



WESTMINSTER PRESBYTERIAN CHURCH

# 2023 Annual Report

*Presented to the Congregation Sunday, January 28, 2024*







Greetings in Christ!



It seems just yesterday that I was unpacking books in my Westminster office and starting to get to know the many faces in this community of faith. It has been a joy to be part of the mission and ministries of Westminster in this past year, a full year of life in Christ together. Thank you for the ways you continue to welcome me and our family into this community of faith.

Your commitment to compassion, community, and God's justice and love shine forth in so many ways: care for those among us who are hurting, prayers and steps toward peace in this world and among neighbors, nurture and care of children in Christ's name, and encouragement of those who are feeling the welcome of Christ's church, perhaps for the first time.

This year we give God thanks and praise for Rev. Jennie Clark's years of pastoral ministry with us as she nears retirement in February. What a legacy of service not only to the local church, but also the larger church, Alleluia! We also welcome new staff and new members that God is adding to our number.

Thank you for your hope-filled, generous, and faithful support of our common life and mission together Knowing Christ, and Making Christ Known. This call on our individual and collective lives is a great and joyful one, and I see Christ in your thoughtful and generous gifts of time, prayer, presence, wisdom, and financial support of Westminster throughout this past year.

Looking forward to sharing life and all that is to come in 2024!

In Christ,

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## Session

**2023 Officers:** Ed McFalls, Clerk of Session • Rev. Leah Hrachovec, Moderator of Session  
Rev. Jennie Clark • Rev. Jon Frost • Rev. Ann Hatfield

**2023**  
Connie Amend  
Rich Birkenmaier  
Diane DeSieno-Lane  
Angela Emrich  
Terri Pennington  
Cathryn Schenk

**2024**  
Lauren Coffey  
Gail Lee  
Dan Maffei  
Tom Russell  
Laureen Smith  
Jane Wendel

**2025**  
Ann Jaques  
Jim Magee  
Rob Necarsulmer  
Meg Pope  
Kathy Smedley  
Lynae Young

## Deacons

**2023 Officers:** Nancy McCabe, Moderator • Joanne Ebert, Vice Moderator

**2023**  
Sam Blank  
Jane Deacon  
Shawn Dzielawa  
Amy Flynn  
Nancy McCabe  
Grace McCord  
Betsy McFadden  
Carol Olver  
Kim Prann  
Susan Zamrowski

**2024**  
Karen Barnes  
Marty Bonds  
Lynn Carrero  
Bill Casswell  
Carol Edwards  
Amy Flynn  
Terry Hawkins  
Ellen Miller  
Susanne Perkins  
Nick Tortorello

**2025**  
Judy Bianchi  
Nancy Daly  
Judy Eberhardt  
Joanne Ebert  
Karen Finley  
Jean Huddell  
Marty Ollenschlegler  
Jean Pitts  
Scott Seymour  
Paul Zamrowski

## Trustees

Ann McNally, President

**2023**  
Rick Bates  
Will Coffey  
Janet Colliton  
Joan Lorgus

**2024**  
Robbe Healey  
Chuck Lambing  
Ann McNally  
Greg Waller

**2025**  
Jonathan Bonds  
Scott Boorse  
Steve Brown  
Doug Pitts



*New members class in February 2023*

# Mission

Knowing Christ, Making Christ Known

# Vision

As followers of Jesus Christ, we commit to: worship that glorifies God and transforms us, intentional, hope-filled community, a lifetime of spiritual growth and joyful generosity, as we are sent to demonstrate the Kingdom of God in the world.

- **We Expand Our Witness:** WPC intentionally invites all people to a faith journey with Jesus Christ.
- **We Serve our Neighbors:** WPC leads in responding to community needs through volunteering, social engagement, and outreach.
- **We Work Toward Affordable Housing:** WPC takes a leadership role within the community to ensure that no one is forced to live in substandard, unsafe housing or experiences homelessness.
- **We Equip our Emerging Generation:** WPC actively engages youth (16-18) and young adults (19-30) on their faith journey.

