



Hamburg Presbyterian Church  
177 Main Street  
Hamburg, New York 14075

**Jan. 2018 – Apr. 2019 Annual Report  
Ecclesiastical and Corporate Meeting**

*A time for new beginnings*

May 19, 2019

# Proposed Agenda for the Annual Ecclesiastical and Corporate Meeting

## 1. Prayer for the Meal and Congregation

## 2. Lunch in Fellowship Hall

## 3. Congregational Meeting

- Call to Order, Open with Prayer, and Approval of Agenda
- Minutes were read by Session and deemed correct. A copy of the *January 21, 2018 ECCLESIASTICAL AND CORPORATE CONGREGATIONAL MEETING* minutes is attached.
- Copies of the *May 20, 2018; Dec. 2, 2018; and Feb. 24, 2019 Called Special Meeting of the Congregation* meeting minutes are attached.
- Pastoral Report – Rev. Rachel Brown
- Clerk’s Annual Statistical Report – Cheryl Koelmel
- Reports from Committees and Ministry Teams
  - ◆ Building & Grounds – Craig Schmittendorf
  - ◆ Christian Education – Terri Vogler
  - ◆ Church Life – Christel Beers
  - ◆ Deacons – Elyse Perry and Anna Robinson
    - ~ Caregivers – Corrine Arcangel
  - ◆ Financial Management – Jim Beatty and Russell Rich
    - ~ Treasurer Reports – Jeffrey Leyonmark
      - ✚ A copy of the *December 3, 2018 Special Called Session* minutes is attached re: Approval of Proposed HPC Budget for 2019
  - ◆ Hospitality – Cheryl Koelmel
  - ◆ Mission – Leanne Howe
    - ~ Pumpkin Patch – Dudley Hollenbeck
  - ◆ Nominating – Kris McGuire
  - ◆ Pastoral Care Assistant – Wendy Zimmerman
  - ◆ Personnel – Gary Lauchert
    - ~ Pastors Terms of Call: *CBE Form 2019*
  - ◆ Presbyterian Women – Linda Ryder
  - ◆ Worship & Music – Wayne Hines, Joyce Huen and Sandy Stearns
    - ~ Minister of Music – Sandy Ackerman
    - ~ Christian Nurture – Sue Rich
- Vision Plans from Committees and Ministry Teams (in alphabetical order)
- Closing Prayer – Rev. Rachel Brown

**THE ECCLESIASTICAL AND CORPORATE CONGREGATIONAL MEETING  
HAMBURG PRESBYTERIAN CHURCH  
JANUARY 21, 2018**

The Rev. Rachel Brown, Moderator, called the meeting to order at 12:08 p.m. The meeting was preceded with grace following the morning worship service and a luncheon provided by the Church Life Ministry Team. A quorum was present (61 members) along with staff Mandy Eppolito, Cally Miklasz, Sandy Ackerman, Wendy Zimmerman, and Jacki Knauss.

The meeting was opened with prayer by Pastor Rachel. Meeting packets and the new pictorial telephone directory were distributed to the members. A **MOTION** was made and passed to accept the agenda, with an addition of adding a review of the updated proposed HPC By-Laws which will be discussed prior to the closing prayer.

The Minutes of the Ecclesiastical and Corporate Congregational Meeting of January 22, 2017 and a Special Called Meeting of the Congregation on December 10, 2017 were approved as written.

Pastor Rachel reviewed her Pastor's Report and Clerk Cheryl Koemel reviewed the Clerk's Annual Statistical Report. Following the report of 2017 membership deaths, Pastor Rachel offered up prayers for the following members: Edith Beatty, June Sercu, Sharon Gallagher, Jayne Ahrens, Nancy Crossan, Alfred Harrington, and John Griffin, Sr.

Each Ministry Team, including Deacons, had submitted their reports which were included in the packet. Team chairs were available for questions.

Financial Management Chair Russell Rich and Treasurer Jeff Leyonmark reviewed the 2018 approved budget. Questions from the floor were addressed. The approved HPC 2018 budget is \$255,630.00.

Shawn Ferro, Chair of Nominating presented the following motion. A **MOTION** from Nominating to elect Shawn Ferro, Jeff Leyonmark, Julie Cimorelli, Karen Hummel, and Kris McGuire, elder chair, to the 2018 Nominating Committee. The motion passed.

**TERMS OF CALL**

Pastor Rachel was excused from the room. Gary Lauchert, Chair of Personnel presented the Terms of Call for 2018 (also known as the CBE form for Pastor Rachel). Following questions and discussion, a **MOTION** from committee, was passed unanimously to accept the Terms of Call. Moderator Rev. Rachel Brown returned to the meeting.

The current By-Laws, under a request from Session, were reviewed in the fall of 2017 by Pastor Rachel, Blair Webster, and Cheryl Koemel. Several minor wording changes were made, clarification to the designation of the church corporate officers, and specifying that the Deacons are a committee of Session. The major change was that beginning in 2018 the terms for the elected officers, Elders and Deacons, will start on July 1 and end on June 30 each year. A **MOTION** from the floor to accept the changes to the By-Laws was seconded, and passed.

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A **MOTION** was made seconded, and passed to adjourn the meeting at 1:33 p.m. and Pastor Rachel closed the meeting with prayer.

Respectfully submitted:

Cheryl L. Koelmel  
Clerk of Session

Rev. Rachel Brown  
Moderator

**CALLED SPECIAL MEETING OF THE CONGREGATION  
HAMBURG PRESBYTERIAN CHURCH  
MAY 20, 2018**

The Rev. Rachel Brown, Moderator, called the above meeting ,following worship, to order at 11:44 a.m. A quorum was present and the meeting was opened with prayer by Pastor Rachel.

The purpose of the meeting was to receive the slate of officers for the term beginning July 1, 2018. At the January 21, 2018 Annual Meeting the by-laws, which changed the terms for elders and deacons to begin on July 1 each year, were approved.

Elder Kris McGuire, Co-Chair of the Nominating Committee, presented the following slate for Elder and Deacon.

For Elder for a 3- year term: Class of 2021

Holly Bortel      Leanne Howe      Jeff Leyonmark      Joe Smith, Sr.

For Deacon for a 1-year term      Class of 2019

Marcella Toney      Katy Webster

Sharon Fisk to finish out original term through 2018

Pastor Rachel asked if there were any nominations from the floor and no names were brought forth. A **MOTION** to accept the slate as presented, was seconded, and passed.

A **MOTION** was made, seconded and passed to end the meeting at 11:46 a.m. and a prayer was offered by Pastor Rachel.

Respectfully submitted:

Cheryl L. Koelmel  
Clerk of Session

Rev. Rachel Brown  
Moderator

**CALLED SPECIAL MEETING OF THE CONGREGATION  
HAMBURG PRESBYTERIAN CHURCH  
DECEMBER 2, 2018**

The Rev. Rachel Brown, Moderator, following worship, called the above meeting to order at 12:02 p.m. A quorum was present and the meeting was opened with prayer by Pastor Rachel.

The purpose of the meeting was to receive the name of a new deacon.

Elder Kris McGuire, Co-Chair of the Nominating Committee, presented the following name:

For Deacon for the Class of 2021:

Cindy Rotino Ferguson

Pastor Rachel asked for any nominations from the floor. As there were none, a **MOTION** was made and seconded to close the nominations. A **MOTION** was made and seconded to accept the slate as presented.

A **MOTION** was made and seconded to end the meeting at 12:07 p.m. Pastor Rachel closed with the benediction.

Respectfully submitted:

Cheryl L. Koelmel

Clerk of Session

Rev. Rachel Brown

Moderator

**CALLED SPECIAL MEETING OF THE CONGREGATION  
HAMBURG PRESBYTERIAN CHURCH  
FEBRUARY 24, 2019**

The Rev. Rachel Brown, Moderator called the above meeting to order following worship at 11:10 a.m. A quorum was present and Pastor Rachel opened the meeting with prayer.

The purpose of the meeting was to receive Pastor Rachel's Compensation, Benefits, and Expense (CBE Form) for 2019 and receive a slate of members to serve on the Nominating Committee from today through June 30, 2019.

Elder Kris McGuire, Chair of Nominating presented the following slate to serve on the Nominating Committee from today through June 30, 2019: Elder Kris McGuire, Chair, Elder Jeff Leyonmark, and members at large Jean Coffey and Cheryl Koelmel. There were no nominations from the floor.

A **MOTION** was made, seconded, and passed to approve the above slate.

Elder Gary Lauchert, Chair of Personnel, distributed a copy of the CBE to the members. Pastor Rachel was excused from the meeting. Gary reviewed the CBE Form and answered questions.

A **MOTION** was made, seconded, and unanimously passed on approving the CBE as presented.

Pastor Rachel returned with applause from the congregation.

The meeting adjourned with prayer by Pastor Rachel at 11:18 a.m.

Respectfully submitted:

Cheryl L. Koelmel  
Clerk of Session

Rev. Rachel Brown,  
Moderator

## PASTOR'S REPORT Jan. 2018 - June 2019

**So let's not get tired of doing what is good. At just the right time we will reap a harvest of blessing if we don't give up. ~ Galatians 6: 9 NLT**

I have had a **wonderful fourth year** at Hamburg Presbyterian Church. The Lord has called me to serve and lead the people of HPC and I feel it a great fit for all. Thank you for blessing me with the office remodel given by the church through volunteers in partnership with the Building and Grounds Ministry team – I really appreciate it.

