

Annual Congregational Meeting Agenda

First Presbyterian Church, Oregon, WI

January 29, 2023

- I. Call to Order/Declaration of Quorum/Opening Prayer – Rev. Jeff Japinga, Moderator
- II. Congregational Business – Jeff Japinga
 - A. Report of Stated Clerk – Tom Niebauer, Clerk of Session
 1. Approval of Congregational Meeting Minutes from January 30, 2022
 2. Approval of the minutes from Special Congregational Meetings held on: January 9, 2022, February 27, 2022, September 18, 2022
 3. Membership Review Committee – John Mehl
 - B. Nominating Committee – Mike Fahey
 1. Release of 2022 committee: Mike Fahey (session rep), Nancy Freeman Wallace, Mike Johnson, Dave Mares (session rep), Cindy Mehl
 2. Election of three members from the congregation to serve 1-year terms
 - C. Report of Audit Committee – John Mehl
 1. Elect new members to serve 2-year terms
 - D. Thank you to outgoing officers
 1. Deacons: Renee Martell
 2. Ruling Elders: Mike Fahey, Dave Mares, Tom Niebauer
- III. Review of Future Focus Objectives – Tom Niebauer
 - Maintain and strengthen liturgy & music, family, and mission so that our efforts beyond our current activity have a well-founded and maintained foundation for growth – Dave Hanson
 - Reach out to disadvantaged in our communities so that we meet our Biblical call to love our neighbor and work for social justice that improves their daily lives – Wendy Goist Jones
 - Develop part of our land for community use so that we share one of our best resources (our land) with the wider community – Mike Fahey
- IV. 2022 Reports & Updates – Jeff Japinga
 - A. Christian Education
 - B. Connections
 - C. Deacons
 - D. Finance
 - E. Mission
 - F. Personnel
 - G. Property
 - H. Worship
- V. Looking Forward into 2023 – Jeff Japinga
 - A. Opportunity for Rooted Good Oikos Cohort to consider the use of our property – Mike Fahey
 - B. PNC – Cindy Mehl
 - C. Other updates
- VI. Adjournment/Closing Prayer – Jeff Japinga

First Presbyterian Church, Oregon, WI
Annual Congregational Meeting Minutes

January 30, 2022

The meeting was called to order at 10:55am, and opened with prayer by Rev. Sue Melrose, Interim Pastor and Moderator. A quorum was declared to be present.

CLERK'S REPORT:

Motion: To approve the minutes from the Annual Congregational Meeting held on January 31, 2021 and the Special Congregational Meeting held on January 9, 2022. Motion carried.

The Clerk reported that we in January 2021 we had 150 members and in December 2021, we had 148

ELECTION OF 2022 NOMINATING COMMITTEE:

Motion: To elect Nancy Freeman Wallace, Mike Johnson, and Cindy Mehl to one-year terms on the Nominating Committee. Motion carried.

AUDIT COMMITTEE REPORT:

Motion: To elect Gary Holloway and Mark McDermid to two-year terms on the Audit Committee. Motion carried. Kristen Nelson and Renee Martell begin their second year of a two-year term.

The 2021 Audit Committee (Renee Martell, Kristen Nelson, Gary Holloway and Mark McDermid) met on July 21, 2021 to review financial documents for the first half of calendar year 2021. With three new Committee Members, we took time for orientation and development. In general, we found the documentation accounts in order. There were a few isolated instances for which there were questions about deposits to correct accounts. Only two instances were not fully resolved as the Audit Committee completed work on July 21. One instance concerned final compensation for the Pastor. This required a specific monetary correction which was addressed within 24 hours of audit completion. Another instance concerned a deposit to the general fund that appeared from the documentation that it may need to go to the debt retirement fund. This instance will require Jeff to have a conversation with the Treasurer to resolve. All other noted exceptions during the audit were resolved during the audit and all related to the transaction documentation not fully reflecting the exact details of the transaction. In all cases total revenues were complete and reconciled to both Quick Books, the bank or other official statements and the staff/church member documentation. Jeff, our new accountant, was organized and ready for the Audit Committee. He very capably stepped us through the worksheets and documentation. He quickly addressed questions and was able to complete the necessary investigations as well as supply the necessary documentation to address exceptions. Exceptions were noted on the audit documentation along with explanations or any supporting documentation to address how the exceptions were resolved. The Audit Committee has concluded that the two irregularities identified in the first paragraph of this report (compensation and fund allocation) have been or will be addressed in the church's financial records for the first half of 2021. As of this audit, we are current on review of church financial documents. The committee also met on January 29, 2022 to review financial documents for the second half of calendar year 2021. John Mehl attended as observer and was there to answer any questions that arose. The Audit Committee found the documentation and accounts in order. As with the January to June audit, there were a few isolated instances for which there were questions about deposits to correct accounts and a few instances in which there were addition errors that did not affect the overall accuracy of the transactions. The errors were simply a matter of assuring that receipt and deposit totals matched exactly. All other noted exceptions during the audit were resolved

during the audit. In all cases total revenues were complete, accurate and reconciled to both Quick Books, the bank or other official statements and the staff/church member documentation. As with the prior audit, Jeff, our accountant, did an excellent job organizing the material for our review. Our thanks to Jeff and John for quickly addressing questions and resolving the minor exceptions which have been duly noted on the audit documentation as resolved and verified by the auditors. As of this audit, we are current with our review of church financial documents through the end of December 2021.

ACKNOWLEDGMENT OF OUTGOING OFFICERS:

Special thanks were offered to the outgoing officers:

Deacon: Nancy Cox

Ruling Elders: Kathy Danielson, Marcia McDermid, Nancy Nelson

INTERIM PASTOR'S REPORT: Rev. Sue Ellis Melrose

Rev. Kathleen Owens resigned as Stated Supply Pastor effective June 30, 2021. In September, I joined you as your Interim Pastor. Kathleen Owens resigned after serving faithfully as your Pastor for five years so she could focus more on her family during this continuing season of the COVID-19 pandemic. During the summer, various pulpit supply, one of which I was privileged to be, led you in worship outdoors and eventually returning inside to the sanctuary thanks to good quality air circulation in the building and other mitigation practices. Because I am serving you just under half time, my primary focus has been on worship along with administration and pastoral care. I have been impressed by the strength of leadership and commitment in this congregation in everything from managing the building to the continuing ministry of the Mission Committee, particularly the food program. People are not hesitant to jump in and help as able. Pastoral care is greatly aided by the Deacons and their work with Parishes doing one of the most important "jobs" during this pandemic: keeping people connected when viral spread continues to keep many of us apart. All those things above reflect a big part of what an Interim Pastor does: help maintain the worship life and ministries of the church during a pastoral transition. The other part of an Interim's task is assisting leadership as they look ahead to the future in preparation for a new pastor. When the formal search for a new pastor begins, I will not be involved in that. You are fortunate to have a very able Committee on Ministry Liaison in Jean Loup who will work with the search committee. But, for now, we are still in that first stage of clarifying what FPC of Oregon hopes to have in a pastor. I have been impressed by the openness with which the Session and members discuss the challenges before this congregation and what that means for pastoral leadership. It is hard to be a "small church" and especially so in the middle of a pandemic when so much of the future is uncertain. It has been a pleasure to work with your staff these last six months. Nancy, Tom, and Sue consistently bring quality and vitality to the music program helping us all to truly praise God through song and instrument. Dave Hanson is a Godsend answering my many questions and guiding me to the place to find the answers. Often, as I come into the building on a weekday, I see Stephen and his supervisor preparing to leave after cleaning the building leaving it in very good shape. I could also name all the members I see around volunteering your time, but I hope you know who you are. Your excellent work has made mine easy. My prayer is that God continues to uphold you during this next year and beyond in your vital ministry of worship and service.

REVIEW OF FUTURE FOCUS OBJECTIVES:

- Maintain and strengthen liturgy & music, family, and mission so that our efforts beyond our current activity have a well-founded and maintained foundation for growth.

- Reach out to disadvantaged in our communities so that we meet our Biblical call to love our neighbor and work for social justice that improves their daily lives.
- Develop part of our land for community use so that we share one of our best resources (our land) with the wider community.