# Inclusivity Statement

In response to God's unconditional love for all people, made known to us in Jesus Christ, Westminster Presbyterian Church is called to embody that same love in our life and ministry.

As a community of faith, we affirm the image of God in people of every racial identity, ethnicity, socio-economic status, age, gender, relationship status, physical or mental ability, sexual orientation, and gender identity or expression. We welcome all who desire to participate in our congregation, for everyone brings gifts and experiences that strengthen and enrich the life of the church. We commit ourselves to making inclusivity a reality for this congregation and our local community by continuing to learn and grow in friendship with one another.

We especially proclaim this statement of welcome to those who have been excluded and/or told that they do not fully reflect the image of God. If you are looking for a place to share in God's great love and affirm that all people are God's children, we invite you to join us in our faith journey toward greater love, respect and understanding of one another.

## Membership Statistics

**Number on Church Roll on 1/1/23**  
1,742

**Additions in 2023:** 71

- 51 New Members
- 7 Confirmation Class
- 11 Restored to Active Membership
- 2 Transfers as Affiliate Members

**Baptisms in 2023:** 17

- 16 Children
- 1 Adult

**Loss of members in 2023:** 156

- 28 Deaths
- 4 Transfers
- 124 Others

**Number on Church Roll on 12/31/23**  
1,659





We kicked off the program year with a combined worship service on September 11, 2023

# Necrology Report 2023

Maggie Alleva	January 5
Georgia Zinck	January 19
Barbara Clupper	February 22
Bill Parker	March 2
Irene Barr	April 5
Joy Weigel	April 21
Ruth Kershaw	April 22
Chuck Bracken	May 5
George Alburger	May 10
Brian Lane	May 10
Jean Hoover	May 11
Barb Simperts	May 13
Cammie Sanders	May 18
Bob Reitz	May 19
Penny Schalch	June 11
Barbara Belt	June 16
Walt Burdick	June 28
Lucy McSwain	August 13
Dodie Shelton	August 28
Rosemary Siegel	September 2
Barbara Morris	September 6
Suzanne Helmer	September 22
Elaine McQuillin	October 3
Tony Cistone	October 14
Ted Hissey	October 14
Frank Burdine	November 22
Nick Baade	December 2
John Whiteley	December 17

# Worship Attendance

The live stream numbers indicate IP addresses (a single computer, TV or mobile device). In many homes more than one person is watching, so for actual attendance, it's realistic to estimate 1.5 to 2 times the numbers shown. The number of IP addresses were used to determine the live stream statistics.

	In-Person	Live Stream	All
<b>Traditional Average</b>	303	402	720
<b>Contemporary Average</b>	86	78	163
<b>Wed. Chapel Average</b>	15	28	41
<b>Taizé Average</b>	23	26	49
<b>Vespers Average</b>	22	--	22
<b>Phone Ministry Average</b>	6	--	6
<b>Wellington Average</b>	13	--	13
<b>Ash Wednesday</b>	194	146	340
<b>Palm Sunday</b>	513	652	1,187
<b>Maundy Thursday</b>	191	217	408
<b>Good Friday</b>	69	118	187
<b>Easter</b>	1,344	1,136	2,480
<b>Christmas Eve</b>	1,746	1,422	2,906

**43%** of our worship attendance was in-person in 2023  
**55%** of our worship attendance was live stream in 2023

From 2022 to 2023, our in-person worship attendance increased by **15%**, our online worship attendance decreased by **26%** and our overall attendance decreased by **12%**.



Preschool explore a fire truck when firefighters visit this fall

## Preschool

**Staff:** Megan Potts, Carrie Boyea, & Kristin Flaim

**Elder:** Diane DeSieno-Lane

**Questions:** Megan Potts, *Preschool Director*  
mpotts@westminsterpc.org or 610.399.3377 ext. 116

- **Megan Potts finished her first full year as Preschool Director** and the school continues to thrive under her direction.
- We excitedly **welcomed new staff members** this year. The Preschool hired a new Financial Administrator, Kristin Flaim and a new Office Assistant, Carrie Boyea.
- The Preschool returned a substantial **surplus to the Church** in July.
- The Preschool offered **two new enrichment programs: soccer shots and yoga**. These enrichment programs have proven popular with parents and children.