**Highlights from the past year and a half:** The Celebrate the Gifts of Women retreat in March 2018 and 2019; Summertime Picnics at my house; Hosting a Presbytery Branch meeting in April 2019 which voted to donate \$4,800 to mission, outreach and food needs locally and in Belot, Haiti.

**Preaching** is a huge part of any pastor's role. I spend many hours in sermon preparation and this past year I followed liturgical year C. One highlight is preaching on "Hot Topics" over the summer including those on Tweens, Retirement, Dealing with Depression and Suicide and others.

As part of my **Pastoral Care** I have enjoyed the communion home visits, hospital visits, individual counseling, as well as one-on-one prayer with many in our congregation. I feel it is imperative that, as a pastor and spiritual leader, I pray for our people. I spend time every week praying for those and many other requests. Each month I send out birthday cards as well as Christmas, Easter, thank you, sympathy and prayer cards throughout the year.

One of the reasons I became a pastor was to be part of the many beautiful moments in the lives of those the LORD brings to my path. This year I officiated several **baptisms and funerals**.

One of my many duties is to serve on a **Presbytery of WNY committee**. I serve as Chair on the Mission Resource Team (MRT) and serve as an At-Large member of Council, which meets the second Tuesday of the month.

I look forward to continuing to serve the LORD at HPC in 2019 - 2020. Let this be the year of focusing on how we can grow in our faith today and vision for our future as a church.

In His Grip,

Rev. Rachel N. Brown  
Pastor



**ANNUAL STATISTICAL REPORT OF THE CLERK OF SESSION  
HAMBURG PRESBYTERIAN CHURCH  
(As Of) APRIL 30,2019**

**MEMBERSHIP**

Membership – January 1, 2018	217
Members lost to Death	2
New Members	4
Confirmands	5
Re-instated Memberships	0
 Membership Total – April 30, 2019	 224

**DEATHS**

03/29/18	Charlene Lehmann
11/06/18	Harry Mitchell

**BAPTISMS**

10/14/18	Campbell Alexander Calder
11/18/18	Emily Ann Gimlin
03/03/19	Vivian Rose Lovelace

**WEDDINGS**

08/11/18	Melanie Aromola & Donovan Grandits
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Respectfully submitted:

Cheryl L. Koelmel  
Clerk of Session

## Building and Grounds Report for 2018 – Early 2019

Chair: Craig Schmittendorf

Ministry Team: Shawn Ferro, Wayne Hines, Joanne Yoviene, Earl Knauss, Sue Almond, Rich McAlpine, Don Baltes, & Steve Tothoro

### 2018 – Early 2019 Highlights:

- The Building & Grounds team members welcomed our new member, Sue Almond, and are very excited to have her with us!
- Projects that we completed in 2018 and the Spring of 2019 are:
  - Coordinated with the Financial Management Committee to raise funds for a new side door. The door has been completed and is pending installation until warmer weather this spring
  - Electrical upgrade within the building was completed by Simoncelli Electric
  - We purchased new chairs for the fellowship hall
  - We (Earl & Rich!) designed, built, and installed a wooden cross outside in front of the building for the Lenten season, to be removed and stored after Easter
  - We were able to repurpose an old, existing sign by the Main Street Entrance, and update it with Pastor Rachel's name. We were also able to change another existing sign that had the 10:30am service time, to be updated to 10:00am.
  - We installed the Blessing Box on the Main Street side of the building, after coordination between our committee, the Mission Team, and the Village of Hamburg.
  - The sound system for the sanctuary was repaired
  - Basement Toilets - after ongoing issues, we purchased 3 new toilets for the basement level at a total estimated cost of less than \$500. Doug Blood removed the old toilets and installed the new ones for free (THANK YOU!).
  - We terminated our contract with Eagle Systems and entered into a new agreement with BXI for a new Xerox copier and service. While the machine and service are very comparable to the Toshiba we leased and serviced through Eagle Systems, we will save hundreds of dollars each year with BXI. Many thanks to Jeff Leyonmark for helping to put us in touch with Mitch from BXI.
  - Pastor Rachel's office was REFRESHED with new paint, carpeting, and furniture. Everything looks great, and we know she loves visitors, so please stop in!
  - We coordinated the removal of the old commercial stove from the fellowship hall kitchen, and replaced it with 2 newer, smaller stoves. The old stove removal was completed by Doug Blood, who donated his time, and the new stoves came from Joyce Huen and the Women's committee.

- We worked with the Personnel committee to find a new Sexton. Dave Monaco was hired in April and we could not be happier. He has done an excellent job and is a pleasure to work with! The building was cleaned and cared for by volunteers from our committee and the congregation during the search process. We appreciate everyone's help!

Current focuses for the rest of 2019:

- We have discussed the proposed budget numbers for our committee for 2019. Our budget will remain the same as in 2018, which was reduced to cover only the emergency and fixed maintenance expenses, based on trends from the last few years. Going forward, any additional projects will be presented to Session, and voted on based on information and quotes provided by our committee. Money for these projects will need to come from fundraising efforts and our savings account.
- This is a large building with many needs and the committee will continue to work with Session to be as responsive as possible to as many of those needs as time and resources will permit.
- We reviewed and discussed the various projects that we need to complete in 2019. We communicated these projects and their estimated costs to the Financial Management committee and made motions to session for approval. The projects are as follows, but not limited to:
  - Parking lot striping and re-sealing
    - We have discussed the work that National Fuel will be completing on both the Main Street and Union Street sides of the building and have agreed that we will postpone the paving and sealing until after National Fuel has completed their work in Late Spring/Early Summer.
  - Front steps/entryway repair
  - Replacing and installing a new electrical line from the church to the Main Street sign, and will also add new exterior outlets to the front of the building
  - Purchase a new floor buffer and air mover (COMPLETED)
  - Painting of the front of the church, and the windows along the driveway side of the building
  - Replace a radiator that was capped off in the Fellowship Hall due to repair issues
  - Repair a major leak in the steam boiler pump by removing and replacing it (COMPLETED)
  - Replacing 2 sinks in the building, with the work to be completed by the committee

- We are planning to “refresh” our Fellowship Hall. Depending on the success of our other 2019 projects, as well as funding, we may aim to begin work towards the end of this year. We are looking to update the flooring with a commercial grade carpet tile, paint the walls, remove and replace the wooden curtain, fix the leaky wall/water problems on the driveway side, repair and/or replace one or more radiators, and add some nice scripture verses to the walls. The idea is to make the Fellowship Hall feel more inviting, and to create more of a warm, spiritual space to gather. Ideally, we would like to add a Tri-Fold door in place of the wooden curtain, but we are going to get quotes on several options. We will obtain final quotes on the whole project before proposing the plan to the Financial Management committee and Session.

Thank you to my committee and everyone at Hamburg Presbyterian Church who has helped to care for our home over the past year. We have a large building with limited resources, and we greatly appreciate everything that everyone has done to help us! God Bless!

## **2018 - 2019 Christian Education Ministry Team Annual Report**

The members of the Christian Education (CE) Ministry Team included Bill Brodie, Holly Bortel, Diane Hall, Elyse Perry, Joe Smith, Miranda Smith and Terri Vogler. The CE team has had a fulfilling and successful year filled with many experiences that facilitated spiritual growth, learning and worship, and joy for our children and adults at HPC. We are very pleased to have welcomed Miranda Smith as our CE Coordinator. She has brought her kind Christian heart and communication style to the position. She's been busy working in Youth Church on Sundays and with our 2019 Confirmation Class and planning Vacation Bible School as well as Accessible Bible School for this summer. The CE Team normally meets every 1st Monday of the month.

### **Youth Church**

Youth Church takes place for children at Hamburg Presbyterian during worship at 10AM using the "Kids Own Worship" curriculum and was taught this year by Miranda Smith and Holly Bortel. It is for all of the children ages 5 and older. On the first Sunday of each month (Communion Sunday) our children are singing a song and saying a bible verse that they have learned in Youth Church as part of the regular worship service. Once monthly during the instructional year our 5<sup>th</sup> – 7<sup>th</sup> graders meet in a small group for more in-depth study of stories in the Bible. They are led by Jenn Reagan and Heather Ferro. Special youth activities such as Christmas caroling, game nights and a sleepover at church are also being held for the children, quarterly. Our annual children's Christmas play was facilitated by Holly Bortel and was enormously entertaining and well done. The children at HPC are happily engaged in weekly prayer and age appropriate learning experiences designed to prepare them for their lifelong spiritual journeys.

### **Confirmation Class**

Five students were confirmed in April 2019 after completing their comprehensive and well-rounded confirmation class studies, church visits, mission project and theological discussions. The class curriculum was designed and facilitated by Pastor Rachel Brown and Miranda Smith. Each confirmand was also mentored by an adult church member. We are very proud of our Confirmands/new members at Hamburg Presbyterian Church.

### **Adult Sunday School**

Adult Sunday School was well attended and facilitated by Joe Smith. A book study and discussion group met each week at 9AM. Future studies will be based on positive

feedback from the Adult Sunday School group and are being planned for next year. Many thanks to Joe for leading the group.

### **Vacation Bible School**

Vacation Bible School was held at Hamburg Presbyterian in the Summer of 2018 with a sports camp theme. Every age group was full. The children learned about Christian values in sports and in life and a fun time was had by everyone. Many people from our church volunteered to make the week a valuable experience for every child at VBS. We are now in the planning stages of Vacation Bible School 2019 to be held at Hamburg Presbyterian.