As part of the process to obtain approval to create a Pastor Nominating Committee and as part of our annual operations, the Future Focus Objectives were reviewed to make certain they continued to reflect the goals of our Congregation. These periodic reviews consistently showed a strong desire to continue using these objectives to guide us into the future.

2021 REPORTS AND UPDATES:

Adult Choir Director: The spring of 2021 continued with prerecorded submissions from the director. Most Sundays were small ensembles with picture slide shows. One Sunday a month were virtual choir submissions. Music on Sundays in the early spring had us moving to outdoor worship. A sound system was developed with some components purchased and some components borrowed to supplement the equipment we had. These services were broadcast live on FM radio and recorded live for posting on YouTube. As worship moved indoors in the fall, the Adult Choir resumed Sunday Anthems presented during the service with masking and spacing. Additional equipment was added to facilitate better recording of the choir. A new music plan was developed, presented and passed by Session with the following schedule of Sundays: First and Third Sunday's music would be presented by the Adult Choir, the second Sunday of each month would have Acoustic Collective presenting a more contemporary style worship and Fourth and occasional Fifth Sunday being the opportunity for special music. Karen Baker has volunteered to coordinate the Fourth and Fifth Sundays and included handbell choir, smaller vocal ensembles and guest soloists. The choir is grateful for the continued support of the congregation and the Session for the resources to keep music an integral part of our Worship.

Deacons: The Deacons continued the challenging task of connecting with their parishes during the pandemic as well as during a pastoral transition. Many of the in-person connections that are usually made were replaced with emails, phone calls, or letters. Much thought and attention was given to the importance of maintaining connections with parishioners. We were sorry that Becky Bertram's position became vacant due to her move out of the area. At our June meeting we reduced the number of deacon parishes to 7 and divided her parish amongst the other parishes. We had our annual Session/Deacon meeting in July. Among other things, we discussed providing care for parish members in times of need.

Christian Education: In 2021 the Christian Education committee focused on offering virtual bible study programs for all members of FPC. Led by the very knowledgeable and talented George Jura, we offered a spring bible study program that read the book *Short Stories by Jesus* by Amy-Jill Levin. In the fall we started a program that covered the Gospel of Mark, which was the precursor to a spring 2022 reading and discussion of the book *The Last Week* by Marcus Borg and John Dominic Crossan. The committee also launched the Oikos Project, led by a committee of Mike Fahey, John Mehl, and Kathy Danielson. The Oikos Project is a program sponsored by the not-for-profit organization Rooted Good. The project is a guided exercise for the congregation to consider ways to better utilize our church property in a manner that is consistent with FPC shared values and might offer income opportunities for the church. Most of the Oikos committee work in 2021 was preparation for a series of collaborative exercises with the entire congregation in 2022.

Connections: It was another quiet year, but Connections had several occasions to bring the congregation together. Outdoor Fellowship was started on Wednesday, April 14, on the East side of the church. If weather did

not cooperate, it was cancelled. After a few more outdoor fellowship meetings, there didn't seem to be enough interest, so they were discontinued. Connections held a reception for the two confirmands who joined the church. Megan Fahey was given a corsage and Ryan Fahey, a boutonniere. We served cupcakes, Froyo cups, chocolate kisses, pink lemonade, coffee and water. Because it was Pentecost Sunday, the color scheme was red. The reception was held outside on several tables and was well represented. Another reception was held in honor of Pastor Kathleen when she resigned from the church. Again, we served cupcakes and beverages. We were able to have this one inside, in the narthex. Cupcakes and beverages were also served in the narthex after a baptism in October. We were able to hold our Trunk or Treat the end of October. There were about 5 cars decorated and participating. Each car had their own game for visitors to play, and about 50 children and adults took part. One car was set up as a photo opportunity for anyone who wanted to take a picture. Those who participated kept everything Covid friendly and wore masks. We contributed funds to place a sign on church property about our Christmas services. Connections resumed coffee fellowship, after church service, in December. The Welcome Neighbor contract was also renewed. More cards were printed to put in the packets that are given to new residents when they are contacted.

We renewed our application with Oregon Chamber of Commerce. First Presbyterian Church will be listed in their Community Guide and on their website.

Finance: First Presbyterian Church finished the year with a surplus Operating Cash fund of \$24,916, much better than the projected budget deficit of \$32,478, primarily due to additional late-arriving pledges (and a couple 2022 lump sum pledges paid in 2021), much fewer than projected COVID-19 related expenses and higher than expected rental income once AOS resumed in-person classes in the fall.

In summary:

2021 Income and Expenses

2021 Total Income	\$165,799
2021 Total Expenses	<u>\$140,883</u>
Net Income (loss)	\$ 24,916

2021 Cash Balances (as of December 31)

	<u>2020</u>	<u>2021</u>
One Community Bank Checking	\$ 7,634	\$60,706
One Community Bank Money Market Fund	\$25,323	\$25,356

2021 Invested Assets

	<u>2020</u>	<u>2021</u>
New Covenant Funds		
Scholarship Fund	\$ 71,548	\$ 88,851
Unrestricted Investments	\$188,031	\$214,196
Future Major Maintenance Fund	\$ 9,602	\$ 9,356
Phase 2 Building Fund	\$ 18,089	\$ 22,745

Liabilities

One Community Bank Mortgage	\$217,829	\$200,194
-----------------------------	-----------	-----------

The 2022 draft budget:

Income	\$143,280
Expenses	<u>\$143,892</u>
Net Operating Income(loss)	\$ (612)

Over the course of 2021, the Finance Committee:

- Approved a College Scholarship for Megan Fahey
- Refinanced the church mortgage, reducing the commercial interest rate from 5.3% to 4.25%, a new monthly payment reduced from \$2072/month to \$1480/month.
- Replenished the Major Maintenance Fund and moved funds to New Covenant Treasury Obligations Fund, a low risk, low volatility fund
- Assisted in completing the Interim Pastor Contract
- Conducted the fall Stewardship campaign including hosting a Consecration Luncheon
A Special thanks to Tom Niebauer, Marcia McDermid, and Kathy Danielson for their personal testimonials for why they give of their time and resources to FPC.
- Used Operating Cash to repay Per Capita Fund deficits over last several years and updated financial tracking to track income/expense in future years only in Profit and Loss statements.
- Documented the known sources and uses of the Balance Sheet Cash Fund accounts.

Mission: Presbyterians believe mission is not so much an obligation but an opportunity – to see how God, who is already present in all places, can and does work in marvelous new ways helping us grow in our own faith and commitment to Christ’s mission. It means continuing to risk, question, grow and seek, through prayer and interactions with others, what it is that we are called to do as faithful servants of Christ. (PCUSA). As a congregation we participate as a Matthew 25 Church in the Presbyterian Church USA. Matthew 25 is a vision and invitation to follow Jesus’ teachings by becoming active disciples and making a difference in our community and the world. Matthew 25 calls all of us to enthusiastically engage in the world around us, so our faith comes alive and encourages us to act boldly and compassionately to serve people who are hungry, oppressed, imprisoned or poor. One of the ways we fulfil our Matthew 25 pledge is through Presbyterian Pantry on Wheels (PPOW). In December 2021, Presbyterian Pantry on Wheels (PPOW) completed 28 months of Grocery Distribution at the Mobile Home Park north of Oregon. We served between 9-12 families each month. The Pandemic and high inflation led to increased food insecurity for our neighbors at the Mobile Home Park and our congregation responded with an abundance of generosity. In-kind donations of food and monetary donations far exceeded the PPOW Church Budget and allowed more food to be given to each family every month. PPOW works closely with a contact family at the park, as they are the liaisons between our church and the participants of the pantry. Our contact family is a vital part of the PPOW team, and it is due to that partnership that our Pantry has been successful. As a congregation we participated in four Special Offerings through the Presbyterian Church USA: One Great Hour of Sharing, Pentecost, Peace and Global Witness and the Christmas Joy Offering. The offerings represent the collective way Presbyterians from all over the world come together to work for a better world and engage in ministries of compassion, justice, education, peacemaking, and global witness.