## Children's Spiritual Growth

**Elder:** Diane DeSieno-Lane

**Staff:** Jill Reichert

**Questions?** Diane DeSieno-Lane, *Chair*, dianedesieno@msn.com

- Families packed 600 lunches for the Vine Ministry on **MLK Day of Service**.
- Held our **first Easter morning egg hunt** in the courtyard! Telling the Resurrection story and showing video highlights of three nonprofits, children voted to send their money to the WC Food Cupboard, Presbyterian Disaster Assistance, and the Presbyterian Church in Uganda.
- Offered a **VBS program - Hero Hotline** - for children grades K-5. They learned songs, did crafts, played games, ate snacks, and saw the stories of heroes and heroines of the Bible acted out.
- Summer programming was geared toward younger children, offering a time of story, response, & play on Wednesday mornings (**Wonder, Imagination, & Play**).
- At **Campfire & Community** gatherings on summer Sunday nights at our outdoor chapel families played games, sang, heard the stories of God, and roasted hot dogs and marshmallows.
- In September, we initiated **Young Children and Worship** for children at the 11 am service. It's a time to teach and engage children about worship and to tell God's stories.
- **18 Third Grade Bibles** were distributed in October!
- Designed to help equip parents with everyday faith practices, **Family Fall Fest** was a "Thank You God, Party"; a Potluck dinner with a chili cook-off, games, a Care of Creation station, a prayer station of the senses, crafts, a showing of the movie *A Charlie Brown Thanksgiving* and a campfire/ marshmallow roast with candle-lighting and closing prayer outside at our outdoor chapel.
- Children led our **10 am Christmas Eve service** based on the story from our Young Children and Worship, *Who Can Show Us the Way to Bethlehem?*



Children helped lead communion during our Ash Wednesday service



Young Children & Worship began in September





Youth Group's Christmas party

# Youth & College Ministries

**Elder:** Rich Birkenmaier & Lauren Coffey

**Staff:** Chris Clark

**Questions?** Chris Clark, *Director of Youth and College Ministries*, [cclark@westminsterpc.org](mailto:cclark@westminsterpc.org) or 610.399.3377 ext. 110

- **Adapted/changed our approach to the new reality to meet youth** and their needs after a time of discerning and discussing the needs of youth in a post-COVID environment.
- Created a **new Confirmation curriculum that features 1-on-1 mentoring** for each confirmand. 8 teenagers and 8 mentors are participating in this discipleship journey to discover together their gifts and how the Spirit is calling them to serve in their communities.
- **Our Youth Group began a Matthew 25 framework.** We connect acts of service to our neighbors and learning about issues of justice in our community and world. We engage in spiritual practices through creativity and the arts for youth to connect with each other, themselves, all creation, and God. We play and have fun together for the sake of connecting as a youth community and experiencing joy.
- Served those experiencing homelessness or poverty by participating in the **MLK Jr. Day lunch packing event.** We packed over 300 bagged lunches given out through various organizations and ministries around Chester County.
- Continued **building relationships with West Chester University and Cheyney University** students through on campus engagement. We partnered with the Baptist Church of West Chester and Church of the Good Samaritan to host a pop-up community called Donuts and Discussion on WCU's campus every Thursday morning during the academic year.
- Worked with West Chester Collective (local church youth groups) to provide varied experiences and to partner with youth who attend same school districts. Particularly a **multi-church photo scavenger hunt** in the West Chester borough that brought youth from 5 different churches together for fun and fellowship.
- Cultivated our **partnership with Educational Equity Alliance** by participating in two of their Soap for Hope workshops. Youth helped support the work of EEA in Coatesville and engaged in learning about racial and socio-economic equity in the public education system.