**A big THANK YOU to parents and other volunteers for helping out with CE events/activities throughout the year. We cannot do it without you!**

**We look forward to 2019 and all that it will bring knowing that we have a strong Christian Education Ministry Team with strong support from our congregation.**

**With God, all things are possible!!**

## **CHURCH LIFE MINISTRY TEAM 2018/2019 Annual Report**

Throughout the past year we have sought to help promote Christian fellowship within our HPC family and beyond.

Our ministry included the following events and activities:

- **Sunday Coffee Hour** - established schedules for groups hosting the Sunday Coffee Hour for 2018/2019 and provided support, guidelines and supplies as needed.
- **Buffet Luncheon** - served before the annual Congregational Meeting in January 2018
- **Annual Strawberry and Ice Cream Social** - served during Coffee Hour in June 2018
- **Annual Harvest Dinner** - hosted in November 2018 when we served a turkey dinner with all the trimmings including wonderful sides offered by our guest.
- **Children's Bibles** were presented to parents of children baptized during last year.
- **Women's Retreat** - participated in planning and preparations for Women's Retreats in March 2018/2019
- **Branch Meeting** - assisted Session in Dinner preparations for Presbytery's South Branch meeting, hosted by HPC in April 2019.
- **Your generous donations:** purchased the following items (with donations from previous HPC dinners): 4 round striped laminated table cloths & 2 round white linen table cloths to match the existing rectangular table cloths; 1 electric hot water kettle; 1 electric 12 cup coffee maker.

Finally, a special "thank you" to our Church Life Ministry Team for your commitment and dedication to our ministry: Lamont Beers, Shirley Hines, Kris McGuire, Carole Mitchell, Marilyn Monckton and Linda Ryder

Respectfully submitted,  
Christel Beers, Chair

## Deacons Report for 2018 - 2019

The Deacons at Hamburg Presbyterian church are privileged to serve our members in a variety of ways.

Group home transportation was provided each Sunday for Sandy and any other residents of her group home who wished to attend. Sandy enjoys attending services and we certainly enjoy having her with us and hearing about her activities with the home and her family during Joys and Concerns. Our Deacon roster for 2019 is limited to four members who can provide this service. We would appreciate other members of the congregation who could volunteer to help Deacons with this important mission. Due to our concern for Sandy's safety, Deacons have been providing a ride to church for her rather than walking to church with her.

A member of Deacons continues to attend monthly Session meetings, to communicate with Session about our activities and to inform our board regarding the Session's business.

Deacons prepped for monthly Communion, and for special services such as Ash Wednesday, Maundy Thursday, Christmas Eve, and Easter. A Deacon also accompanied Pastor Rachel on visits to several homebound members and assisted her with Communion during these visits. We thank Janie Smith and Lamont Beers for their dedication and time in providing the Communion elements for these services.

Along with Caregivers, the Deacons visit and/or call our church friends at home or in care facilities. We also send cards monthly to homebound members as well as to those members who have moved out of the area.

The Deacons ordered Easter and Christmas flowers to beautify the sanctuary. Flowers were also delivered to the homebound members on our visitation list.

Many thanks to Katy Webster for organizing the craft fair that was held on October 13, 2018. Proceeds included table rentals (\$640) and the HPC Presbyterian Women's Bake Sale (\$300). The young man who performed chair massages (Eric, Mandy Eppolito's nephew) donated his profit (\$90) for a grand total of \$1,030.00.

At our monthly meetings, the Deacons discuss our members' needs, and make plans to help where needed. We pray for our members, our church, community, and world. We thank the Session and members of HPC for the opportunity to serve the Lord through service to His people. We look forward to continuing our service during 2019.

Elyse Perry and Anna Robinson  
Co-Moderators of Deacons

2018-2019 Deacons: Hollis Bahruth, Cindy Ferguson, Sharon Fisk, Scott Nelson, Zach Nelson, Elyse Perry, Anna Robinson, Marci Toney, Katy Webster, Cheryl Weyand.



## Caregivers Ministry

### Annual Report

January 2018 – May 2019

The mission of Caregivers Ministry is to reach out with loving support to HPC members who are transitioning through difficult circumstances due to illness, loneliness, loss of a loved one, being homebound or other personal/family situations that present challenges. We work in close partnership with the Deacons to make monthly contacts with members of the HPC family who are not able to attend Sunday services. This is achieved through cards, telephone contact, personal visitations and accompanying Pastor Rachel on home visits.

Caregiver activities within the past year have included:

- Monthly meetings to prayerfully consider the concerns and needs of our HPC family members.
- Representation at Deacon Ministry meetings to share concerns and activities.
- Bereavement visits and gift basket presentations made to seven members who experienced the loss of an immediate family member as a way of letting them know that their church family cares and shares their sorrow.
- Cards sent to members who were experiencing an illness or hospitalization or difficult circumstances in their life.
- Activation of the "Meal Train" to provide meals to members of our church family transitioning through a temporary illness or personal difficulty.
- Updating the weekly "In our Prayers" list for the Sunday bulletin and the "Continued Prayers" list for the monthly Towel and Basin to keep our church family informed of members in need of prayers and support.
- Assisting the Deacons in delivery of flowers at Christmas and Easter and pumpkins from the Pumpkin Patch.

A special thank you for the dedication and compassion shown by my fellow members of the Caregivers Ministry Team – Christel Beers, Holly Bortel, Marilyn Monckton and Linda Ryder and Sandy Stearns and to all who support our mission by assisting in providing meals, making visitations and lifting up prayers for those who are put before us. We invite anyone who feels a calling to join us in this ministry.

Through our actions, may God's love be known

Corrine Arcangel, Chair

## **2018 - 2019 Financial Management Annual Report**

The Financial Management Ministry consists of Diane Buzy, Wendy Zimmerman, Jeff Leyonmark, Chuck Boehler, Dudley Hollenbeck, Blair Webster, Russell Rich and Jim Beatty.

This was a transition year for our church going to a July to June calendar year. HOWEVER, financially, it has been decided to stay with a January to December calendar. Budgets, envelopes, and pledges will remain as before.

Throughout 2018, Jeff Leyonmark, our church treasurer/bookkeeper, became better acclimated to the QuickBooks program that we use for keeping track of all our financial matters. Jeff and QuickBooks fleshed out our monthly Profit and Loss statements. This has enabled the committee to have a much clearer picture of where we are each month in relation to our yearly budget, and all designated funds.

NOTE: In early 2019, Katie Gertner was hired as the church bookkeeper. Katie is responsible for the Servant Keeper program that tracks church giving. As time goes along, she may take on other responsibilities.

Our Stewardship Campaign was shorter in duration than other years. We would like to thank the Congregation for their quick response to our campaign. Many thanks to Mandy Eppolito for her untiring efforts on behalf of the Stewardship Campaign and that she does for our committee.

The Congregation was exceedingly generous, and we were able to construct our 2019 budget in a timely manner, present it to the Session, and have it approved in early December.

We have undertaken an in-house audit of our 2018 finances as required by Presbytery.

Thank you for your continued support of Hamburg Presbyterian Church.

The Members of the Financial Management Ministry

**Hamburg Presbyterian Church**  
**Profit & Loss**  
 January through December 2018

05/01/19

Accrual Basis

	Jan - Dec 18
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Designated Fund</b>	
2018 Door Fund (\$3,369.88)	6,970.00
Building and Grounds	2,000.00
Christian Education (\$925.05)	259.34
College Care Packages (\$50)	50.00
Memorial Fund (\$1,750)	10,510.00
Muskingum University	401.00
Our Daily Bread	100.00
Pastors Discr. Fund (\$1,196.17)	250.00
Special Music	1,000.00
Vacation Bible School (\$213.02)	250.00
Woman's Assoc. Scholarship Fund	390.00
Women's Retreat	91.00
<b>Total Designated Fund</b>	22,271.34
<b>Income</b>	
2017 Pledged (\$187,304)	0.00
2018 Pledge (\$192,673)	180,634.36
Loose Offering (\$1,473)	1,937.94
Non-Pledge (\$12,773)	19,532.00
Transfer From Savings (\$19,000)	5,000.00
<b>Total Income</b>	207,104.30
<b>Other Income</b>	
Angel Tree	10.00
Birthday Offering	50.00
Christian Nurture	147.11
Christmas in the Country	166.00
Christmas Joy (\$915)	624.00
Christmas Offering	711.00
Easter Flowers	224.00
Hymnals	20.00
Initial Offering (\$285)	265.00
Misc (\$1,500)	37.91
One Great Hour of Sharing	2,482.37
Per Capita (\$3,000)	3,640.00
Poinsettia	309.00
Premier Promotions (\$3,500)	3,129.88
Pumpkin Sales (\$15,000)	14,920.07
Refund	597.25
Rental (\$11,400)	12,561.00
Springtime in the Country	876.00
Thank Offering	181.00
Wedding Fees	60.00
Women's Retreat (\$240)	240.00
Yuletide In Ther Country	43.00
<b>Total Other Income</b>	41,294.59
<b>Total Income</b>	270,670.23
<b>Gross Profit</b>	270,670.23

