did not spend all of the money in the budget. Budgeted \$3,200 but spent only \$2,762.00
- Was able to afford a speaker, Martha Moore-Keish, for Dedication Sunday who gave the church a different prospective on Stewardship
- Conducted a successful training guide for Elders on how to work the Pony Express campaign
- Hosted three (3) Fellowship Hours

**Financial Resources/Activity:** We expended \$2,018 of our budget of \$2,700. We had lower than anticipated expenses for software and printing.

### **Thank You**

- Judy Blair for her continued support and financial analysis
- David Forney for his continued support and urging the committee to start the campaign early
- Richard Stairhime, David Bear and Tom Doyle for being great Stewards of the church
- Susan Lawson, Becky Ewing and the FPC volunteers for assembling not only one, but two, mailings to the congregation
- PD for providing the best meal ever at the Officers' Dinner
- Liz Forney for her great talk at the Officers' Dinner
- To all of our members who pledged and helped us have a successful year

### **Suggested Goals for Next Year's Committee**

- Attract additional members to the committee.
- Promote Stewardship as a year round activity
- Help create a "Culture of Participation at FPC"

- Work with other teams and committees to be sure that we get new members involved as quickly as possible
- Work with other committees to ensure as many people are giving their time and their talent. If we can get them to give their time and talent, their treasure will follow.
- Continue to start the campaign early
- Investigate having more people involve First Pres in their estate planning

**Submitted by Lee Witherow**

## **VISITATION AND HEALTH MINISTRY TEAM**

**Team Leader:** Jan Garnett

**Other Team Members:** Sally Clarry, Miranda Landers, Stauffer Miller, Julie Patterson, Teller Stalfort, Shirley Whitt

**Members at Large:** Linda Hitt, Ted Pearson, Barbara Worrell

**Staff support:** Kathy Freer

**Number of Meetings:** 10 meetings

### **Goals for the Year**

- Advertise Meal Train in *The First Pres* and assist with facilitation as requested
- Organize two Bloodmobile Drives
- Continue with supportive outreach ministries for our church family

### **Accomplishments**

- 8 receptions were hosted by the Funeral/Memorial Reception Committee
- Two Bloodmobile Drives, yielded 45 units of blood products
- Hosted Fellowship on two Sundays
- Weekly flower deliveries of Sanctuary flowers
- 31 Agape gifts and visits
- Circulation of the weekly Prayer Team lists
- 8 individuals, who experienced the loss of a spouse, received four bereavement booklets over a year, each with a pastoral note
- Jaunt transportation to church was advertised for homebound members, with an offer to assist with the Jaunt application process
- First Sunday blood pressure screenings
- Purchased and stocked church first aid kits

- Advertised community CPR/AED Red Cross courses and facilitated registration
- 14 Church Visitors regularly visited 20 church homebound members
- 12 Card Ministry volunteers wrote regularly to 22 of our homebound or military family members

**Financial Resources/Activity:** See Church Financial Report

### **Thank You**

- Pat Wood for being our most faithful blood pressure screener
- Linda Hitt for her weekly coordination of Prayer Team Ministry and to those on the Prayer Team
- Barbara Worrell and her volunteers who staff and/or provide food for the Funeral/Memorial Receptions
- Our many Visitors and Flower Deliverers
- Our Agape Visitors
- Our Card Ministers
- Our Blood Donors
- Our pastors for their support of the Bereavement Ministry
- Terry Forbes, Joan Poole, Ralph Stoudt, Liz Meiburg Kerler and the officers who make Extended Communion to our homebound members possible
- Circle Six for their holiday greenery decorations and home visits to our homebound members
- Presbyterian Women's Prayer Shawl Ministry
- Our amazing Deacon Class of 2012 who will be sorely missed: Sally Clarry (led the Flower Ministry and Bereavement Ministry), Miranda Landers (Blood Drive Minute for Mission), Teller Stalfort (led Card Ministry) and Shirley Whitt (led Agape Ministry)

### **Suggested Goals for Next Year's Committee**

- To continue with the multiple ministries listed above and grow the number of volunteers supporting the ministries.

**Submitted by Jan Garnett and Kathy Freer, Parish Nurse**

## WORSHIP COMMITTEE

**Committee Chair:** Bettie Kienast

**Committee Members:** Melanie De Berardinis, Peter Doby, Carol Jepson, Jeannette Halpin, Jennifer Jones, Amy Richardson, Nancy Roche, Bob Wilson, Susan Wilson, Gweneth West, Jim Whorley, with staff support from Jeff Bailes, Will Cooke, David Forney, Peggy Haluska, and Elizabeth Norfrey

### Accomplishments

- Established relationship with Community Arts program
  - Addition of art pieces for various services and celebrations.
  - Beginning discussions regarding the addition of drama to worship.
- Presentation of the completed building use document to property management for adoption by Session.
- Established goals for music ministry communicated to the Director of Music Search committee for inclusion in their development of the search evaluation of candidates.
  - Ensuring that music for all services be in alignment with scriptures and sermon texts.
  - Moving our community toward becoming a “singing congregation.”
  - Developing a thriving music experience for children and youth.

### Goals for 2013

**Committee Chair:** Gweneth West

**Committee Members:** Jeannette Halpin, Carol Jepson, Amy Richardson, Nancy Roche, Bob Wilson, and David Forney

- Develop an ongoing collaboration with the ministry of the Pastors and the new Director of Music to enhance the worship experience
- Together create, articulate and implement our Vision of Worship at First Presbyterian
- Review and clarify both handbook and team guidelines to bring these into alignment with our Vision of Worship
- Implement team leader succession strategies for shared worship commitments, equip leaders and broaden inclusive participation among church members
- Develop guidelines for liturgist preparation and presentation for the 11:15 service. Identify a team leader and establish calendar rotation
- Support the Director of Music in creating, articulating, and implementing the vision for music inclusive of collaboration with Worship Committee, Worship Teams and Session Committees
- Serve as liaison in all worship considerations advocating and facilitating all worship considerations including scheduling, communications, and facilities
- Strive to build committee members connection and commitment to both the 8:55 and 11:15 services to fully understand the stylistic similarities and differences as they fulfill the Book of Order’s expectation of worship while building and expanding their stylistic similarities and differences

**Submitted by Gweneth West, 2013 Committee Chairperson**