2023-2024 Confirmands and their mentors



Martin Luther King Jr Service Day



# Personnel

**Elders:** Gail Lee, Dan Maffei & Lynae Young

**Staff:** Leah Hrachovec & Gerry McShane

**Questions?** Geoff Smith, *Chair*, geoff023smith@gmail.com

The staff turnover returned to a more normal level in 2023 after several years of long-time staff members' retirements – and subsequent new hires. This allowed the Personnel Committee to focus our attention on the more routine personnel work which occurs behind the scenes on a regular basis, including:

- **Reviewed the Employee Handbook** in its entirety, as we do every three years. While no significant policy changes were made, we updated the language of the handbook in several areas to reflect the changing dynamics of the employment landscape.
- **Took a methodical look at our performance appraisal process**, discussed non-monetary motivators for staff, analyzed salary survey data to ensure we are paying our staff fairly, continued to look at staffing levels as our needs change post-COVID, continued our focus on succession planning, and kept an eye on our expenditures throughout the year to make sure we are using our Personnel budget as effectively as possible, among other activities.
- **A few staffing changes occurred** -- Jennie Moffitt took on additional responsibilities to assist Sandy Kurek with the church's finances; Linda Lorgus and Paula Seo stepped in to help with the music program; Mary Maina joined our staff as our new Childcare Coordinator; Jennie Clark announced that she plans to retire in early 2024; and Kirsten Santos Rutschman was hired as our new Associate Director of Music Ministries.



Staff retreat on January 30, 2023

## Adult Spiritual Growth

**Elders:** Connie Amend & Meg Pope • **Staff:** Jennie Clark

**Questions?** Connie Amend, *Chair*, cramend@yahoo.com

- Offered a **church-wide Lenten Study**, *The Call: The Life and Mission of the Apostle Paul*, by Adam Hamilton. Between the Journey class and four WPC small groups, 146 people participated in the 2023 Lenten study.
- 71 women connected with God, self and others for a time of rich spiritual renewal and fellowship at our well-received **Women's Retreat, Wholehearted Living**, held at Westminster with speaker Patti Stoltzfus.
- We offered our first Intergenerational Journey series, **The Interconnectedness of God's Creation**, in partnership with CSG and Youth Ministry Teams. People of all ages participated in outdoor and indoor experiential consideration of how everything in God's creation is interconnected and the importance of pollinators, land, soil and water.
- In November, **103 participated in a robust Journey series**, *Jesus Saves: What Are We Saying and Why Does It Matter* team-led by Dr. Manfred Brauch, Ph.D. and Dr. Sally Brown, Ph.D. Tim Evers accompanied hymns sung in class as participants explored the way hymns celebrate redemption.
- Hosted two fellowship luncheons for newer members, staff and volunteers to help build community with one another.



Chris Clark teaches a hybrid Lenten series discussion at a Journey Class on March 5, 2023





Chancel Ringers welcome Christmas concert attendees by playing carols under the portico



Requiem concert returns after four years

# Music Ministry

**Staff:** Tim Evers & Kirsten Santos Rutschman

**Questions?** Tim Evers, *Director of Music Ministries*, tevers@westminsterpc.org

- **A Night of Stars** concert, presented in conjunction with West Chester University's Wells School of Music, included a performance by WCU trumpet students and international artists Pacho Flores, Éric Aubier, David Pastor, JC Dobrzelewski, and Robert Skoniczin.
- The Chancel Choir electrified a standing room audience with a performance of **Brahms' Requiem**. Additional performing forces included a 30-member orchestra and guest soloists.
- **The Chancel Ringers** enhanced our Easter celebrations by joining the Chancel Choir and Brass for these worship services.
- **The Youth Choir** and Children's Choir concluded their season singing in worship on Mother's Day.
- **Mark Beazley and Tim Evers** led the Worship Collective during the 10-week sabbatical of Associate Pastor for Worship Jon Frost.
- Built around John Rutter's Gloria, The Chancel Choir and Chancel Ringers presented **six Christmas Concerts** entitled *God's Glory Shone*.