**Hamburg Presbyterian Church**  
**Profit & Loss**  
 January through December 2018

05/01/19

Accrual Basis

	Jan - Dec 18
<b>Expense</b>	
<b>Administration</b>	
Building Insurance (\$5,000)	5,118.50
Copier Lease, Copies (\$4,800)	4,998.08
Disability Insurance (\$250)	239.49
Off Sup Mat, Ads & Post (\$4,000)	3,905.26
Payroll Service (\$1,300)	1,254.00
Per Capita (\$3,000)	3,578.00
Postage	929.88
Tele, Internet & IT (\$3,600)	3,195.16
<b>Total Administration</b>	<b>23,218.37</b>
<b>Designated Funds</b>	
Camp Duffield	-30.00
<b>Total Designated Funds</b>	<b>-30.00</b>
<b>Designated Funds-Expense</b>	
2018 Door Fund	3,600.12
2018 Vacation Bible School	36.98
Camp Duffield	30.00
CIA-Designated Fund	182.90
Muskingum University	401.00
Special Music	975.00
Womens Assoc. Scholarship Fund	390.00
<b>Total Designated Funds-Expense</b>	<b>5,616.00</b>
Loan Repayment (\$19,000)	19,000.00
One Great Hour of Sharing	2,482.37
<b>Other Staff</b>	
All Other Staff (\$75,801)	52,642.23
CE Coordinator Salary	0.00
Employer Taxes	15,844.74
Pulpit Supply	154.58
Secretary Salary	0.00
Sextons Salary	0.00
<b>Total Other Staff</b>	<b>68,641.55</b>
<b>Pastor</b>	
Auto Expense (\$3,600)	712.19
Board of Pensions (\$18,130)	20,507.88
Business and Pro (\$3,500)	3,281.48
Continuing Education (\$1,000)	1,002.11
H R A (\$2,600)	1,603.65
Pastor 403(B)/Matching (\$1,000)	1,109.19
Pastor Discretionary Fund	153.83
Salary, Housing, SECA (\$51,672)	51,623.90
<b>Total Pastor</b>	<b>79,994.23</b>
<b>Physical Plant</b>	
Maintenance (\$3,600)	15,769.03
Sewer & Village Tax (\$957)	937.99
Sexton Supplies (\$2,500)	2,444.33
Snow Removal (\$5,000)	5,642.50
Utilities (\$11,500)	11,652.27
<b>Total Physical Plant</b>	<b>36,446.12</b>

12:13 PM  
05/01/19  
Accrual Basis

Hamburg Presbyterian Church  
**Profit & Loss**  
January through December 2018

	<u>Jan - Dec 18</u>
<b>Programs</b>	
Christian Education (\$3,325)	1,745.62
Christian Nurture	34.98
Church Life (\$200)	134.70
Deacons/Caregivers (\$700)	596.84
Hospitality (\$100)	315.85
Mission (\$13,000)	10,997.65
Music/Wrsp/Bells/CN (\$4,500)	3,301.10
Personnel (\$400)	575.22
Pumpkin Mission (\$6,000)	14,913.93
Woman's Retreat (\$500)	387.62
<b>Total Programs</b>	<u>33,003.51</u>
<b>Total Expense</b>	<u>268,372.15</u>
<b>Net Ordinary Income</b>	<u>2,298.08</u>
<b>Net Income</b>	<u><u>2,298.08</u></u>

Checking Balance 12/31/18 \$33,587.04

Savings Balance 12/31/18 \$117,308.60

## HPC Designated Funds as of 12/31/18

<u>Fund</u>	<u>Fund Owner</u>	<u>Ending Balance</u>
Christian Education	CE	\$ 925.05
Church Life	Church Life	\$ 25.00
Lending Box	Mission	\$ 131.50
Memorial	FM	\$ 1,750.00
Pastor Discretionary	Pastor	\$ 1,196.17
Pastor HRA	Pastor	\$ 1,717.12
2018 Door Fnd	B&G	\$ 3,369.88
Window Fund	B&G	\$ 2,000.00
College Care	Presbyterian Women	\$ 50.00
<u>VBS</u>	<u>CE</u>	<u>\$ 213.02</u>
<b>Total</b>		<b>\$ 11,377.74</b>

**MINUTES OF SPECIAL CALLED SESSION MEETING  
HAMBURG PRESBYTERIAN CHURCH  
DECEMBER 3, 2018**

The Rev. Rachel Brown, Moderator, called the meeting to order at 7:04 p.m. A quorum was present. Elders in attendance were: Christel Beers, Jeff Leyonmark, Jim Beatty, Kris McGuire, Terri Vogler, Gary Lauchert, Holly Bortel, Craig Schmittendorf, Joe Smith, and Cheryl Koelmel, Clerk. Guest: Blaire Webster, Financial Management Team. Excused: Leanne Howe.

A quorum was present. Pastor Rachel opened the meeting with prayer and Terri Vogler's devotions were a personal account of how prayer and an angel on her keychain kept her military son safe.

The purpose of the meeting was to receive the proposed 2019 Hamburg Presbyterian Church budget.

Blair Webster from the Financial Management Team reviewed the line items and answered questions regarding the proposed 2019 budget.

A **MOTION** from Jim Beatty, Chair of Financial Management, was presented to accept and approve the proposed 2019 HPC budget. As no second was needed, the vote to approve was unanimous.

An approved copy of the budget will be sent to the elders and posted on the church bulletin board and sent out in the next Towel & Basin newsletter.

The meeting was closed with prayer by Pastor Rachel at 8:07 p.m.

Respectfully submitted:

Cheryl L. Koelmel  
Clerk of Session

HPC Budget for 2019 approved by Session 3 Dec 2018

	2016 Actuals	2017 Actuals	2018 Budget	2018 actuals projected as of 30 Nov	2019 Budget	Notes
<b>INCOME</b>						
Pledged	\$201,625	\$194,678	\$192,673	\$180,717	\$192,674	Using 98% of \$196,606 for 2019
Non Pledged	\$15,124	\$7,798	\$8,000	\$25,858	\$12,773	Average last 3 years, not counting \$10460 gift
Loose	\$1,433	\$1,435	\$1,437	\$1,552	\$1,473	Average last 3 years
Initial	\$298	\$300	\$300	\$258	\$285	Average last 3 years
Christmas Joy	\$1,145	\$800	\$800	\$800	\$915	Average last 3 years
Per Capita	\$2,050	\$2,131	\$2,400	\$3,609	\$3,000	Little less than 2018 actuals
Rentals	\$6,261	\$8,423	\$11,400	\$12,341	\$11,400	Same as 2018 budget
Misc income	\$0	\$11,527	\$500	\$1,763	\$1,500	Similar to 2018 actuals
Premier	\$4,422	\$3,500	\$3,500	\$4,163	\$3,500	Same as 2018 budget
Pumpkin sales (gross)	\$0	\$5,000	\$15,000	\$14,920	\$15,000	Info from Dudley
From Savings	\$0	\$13,000	\$19,000	\$19,000	\$0	Repayment to ourselves completed in 2018
Women's retreat	\$0	\$620	\$620	\$240	\$240	Same as 2018 budget
Previous year surplus	\$0	\$3,216	\$0	\$0	\$4,239	To balance budget, using some of 2018 planned surplus
<b>Total Income</b>	<b>\$232,358</b>	<b>\$252,428</b>	<b>\$255,630</b>	<b>\$265,222</b>	<b>\$247,000</b>	2019 budget within 1% of 2018 actuals, not counting repayment
<b>EXPENSES</b>						
<b>Pastor</b>						
Cash Salary / Housing	\$31,645	\$32,520	\$30,000	\$30,000	\$30,000	From CBE
Housing / Utility /Furnishing	\$15,550	\$18,428	\$18,000	\$18,000	\$18,000	From CBE
403b	\$601	\$585	\$600	\$600	\$1,000	From CBE
Other allowances	\$47	\$0	\$0	\$0	\$0	
SECA Tax Allowance	\$3,449	\$0	\$3,672	\$3,672	\$3,672	From CBE
Board of Pension	\$17,693	\$19,408	\$17,982	\$17,982	\$18,130	From CBE
Continuing Ed	\$1,032	\$1,000	\$1,000	\$1,000	\$1,000	From CBE
Auto Expense	\$623	\$1,000	\$1,000	\$1,000	\$3,600	From CBE
Business / Professional Expenses	\$2,625	\$2,821	\$4,500	\$4,500	\$3,500	From CBE
HRA	\$1,374	\$3,147	\$2,600	\$2,600	\$2,600	From CBE
403b matching	\$601	\$585	\$600	\$600	\$1,000	From CBE
<b>Total Pastor</b>	<b>\$75,240</b>	<b>\$79,494</b>	<b>\$79,954</b>	<b>\$79,954</b>	<b>\$82,502</b>	3.1% overall increase
<b>Other Staff</b>						
Personnel Salaries	\$57,612	\$49,361	\$65,173	\$64,003	\$75,801	Provided by Personnel
Temporary Help	\$1,616	\$1,145	\$2,250	\$155	\$250	
Employer SS	\$4,427	\$10,392	\$4,986	\$4,230	\$4,715	6.2% of all salaries
<b>Total Other Staff</b>	<b>\$65,271</b>	<b>\$60,898</b>	<b>\$72,409</b>	<b>\$68,388</b>	<b>\$80,766</b>	
<b>Administration</b>						
Building Ins	\$4,691	\$4,834	\$5,021	\$5,070	\$5,000	
Workmans Comp	\$2,216	\$763	\$0	\$0	\$0	Jeff says we won't have to pay again in 2019
Disability	\$227	\$304	\$304	\$240	\$250	
Copier Lease / Maint	\$3,683	\$3,591	\$3,600	\$5,268	\$4,800	
Office Supplies (includes postage)	\$2,266	\$4,660	\$5,300	\$4,004	\$4,000	
Payroll Service	\$1,172	\$1,442	\$1,200	\$1,259	\$1,300	