Other mission projects:

- The Salvation Army “Purses with a Purpose” collection in October. Purses were filled with personal items and distributed to homeless women in the Salvation Army Shelter. Much needed items like sheets, and towels were also donated to the Shelter.
- Monthly Collections for PPOW with one item (such as toothpaste, soap, or toilet paper) requested.
- The Mission Committee led a Worship Service in August and presented the mission work of PPOW – Presbyterian Pantry on Wheels.

The Mission Committee Budget supported the following Mission Partners:

\$1,000 Salvation Army

\$750 Oregon Area Food Pantry

\$500 NINA (Neighbors in Need of Assistance) This helps families in the Oregon Area School District and is distributed through a social worker in the School District

\$500 Helping Hands (joint mission with the churches of the Oregon Community to support people needing assistance)

\$1,000 Presbyterian Disaster Assistance General Relief and Undesignated Program Support (money is used where most needed).

Personnel: The Personnel Chair met with professional staff members for the annual review of the positions they hold at FPC. In addition to the reviews and with input from each staff member, we were able to update the position descriptions to more accurately reflect the responsibilities prompted by 1) the continuing COVID restrictions and 2) adjustments to tasks and programming at FPC. Thankfully, we did not have to eliminate any staff positions due to the pressures created by the pandemic. The most significant personnel changes for 2021 were the resignation of Pastor Kathleen (effective 30 June 2021) and the hiring of Interim Pastor Sue Melrose at the beginning of September. A final task remaining for the outgoing Personnel Committee Chair is the designation and approval of a new Treasurer for FPC. That position description has been updated and approved. Session is hoping to have a new Treasurer in place in the first quarter of 2022.

Property: 2021 was a busy year with re-opening the church for in-person worship, committee meetings, Academy of Sound and most recently Alcoholics Anonymous in a safe manner with everyone's help ensuring cleaning supplies were in plentiful and surfaces were thoroughly cleaned. The following information is a summary of the property activities and building maintenance during 2021:

1. **Lawn Care:** A huge thank you to Norm Walmer for mowing and monitoring the church property. Norm's grandson Levi has been a big help.

2. **Snow Removal:** Snow Removal Bids were obtained for the upcoming winter season with Martinson our current contractor continuing to have the best bid. The church equipment is in good shape. A big thanks to the property committee for being so helpful to do snow removal. 3. **Southwest Entry Door Damage:** Brian McGuigan is looking into how best address the severe wind damage to the door frame which may require replacement and building some type of windbreak.

4. **Church boundaries:** FPC is working with Jeff Rau at the Village to obtain the neighborhood plot maps to install T-posts on a couple of corners for a reference point to clarify property boundaries with our neighbors. There has been some generous landscaping extending onto our property.

5. **The Church Building Use policy** is in the process of being updated. Planning to charge a fee for using the building where FPC would be responsible for cleaning the floors and arranging the chairs. Planning to resume work on this project in 2022.

6. **HVAC:** The sanctuary thermostats have been programmed 60 degrees when the building is not occupied and 72 degrees from 9:00-10:45 am on Sundays and when AOS is in the building. The HVAC contract was revised to not have any more furnace filters provided. There are enough filters to last 8-10 years. We are under budget for utility expenses. An air conditioning unit had a Freon leak repaired.

7. **The Windows were washed.**

8. Insurance Renewal

- a. FPC's policy is 9/01/2021 – 9/01/2022. The Renewal premiums totaled \$5401.00.
- b. One important property coverage exclusion meaning there is no coverage is water damage.

9. 2022 Budget projections: Will be flat or under budget.

Worship Committee: The year began as it had ended in 2020, with pre-recorded and live streaming of our services due to the continuing pandemic.

Lent was observed as follows:

- Ash Wednesday, service of meditations, pre-recorded
- Palm Sunday, pre-corded from the sanctuary
- Maundy Thursday, service in the parking lot of the church using pre-filled communion cups
- Good Friday, Stations of the Cross in the sanctuary
- Easter Sunday, Sunrise service from the parking lot of the church at 7:30 a.m. and the regular service pre-recorded at 10:00 a.m.

As the vaccine became available, CDC guidelines were less restrictive, and more of our members became vaccinated, it was decided safe to gather again inside the church. The first inside service was held May 30, 2021. Masks were required, social distancing was observed, congregational singing was suspended temporarily, the offering plate was not passed, communion continued with pre-packaged cups and fellowship was observed without food or beverage!! It was good to be able to meet and greet one another again, even with restrictions!! In June, Pastor Kathleen announced her resignation. The next few weeks were filled with plans for guest pastors during the period until an interim pastor would be found. In July, Tom Mielke presented a plan for restructuring the music program. His plan was to be pro-active and include:

- Our present choir would provide the music on the 1st and 3rd Sundays of each month
 - The music on the second Sunday would be provided by Acoustic Collective, a contemporary “house band”
 - The fourth and fifth Sundays would be led by our Liturgical musician with small groups from the choir and congregation
 - Move all music staff to salaries rather than hourly compensation
 - Compensate the “Second Sunday” musicians at \$400 each Sunday for 9 months
 - Compensate 5th Sunday musicians \$100 per Sunday
- Karen Baker offered to plan and provide music for the 4th and 5th Sundays without compensation. Fall found us continuing to record our worship services and posting them on U-Tube. Advent and Christmas worship included the choir Cantata, and Christmas Eve services.

LOOKING FORWARD INTO 2022:

- The OIKOS project, under the guidance of Kathy Danielson, Mike Fahey and John Mehl will continue with approximately 6-9 months of “exercises” to assess the Congregations thoughts regarding uses of our property, and our talents and interests.
- The search for a new pastor will continue. The Session has been discussing whether to seek a part-time versus full-time pastor. Continued implementation of our Future Focus Objectives likely would necessitate a ¾ to full-time pastor to do a quality job.
- ***A Motion was introduced to elect Linda Clark and Mark Jozefowicz to second terms as deacons.*** Motion carried.

Motion: To Adjourn. Motion carried. The meeting was closed with prayer by Rev. Melrose at 11:45 am.

Respectfully submitted,

Thomas J. Niebauer, Session Clerk

First Presbyterian Church – Oregon, WI
Special Congregational Meeting Minutes

January 9, 2022

The meeting was called to order at 11am, and opened with prayer by Rev. Sue Melrose, Moderator. A quorum was declared to be present.

Call for the Meeting: To hear a report from the Nominating Committee on the selection of Ruling Elders and Deacons for three-year terms beginning in 2022.

The Nominating Committee placed in nomination the names of Douglas Brethauer, David Hanson, and Sue McGuigan as Ruling Elders for three-year terms. Upon motion, nominations were closed and all nominees were elected by unanimous vote.

The Nominating Committee placed in nomination the names of Patricia Arthur, Susan Niebauer, and Nancy Sheldon as Deacons for three-year terms. Upon motion, nominations were closed and all nominees were elected by unanimous vote.

Motion: To Adjourn. Motion carried. The meeting was closed with prayer by Rev. Melrose at 11:15 am

Respectfully submitted,

Thomas J. Niebauer

Session Clerk

First Presbyterian Church, Oregon, WI
Special Congregational Meeting Minutes

February 27, 2022

The meeting was called to order at 11 am, and opened with prayer by Rev. Sue Melrose, Moderator. A quorum was declared to be present.

Agenda: To Elect a Pastor Nominating Committee

Motion: To elect Karen Baker, Judy Belanus, Colleen Hasler, Mike Johnson, Cindy

Mehl, Tom Mielke to the Pastor Nominating Committee. Motion carried.

Compliance With the Book of Order, Section F-1.0403

F-1.0403 Unity in Diversity. As many of you as were baptized into Christ have clothed yourselves with Christ. There is no longer Jew or Greek, there is no longer slave or free, there is no longer male and female; for all of you are one in Christ Jesus. And if you belong to Christ, then you are Abraham's offspring, heirs according to the promise" (Gal. 3:27–29). The unity of believers in Christ is reflected in the rich diversity of the Church's membership. In Christ, by the power of the Spirit, God unites persons through baptism regardless of race, ethnicity, age, sex, disability, geography, or theological conviction. There is therefore no place in the life of the Church for discrimination against any person. The Presbyterian Church (U.S.A.) shall guarantee full participation and representation in its worship, governance, and emerging life to all persons or groups within its membership. No member shall be denied participation or representation for any reason other than those stated in this Constitution.

