

Annual Report

First Presbyterian Church of Encino
The Community of New Possibilities

2020

Rev. Ann Hayman

FIRST PRESBYTERIAN CHURCH OF ENCINO
THE COMMUNITY OF NEW POSSIBILITIES
4963 Balboa Boulevard
Encino, CA. 91316
Telephone: 818-788-1147
www.firstpresencino.org

STAFF

Rev. Ann Hayman, Interim Pastor
Ron Guzman, Office Administrator
Janet Vrudny, MM, Choir Director
Paul Pitman, DMA, Organist
Emily Bridges Stecklein, Messy Church Leader
Antonela Panella, Preschool Sunday School Teacher
Cathleen Trapani, Children's Center Director
Anie Kederian, Children's Center Assistant Director

STATED MEETINGS OF GOVERNING BOARDS

The Session	Third Tuesday via Zoom - 7:00 P.M.
The Board of Deacons	via Zoom

SESSION COMMITTEES

Christian Education	via Zoom
Mission	via Zoom
Radical Hospitality Team	via E-mail
Personnel	via Zoom
Property and Finance	Second Tuesday via Zoom - 7:00 P.M.
Worship and Music	via Zoom

(The above listed times are subject to changes during the year.)

STATISTICAL REPORT

ACTIVE MEMBERS 2019	113
Gains 2019, 7/1/2019 through 6/30/2020	2
TOTAL MEMBERSHIP 2019	115
Losses	
By Letter of Transfer	1
By Death	1
By Removal	24
Total loses 2017, 7/1/2017 through 6/30/2018	26
Total Active Membership, June 30, 2020	89
Adult Baptism 0	
Child Baptism 2	
Marriages 0	

IN MEMORIAM

Mitchell Mekjian
Alice Louise Johnson

October 7, 2018
May 15, 2019

**Agenda for the Annual Meeting
First Presbyterian Church of Encino
September 13, 2020**

The Annual Meeting of the First Presbyterian Church of Encino for the year 2019-2020 will be held Sunday, September 13, 2020, immediately following Zoom worship.

Call to order - Statement of quorum

Open with prayer

Change in the By-laws

A change in the by-laws was moved and seconded and approved by Session and needs to be approved by the congregation.

"In the event of an emergency or public health order forbidding social gatherings, a meeting of the congregation may take place electronically, provided that members are given the opportunity to fully participate in the meeting by internet video conference or telephone. An electronic meeting shall be conducted by a technology that allows all participating members to see each other or, in the case of someone on the phone only, hear each other at the same time. Meetings of the Session and Deacons and other sanctioned committees of the church, may also take place electronically, ensuring that the technology gives all participants equal access to participate in the meeting."

"When situations arise where the Session or a committee of the Session must meet electronically, Roberts Rules of Order, the Manual of Operations and the Book of Order shall remain the guides, a quorum must be established and all business conducted shall then be approved at the next in person meeting of the same group and incorporated into the minutes of that meeting."

Report of the Interim Pastor

Meeting of the Corporation:
Election of Officers

Reports of program committees:

Pastor Nomination Committee

Christian Education

Human Resources

Mission

Hospitality Team

Property and Finance

Worship and Music

Messy Church

75th Anniversary Committee

Congregational Nominating Committee

Report of the Board of Deacons

Report of the Endowment Fund

Report of the Music Department

Report of Encino Presbyterian Children's Center

Close with prayer

Annual Report of the Interim Pastor for 2019-2020

Dear Friends,

Let me begin by telling you all what a pleasure it has been to spend most of 2020 with you at First Presbyterian Church of Encino. I have told some of you that I couldn't believe it when my dear friend Rebecca Prichard called to say that she would be concluding her journey with you in December (2019) and she was wondering if I might be interested in completing the interim season! Indeed, I was!

And what an interesting journey it has been! Back in December we didn't even know what COVID-19 was, let alone the profound impact it would have on our personal lives, our community and our church.