HPC Budget for 2019 approved by Session 3 Dec 2018						
	2016 Actuals	2017 Actuals	2018 Budget	2018 actuals projected as of 30 Nov	2019 Budget	Notes
Per Capita	\$3,500	\$3,395	\$3,497	\$3,578	\$3,000	
Postage	\$918	\$0	\$0	\$1,015	\$0	included in Office Supplies
Pumpkins cost	\$0	\$0	\$10,000	\$8,920	\$9,000	
Telecommunications	\$4,349	\$4,420	\$3,400	\$3,485	\$3,600	Not a lease for equipment, but costs we incur
<b>Total Admin</b>	<b>\$23,022</b>	<b>\$23,617</b>	<b>\$32,322</b>	<b>\$32,839</b>	<b>\$30,950</b>	
<b>Physical Plant</b>						
Maintenance	\$7,295	\$6,500	\$3,600	\$3,600	\$3,600	For "emergencies"
Deferred Maint	\$1,851	\$0	\$0	\$10,266	\$0	Approved by Session case by case, as necessary, but nothing in budget
Sewer Tax / Village Tax	\$897	1200	\$900	\$938	\$957	2% increase
Utilities	\$10,521	\$9,916	\$10,500	\$12,086	\$11,500	A little higher for 2019
Sexton Supplies	\$869	\$1,811	\$1,560	\$2,474	\$2,500	Use 2018 projection
Snow Removal	\$7,970	\$5,500	\$5,500	\$5,500	\$5,000	Use contracted price
<b>Total Physical Plant</b>	<b>\$29,403</b>	<b>\$24,927</b>	<b>\$22,060</b>	<b>\$31,264</b>	<b>\$23,557</b>	
<b>Programs</b>						
Bells	\$150	\$150	\$0	\$150	\$0	See Worship and Music
CE	\$3,046	\$3,325	\$3,325	\$3,325	\$3,325	
Church Life	\$163	\$200	\$200	\$200	\$200	
Deacons / Caregivers	\$91	\$522	\$625	\$625	\$700	
Financial Mgt	\$1,800	\$174	\$500	\$0	\$500	
Hospitality	\$0	\$100	\$100	\$100	\$100	
Mission	\$7,967	\$14,401	\$11,000	\$11,000	\$13,000	Does not include pumpkin money
Mission - pumpkins net	\$0	\$0	\$5,000	\$6,000	\$6,000	In mission line til 2018
Music	\$2,249	\$4,300	\$0	\$0	\$0	See Worship and Music
Worship & Music / Christian Nature and Bells	\$882	\$900	\$4,500	\$4,500	\$4,500	All Worship and Music costs
Woman's Retreat	\$0	\$488	\$620	\$387	\$500	
Session	\$0	\$76	\$0	\$0	\$0	
Personnel	\$408	\$1,683	\$400	\$400	\$400	
<b>Total Programs</b>	<b>\$17,320</b>	<b>\$26,319</b>	<b>\$26,270</b>	<b>\$26,687</b>	<b>\$29,225</b>	
<b>Summary of Expenses</b>						
Pastor	\$75,240	\$79,494	\$79,954	\$79,954	\$82,502	33.4%
Other Staff	\$65,271	\$60,898	\$72,409	\$68,388	\$80,766	32.7%
Admin	\$23,022	\$23,617	\$32,322	\$32,839	\$30,950	12.5%
Physical Plant	\$29,403	\$24,927	\$22,060	\$31,264	\$23,557	9.5%
Programs	\$17,320	\$26,319	\$26,270	\$26,687	\$29,225	11.8%
Loan Repayment	\$13,000	\$19,000	\$22,615	\$19,000	\$0	
<b>TOTAL EXPENSES</b>	<b>\$223,256</b>	<b>\$234,255</b>	<b>\$255,630</b>	<b>\$258,132</b>	<b>\$247,000</b>	
<b>TOTAL INCOME</b>	<b>\$232,358</b>	<b>\$252,428</b>	<b>\$255,630</b>	<b>\$265,222</b>	<b>\$247,000</b>	
Surplus (or Deficit)	\$9,102	\$18,173	\$0	\$7,090	\$0	

## HOSPITALITY TEAM JANUARY 2018-MAY 2019 REPORT

The Hospitality Team is made up by Jeff Leyonmark, Jean Coffey, and Cheryl Koelmel.

Over the past 16 months we have followed up on the blue pew cards and contacted visitors by phone or email and had the church office send out our church brochure and Towel & Basin.

We each are responsible for a month every quarter to get volunteers to be greeters and ushers for Sunday worship. Carole Mitchell also assists with this.

Our team also distributes The Daily Bread booklet quarterly to the congregation. This year we sent a \$50.00 donation to them.

Following worship, our team attempts to welcome visitors and answer any questions they may have.

Periodically, we review names in the church directory and follow up with calls to those families that haven't had a presence in worship or church activities.

We assist Pastor Rachel in making contacts for those interested in a New Member's Class or for those who might want to attend to learn more about the Presbyterian Church and HPC.

Our team is in charge of serving the Confirmation Breakfast and this year it will be April 28, 2019.

On June 2, 2019 we are hosting A Pizza Party Night (make your own pizza) and enjoying fellowship with some of our newer members.

**WE WELCOME YOU TO JOIN OUR TEAM!!**

## **2018 Mission Team Annual Report**

The Mission Team would like to thank the HPC Congregation for their generous support. Without it, we would not have been able to carry out the projects that we did. I would also like to thank my team members: Nancy Brogan, Amanda Cimorelli, Julie Cimorelli, Dudley Hollenbeck, Janie Smith and Joanne Yoviene.

**GOALS:** We began 2018 by 1. defining the goals for the Mission Team and 2. Reviewing the previous year's recipients for Mission disbursements and establishing a budget and time line for 2018 disbursements.

**PROGRAMS:** The Mission Team coordinates:

1. *Sandwich Sunday:* the third Sunday of the month, delivering on the average of 150 sandwiches to *St. Luke's Mission of Mercy*.

a. *Sandwiches for Code Blue:* This winter, we held many sandwich making events for Code Blue Nights at *St. Luke's Mission of Mercy*, when St Luke's is opened overnight for the homeless population, when the temperature with wind chill drops below 15°. One hundred plus sandwiches were made and delivered to St Luke's. This was a very successful project, with much participation from the congregation and even the community. St. Luke's was very grateful and looked forward to our delivery.

2. *Friends of the Night People:* The Mission Team coordinates the collection and delivery of hygiene products to FONP. A different item was collected monthly. The Mission team also collected cold weather clothing to be delivered to FONP. This was another successful program and frequent trips to deliver our collections were made.

Thank you to all members of the congregation who have volunteered to make sandwiches, bring in hygiene products and gently used winter clothing. Both organizations have expressed their gratitude.

3. *Blessing Box:* A blessing box was purchased and placed in the front yard of the church.

4. *Moment for Mission:* On the second Sunday of the month, a member of our team spoke during the church service to share with the congregation programs that we support.

**DISBURSEMENTS:** Mission Funds were disbursed to the following organizations: FLM/Haiti, A refrigerator for vaccines at the medical clinic through FLM Haiti, Churches in Action, Churches in Action sand water filters for Haiti, St. Luke's Mission of Mercy, Friends of the Night People, Wright Memorial Presbyterian Church, Operation Good Neighbor, Buffalo Dream Center, Journey's End Refugee Center, Presbyterian World Mission, Jericho Road and Sparks of Hope Recovery Support Center

**LOCAL MISSION:** We continued to focus on local mission work. In 2018 we:

1. Organized the 10<sup>th</sup> Annual Pumpkin Patch (that supported local food pantries). As a result, HPC was able to donate \$1500.00 to each of the following food pantries: SS Peter and Paul Outreach, Eden-North Collins, Operation Good Neighbor and Union Presbyterian Church.

Money included in this donation was also obtained through the proceeds from

- a. Hot dog sale at the Hamburg Village Garden Walk
  - b. A craft show, held at HPC on a Saturday in October during the Pumpkin Patch, organized by Katie Webster.
2. Organized the HPC Angel Tree: This program provided Christmas gifts to 45 children and support to 20 families within the Hamburg and Frontier school districts.
3. Provided a scholarship to a student at Union Pleasant Elementary School to the Kids Play Summer Program which is held at the Youth Center.
4. Provided gift cards to Pastor Rachel to be distributed at her discretion.

**GLOBAL MISSION:** On a global level, we continued to support:

1. FLM/Haiti
2. Presbyterian World Mission

**SPECIAL OFFERINGS:**

1. One Great Hour of Sharing, where \$2482.00 was collected
2. The Christmas Joy Offering where \$624.00

Respectfully submitted,

Leanne E. Howe

# 2018 Pumpkin Patch

It was another good year for the Pumpkin Patch. We had sales of \$12,825 which produced a profit of \$4270. We also had donations of \$696. In July the mission committee had a hot dog sale which produced a profit of \$300. And Katy Webster coordinated a craft fair and bake sale during the second weekend of the pumpkin patch which produced a profit of almost \$1000. After paying for a few expenses we had \$6000 to distribute to food pantries. Each of the following food pantries received a check for \$1500:

- Eden – North Collins Food Pantry in North Collins
- Operation Good Neighbor in North Evans
- Saints Peter and Paul Outreach Program in Hamburg
- Union Presbyterian Church Food Pantry in Blasdell

We hear a lot about donating canned goods to food pantries, but the fact is that what they really need is money to spend at the Food Bank of WNY. A dollar spent that way will buy four- or five-dollars' worth of food. So, a check for \$1500 does a lot of good.

We also sent a check for \$100 to Field of Dreams in Springville. This is the deer rescue organization which solves a major problem for us by taking all the unsold pumpkins. (We do not have to pay for pumpkins we receive but do not sell.) They do a wonderful job of rescuing injured and orphaned deer and fawns, holding them over the winter and releasing them in the spring. Deer love to eat pumpkins. Field of Dreams also brought a petting zoo to the pumpkin patch.