Motion: It is the intent of the Congregation that the Pastor Nominating Committee will follow the PCUSA Equal Opportunity Employment Policy for calling a designated

pastor to fulfill the requirements of the Book of Order F-1.0403. Motion carried.

Motion: To Adjourn. Motion carried. The meeting was closed with prayer by Rev. Melrose at 11:10 am.

Respectfully submitted,

Thomas J. Niebauer

Session Clerk

First Presbyterian Church
Special Congregational Meeting Minutes
September 18, 2022

The meeting was called to order at 11 am, and opened with prayer by Rev. Sue Melrose, Moderator. A quorum was declared to be present.

The meeting was Called for the purpose of voting on proposed bylaws changes.

As part of her duties as Interim Pastor, Rev. Melrose reviewed the bylaws of our church and recommended several amendments to the bylaws:

The first amendment changes the language associated with the number of Ruling Elders on Session. Current language specifies nine Ruling Elders and the proposed language changes this to “no fewer than six”. This change would allow the Nominating Committee more flexibility in obtaining an adequate number of Ruling Elders to serve on session.

Motion: To amend Section 4 of the bylaws to read as follows: There shall be not fewer than SIX ruling elders divided into three nearly equal classes, one class of whom shall be elected each year at the annual meeting of the congregation for a three-year term. Motion carried.

The second amendment formally creates a Board of Deacons. We have had deacons for many years in the church, but other than requiring that a deacon be included on the Nominating Committee, the bylaws are silent regarding deacons.

Motion: To create a new Section 5 on the Board of Deacons and renumber Section 5 and Section 6 to read as follows:

Section 5: The Board of Deacons

There shall be elected not fewer than six deacons divided into three nearly equal classes, one class of whom shall be elected each year at the annual meeting for a three-year term. No member of the Board of Deacons shall serve on the board for consecutive terms, either full or partial, aggregating more than six years, but shall be ineligible to be elected to a new term until one year has passed. The Board of Deacons shall elect a Moderator from their own number. The Pastor shall serve ex officio.

Renumber the following Sections: Current Section 5 to Section 6: Legal Ownership Current Section 6 to Section 7: Amendments. Motion carried.

Motion to Adjourn. Motion carried. The meeting was closed with prayer by Rev. Melrose at 11:15am.

Respectfully submitted,

Thomas J. Niebauer

Session Clerk

VII.

Clerk of Session
Annual Report 2022

CHURCH MEMBERSHIP

TOTAL MEMBERSHIP 1/1/22	148
MEMBERSHIP GAINS	
Letters of Transfer	
Reaffirmation of Faith	
Profession of Faith	
Baptism & Profession of Faith	
Restore from Inactive	
SUBTOTAL	148
MEMBERSHIP LOSSES	
Deleted from Rolls	62
Letters of Transfer	1
Death	6
	、
TOTAL MEMBERSHIP 12/31/22	79
THE SACRAMENTS	
Baptisms	1
Congregational Communion	12
Home Communion	3
Special Communion	
THE SESSION	
Regular Meetings	11
Special Meetings	3
Congregational Meetings	3
Joint Session/Deacon Meetings	1

ELDERS

Terms Completed in 2022

Mike Fahey (2nd)
Dave Mares (2nd)
Tom Niebauer (2nd)

Terms Completed in 2023

Colleen Hasler (1st)
Wendy Goist Jones (2nd)
John Mehl (1st)

Terms Completed in 2024

Dave Hanson (1st)
Sue McGuigan (1st)

Terms Completed in 2025

Judy Belanus (1st)
Nancy Cox (1st)

DEACONS

Terms Completed in 2022

Renee Martell (2nd)
Deb Edgren (1st)

Terms Completed in 2023

Doris Gerry (1st)
Susan Niebauer (1st)

Terms Completed in 2024

Pat Arthur (1st)
Linda Clark (2nd)
Nancy Sheldon (1st)

Terms Completed in 2025

Deb Edgren (2nd)
Sue Mielke (1st)

PRESBYTERY COMMISSIONER

Sue McGuigan – (February)
Dave Hanson – (May)
Tom Niebauer – (August)
Dave Hanson – (November)

Audit Committee Report

January to July 2022

The 2022 Audit Committee (Renee Martell – absent and John Mehl filled in, Kristen Nelson, Gary Holloway and Mark McDermid) met on July 30, 2022, to review financial documents for the first half of the calendar year, January through June 2022. The Audit Committee found the documentation and accounts in order. As with the previous audit for the second half of 2021, there were a few isolated instances for which there were questions about deposits to correct accounts and a few instances in which there were addition questions that did not affect the overall accuracy of the transactions. The errors were simply a matter of assuring that receipt and deposit totals matched exactly. All other noted exceptions during the audit were resolved during the audit. In all cases total revenues were complete, accurate and reconciled to both Quick Books, the bank or other official statements and the staff/church member documentation.

The three noted exceptions were as follows:

- An account transfer was made to the Mission fund that should have been made to the Memorial fund in the amount of \$55. Jeff will, post audit, make the transfer to the correct account.
- An amount of \$74.97 (4/1/2022) was transferred to the Presbyterian Disaster Relief fund that had another specified fund allocation. Appropriate disbursement was verified to the designated purpose and no fund transfer is necessary at the time of the audit.
- In the April 13 compilation of revenues, there were two separate summaries of revenue. While the totals tied correctly to the deposits made and the accounts credited, it was not clear why two summary sheets were prepared. A request from the Audit Committee would be that when undertaking a non-standard approach to the documentation that a short note be included as it appears in this case that the additional summary sheet was done for revenue that came in after the original summary sheet was prepared. A short note to that effect would have been helpful.

As with the prior audit, Jeff, our accountant, did an excellent job organizing the material for our review. Our thanks to Jeff and John for quickly addressing questions and resolving the minor exceptions which have been duly noted on the audit documentation as resolved and verified by the auditors.

As of this audit, we are current with our review of church financial documents through the end of June 2022.

Respectfully submitted,

FPC Audit Committee: Gary Holloway, Renee Martell, Kristen Nelson and Mark McDermid

**Audit Committee Report
July - December 2022**

The committee is scheduled to meet to complete the audit on January 28, 2023.

**Finance Committee Report
FPC 2022 Annual Report**

First Presbyterian Church finished the year with a surplus Operating Cash fund of \$28,321.84, much better than the projected budget deficit of \$612, primarily due to additional late-arriving pledges (and a

couple 2022 lump sum pledges paid in 2021) and a balance of \$40,994 carried over from 2021 to assure the church could pay the salary of a new full-time permanent pastor. Although we are still searching for a pastor, we did experience significantly higher than expected property maintenance expenses which were covered by part of the carry-over balance from 2021.

In summary (see also attached Year-End Financial statements):

2022 Income and Expenses

2021 Total Income	\$143,629
2021 Total Expenses	<u>\$151,984</u> (including payment on mortgage principal)
Net Income (loss)	\$ (8355)

Cash Balances (as of December 31)

	<u>2021</u>	<u>2022</u>
One Community Bank		
Checking	\$60,706	\$52,975
Money Market Fund (Reserve Funds)	\$25,356	\$25,407

2022 Invested Assets

	<u>2021</u>	<u>2022</u>
New Covenant Funds		
Future Major Maintenance Fund	\$ 9,356	\$ 9,500
Phase 2 Building Fund	\$ 22,745	\$ 18,343
Scholarship Fund	\$ 88,851	\$ 71,655
Reserve Funds	\$214,196	\$180,873

Liabilities

One Community Bank Mortgage	\$200,194	\$189,903
-----------------------------	-----------	-----------

The 2023 Budget (see attached budget for full details)

Income	\$131,750
Expenses	<u>\$202,238</u>
Net Operating Income(loss)	\$ (70,488)
Operating Cash Carry-over	\$ 28,322
Reserve Funds	<u>\$ 42,166</u>
	\$ 0

Over the course of 2022, the Finance Committee:

- Conducted the fall Stewardship campaign including hosting a Consecration Luncheon
- Consulted with the Pastor Nominating Committee and Session regarding full-time pastor proposed Effective Salary and Board of Pension additional requirements.