In spite of sheltering in place, wearing masks in public and social distancing we have shared so many special moments, times when God's Spirit has been present and we have known a peace and a sense of communion not usually felt in other areas of our lives and particularly during times of such significant social upheaval. The re-occurring theme of several of my sermons has been reminding us all that God is present to us and with us always. It is my experience that many of us seem more open to recognizing God when with other believers, even when we are worshipping in a Zoom format. May we be increasingly more open to hearing God's message for us as it relates to racism and immigration and economic turmoil in the year ahead and I would pray that God's grace may abound!

FPCE is a strong and dedicated community of faith, richly blessed with members who have a variety of gifts and talents which you seem more than willing to share with others. You give generously of your time and money and are rewarded by the satisfaction of knowing we are part of something much bigger than ourselves or our times. For that, and a wonderful eight months of working with CRE Ruth Mandernach prior to her retirement this summer, I give a heartfelt thank you!

Our lives together have been centered in worship. We glorify God, learn from the biblical teachings that guide us, and lift praises (signing has become a bit of a challenge in this time of pandemic!) for God's unerring faithfulness. I so enjoyed singing with the Chancel Choir under the direction of Janet Vrudny during those winter months and, of course, the music of Paul Pitman is something I look forward to every Sunday morning.

These are challenging days to be a Christian. The flurry of media messages around us can be distracting, disheartening, and confusing. What does the Church stand for? We'd all heard the messages about the decline of organized religion prior to the pandemic and yet we can't imagine our lives without the church as a significant part of it.

Different groups and sub-committees of our Session have worked actively despite restrictions on our movement and ability to gather together. Messy Church under the wonderful direction of Emily Bridges Stecklein is meeting twice a month online and our many mission involvements continue with consistent support. We were blessed recently

with a sermon from Sarah Henken in Colombia and Ryan and Alethia White in Berlin will bring the message to us in September. With a big physical plant comes many challenges tackled weekly by our Property and Finance Committee, and our amazing EPCC program under the faithful direction of Cathleen Trapani and Anie Kederian has managed to bring together smaller groups of preschoolers and kindergarten age children for education and recreation for both a summer program and now regular school. I love hearing them play outside my office in their playground each day. It brings such joy to hear laughing children!

The Pastor Nominating Committee (PNC) has worked faithfully on Zoom through the past few months and will in all likelihood have a candidate for FPCE this Fall. An on sight weekly Bible study occurred prior to the onset of the pandemic and will begin anew this fall also in the Zoom format.

I meet with our wonderful staff (Ruth Mandernach, Ron Guzman, Janet Vrudny, Emily Stecklein, Cathleen Trapani and Anie Kederian) bi-monthly and did I tell you how much I enjoy your rose garden?

Blessings to each of you for safety and well-being during these uncertain times. Our efforts build on the unshakeable foundation of Jesus Christ and for that I say, "Thanks be to God!"

Grace and peace,

Rev. Ann Hayman

Rev. Ann Hayman

Annual Report to the Congregation
Christian Education Committee of
First Presbyterian Church, Encino
July 1, 2019 – June 30, 2020

Committee Members: Marguerite Minor, *Chair*; Lauren Hale, Sally Stricker

Staff Members: Ruth Mandernach, *Commissioned Ruling Elder*
Antonela Panella, *Sunday Preschool Teacher & JAM Assistant*

“Gentle Shephard come and lead us, for we need You to help us find our way.”

Gentle Shephard by William J. Gaither

The **Christian Education Committee** of First Presbyterian Church Encino is the body that oversees educational opportunities and special events for the children, youth and adults of the congregation, including Messy Church.

Encino Presbyterian Church continues to use the Presbyterian curriculum called ***Growing in Grace and Gratitude***. The teachers for the year July 2019 - June 2020 were Lauren Hale, Antonela Panella, Sally Sticker and Ruth Mandernach. Marguerite Minor served as a substitute teacher. This curriculum is also used for the *JAM* afterschool program led by Ruth and Antonela.