The 2019 Pumpkin Patch is already being planned. The pumpkins will arrive Friday, October 11.

Respectfully submitted,

## **2019 Nominating Committee Report**

The 2019 Nominating Committee as approved, by the congregation, was represented by Jean Coffey, Cheryl Koelmel, Jeff Leyonmark and Kris McGuire, Chair. This was a transitional year as terms of service changed from January – December to July – June.

The committee began meeting in early March to fill positions including 5 Elders, 7 Deacons, a Treasurer, 2 Commissioners to Presbytery and 4 members of The Nominating Committee. Of note, 1 Elder and 3 Deacon's terms were 1 to 3 year to fill vacancies from prior years. 5 meetings were held at the church in addition to continuous communication via email and phone calls during March, April and early May.

The committee reached out to approximately 50 members to fill the openings listed above. After prayerful consideration the individuals noted in the motions below agreed to serve.

Many individuals within the congregation serve on multiple committees. Our hope is to encourage others to serve as well. If you are asked to serve or are interested in serving in the future, please think about it, pray about it and know that a few people can't do everything, but each of us can do something! The nominating committee and anyone currently serving are happy to answer any questions you might have.

### **Session will approve the following motions:**

To elect as Clerk of Session for a 1 year term: Cheryl Koelmel

To elect as Commissioners to Presbytery for a 1 year term: Craig Schmittendorf, Terri Vogler

To elect as Treasurer for a 1 year term: 7/1/2019-6/30/2020: Blair Webster

### **The Nominating Committee submits the following:**

To elect as Elder for a 1 year term, 7/1/2019 – 6/30/2020: Joyce Huen

To elect as Elder for a 3 year term, 7/1/2019-6/30/2022: Tony Cimorelli, Gary Lauchert, Don Robinson and Blair Webster

To elect as Deacon for a 1 year term, 7/1/2019-6/30/2020: Marci Toney

To elect as Deacon for a 3 year term, 7/1/2019-6/30/2022: Anna Robinson

To elect to the Nominating Committee for a 1 year term: 7/1/2019-6/30/2020: Cheryl Koelmel, Jeff Leyonmark, Anna Robinson and Kris McGuire (chair)

Respectfully submitted,

Kris McGuire, Chair

## Pastoral Care Assistant 2018 to mid 2019

In this past year and a half, I was blessed to spend time with members of Hamburg Presbyterian Church in pastoral care. I am always glad to offer support of any kind in the many challenging situations that come into our lives. I feel blessed to share my time and caring with you.

I always appreciate your welcome and I'm grateful for your kindness towards me. You are a joy to serve.

I pray for God's grace for each of you in the coming year. May our Lord bless us all as we continue to grow in following Christ's example of a humble, loving life.



Peace and love,

Wendy Zimmerman

## 2018/2019 ANNUAL REPORT FROM PERSONNEL

**The Personnel Committee's responsibilities for 2018/2019 included the oversight of our church staff:**

- Pastor Rachel Brown
- Sandra Ackerman - Minister of Music
- Dave Monaco - Sexton
- Amanda Eppolito - Administrative Secretary
- Miranda Smith - CE Coordinator
- Katie Gartner - Financial Secretary
- Cally Miklasz - CE Coordinator

**Personnel Committee: tasks completed in 2018/2019 included the following:**

- Advertised, interviewed, checked references, coordinated employment paperwork, and hired a Sexton (April 2018), CE Director (December 2018) and a Financial Secretary (November 2018).
- Updated position descriptions for the Financial Secretary, Sexton and the CE Director.
- Updated the HPC Family Leave Policy to NYS Standards.
- Increased Secretary's hours for 2019.
- Review and approval of Pastors monthly expenses.
- Pastor Rachel's evaluation and review of Pastor's CBE Form (financial package) for 2018/2019.
- Conducted mid-year informal reviews for all staff.
- Coordinate Staff performance evaluations in October/November.
- Address staff and staffing issues as needed.
- Discussion with the Board of Pensions, Presbytery of WNY and Committee on Ministry as needed.
- Attendance at the annual BOP meeting regarding employee benefits.
- Review and set personnel budget and Staff pay for 2019 budget.
- Approved and purchased Christmas gifts for staff.
- Reviewed current available benefits package with Staff.

**Members of the Personnel Committee:** *Diane Hall, Linda McAlpine, Anna Robins, Shawn Ferro and Gary Lauchert*

*Submitted by Personnel Committee  
Gary Lauchert, Chair*



**Presbytery of Western New York**  
**Compensation, Benefits & Expenses (CBE Form)**

*Please return to Presbytery Office by year-end, NO LATER than 2/28/2019*

Minister's Name: Rev. Rachel Brown  
 Church Name: Hamburg Presbyterian Church  
 Position: Head Pastor  
 Service level:  Full Time = 13 segments  
                    Part Time. Segments / week: \_\_\_\_\_  
 Church provided manse? Y/N:  Y  N

	%	<b>2018</b>	%	<b>2019</b>	<u>Notes</u>
<b>Cash Compensation</b>					
1		\$ 30,000		\$ 30,000	
2		\$ 18,000		\$ 18,000	
3		\$ 600		\$ 1,000	
4		-		-	
5	30%	-	0%	-	At least 30% of lines 1-5
6		<b>\$ 48,600</b>		<b>\$ 49,000</b>	Sum of lines 1 to 5
7	7.65%	\$ 3,672	7.65%	\$ 3,672	7.65% = 1/2 of total SECA
Less: 5) Manse Value (if included, above)		-		-	
8		<b>\$ 52,272</b>		<b>\$ 52,672</b>	(Lines 6 + 7)
<b>Board of Pensions Dues</b> (based on TES)					
9a	25%	\$ 12,150	25%	\$ 12,250	2018 minimum \$11,000. 2019 minimum \$11,000.
9b	12%	5,832	12%	5,880	2018 minimum \$1,740. 2019 minimum \$1,773.
9	37%	<b>\$ 17,982</b>	37%	<b>\$ 18,130</b>	Total BOP dues
<b>Professional Expense Reimbursement Benefits</b> (Not Included in (TES for BOP Dues.))					
10		1,000		1,000	Minimum \$1,000
11		1,000		3,600	(If separate from 12)
12		4,500		3,500	
13		2,600		2,600	Per HRA plan for medical deductible, copys, dental.
14		600		1,000	Employer match to 403(b)
15		<b>\$ 9,700</b>		<b>\$ 11,700</b>	(Sum of lines 10 to 14)
16		<b>\$ 79,954</b>		<b>\$ 82,502</b>	(Lines 6+7+9+15)

Presbytery approval of changes in Terms of Call: The Committee on Ministry reviews all CBE Forms and is charged with the responsibility of bringing before Presbytery the terms of call for all minister members serving in a pastoral capacity each year in accordance with Book of Order G-2.0804 ("The terms of call shall always meet or exceed any minimum requirement of the presbytery in effect when the call is made..."). Those Terms of Call need to be reported each year even if there are no changes. **NOTE:** Pastors also need to file a separate annual report to the Board of Pensions. Complete Salary Change Form ENR-111.

Signed for the congregation:

Carol Kessel 2/24/19 974-7717 cweel47@gmail.com  
 Clerk of Session Date Phone Email  
Rev. Rachel Brown 2/24/19 444-7333 Rachel.brown333@gmail.com  
 Minister Date Phone Email

**Waiver:** If changes in Terms of Call do not meet the current minimum, a waiver is required.  
 We wish to request a waiver. Rationale for waiver request:

Return completed form to the Presbytery of Western New York Office.  
 2060 Union Road, West Seneca, NY 14224  
 No later than February 28, 2019.

For questions about this CBE, contact Jan at 716-668-1995.  
 For financial questions, call Dale at the same number.

**EXPLANATION AND INFORMATION**

We recommend that every church give at least a cost of living increase to its minister based on the Consumer Price Index. In addition, a salary increase may be warranted due to increased responsibility, experience, outstanding performance, and comparable salaries in the community. The Committee on Ministry has recommended a 2.9% cost of living increase for 2019. Your church may apply whatever salary increase you choose.  
 Minimum Salary and Housing for:

	2018	2019 at 2.9%
Clergy owned or rented home	\$47,411	\$48,854
Living in Church-owned Manse	\$42,441	\$43,672

The Presbytery of Western New York's vacation policy is one month.  
 Complete policy is available through the Presbytery Office.

**Compensation Included in Total Effective Salary (TES)**

See the Board of Pensions Booklet titled "Understanding Effective Salary". This booklet gives clear, concise details on all categories of compensation. Copies may be obtained online at [www.pensions.org](http://www.pensions.org), go to the Forms & Publications Category. It is listed under Publications, alphabetical, (U) "Understanding Effective Salary."