# Worship

**Staff:** Jon Frost

**Questions?** Jon Frost, *Associate Pastor of Worship*, jfrost@westminsterpc.org

- Thankful for the many musicians, A/V volunteers, ushers, greeters, communion servers, decorators, and many more volunteers who make worship at Westminster hospitable and vibrant.
- On the longest night of the year, December 21st, we held a **Service of Prayers for Peace**. We lamented, prayed for, lit candles and lifted our voices in song in response to situations of war and violence in the world.
- We offered **several evening Vespers services** geared towards families with young children. Highlights include the Blessing of the Animals, and an Intergenerational Advent Night featuring the music of Taizé.
- We hosted **two additional concerts** this fall. First, we welcomed *The Brilliance* who performed with a choir and orchestra from the Westminster community. In December, we welcomed back *Found Wandering* along with our own Westminster Worship Collective for a Christmas concert.
- We ended the program year with a **combined service** on June 11th, The Sermon on the Mount: A Festival of Word and Song. We also kicked off the fall program year with a combined service. It was a joy to be together in one service and to experience the diversity of gifts across all our worship services.



The Brilliance performs with a collection of Westminster musicians



Members light candles at our Prayers for Peace service

# Deacons

**2023 Officers:** Nancy McCabe, *Moderator*

Joanne Ebert, *Vice Moderator*

**Staff:** Ann Hatfield

**Questions?** Nancy McCabe, nmccabewc@gmail.com

- **How the Deacons serve the Congregation:** Hosted Pancake Dinner, Strawberry Festival, Peach Festival, Plant Swap. On Sundays, we serve as Greeters and staffed the Welcome Center which now has added information concerning medical emergencies; several Deacons have taken Narcan training as well.
- **How the Deacons serve individual members of the Congregation:** provide visits, calls, cards to our Adopted Friends; send support, celebration, bereavement and staff birthday cards; provide casseroles, emergency food bags, flowers, prayer shawls, and pup visits through its Dog Ministry; and provide extended communion, the first Sunday of each month.
- **How the Deacons serve the Staff.** Deacons have served in the celebration of incoming staff, retirement celebrations; have helped set up, serve, and clean up after dinners provided during the choir holiday concerts; The Brilliance Concert and Found Wandering Concert; have served at 11 funerals to date and provided Safe Harbor dinner in October and bagged lunch in November.



*Deacons prepare strawberries for the strawberry festival*



*Leaders of the poverty simulation in October*

## Home Team

**Elders:** Tom Russell

**Staff:** Leah Hrachovec

**Questions?** Ruth Simonson, *Co-Chair*, sgsimonson@aol.com

- We worked with **Attainable Housing Councils in Chester County** to increase safe, affordable, and attractive housing for the area's workforce and to enhance community awareness of the need.
- Work continued with Chester Attainable Housing Council sub-committees and the Kennett Square Area Attainable Housing Task Force, now renamed the **Southern Chester County Council for Housing Affordability**.
- **Coordinated discussions** between the above two groups and the Council in Phoenixville to share information throughout the County.
- In partnership with Chester County Partnership to End Homelessness and other community organizations, a **Poverty Simulation event** brought 120 participants to Spellman Hall to experience issues associated with poverty and homelessness. The team continues to support poverty simulation events in the area.
- To build awareness, **team members have visited other houses of worship for presentation and discussion**, and we plan to expand this program in 2024.
- Westminster teams participated in re-emerging habitat work days.
- As of year-end 2023 investigations of **an affordable and attainable senior housing project on Westminster property** on land we currently own are on hold per township request.



# Outreach

**Elders:** Angela Emrich, Cathryn Schenk, & Lauren Smith

**Staff:** Ann Hatfield

**Questions?** Angela Emrich, *Co Chair*, ang.emrich@gmail.com

- **The Cheyney Connection** organized a “welcome back to school” care package drive and packaging event. The gifts were distributed to over 800 students at the start of the school year. Volunteers also baked over 1,000 bags of sweet treats along with prayer cards to encourage students through their final exams.
- Volunteers came out to support **Days for Girls sewing and packaging events**. Menstruation kits were distributed to girls that are underserved here and in other countries.
- We purchased and delivered Birthday Gift Cards and small gifts for 9 families at **Bridge of Hope**. BOH serves homeless families or those at risk of homelessness.
- Held a successful **Earth Day Sunday** where we shared ideas of recycling, composting and other helpful tips on how to preserve God’s creation.
- **Hosted The Wellness Fair** which included smoothie demonstration and tasting, blood pressure checks, art therapy, pet therapy, NARCAN training, medication drop box along with other health and wellness information.
- Organized **two pick-ups for Community Warehouse Project** which resulted in 2 U-Haul trucks full of items delivered to their warehouses.