Preschool children meet with Antonela in the small room adjacent to the yellow room. If we have middle/high school youth, they meet in the yellow room and the elementary children meet in the room next to the chapel. These spaces have worked out well for the three groups. Currently we have three high school youth, six middle/elementary aged children and three preschoolers who attend fairly regularly.

CE sponsored a *“Back to Sunday School”* picnic at Los Encinos State Park which is walking distance from our church. Since the Citrus Gove and the barbeques were not available, we gathered in the Olive Grove for Subway boxed lunches to share. The date was Sunday, August 25th, 2019. We had a good time of fellowship and a fun scavenger hunt for the kids. Twenty-four members and friends joined us.

JAM (Jesus and Me) is a popular class that is offered by the Christian Ed Committee to students of EPCC (Encino Presbyterian Children’s Center). If parents desire, their preschool child can attend on the 1st and 3rd Tuesday of the month and their elementary aged child can attend on the 2nd and 4th Tuesday of the month. The classes are offered when school is in session beginning in September and normally finishing at the end of May. This year, due to the Pandemic and sheltering in place, the school year and *JAM* both ended in March 2020.

Messy Church continued to do very well on the first Friday each month between 5 pm and 7 pm and the third Saturday of each month from 10 am – 12 noon. We enjoy craft time, fellowship, puzzles, science, time outside with games; worship in the chapel or outside and end our time together with a shared meal. In January 2020, CE interviewed and hired member Emily Bridges-Steicklen for the new leadership of *Messy Church*. This was in preparation for Ruth Mandernach’s retirement at the end of June 2020. Ruth and Emily worked together for a few months until Emily took over the leadership.

*NOTE: When in person worship and Messy Church were stopped in March 2020, *Messy Church* went to Zoom and continued with great educational themes such as an Anti-Racism workshop led by Kikanza Nuri-Robbins and fun game nights for all ages such as Code Words.

Urban Disciples met each of four Sundays from June 23rd through July 14th. I will update the congregation on the two events that took place in July 2019: July 7th there was an Interfaith Program with the Zoroastrian Center of LA which was well attended. We had a number of activities to learn about both of our faiths. Thank you to the Hale family for dinner on July 7th. On July 14th we had a Zuma Beach Clean-up and fun swim day. Thank you to Alice De Guzman for preparing dinner for the participants.

Here is a list of the children and youth who currently participate in worship and/or Sunday School:

College: Havana and Justin
High School: Kai and Kennedy
Middle School: Liam
Elementary: Jack, Maddie, Tyler and Xavier
Preschool: Arush, Clark and Ivy

As of this writing, First Presbyterian Church along with Sunday School and Committees are continuing to meet via zoom. We do not have definite plans for the reopening of the church. EPCC has re-opened effective this month with a reduced enrollment and a strict adherence to the guidelines set forth for schools by the CDC.

Effective July 31, 2020, our Commissioned Ruling Elder and dear friend, Ruth Mandernach, retired from her position. We wish her love and blessings in all of her new endeavors and those that she may not have had much time to pursue while working. Ruth brought so much intelligence and kindness to her ministry with us! We will miss her weekly presence with us, but she stays in our hearts as her enthusiastic spirit and her ideas continue to guide us.

Respectfully submitted to the Congregation,
Marguerite Minor, CE Chair
August 31, 2020

PERSONNEL COMMITTEE

COMMITTEE MEMBERS: Sherrill Herring (chair) Lianne Marr, Marie Matteson, Mark Minor, Cliff Olson; Staff: Ann Hayman

The Committee

We are...

- a dynamic committee of action, attention and integrity
- forward looking, while continuing to honor and respect institutional memory
- compassionate, encouraging and always balancing the big and little picture
- eager to provide tools for building and remove barriers to success
- multi-taskers, seed-planters, bridge-builders, peacemakers... disciples

Chair Sherrill Herring oversees the committee for a third year, marked by transitions across the board. We began with the departure of Co-Pastor Rebecca Prichard and the planned retirement of Co-Pastor Ruth Mandernach. In the wake of these changes, the committee helped guide transition activities and plans which included hiring Rev. Ann Hayman to take over Rebecca's responsibilities and Emily Bridges Stecklein to head up Messy Church. Havana Thomas was hired as dishwasher and childcare worker and Julian Herring was appointed handyman. Our choir soloists were transitioned from employees to contractors, while Ron Guzman took on additional responsibilities with social media management. The committee worked with each other, with Presbytery and with staff to make these transitions as smooth as possible.