**NOTE:** Pastors also need to file a separate annual report to the Board of Pensions: Salary Change Form ENR-111

# PRESBYTERIAN WOMEN

## 2018 Report of PW Activities at HPC

Presbyterian Women [PW] is a church wide organization open to all women of the PC[USA] who choose to participate in or be supportive of the organization in any way. We meet monthly for bible study and prayer in three circles; the **Hannah Circle** {Marci Toney, leader}, the **Elizabeth Circle** [Janie Smith, leader] and the **Ruth Circle** [Ginnie Sprague, leader]. This year's Horizons Bible Study has been **GOD'S PROMISE: I Am With You**

In all we do we strive to create an inclusive and caring community of women. Mission has always been one of the cornerstones of PW life. Our member pledges and special offerings are designated as seed money for local and worldwide missions. A special "Thank you" to our **Mission Quilters** who meet monthly on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday to sew and tie quilts. In addition, members and friends of PW donated countless hours to support hands-on projects for a variety of ministries, including the following gifts of love and compassion:

- 16 lap quilts were given to Sister Donna from Hospice at Mercy Hospital.
- 1 lap quilt was given to a church family member.
- 1 baby quilt was given at a baptism.
- Knitted hats, mittens, and scarves from our mitten tree were given to local charities through the Salvation Army.
- The annual WIGL Baby Shower benefitted the Kathleen Mary House.

The 5<sup>th</sup> annual Christmas Angel Ornament was very successful as a fund raiser for our own service projects. Our quilters made 64 angels that had been ordered and paid for at \$10 each.

- A new kitchen range was purchased and installed in the church kitchen.
- A donation was added to the fund for the church side door.

This year's Presbyterian Women Memorial Scholarship recipients were Gina Browning and Katherine Leyonmark.

Finally, I would like to recognize the members of our PW Coordinating Team for their commitment and leadership: Hollis Bahruth, Jean Coffey, Sue Ganey, Marilyn Monckton, Janie Smith, Ginny Sprague, Marci Toney, and Gail Wheaton.

Respectfully submitted by  
Linda Ryder, PW Moderator

## 2018-2019 Worship and Music Ministry Team

The 2018 Lenten-Easter season began with Ash Wednesday on February 14<sup>th</sup>. During the 2018 season we presented a well-attended Lenten dinner series on Wednesday nights. This was also the year that the cross for the front lawn was constructed and installed, with assistance from Building & Grounds, and the new Lenten banners were introduced. The Holy Week services were well attended and full of solemnity and joy.

Beginning in June, with the change in the calendar year and no ruling Elder assigned to Worship & Music, it was decided that based on the strength and experience of the Team, Worship and Music would begin utilizing a new Team structure: rotating responsibilities on a Trimester basis.

June, July and August saw the return of the summer soloist series, with many of our congregation providing musical offerings, and some wonderful new voices being included.

Also during June, the Worship & Music team, in conjunction with Christian Ed, began discussions regarding a change of start time for the Worship Service. Over the summer, the congregation was provided with a survey, and with an overwhelmingly positive result, Session approved the change to a 10:00AM service beginning in September, 2018.

The first Sunday in October, is designated as World Communion Sunday. With that in mind, breads from around the world were provided during communion, and members of our congregation spoke in German, and French, with signing included. October also was the month Muskingum University performed a concert in our sanctuary. Our team provided a dinner prior to the concert.

The Advent season, began with the traditional Hanging of the Greens service, and the introduction of the new Advent banners. The choir performed excerpts from the Carols and Candles cantata each week, as well as lighting the Advent candles. The season highlight was the children of the church performing "A Super Christmas", and the traditional Christmas Eve service. The church was beautifully lit with luminaries lighting the way. Both services were extremely well attended.

In January of 2019, a new policy was introduced regarding the closing of the church due to weather issues, driving bans, or power outages. The chair of Worship and Music will initiate and confer with the Pastor regarding future closings, and also be responsible for same in the Pastor's absence. The chair will also be responsible for notifying the various media outlets used by the church.

The 2019 Lenten season began with handing out the Lenten devotionals on March 3<sup>rd</sup>, and the hanging of the Lenten banners. Ash Wednesday, on March 6<sup>th</sup>, saw the addition of a noon service. Both services included the imposition of ashes and communion, and were well attended.

As in the past, Palm Sunday included the distribution of the palms, Maundy Thursday was a beautiful meditative service in the Chapel, and Easter Sunday was filled with the scent of the beautiful flowers, and the sound of choir, bells, and brass.

Over the past year and a half, our special services have included the Memorial Day remembrance service, and the Veterans Day service honoring veterans and their families. Also, on the 4<sup>th</sup> Sunday of each month, we have initiated a Contemporary Worship service, and in a month where a 5<sup>th</sup> Sunday occurs, a Healing service.

The Worship Planning team continues to meet every Tuesday at 10:00AM to plan the service for the following Sunday. Hymns are chosen and scriptures are read as the bulletin is being prepared.

In conclusion, we would like to thank the following dedicated team members for their many contributions of time and talents: Pastor Rachel, Sandy Ackerman, Wayne Hines, Joyce Huen, Sue Rich (Christian Nurture), Wendy Zimmerman, Holly Bahruth (Worship Planning), Christel Beers, Carole Mitchell, Maleah Gawlak, and Sandy Stearns.

We would also like to thank the following for their valuable contribution: Rich McAlpine and Earl Knauss, Mandy Eppolito, Dave Monaco, Craig Schmittendorf (banners), Vickie Quinn (Sanctuary flowers), the Gawlak family (brass accompaniment), Leanne Howe (hymn numbers), the Reagan family (luminaries and Pentacost dove handler), and to Lamont Beers for providing the wine, and Janie Smith for providing the bread for each communion service. And finally, to all of those individuals who said **YES** to being a liturgist, communion server, acolyte, and leading the Children's sermon.

Yours in Christ,

Joyce Huen – Trimester Chair May-August 2018  
Sandy Stearns – Trimester Chair Sept.-Dec. 2018  
Wayne Hines – Trimester Chair Jan.-April 2019

## Music Ministry 2019

I want to let each member of Hamburg Presbyterian Church know how very grateful I am to be worshipping with you this last year and one half. It is a joy to listen to the sermons of Pastor Rachel and to sing hymns with the congregation each week. I especially love sharing our joys and concerns each Sunday morning.

Music helps us feel the love that God has for us and I am privileged to share that with you through the music of our bell and chancel choirs. Our mission in these groups is to serve God and the congregation, and we take that very seriously. When we sing our anthems, we hope to bring joy and comfort to you as we all weather the storms of life. As members of this congregation you are all very important to me and, if you haven't met me personally yet, please come up and introduce yourself.

Yours,

Sandy Ackerman, Minister of Music

## Christian Nurture 2018 - 2019 Report

Leaders: Sue Rich, Wendy Zimmerman, JoAnne Hollenbeck, Pat Headlee, Katie Gertner, Rev. Gary Burdick.

Christian Nurture continues to provide a monthly worship service for adults with developmental disabilities in our community. Currently we have 10 group homes participating as well as a few individuals living with their families. Our service is held at 7:15pm the 4<sup>th</sup> Tuesday of each month.

The deacons arrange to have someone from HPC walk the Main St. group home to and from 10:30 am Sunday worship services as well. We are pleased that Sandy Mallon serves frequently as an acolyte on Sunday mornings. Members of HPC have reached out to group home residents by Christmas caroling with CIA and welcoming them during coffee hour. In January Ben Reagan played cello during worship and in April the Bells of Praise shared their music with us.

Please consider joining us for this monthly worship service. It is a blessing to be part of such a ministry, sharing the message of Christ's love and seeing it reflected in the faces of those worshipping.

Sue Rich

*Hamburg Presbyterian  
Church Ministries  
2017-2019*

**Vision Plans  
for Our Church**

“Write the vision and make it plain...”

Habakkuk 2:2



**Building & Grounds Ministry Team  
Vision Planning 2019  
(excerpt from team meeting on 5/6/19)**

The projects from our 2017 vision plan and their status are listed below:

*1-3 Year Projects:*

- Replacing the downspout near the front entry doors - **COMPLETE**
- Repairing the steps for the front and side entry doors – **THIS YEAR**
- Fixing the tile just inside the building at the front entry doors – **THIS YEAR**
- Replacing the side entry doors – **COMPLETE, JUST NEED INSTALLATION**
- Repainting the steeple – **THIS YEAR**
- Replacing/painting the windows – **THIS YEAR**
- Updating the offices - **COMPLETE**
- Updating the landscaping on the Main Street siding of the building – **NEXT YEAR**
- Installing heating cables on the roof - **COMPLETE**
- Adding light switches for the sanctuary next to the sanctuary entry door - **COMPLETE**

*3-5+ Year Projects:*

- Revamping and updating the sanctuary – **3-5+ YEARS**
- Repaving/sealing the parking lot – **THIS YEAR**
- Fixing the bell speakers in the steeple – **3-5+ YEARS**
- Updating play area toys and equipment outside – **3-5+ YEARS**

## Caregivers Ministry Vision Statement - May 2019

Caregivers Ministry has an ongoing mission to reach out with loving support to HPC members who are transitioning through difficult circumstances due to illness, loneliness, loss of a loved one, being homebound or other personal/family situations that present challenges. Our activities are in response to the current needs of the HPC family.

### Immediate Goals

Work in close partnership with the Deacons Ministry Team to address identified needs as they arise within the HPC family

Establish a trusting and loving long term relationship with members who are not able to attend church. This is achieved through matching a Caregiver with a Care Recipient to maintaining continuity in the relationship

Provide comfort through bereavement visits to those who experience the death of an immediate family member. A remembrance gift, usually in the form of a plant or food basket, is presented on behalf of the HPC family

Acknowledge individuals who are going through a difficult time due to medical or personal issues by sending cards and/or telephone contact

Activate the "Meal Train" for short term assistance to HPC members transitioning thru temporary medical or personal difficulties

### Long Term Goals

Increase the effective outreach of Caregivers thru the addition of members

Engage more members of the congregation in meal preparation for the "Meal Train". This might be facilitated by identifying individuals willing to pick up and deliver meals for those willing to prepare but unable to deliver meals

The Caregivers Ministry Team is small but dedicated and always open to new ideas to improve our mission.