Anne shows off one of the packing kits at a Days for Girls packing event



Volunteers distribute 1,000 baked goods for students at Cheyney University during finals week.



Troop 93 go to summer camp



Troop 93 on Boy Scout Sunday

## Boy Scout Troop 93

**Scoutmaster:** Mark Pontzer

**Questions?** Mark Pontzer, markpontzer@gmail.com

Troop 93 continues to grow and thrive with the support from Westminster Presbyterian Church. A few of our highlights from this past year:

- **44 Boys at Summer Camp:** We had an amazing time at summer camp. We earned over 150 merit badges and 12 Scouts went up a rank! We were even featured in a seven-minute promotional video by Chester County Council.
- **Camping Every Month:** We continued our tradition of camping one weekend every month. We went to some fantastic places and had some great adventures including hiking on the Appalachian Trail and camping on the beach on Assateague Island.
- **Fellowship & Character:** We pride ourselves on running a fun-filled, wholesome program focused on the 12-points of the Scout Law. The boys and their families really believe in the Scout Oath and Scout Law, and we make sure it shows in the character they show.

# Thrift Shop

**Address:** 543-545 East Gay, West Chester, PA 19382 • **Telephone:** 610.692.9298

**Thrift Shop Manager:** Karen Koepke • **Questions?** Karen Koepke, [thriftshop@westminsterpc.org](mailto:thriftshop@westminsterpc.org)

- **The Westminster Thrift Shop has been in business since 1990 - 34 seasons!** Donations and sales continue to increase, making us comfortable to sign yet another two-year lease extension.
- **Contributions to the Thrift Shop Mission fund for 2023 totaled \$16,000.** Of the first \$6,000 contribution, \$3,000 was given to Days for Girls, \$1,500 to Cheyney student outreach and \$1,500 to Living Waters for the World. The Outreach Ministry Team will designate the recipients of the additional \$10,000.
- **Shoppers express their appreciation when they make purchases.** The revenue allows for donations to the Thrift Shop Mission fund. They see on a posted document the list of over fifty organizations and ministries, many local, that receive funding generated from shop sales.
- **Why is it important that the Thrift Shop continue in business?** Some original goals were to provide a place to recycle/reuse goods, to be a caring presence in our community, and contribute financially to Westminster's outreach. Those goals remain and are the reason we volunteer, donate, and shop.



*Thrift Shop Board Members enjoy a holiday meal*



*Mary Anna Reimann & Susan Morris on Stephen Ministry Sunday on July 2<sup>nd</sup>.*

## Stephen Ministry

**Leadership Team:** Susan Hunter, Susan Morris, Mary Anna Reimann, and Wayne Robertshaw

**Staff:** Ann Hatfield • **Questions?** Ann Hatfield, [ahatfield@westminsterpc.org](mailto:ahatfield@westminsterpc.org) • 610.399.3377 ext. 114

- **Stephen Ministers are the “silent angels” of Westminster,** who work behind the scenes, caring for church members on a totally confidential basis. They provide emotional support and spiritual encouragement on a one-to-one basis for members going through any type of personal crisis or concern.
- **In 2023 we celebrated Stephen Ministry Sunday** in worship. This was an opportunity to highlight this ministry of care and compassion, to thank the congregation for their support, and to express our gratitude to the members who serve faithfully in our Stephen Ministry program at Westminster.
- During the past year, we initiated and helped **coordinate a Chester County Department of Aging presentation at Westminster,** which was well attended by the congregation and community.
- If you feel you could benefit from talking with a Stephen Minister on a weekly basis, please contact Pastor Ann Hatfield.