Just about the time we had all of that worked out, the world fell into chaos as the Covid19 pandemic shut down our pre-school and ended our in-person Sunday worship. The good news following this terrible turn of events was that FPCE was granted a PPP Loan which helped sustain our staff during the shutdown. We are grateful to P&F for their diligence in obtaining this funding and we were pleased to pass on the good news to our staff.

Heartened by this ray of light in the midst of so much change and uncertainty, and led by grace and a desire to serve, we chose to look for opportunities for growth and improvement... "new possibilities". One opportunity we saw was that of staff training, and we implemented an online sexual harassment prevention training program for all staff. Another opportunity was to focus our attention on improving and updating internal policies and procedures. With this in mind, we took on the task of revising our Employee Handbook. We worked together throughout the Spring and Summer with the assistance of consultant Leslie DeMattia, and we are pleased to present the newly revised Employee Handbook to Session for approval this month. Our final opportunity was to be more in tune with our staff, so we reinstated the practice of committee members rotating attendance at bi-weekly staff meetings.

As we move into the new fiscal year, we look forward to supporting the PNC as they complete their important work and helping with the transition once a new pastor is engaged.

The chair acknowledges the outstanding contributions of committee member emeritus Lynn Jackson whose sage advice and can-do spirit will continue to serve as an example for us all. The chair also acknowledges brave new committee member Cliff Olson for jumping head first into the deep end with us without even testing the waters first – well met, my friend!

The Staff

They are...

- hardworking, dogged pursuers of mission and means
- patient, caring, kind, supportive
- a dedicated team of do-gooders, standing up for what's right and sitting down to listen
- passionate educators and equally passionate life-long learners
- joiners, relators, fixers, re-makers and tacklers of both the mundane and the miraculous... disciples

The Committee acknowledge the extraordinary efforts of all FPCE staff throughout the year. We are grateful for all they do to create and enable our "Community of New Possibilities".

Annual reviews were conducted on all permanent staff with achievements acknowledged and new goals set for the year ahead.

Preschool/JAM Teacher and Sunday Daycare Supervisor Antonela Panella continues to be a sunny and effervescent presence.

Preschool Director Cathleen Trapani and Assistant Director Anie Kederian have deftly captained the ship through all the difficulties of these months of pandemic lockdown as they continue to develop and maintain a solid crew of regular and seasonal teachers and direct the continued remarkable success of the pre-school.

Office Administrator Ron Guzman continues to amaze us with his ever-expanding capabilities both on and off campus, and new Messy Church Leader Emily Bridges Stecklein brings fresh ideas and initiative to our popular Messy Church program.

Our Choir Director Janet Vrudny and Organist/Accompanist Paul Pitman continue to keep us energized and uplifted in our worship and our lives.

Rev. Ann Hayman joins us with a boundless, unflappable enthusiasm which we embrace and welcome.

We say a fond farewell to Co-Pastor Ruth Mandernach who inspires us all with her leadership and tireless commitment to our mission and to the movement of the Spirit in and amongst us. She will be sorely missed.

During this year of change and challenge, our staff continues to anticipate and meet needs large and small on a daily basis, exceed expectations (even their own!), and move forward with vision, energy and purpose.

We lift them up in prayer and thanksgiving.

Respectfully submitted,

Sherrill Herring

MISSION COMMITTEE

FY19/20 ANNUAL REPORT

Committee Members: Betsy Lindsay (Chair) Heather Sells (Secretary), Sharon Mahseredjian, Gayle Steffensen, Pastor Rebecca Prichard, Pastor Ann Hayman.