Respectfully submitted

Corrine Arcangel for the Caregivers Ministry Team

## Christian Education Ministry Team Long Range Planning 2019

- 5-10 years goals were discussed at length by the Team. It was decided that the current Long Range Plan would encompass the next 5-10 years; then, as time goes by, the programs can be re-evaluated.

- Some of the main ideas that the CE Team initially projected in our 5 year plan that are being incorporated and are ongoing at this point: - Scripture Memory and Working with the Bible

- this year we started to incorporate this more into our curriculum. In the next few years, our goal is to continue to do so, and have the children recite memorized scripture in worship services from time to time.

- **Working with the Bible** - once children are given their 3rd grade bibles, our goal is to teach children the books of the Bible, with the hope that they can memorize them.

**Communion Class** - We will incorporate a Communion class into the 3rd year of our children's spiritual journey here at HPC.

**Mission Work For Our High School Children**- We will have high school aged children experience either a US or international mission trip, or both if appropriate. -

**CE Staffing** - There are two primary staff positions that the Christian Education Ministry Team foresees as invaluable over the next 5-10 years 1) the Christian Education Coordinator; and 2) a Teen Youth Leader. Both positions are foreseen as part-time,

**Quarterly Activities for Sunday School Children** - Going forward we have the goal of special quarterly activities such as movie night, Christmas Caroling, and a sleep over at church to foster interest, excitement and belonging in their church community for the children at our church.

**CHURCH LIFE MINISTRY TEAM**  
Long Term Range Planning - July 2017

Summary of our discussion:

We felt that our Church Life members and those of other teams are spread too thin because they carry responsibilities in 2 or more additional teams. It was suggested that teams with similar tasks could possibly be combined for certain events.

We, therefore, propose for consideration that the Church Life Team and Hospitality Team merge occasionally or permanently - with leadership from Chair persons of merged teams - to provide more regular and occasional opportunities for Church fellowship and spiritual growth.

Some Options for joint teams:

- Continue current Church Life events
- Dinner for new members
- Family Camp ( with CE)
- Breakfast for Confirmation Class (CE)
- Women's Tea (PW)

Respectfully submitted,  
Christel Beers, Church Life Ministry

## **Deacons' Vision Statement May 2019**

### Short-term Goals (1-2 years)

1. Increase the number of deacons who serve on the board to at least eight or nine. This will enable us to more effectively handle the board's assigned tasks.
  - a. If there are NOT eight or nine members on the board, we suggest that a list of volunteers be compiled. These volunteers could be utilized to help when the need arises.
  - b. Add flexibility to the terms that Deacons serve. i.e.: offer the option of serving a one year, two, or three years term.
2. Find additional ways in which to serve our aging congregation. i.e.: shopping for house-bound members and/or arranging rides to Sunday services for seniors who need this option, increasing the members who receive visitation (for members who are housebound and may be lonely). These suggestions will require additional deacons and/or volunteers from the congregation.

### Long-term Goals (3-5 years)

1. Recruit Deacons who will attend Stephan's Ministry Training.

The Deacons will continue to develop and implement additional long-term goals.

Respectfully submitted by Anna Robinson and Elyse Perry, co-moderators.

**HOSPITALITY TEAM VISION STATEMENT  
MAY 2019**

Our Vision is simple.....we see our future of compassion, service, and thoughtfulness.

Our job description is our Vision Statement.

Hospitality Team

Jean Coffey, Jacki Knauss, Cheryl Koelmel, Jeff Leyonmark

MINUTES: MISSION TEAM (Includes Vision Plan)

3/19/19

Attendance:

Present: Nancy Brogan, Janie Smith, Leanne Howe

Excused: Dudley Hollenbeck, Joanne Yoviene

Absent: Julie Cimorelli

Approve February 2019 minutes: add Dudley Hollenbeck as present

Old Business:

1. Sandwich Sunday: 160 sandwiches were delivered on 3/17/19. Next Sandwich Sunday is April 21, 2019

a. Deliver: Leanne

2. Moment for Mission: April 14<sup>th</sup> Janie Smith

3. Hygiene Kits: April: socks,- May: shampoo and combs, June: lotions and sun screen

4. Blessing Box: working well, donations are revolving, hinge needs to be repaired, right door doesn't stay shut.

5. Code Blue sandwiches: very successful, need to re-evaluate for next year

New Business:

1. Hot dog sale: July 13<sup>th</sup> and 14<sup>th</sup>

2. Pampered Chef fund raiser: are we interested?: yes, Leanne will bring up to session for permission. Funds raised to food pantries and/or Haiti mission projects, orthopedic equipment.

3. Vision: always reevaluate needs, tithe at least 10% of total budget

Discussion:

Next Meeting: April 23 2019 at **7:10pm** at the church

Meeting adjourned at: 815pm

Respectfully submitted

Leanne Howe

## **Nominating Ministry Team Vision Statement 2019**

Mission: We are committed to seeking out individuals who are willing to serve Hamburg Presbyterian Church by giving their time and talents, sharing their faith and providing strong leadership for the various positions of responsibility within our church.

Our ongoing goal is to reach out to a good blend of candidates including those with wisdom and experience as well as those who have not served in the past. All who are interested in serving or simply looking for information on what is involved in serving are encouraged to reach out to any member of the Nominating Committee.

Kris McGuire, Chair



## **2019 Personnel Committee Vision**

- **Personnel Committee 2019 Vision**

- Develop Personnel Committee Handbook, to include all committee duties and forms to make committee transitions smooth.
- We would like to work towards all employees having a portal on the Church's network with all human resource materials.
- Explore training programs for staff
- Implement bi-yearly staff outings (Spring & Fall)

## Hamburg Presbyterian Women's Vision Statement 2019

Whereas all women members of the Presbyterian Church {U.S.A.} are members of Presbyterian Women, whether active in their church's organization, we seek to include every woman as we endeavor to follow our national mission statement:

Forgiven and freed by God in Jesus Christ, and empowered by The Holy Spirit, we commit ourselves

to nurture our faith through prayer and Bible study,  
to support the mission of the church worldwide,  
to work for justice and peace, and  
to build an inclusive, caring community of women that strengthens the Presbyterian Church (USA) and witnesses to the promise of God's Kingdom.

To that end we currently participate in:

- Bible Study in our three circles - using the Horizon Bible Study Guide which is used nationally
- Lap Quilts are given to Hospice and our home-bound
- Baby Quilts given to babies baptized in our church
- Baby Shower {WIGL- Wrapped in God's Love} - donated to Kathleen Mary House
- Mitten Tree - hats, scarves, and mittens donated to the Salvation Army
- Angels in Our Midst – our only fund raiser – annual hand-made Christmas ornament

We feel we should continue in the future with our current endeavors as it is all part of our Mission Statement. The participating organizations change periodically depending on need and change of venue. Our money is derived from the Circle members and donations from the congregation.

Our only fund raiser is "Angels in Our Midst". We anticipate continuing this program as it gives us the opportunity to give back to our Church and various functions for the women of the church.

Our vision is to have more ladies join our Circles and become more involved in our projects. Our Circles have dwindled over the years, and we encourage more people to become active. We would welcome gentlemen to join our quilting group, as we now have only five active members.

We are always open to other areas where our Hamburg Presbyterian Women can be encouraged to serve and grow.

Submitted by Linda Ryder, Moderator

Attending: Rev. Rachel Brown, Joyce Huen, Wayne Hines, Wendy Zimmerman, Sandy Stearns

Short-term and Long-term vision included 1 yr., 3 yr. 5 yr. and 10 yr. time frames:

- Children's choir up and running <1 yr.
- New Sanctuary Banners – Advent, Lent and seasonal banners to be used in rotation with the Amy Low banners that are already in place <1 yr. to 3 yr. as funds allow
- Contemporary music included in Sunday service 1X per month with a lead musician (e.g. guitarist) <1 yr.
- Dedicated concert series offering various types of groups, music. <1 yr. to 3 yr.
- HPC to become a Community hub for recitals, plays, special events 3 to 5 yr.
- Renovation of the Sanctuary space to include re-arranging the choir loft and chancel area to a more open concept with a platform-type space that would accommodate all types of programs, with space provided for the choir and organ. This would include a movable pulpit, and steps on either side of a curved area that would bring the children's plays, bell concerts in a better site line with the congregation.  
Options for removal of some (the first few front rows), most (a combination of pews and comfortable armed chairs, or all of the pews (armed chairs only) to allow for flexibility in arrangement based upon need were discussed. We might want this to be done in conjunction with Building & Grounds plans for removal of the pews to repair or replace the flooring in the Sanctuary. 3 to 10 yr.
- LED screens on either side of the Sanctuary for better viewing of videos, hymns, etc. 1 to 3 yrs.
- A back-lit Stained glass window (imitation daylight) where the cross now is, with a cross and elements specific to the Hamburg area (lakeshore, etc.) 3 to 10 yrs.
- The need for a capital campaign to raise funds for the more ambitious plans with possible Phase 1 and Phase 2-type timeline. 3 to 10 yrs.
- Scheduling of small informational meetings with members of the congregation for their input and Q&A. We could possibly have a member of the congregation draw some basic plans for review. (Shawn Ferro?)
- Get the Bell Tower working again for Sunday service times, daily noon-time, seasonal use. Could possibly be hooked up to the organ? 1 to 3 to 5 yr.
- Reach out to congregation to determine if there is any interest in changing the Sunday service start time, and have it stay the same year round. < 3 yr.