# Trustees

**Staff:** Sandy Kurek & Gerry McShane

**Questions?** Ann McNally, *President*, goodchowpa@verizon.net

- **General Fund:** Thanks to your generosity and support we ended the year in better shape than we projected, finishing the year with a small surplus of \$704. A welcome result as we expected a loss of \$183,694. We want to express our deep gratitude to those of you who fulfilled your pledges, which were higher than budgeted as well as those who made unpledged donations and the WPC staff who kept costs under control.
- **Property Reserve:** Expenditures in 2023 amounted to \$192,758 compared to the budget of \$251,000. The major investment was the replacement of Chiller 2 as well as upgrades to Chiller 1. These two systems keep us cool in the warmer months. We invested in indoor and outdoor signage which hopefully makes it easier to travel around the building. We updated the lighting in the sanctuary with LED bulbs which will provide savings in energy costs and painted both inside the church and external fixtures.
- **Church Audit:** We engaged a new firm, Rainer & Company to perform our annual review of financial procedures. They were unable to complete their work in 2023 due to other client needs; they began the work during the first week of January 2024.
- **Budget for 2024:** Trustees secured Session approval of the Budget of \$2,342,973, an increase of 1.8% compared to the 2023 Budget. Increased spending is the result of investments in our music program, well-deserved 5% raises for our hardworking staff, property maintenance, and police presence on Sundays and concerts to provide enhanced safety. We continue to experience a decline in pledges which leads to a challenging budgeting process. This year's budget is based on fewer members making pledges. We believe this will be offset by increased non-pledged giving. In addition we are fortunate to have a healthy operating reserve to use as a contribution to ensure a balanced budget. If you still want to make a pledge it's not too late. We appreciate your financial support in our common mission of "Knowing Christ and Making Christ Known".



Ricky Jo installs a new sign for Gerry McShane's office door

## Memorial Fund

**Staff:** Sandy Kurek

**Questions?** Carol Olver, *Chair*, ccolver@comcast.net

The Memorial Fund's purpose is to provide funding for tangible and long lasting fixtures that enhance both the physical surroundings and mission of Westminster. The Committee meets during the year to review the Fund balance and to discuss opportunities for use of the funds.

### 2023 Highlights:

- Received 32 contributions to the Fund totaling \$7,366.97.
- Funded two projects which included a Pay It Forward youth project and materials for Stephen Ministry training.

<b>Beginning 2023 Balance</b>	<b>\$22,001</b>
Contributions to the Fund	\$7,366
Disbursements	\$1,717
<b>Ending 2023 Balance</b>	<b>\$27,650</b>

## Property Reserve

### Major Actions

Replace Chiller 2	\$75,565
Update Chiller 1	\$18,827
Update Exterior Signage	\$14,315
Replace Interior Signage	\$15,252
Install LED Lighting in the Sanctuary	\$16,954
Inside and outside building painting	\$29,017

# Endowment Fund

## 2023 Endowment Fund Leadership:

Alison Wood, *President*; Robbe Healey

Amanda Lawn, *Vice-President*,

John Himes, *Treasurer* & Liz Rollet, *Secretary*

**Staff:** Gerry McShane & Sandy Kurek

**Questions?** Amanda Lawn, amandalawn@yahoo.com

**2024 Grant Deadlines:** Feb. 2, April 5, June 6, Sept. 6 & Nov. 1



*The Endowment Fund gave money to host our first Wellness Fair which included a station to check your blood pressure.*

- Grant Making:** We received 16 proposals and approved 13; one was withdrawn by the applicant prior to board consideration and one grant was declined by the applicant. The total granted and paid out in 2023 was \$97,192. We strongly encourage Westminster members to submit funding applications for priorities consistent with the work and ministry of the congregation.
- Growth:** Received gifts of \$51,275 from members for the Donald D. Lincoln Westminster Fund, the fund established as a restricted fund which, when it is fully funded, can provide annual support for priorities selected by the Session and Trustees. Additionally received a gift of \$32,804 from the trust of a deceased member. We are grateful for all Westminster members who include the Endowment Fund in their estate plans and encourage anyone considering such a gift to talk with us about your objectives and how we can best meet them.
- Fiscal Stewardship:** The Board continues to closely monitor market performance. To date we are confident our investment policy is sound and the portfolio is stable, given market conditions.