We thank the FPCE family and friends for their generosity and support for the Mission Committee projects and appeals. Even with COVID-19 the spirit of mission continues as we find new and creative ways to do God's work:

- Special Offerings (4): Contributions for One Great Hour of Sharing, Pentecost, Peace and Global Witness, and Christmas Joy offering totaled \$1,871 (approximately \$470 per offering)
- Family Rescue Center (FRC): weekly donations of non-perishable food items and clothing, school supplies for their August Back to School event, and Angel Tree gift card donations for 15 teens (\$300) at Christmas were truly appreciated. Due to COVID-19, FRC has requested food items only.
- Mission 1-2-3: A total of \$592 was donated to support the work of Sarah Henken, PCSUA Mission Advocate in the Andean region. Sarah chose to stay in Columbia even though given the option to return home due to COVID-19. Our prayers continue for her peace work in the midst of the violence in that country.
- Adopt a Child Abuse Caseworker (ACAC)/Department of Children and Family Services (DCFS): Angel Tree was a big success again last year with the 27 children on the caseload receiving their wishes totaling approximately \$800. Daisy Cruz, our DCFS Social Worker, provided a Moment 4 Mission in April which is Child Abuse Prevention Month. We also prepared Easter greetings for her caseload.
- Thanksgiving Food Drive: The Shepherd's House, a home for domestic violence victims and families, was the recipient of FPCE food donations.
- Crop Walk: FPCE sponsored eight walkers (with two dogs) for a total of \$616 in donations for hunger programs in the San Fernando Valley.
- Coffee Sponsorships: a "thank you" to those who donated \$195 for Equal Exchange Fair Trade coffee for Fellowship Hour each Sunday.
- A very special Mission Trip to Trona and Ridgecrest, CA included FPCE, the KCVC congregation and other Presbyterian churches to meet the needs of the residents following the July 2019 earthquakes. Other FPCE members responded to the Woolsey Fires relief.
- An annual Valentine's Day outreach continues for the First Presbyterian Church of San Bernardino and that community's ongoing healing from violence. Their Memorial Peace Garden flourishes. The garden literally grew from an idea from a special FPCE choir member.
- Many MUD outings to Watts Towers, beach clean-ups, Laundry Love and more.

RADICAL HOSPITALITY

Our purpose is to provide warm and friendly hospitality following the church service on Sunday mornings as well as other various events sponsored by other groups throughout the year. Our goal is to make everyone feel welcome to First Presbyterian Church of Encino and to enjoy a time of Christian fellowship over food.

Our hospitality team includes Katie Azouz, Alice De Guzman, Rosenda Rosendal and Sally Stricker. We gladly welcome anyone who would like to join our Team at any time. The Team provides hot and cold beverages as well as breakfast and lunch items and a variety of sweets all to entice people to stay and share with one another. We thank the many congregants who have graciously provided food throughout the year to support our Sunday morning fellowship.

In addition to Sunday mornings, the Team will assist with memorial services. Thankfully this year, there were no funerals or memorial services in our congregation.

The following special events took place, and our Team provided lovely buffets for:

Halloween – Spooky display of edible ghosts and goblins.

InterFaith Service in the Fall for approximately 190 people. There was a huge array of food which was thoroughly enjoyed by all.

Christmas Eve service - hot chocolate and beautifully decorated cookies by Sally Stricker and Julie LaNeave, and a very special cake was sent from Rabbi Eric and his students.

Good-bye celebration for Rebecca Prichard. The room was decorated all in yellow, and Paget Chang spoiled us with her incredible lemon cheesecake – Rebecca's favorite.

Valentine's Day - red and white sweets for the sweet.

St. Patrick's Day – green bagels and cream cheese.

Due to the Corona Virus, Sunday services were thereafter held remotely by Zoom. We look forward to when our church can open again with in-person services followed by gathering in the fellowship hall and sharing wonderful conversation and food.

We strive to be gracious and friendly hosts offering our food to bring the church together. We encourage fellowship to build better relationships among the congregants through social bonding so each person will feel a sense of belonging to First Presbyterian Church of Encino.