- Consulted with Personnel Committee regarding salaries for new choir director and other FPC staff members
- Coordinated twice a year audits with Audit Committee and church accountant
- Developed a “dollar cost averaging” strategy to minimize potential stock market losses while drawing on the church reserve funds to meet 2023 expenses.

Respectfully Submitted

John Mehl, Finance Committee Chair

AQAAAKFAS	Balance Sheet	Dec 31, 22
ASSETS		
Current Assets		
Checking/Savings		
1.000 · OCB Checking		
1.110 · Operating Cash Fund		28,321.84
1.112 · Fund Accounts Cash		
10.110 · Memorial Fund		4,600.00
10.112 · Kitchen Fund		2,130.90
10.116 · Youth & Adult Mission Trip Fund		4,221.32
10.118 · Music Fund		1,627.67
10.120 · Fellowship Fund		225.63
10.124 · Baptismal Fund		2,890.00
10.126 · Joy Offering Fund		310.00
10.127 · Mission Fund		5,920.69
10.130 · Peace & Global Witness Fund		0.00
10.133 · Youth Group Fund		499.99
10.134 · Flower Fund		1,027.53
10.139 · Oikos Projects Fund		1,000.00
Total 1.112 · Fund Accounts Cash		24,453.73
1.114 · Debt Retirement Fund		199.36
Total 1.000 · OCB Checking		52,974.93
Total Checking/Savings		52,974.93
Other Current Assets		
11100 · Money Market (Reserve) Fund		25,407.19
12000 · *Undeposited Funds		1,626.50
Total Other Current Assets		27,033.69
Total Current Assets		80,008.62
Other Assets		
13010 · New Covenant Mutual Fund		180,873.49
13010.1 · Balanced Growth (Reserve) Fund		
13010.2 · Scholarship/Growth Fund		71,655.48
13010.3 · Major Maint/Treasury Oblig Fund		9,500.19
13010.4 · Phase II Bldg Fund		18,343.14
Total 13010 · New Covenant Mutual Fund		280,372.30
Total Other Assets		0

	<u>360,380.9</u>
TOTAL ASSETS	<u>2</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
25000 · Loan at OCB	189,902.7
	<u>5</u>
	189,902.7
Total Long Term Liabilities	<u>5</u>
	189,902.7
Total Liabilities	5
Equity	
y	
30000 · Opening Balance Equity	76,911.19
	146,660.6
32000 · Unrestricted Net Assets	9
Net Income	<u>-53,093.71</u>
	170,478.1
Total Equity	<u>7</u>
	<u>360,380.9</u>
TOTAL LIABILITIES & EQUITY	<u>2</u>

Profit/Loss Budget

AQAAAAKFAS

Performance

	<u>Jan - Dec 22</u>	<u>YTD Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense				
Income				
Donations				
Bill's Receipts Revenue	467.96	250.00	187.18%	250.00
Coffee Offering Revenue	14.00	150.00	9.33%	150.00
Flower Fund Revenue	445.00			
Joy Offering Revenue	380.00			
Memorial Fund Revenue	4,285.00			
Mission Income Revenue	500.00	500.00	100.0%	500.00
Music Fund Revenue	20.00			
OGHS Revenue	971.50			
Operating Cash Revenue	119,730.63	128,420.00	93.23%	128,420.00
Other Designated Gifts	2,000.00			
Peacemaking Revenue	622.00			
Pentecost Revenue	505.40			
Per Capita Revenue	1,910.27	2,000.00	95.51%	2,000.00
Vacation Bible School Revenue	60.00			
Worship Plate Revenue	<u>456.00</u>	<u>2,000.00</u>	<u>22.8%</u>	<u>2,000.00</u>
Total Donations	132,367.76	133,320.00	99.29%	133,320.00
Presbyterian Disaster Assistanc	1,301.50			
Rental Income (Acad of Sound)	<u>9,960.00</u>	<u>9,960.00</u>	<u>100.0%</u>	<u>9,960.00</u>
Total Income	143,629.26	143,280.00	100.24%	143,280.00
Expense				
2.000 · Accounting Fees	3,580.00	4,200.00	85.24%	4,200.00
3.000 · Personnel				
3.112 · Fed/State Employment Taxes	2,276.39	1,500.00	151.76%	1,500.00
3.116 · Pastor's Salary	20,775.06	27,700.00	75.0%	27,700.00

3.120 · Pastor's Social Security	1,589.22	2,119.05	75.0%	2,119.05
3.122 · Pastor's Pension & Insurance	0.00	923.33	0.0%	923.33
3.126 · Pastor Expenses/Mileage	2,690.15	2,497.29	107.72%	2,497.29
3.128 · Pastor Business Expense	17.86	500.00	3.57%	500.00
3.129 · Interim Pastor Med/Dental Allow	2,000.00	2,000.00	100.0%	2,000.00
3.130 · Pastor Study Allowance	0.00	600.00	0.0%	600.00
3.132 · Supply Pastor	3,626.00	1,500.00	241.73%	1,500.00
3.140 · Office Manager	9,096.56	8,677.31	104.83%	8,677.31
3.142 · Choir Director	5,654.34	5,216.00	108.4%	5,216.00
3.144 · Liturgical Musician	5,563.30	4,285.00	129.83%	4,285.00
3.146 · Accompanist	2,227.36	3,341.00	66.67%	3,341.00
3.148 · Housekeeper	2,032.61	2,293.20	88.64%	2,293.20
3.150 · Substitute Musicians	185.00	300.00	61.67%	300.00
3.152 · Worker's Compensation	290.00	300.00	96.67%	300.00
3.154 · Protect My Ministry	0.00	75.00	0.0%	75.00
3.160 · Payroll Service Fee	<u>1,428.00</u>	<u>1,668.00</u>	<u>85.61%</u>	<u>1,668.00</u>
Total 3.000 · Personnel	59,451.85	65,495.18	90.77%	65,495.18
4.000 · Office Expenses				
4.105 · Realtime Transaction Fees	468.79	845.83	55.42%	845.83
4.110 · Computer/Printer/Software	293.98	500.00	58.8%	500.00
4.111 · Special Computer Purchase	1,381.99			
4.112 · Copier	459.00	500.00	91.8%	500.00
4.114 · Office Supplies	663.35	200.00	331.68%	200.00
4.116 · Postage	692.06	400.00	173.02%	400.00
4.118 · Publications	329.75	350.00	94.21%	350.00
4.122 · Miscellaneous	169.12	50.00	338.24%	50.00
4.124 · Website	<u>1,146.63</u>	<u>1,125.00</u>	<u>101.92%</u>	<u>1,125.00</u>
Total 4.000 · Office Expenses	5,604.67	3,970.83	141.15%	3,970.83
5.000 · Worship & Music Program				
5.110 · Music Expansion	110.00	700.00	15.71%	700.00
5.111 · Second Sunday Musicians	1,400.00	3,600.00	38.89%	3,600.00
5.112 · Music & Supplies	606.40	1,100.00	55.13%	1,100.00
5.114 · Piano Maintenance & Repair	185.00	340.00	54.41%	340.00
5.116 · Organ Maintenance & Repair	650.00			
5.117 · Flowers	531.69			
5.118 · Worship Supplies	549.41	1,500.00	36.63%	1,500.00
5.119 · Christmas Cantata	<u>0.00</u>	<u>1,600.00</u>	<u>0.0%</u>	<u>1,600.00</u>
Total 5.000 · Worship & Music Program	4,032.50	8,840.00	45.62%	8,840.00
6.000 · Christian Education				
6.110 · Youth Sunday School	39.49			
6.116 · Vacation Bible School	<u>0.00</u>	<u>300.00</u>	<u>0.0%</u>	<u>300.00</u>
Total 6.000 · Christian Education	39.49	300.00	13.16%	300.00
7.000 · Connections				
7.110 · Fellowship	204.76	200.00	102.38%	200.00
7.118 · Movie Night	0.00	400.00	0.0%	400.00
7.130 · Outreach	<u>161.00</u>	<u>200.00</u>	<u>80.5%</u>	<u>200.00</u>
Total 7.000 · Connections	365.76	800.00	45.72%	800.00