## 2023 Endowment Fund Operating

Description	2021	2022	2023
Revenue Income	14,569	31,211	29,562
Gifts	85,134	41,888	84,849
Grants Approved	73,974	116,224	78,241
Grants Paid	75,974	111,522	97,192
Grants Returned	0	3,242	3,943
<b>Fund Values</b>			
Internally Managed	1,401,586	1,176,782	1,352,850
Beneficial Interests in Trusts	776,326	615,256	672,233
<b>Total Fund Value</b>	<b>\$2,177,912</b>	<b>\$1,792,038</b>	<b>\$2,025,082</b>



# General Fund Operating Report

Description	2022 Budget	2022 Actual	2023 Budget	2023 Actual	2024 Budget
<b>Revenue</b>					
Offering: Pledge Giving	1,831,563	1,793,189	1,736,796	1,734,994	1,620,600
Offering: Non-Pledged Giving	160,000	181,322	170,000	246,449	300,000
Music Offering	35,000	27,636	35,000	23,343	22,000
Offering Plate/Sunday School	25,000	17,020	17,000	35,044	35,000
Per Capita Revenue	25,000	19,572	24,000	24,572	25,000
Initial Offering	2,400	2,034	2,100	1,556	1,600
Special Offering	38,000	47,587	48,000	41,664	48,000
Spiritual Growth Collections	18,000	2,546	12,000	4,277	19,071
Worship & Arts Collections	9,000	2,820	7,000	14,911	7,500
Congregational Life Collections	4,500	1,190	2,500	3,168	3,800
Youth Collections	25,500	1,080	5,300	605	5,300
Outreach Collections	36,000	4,577	12,000	19,709	5,000
Endowment Fund	1,200	1,200	1,200	1,200	1,200
Preschool Custodian Reimbursement	15,000	12,576	13,000	16,718	19,500
Preschool Admin Reimbursement	15,000	15,000	--	--	--
Preschool Property Reimbursement	30,000	30,000	30,000	30,000	35,000
Preschool Surplus	--	4,582	5,000	25,745	10,000
Investment Income	100	3,509	8,000	7,297	40,000
Truist CD's change in MV	--	(8)	--	(105)	--
Use of Building	15,000	14,175	14,000	12,680	16,000
Bequests: Income Distributions	2,000	2,570	2,050	2,157	2,200
Other Revenue	11,000	24,694	26,000	7,922	6,000
Capital Revenue	--	--	--	--	120,002
<b>Total Revenue:</b>	<b>\$2,299,263</b>	<b>\$2,208,872</b>	<b>\$2,170,946</b>	<b>\$2,253,904</b>	<b>\$2,342,772</b>
<b>Expense Summary</b>					
Spiritual Growth & Development	40,925	12,359	38,225	15,991	38,521
Worship and Arts	51,300	65,466	56,400	93,854	71,300
Congregational Life	18,110	18,407	26,410	30,983	21,845
Youth and Young Adults	38,625	12,671	17,500	9,255	17,500
Outreach	267,182	274,036	244,959	258,317	245,060
Personnel	1,375,253	1,365,798	1,397,063	1,307,669	1,404,306
Property	214,700	226,243	224,978	219,318	254,394
Financial Commitments	184,747	125,000	125,000	150,000	125,000
Administration	108,421	150,619	172,717	167,813	164,846
<b>Total Expense:</b>	<b>\$2,299,263</b>	<b>\$2,250,598</b>	<b>\$2,303,252</b>	<b>\$2,253,200</b>	<b>\$2,342,772</b>
<b>Net Revenue Over Expenses:</b>	<b>0</b>	<b>(\$41,726)</b>	<b>(\$184,510)</b>	<b>\$704</b>	<b>0</b>

Copies of the complete budget are available in the office upon request.



# The Year in Pictures



71 women attend this year's women's retreat



Dedicated Good Works' 20<sup>th</sup> home this fall



In February, we dedicated the tapestry that was commissioned during our 125th anniversary



Our young adult group relaunched this year



Four pickleball courts added to our back parking lot



Winners of the chili cook-off at our Family Fall Fest



Vacation Bible School returned in June