7.14 · Per Capita Payment	5,055.00	5,055.00	100.0%	5,055.00
7.200 · Leadership				
7.210 · Session	866.82			
7.250 · Deacons	0.00	150.00	0.0%	150.00
Total 7.200 · Leadership	866.82	150.00	577.88%	150.00
7.300 · PNC Expenses	1,184.89			
8.000 · Mission				
8.105 · PCUSA - 2021	1,750.00			
8.110 · PCUSA	1,500.00	1,500.00	100.0%	1,500.00
8.111 · Local Mission	2,750.00	2,750.00	100.0%	2,750.00
8.113 · PPOW	3,516.18	2,500.00	140.65%	2,500.00
8.115 · Special Offering	4,302.80			
8.120 · Global Mission	1,000.00	1,000.00	100.0%	1,000.00
Total 8.000 · Mission	14,818.98	7,750.00	191.21%	7,750.00
9.000 · Property				
9.110 · Property Maintenance/Repair	6,845.96	700.00	977.99%	700.00
9.112 · Property Supplies	788.53	400.00	197.13%	400.00
9.114 · Property Insurance	6,461.00	6,000.00	107.68%	6,000.00
9.116 · HVAC	2,076.95	1,700.00	122.17%	1,700.00
9.118 · Alarm Monitoring	2,485.20	750.00	331.36%	750.00
9.120 · Fire Sprinkler Inspection	1,150.00	1,300.00	88.46%	1,300.00
9.124 · Lawn Maintenance	449.93	400.00	112.48%	400.00
9.126 · Snow Removal	4,070.00	5,900.00	68.98%	5,900.00
9.128 · Utilities	7,907.16	6,000.00	131.79%	6,000.00
9.130 · Telephone	2,068.96	1,500.00	137.93%	1,500.00
Total 9.000 · Property	34,303.69	24,650.00	139.16%	24,650.00
9.105 · Interest Expense on Loan	8,433.58	17,760.00	47.49%	17,760.00
9.106 · Village Assessment Payment	4,920.70	4,920.70	100.0%	4,920.70
Total Expense	142,657.93	143,891.71	99.14%	143,891.71
Net Ordinary Income	971.33	-611.71	-158.79%	-611.71
Other Income/Expense				
Other Income				
Debt Retirement	650.00			
Dividend/Interest Income	9,673.41			
Unrealized Gain/Loss on Investm	-64,388.45			
Total Other Income	-54,065.04			
Net Other Income	-54,065.04	0.00	100.0%	0.00
Net Income	-53,093.71	-611.71	8,679.56%	-611.71

	Jan – Dec 22	2022 Budget	2023 Budget	Line Item	Change from 2022
Ordinary Income/Expense				Totals	
Income					

Donations

Sales Receipts Revenue	467.96	250.00	250.00	0	
Coffee Offering Revenue	14.00	150.00	0.00	-150	
Flower Fund Revenue	445.00		0.00	0	
Joy Offering Revenue	380.00			0	
Memorial Fund Revenue	4,285.00		0.00	0	
Music Fund Revenue	20.00			0	
PPOW Donations Revenue	500.00	500.00	500.00	0	
OGHS Revenue	971.50			0	
Operating Cash Revenue	119,730.63	128,420.00	117,440.00	-10980	
Other Designated Gifts	2,000.00			0	
Peace & Global Witness Revenue	622.00			0	
Pentecost Revenue	505.40			0	
Per Capita Revenue	1,910.27	2,000.00	2,000.00	0	
Vacation Bible School Revenue	60.00			0	
Worship Plate Revenue	456.00	2,000.00	1,000.00	-1000	
Total Donations	132,367.76	133,320.00	121,190.00	-12130	
Presbyterian Disaster Assistance	1,301.50				
Rental Income (Acad of Sound)	9,960.00	9,960.00	10,560.00	600	
Total Operating Income	143,629.26	143,280.00	131,750.00	131,750.00	-11530

Expense

2.000 · Accounting Fees	3,580.00	4,200.00	4,200.00	4,200	0.00
3.000 · Personnel					0.00
3.112 · Fed/State Employment Taxes	2,276.39	1,500.00	2,300.00		800.00
					25300.0
3.116 · Pastor's Salary	20,775.06	27,700.00	53,000.00		0
3.118 · Pastor's Housing	0.00	0.00	0.00		0.00
3.120 · Pastor's Social Security	1,589.22	2,119.05	4,054.50		1935.45
					19746.6
3.122 · Pastor's Pension & Insurance	0.00	923.33	20,670.00		7
3.126 · Pastor Expenses/Mileage	2,690.15	2,497.29	500.00		-1997.29
3.128 · Pastor Business Expense	17.86	500.00	500.00		0.00
3.129 · Interim Pastor Med/Dental Allowance	2,000.00	2,000.00	0.00		-2000.00
3.130 · Pastor Study Allowance	0.00	600.00	600.00		0.00
3.132 · Supply Pastor	3,626.00	1,500.00	1,500.00		0.00
3.140 · Administrative Assistant	9,096.56	8,677.31	10,228.23		1550.92
3.142 · Music Director	5,654.34	5,216.00	5,500.00		284.00
3.144 · Pianist	5,563.30	4,285.00	7,778.52		3493.52
3.146 · Music/Choir Accompanist	2,227.36	3,341.00	0.00		-3341.00
3.148 · Housekeeper	2,032.61	2,293.20	2,339.06		45.86
3.150 · Substitute Musicians	185.00	300.00	1,020.00		720.00
3.152 · Worker's Compensation	290.00	300.00	300.00		0.00
3.154 · Protect My Ministry	0.00	75.00	75.00		0.00
3.160 · Payroll Service Fee	1,428.00	1,668.00	1,465.00		-203.00
					46335.1
Total 3.000 · Personnel	59,451.85	65,495.19	111,830.32	111,830	3
4.000 · Office Expenses					0.00

4.205 - Realtime Transaction Fees	468.79	845.83	500.00		-345.83
4.110 · Computer/Printer/Software	293.98	500.00	350.00		-150.00
4.111 Special Computer Purchase	1,381.99	0.00	0.00		0.00
4.112 · Copier	459.00	500.00	500.00		0.00
4.114 · Office Supplies	663.35	200.00	700.00		500.00
4.116 · Postage	692.06	400.00	700.00		300.00
4.118 · Publications	329.75	350.00	350.00		0.00
4.122 · Miscellaneous	169.12	50.00	100.00		50.00
4.124 · Website	1,146.63	1,125.00	1,125.00		0.00
Total 4.000 · Office Expenses	5,604.67	3,970.83	4,325.00	4,325	354.17
5.000 · Worship & Music Program					0.00
5.110 · Music Expansion	110.00	700.00	400.00		-300.00
5.111 - Second Sunday Musicians	1,400.00	3,600.00	0.00		-3600.00
5.112 · Music & Supplies	606.40	1,100.00	1,000.00		-100.00
5.114 · Piano Maintenance & Repair	835.00	340.00	800.00		460.00
5.117 · Flowers	531.69	0.00	0.00		0.00
5.118 · Worship Supplies	549.41	1,500.00	1,000.00		-500.00
5.119 · Christmas Cantata	0.00	1,600.00	1,000.00		-600.00
Total 5.000 · Worship & Music Program	4,032.50	8,840.00	4,200.00	4,200	-4640.00
6.000 · Christian Education					0.00
6.110 · Youth Sunday School	39.49	0.00	0.00		0.00
6.111 · Youth Group Activities	0.00	0.00	0.00		0.00
6.112 · Adult Sunday School	0.00	0.00	0.00		0.00
6.114 · Confirmation	0.00	0.00	0.00		0.00
6.116 - Vacation Bible School	0.00	300.00	300.00		0.00
Total 6.000 · Christian Education	39.49	300.00	300.00	300	0.00
7.000 · Connections					0.00
6.118 · Movie Night	0.00	400.00	0.00		-400.00
7.110 · Fellowship	204.76	200.00	600.00		400.00
7.130 · Outreach	161.00	200.00	200.00		0.00
Total 7.000 · Connections	365.76	800.00	800.00	800	0.00
7.14 · Per Capita Payment	5,055.00	5,055.00	5,202.20	5,202	147.20
Total 7.200 · Leadership					0.00
7.210 Session	886.82	0.00	0.00		0.00
7.250 Deacons	0.00	150.00	150.00		0.00
					10000.0
7.500 PNC Expenses		0.00	10,000.00		0
				10,150.0	10000.0
Total 7.200 · Leadership	886.82	150.00	10,150.00	0	0
8.000 · Mission					0.00
8.110 · PCUSA	3,250.00	1,500.00	1,500.00		0.00
8.111 · Local Mission	2,750.00	2,750.00	2,750.00		0.00
8.113 - PPOW	3,516.18	2,500.00	2,500.00		0.00
8.115 · Special Offerings	4,302.80	0.00	0.00		0.00
8.120 · Global Mission	1,000.00	1,000.00	1,000.00		0.00
Total 8.000 · Mission	14,818.98	7,750.00	7,750.00	7,750	0.00
9.000 · Property					
9.110 · Property Maintenance/Repair	6,845.96	700.00	1,500.00		800.00

9.112 · Property Supplies	788.54	400.00	1,000.00		600.00
9.114 · Property Insurance	6,461.00	6,000.00	7,000.00		1000.00
9.116 · HVAC	2,076.95	1,700.00	2,100.00		400.00
9.118 · Alarm Monitoring	2,485.20	750.00	1,000.00		250.00
9.120 · Fire Sprinkler Inspection	1,150.00	1,300.00	1,300.00		0.00
9.124 · Lawn Maintenance	449.93	400.00	500.00		100.00
9.126 · Snow Removal	4,070.00	5,900.00	6,500.00		600.00
9.128 · Utilities	7,907.16	6,000.00	8,200.00		2200.00
9.130 · Telephone/Internet	2,068.96	1,500.00	1,700.00		200.00
Total 9.000 · Property	34,303.70	24,650.00	30,800.00	30,800	6150.00
9.105 · Mortgage Payments	17,759.58	17,760.00	17,760.00	17,760	0.00
9.106 · Village Assessment Payment	4,920.70	4,920.70	4,920.70	4,921	0.00
					58346.5
Total Expense	151,983.93	143,891.71	202,238.22	202,238	1
Net Operating Income	-8,354.67	-611.71		-70,488	
Operating Cash 2022 Carry-over				28,322	
Reserve Funds Required to Cover Deficit		-611.71		<u>42,166</u>	

Christian Education Committee

2022 Annual Report

In 2022 the Christian Education committee continued to offer adult bible study and explored how we can utilize our property with the Oikos project.

Led by the very knowledgeable and talented George Jura, we again offered a spring and a fall bible study program. In the spring we read the book *The Last Week* by Marcus Borg and John Dominic Crossan. In the fall of 2022, we read and discussed another Borg and Crossan book, *The Last Paul*.

The Oikos Project committee, Mike Fahey, John Mehl, and Kathy Danielson, continued our exploration of ways to better utilize church property. The Oikos Project is a program sponsored by the not-for-profit organization Rooted Good. In 2022 the committee participated in a series of collaborative exercises designed to understand community needs and opportunities that work for FPC. Those exercises will continue in 2023.

In September, Mike Fahey participated in a national Oikos church conference in San Antonio, Texas. The conference brought together churches from across the country dealing with issues like FPC, declining participation in Sunday mass, but holding large property assets that can be utilized differently. Because of our participation in the conference, FPC was given \$1,000 in seed funding for future property improvement approaches.

Respectfully submitted:

Mike Fahey, Christian Education Chair

Connections Committee 2022 Annual Report

The Connections Committee organized and hosted eight major church events in 2022 with assistance from the Property committee in setting up tables and chairs in the sanctuary. Connections facilitates coffee fellowship sign-up for volunteers to bring treats every week after the church service.

The Committee reviewed pre-COVID church activities and decided to discontinue movie night during the winter months. A significant change was implemented where all funerals and memorial service meals will be catered and served by an outside third party related to the few church members available. Church members will try to be available as a resource for using the kitchen.

The following list is a summary of the events hosted by the Connections Committee in 2022.

1. Maundy Thursday service/supper was well attended with 6 of 8 round tables used. White tablecloths were purchased by a member donation to enhance the appearance of the aging plastic white tables. Grape juice and a demi baguette loaf of bread was placed on 7 tables for communion by Worship will handle. The menu consisted of: apples, nuts, and cheese and water.
2. Easter Egg Hunt on Palm Sunday afternoon had fifteen plus children in attendance. Ryan Fahey wore an Easter Rabbit costume which was well received by all ages. Feedback received from parents was to make this an annual tradition on Palm Sunday with offering Sunday school on Palm Sunday.
3. June 26th: Dalstrom baby baptism.
4. August 7th: Norm Walmer 80th birthday party.
5. August 20th: Harry Bernholdt funeral reception was held at the church catered by the Lions Club.
6. August 21st: Tom and Sue Mielke retirement party was a great celebration. Char Hanson made the chicken salad.
7. September 25th was Pastor Sue Melrose sendoff luncheon.
8. October 31st: Trunk or Treat

Respectfully submitted.

Colleen Hasler

Mission Committee Annual Report 2022

Presbyterians do mission in partnership. We believe that doing mission in partnership broadens our awareness of how interconnectional God's mission is at the local, national, and global levels. The one table around which we gather is God's table and the one mission to which we are called is God's mission. (PCUSA)

As a congregation we are a part of the Matthew 25 initiative to follow Jesus' teachings by becoming active disciples and making a difference in our community and the world. This vision is also carried in the charge from the Future Focus Task Force "To reach out to the disadvantaged in our communities so

that we meet our Biblical call to love our neighbor and work for social justice that improves their daily lives". One of the ways our congregation fulfills our Mathew 25 pledge and the charge from Future Focus Task Force is through the Presbyterian Pantry on Wheels (PPOW).

Presbyterian Pantry on Wheels (PPOW) began distributing groceries once a month at the Mobile Home Park north of Oregon almost 3 ½ years ago. PPOW currently provides groceries and other household essentials to 12 families. The focus of this ministry has been about building relationships and working in partnership with the families we serve. With the cost of groceries rising steeply this year, PPOW has been able to continue to give the same amount of groceries due to the generosity of our congregation. In-kind donations of food, specific collections of needed items each month and monetary donations far exceed the PPOW budget and enable the participants to provide healthy meals to their families in this time of extreme need.

The PPOW contact family has been the liaison between the church and the participants since the program began and are an integral part of the PPOW team. In 2022, the PPOW liaison family provided a cooking class to our congregation on making Gorditas. A fun filled afternoon of getting to know one another and learning how to cook this Mexican specialty culminated in a delicious meal. The Mission Committee will be organizing another opportunity for a cooking lesson and sharing a meal with the liaison family in the coming year. The December cookie exchange and chili lunch was another social event sponsored by the Mission Committee. The PPOW families each received a large tin of homemade cookies due to the generosity of the congregation and the participants from our congregation enjoyed sharing cookies and a meal.

As a congregation, we participated in four Special Offerings through the Presbyterian Church USA: One Great Hour of Sharing, Pentecost, Peace & Global Witness, and the Christmas Joy Offering. These special offerings represent the collective way Presbyterians from all over the world come together to work for a better world and engage in ministries of compassion, justice, education, peacemaking, and global witness. Our congregation has been generous in their support of these offerings.

The Mission Committee Budget supported the following Mission Partners in 2022:

\$1,000 Salvation Army

\$750 Oregon Area Food Pantry

\$500 NINA (Neighbors in Need of Assistance) which helps families in the Oregon Area School District. The funds are distributed through a social worker at the school.

\$500 Helping Hands which is a joint mission with the churches of the Oregon Community to support people needing assistance.

\$1,000 Presbyterian Disaster Assistance General Relief and Undesignated Program Support (money is used where most needed for disaster relief ministries).

Members of the Mission Committee are Cindy Mehl (Co-Chair), Char Hanson, Sue McGuigan, Sue Mielke, Nancy Nelson, and Wendy Goist Jones

Respectfully Submitted,

Wendy Goist Jones

Personnel Committee Annual Report - 2022

Staff changes kept Personnel busy.

In Spring, we received resignation letters from Tom and Sue Mielke to coincide with Sue's retirement from her other job. While the thought of filling their shoes was daunting, we thank them again for their years of service and wish them the best in their new adventures.

With Pastor Sue and Dave Hanson, Worship Chair, we held exit interviews to gain insight from Tom and Sue for the future of our music program.

Pastor Sue, Dave and I worked on redoing the position descriptions for permanent music director and accompanist, along with seeking approval for a salary range.

Karen Baker and Nancy Cox offered to serve as interim music director and accompanist beginning September 1st through October 31st as we continued to prepare for the permanent positions. THANK YOU!

Annual reviews were held before Pastor Sue left with Dave Hanson and Nancy Cox. Nancy shared she would like to continue as accompanist, along with her liturgical musician duties. Pastor Sue suggested a new title of "pianist", so a new combined job description was created. Thank you, again, Nancy!

Elisa Kaether was hired as our new music director mid-October! She is off to a strong start, with mentoring from Karen Baker, Marcia McDermid and the support of the choir and congregation. We are so glad you are here!

Pastor Sue bid a sad adieu at the end of September, after extending her contract one more month. We are grateful for her kindness and wisdom as she led us for over a year.

Thus far, our search for another interim pastor continues as the PNC search continues. Reverend Doctor Jeff Japinga, the new Revisioning Executive Presbyter from John Knox, and Jean Loup, our Committee on Ministry Representative, have contacted several potential candidates without success. We are told the field is quite small, and we will be informed of any news.

Steven Gmeinder continues as our housekeeper through Work Plus.

We are grateful to our dedicated and talented staff. Special thanks to Dave Hanson, who has much more on his plate without a regular pastor, and for his help with all the interviews and position description drafting this year!

Respectfully submitted,

Sue McGuigan
Personnel Chair

2022 Property Committee Report

The committee consists of the following individuals: Char Hanson, Dave Hanson, Dave Mares (chair), Tom Niebauer, Steve Sackett, and Norm Walmer. A special thanks to Rodger Engel, Colleen Hasler, John Mehl, Mike Johnson, and Brian McGuigan who provided critical assistance for specific problems encountered during the year.

Routine maintenance activities such as lawn care and snow removal occupy a significant amount of time. Norm Walmer graciously volunteers to manage the lawn during the summer, including mowing, weed control, fertilizing and collecting stray balls of various kind that are left on our property. He knows most of the neighbors and usually is able to find the home for lost/forgotten items. The entire committee shares in the fun of snow removal. While we have a hired company to plow the parking lots, the committee is responsible for keeping all sidewalks clear of snow and ice. Steven Geminder as an employee of Work Plus, continues to do most of the cleaning in the building.

Special projects during the year included the following:

Wind caused the main entrance door to pull open and break the power door opener. A new opener was installed and adjusted (several times by Brian McGuigan) to reduce the likelihood of another break. Steve Sackett constructed metal door stops that were put behind both entrance doors on the south side to also help avoid further damage from the wind.

The water sprinkler alarm system began sending "false alarms" to the security company. Eventually, it was determined that our land line (phone line) based system was antiquated and a new, digital system installed.

The bulbs in the exterior lights above both entrance doors on the south side of the building began burning out and were replaced with LED bulbs and lights.

Rodger Engel and his son, Neal cut down a large, dying cherry tree along the west side of our property. Estimated cost of removing this tree if we had to pay for it was \$1500. Rodger will use the wood for firewood. Two more mature, dying trees will need to be removed in the future.

A new water heater was installed.

Part of the pile of topsoil on the east side of our property was sold to a couple builders who used it to establish lawns on homes they were building. We hope to sell the remaining soil in 2023.

Mike Johnson has been working to eliminate a water leak on the roof near the entrance to the pastor's office

Respectfully submitted,
David Mares & Tom Niebauer

Worship Committee Annual Report – 2022

The Worship committee met monthly during 2022 with members Nancy Freeman Wallace, Nancy Cox, Dave Hanson, Nancy Nelson, Cindy Mehl, Tom Mielke (through September), Elisa Kaether (starting in November), and Pastor Sue Melrose (through September).

This year we were able to worship in person for the entire year, with masking optional as most members of the congregation were vaccinated. Individuals made their own choices, pre-packaged communion cups were used the first part of the year through summer, and the offering plate was left in the back of the sanctuary as many members took advantage of online giving and others put donations in the plate as they entered church.

There were changes in our worship team during the year, as highlighted in the Personnel Report. Tom and Sue Mielke resigned effective at the end of the summer. The first half of the year we used the music program leadership plan of the choir singing on the 1st and 3rd Sundays of each month, Acoustic Collective leading worship on the 2nd Sundays, and on the 4th and occasional 5th Sundays Nancy Cox provided music leadership with Karen Baker coordinating a variety of other musicians for special music. As a transition to hiring permanent staff, Karen Baker and Nancy Cox offered to serve as interim music director and accompanist, and they were hired to fill those positions beginning September 1st through October 31st. Then in mid-October we hired Elisa Kaether to be our new music director and Nancy Cox to fill the additional role of choir accompanist beginning in November.

Pastor Sue Melrose as interim pastor served us through September, at which time we filled the pulpit with a variety of pulpit supply pastors, including Calvin Harfst for two Sundays and the remaining Sundays covered by Paulette Creswell and Larry Froemming. Thank you all, especially to Paulette and Larry!

For Lent we observed Ash Wednesday with a light soup, crackers and cheese meal at church, with a short service following, including the imposition of ashes on those attending. We had a celebratory Palm Sunday service with children waving palm branches as they processed around the congregation in the sanctuary. On Maundy Thursday we had a simple supper at church with communion celebrated as part of the worship service following. And on Easter Sunday we celebrated the resurrection with the flowering of the cross during worship at 10:00am in the sanctuary and with Easter lilies brightening the front of the church.

Advent and Christmas brought our traditional sanctuary and church decorations enhancing the season of Advent. The choir Cantata was presented on December 18th with a slightly simplified version this year as our new leadership and smaller choir adjusted to our new situation. Pastor Larry led our traditional Christmas Eve Candlelight worship service on Saturday, December 24th, and Session decided not to hold worship services on Sunday, December 25th and January 1st.

Worship services are still recorded each Sunday and posted on You-Tube, with links on our Facebook page and the church website. Members who miss worship in person can log-in to view the service and worship at home if they choose to.

Thanks again to Pastor Sue for her leadership of the church and this committee through September, and to the committee members who so willingly serve to strengthen our worship experience throughout the year!

Respectfully submitted,

Dave Hanson

Deacon Annual Report 2022

The deacons had another eventful year providing support and connection for our congregation. Many cards and emails were sent, prayers were given, phone calls were made, meals were delivered, and college students were supported. We hope that all of you felt that you received support when it was needed.

One of the biggest tasks was re-configuring our parishes after the Membership Review Committee reached out to members and friends to clarify their preferences for their relationship with FPC. Based on the findings of that committee, the number of people in our deacon parishes was greatly reduced. Parishes have an average of about 15 people per parish now. Thank you to Wendy Goist Jones, John Mehl, and Susan Niebauer for their time, effort and dedication to the membership review process!

Through a couple resignations, the number of deacons was down-sized to 7. It was decided to remain at 7 for the time-being to see if that is a manageable amount given the reduced numbers overall.

Thank you to the following deacons for your work on behalf of the congregation: Dana Ames, Deb Edgren, Doris Gerry, Linda Clark, Mark Jozefowicz, Nancy Sheldon, Pat Arthur, and Susan Niebauer. Special thanks to Linda Clark as our representative to the Nominating Committee and for taking minutes along with Nancy Sheldon. Much appreciated!

Respectfully submitted,

Renee Martell

Deacon Moderator