Submitted by Katie Azouz

PROPERTY & FINANCE COMMITTEE

The Property & Finance Committee (P&F) is charged with overseeing the financial operations of the Church as well as the use and maintenance of the Church's real and personal property. As part of its duties, P&F prepares an annual budget for the Church with input from Deacons and the other committees. The proposed budget is then submitted to Session for final approval. In addition, P&F monitors the income and expenses of the Church, including approving and paying all expenses. The committee also reviews and approves all uses of the Church's facilities. In course of performing our mission for the Church, P&F works closely with Pastors Ann & Ruth; Ron Guzman, Church Administrator; Cathleen Trapani, Director of Encino Presbyterian Children's Center (EPCC); and Noble Accounting (our outside accounting firm).

During the last fiscal year (i.e., July 1, 2019 to June 30, 2020), P&F supervised various improvements to the Church campus, including preparation for the installation of new security cameras, improving the WiFi for the Church and EPCC, as well as repairs to irrigation systems and plumbing. P&F also monitors the Church's investments with Charles Schwab (funds remaining from the sale of the parking lot to IMT Residential) and Wells Fargo Advisors (the Endowment Fund). Finally, P&F has been working and continues to work with the Pastor Nominating Committee on various issues associated with calling a new pastor.

Members of P&F during the last fiscal year were: Ken Chang, Randy Greer (Chair), Owen Kato, Pastor Ruth and Cliff Olson. Coinciding with her retirement, Pastor Ruth left P&F as of July 31, 2020. If any member would like to join P&F, please contact Pastor Ann or any of the current P&F members.

Attached is summary financial report of the operations of the Church and EPCC (i.e., the schools) during the last fiscal year (i.e., July 1, 2019 to June 30, 2020). If you have any questions about the report, please ask any member of P&F for an explanation.

First Presbyterian Church of Encino
Income Statement (Cash Basis) for the Year Ended June 30, 2020

	Actual	Year to Date Budget	Variance
Revenue			
1. General Income			
4513 - Children Offering	0.13	-	0.13
4515 - Deacon Contributions	363.00	600.00	(237.00)
4520 - Event Income	-	-	-
4525 - Facilities Use Income	66,427.30	61,200.00	5,227.30
4530 - Flower Income	2,790.00	2,000.00	790.00
4535 - Fundraising Income	23.10	-	23.10
4540 - In-Kind Donations	476.09	-	476.09
4545 - Messy Church Income	3,403.40	4,100.00	(696.60)
4565 - Pledge Income	152,631.00	150,000.00	2,631.00
4570 - Regular Contributions	32,358.75	25,000.00	7,358.75
4575 - Retreat Income	766.00	-	766.00
4580 - Scrip Sales Income	-	3,000.00	(3,000.00)
4585 - Special Gifts (Income)	3,585.94	-	3,585.94
4600 - Unrestricted Gifts	-	-	-
Total 1. General Income	262,824.71	245,900.00	16,924.71
2. School Income			
4710 - Book/Supply Income	3,220.00	4,000.00	(780.00)
4715 - Earthquake Fees	5,780.00	4,175.00	1,605.00
4720 - Donations Received (EPCC)	1,900.00	-	1,900.00
4722 - Fundraising Revenue (EPCC)	8,337.30	-	8,337.30
4725 - Late Fees Income	375.00	-	375.00
4730 - Miscellaneous & Key Fobs Income	350.00	-	350.00
4735 - Registration Fees	39,085.00	31,325.00	7,760.00
4755 - Tuition	1,082,672.66	1,387,105.00	(304,432.34)
4760 - Tuition Refunds	-	-	-
Total 2. School Income	1,141,719.96	1,426,605.00	(284,885.04)
3. Mission Income			
4805 - ACAC (Income)	-	300.00	(300.00)
4810 - Urban Disciples	-	300.00	(300.00)
4815 - Christmas Joy	596.00	1,500.00	(904.00)
4818 - Crop Walk	-	50.04	(50.04)
4825 - Equal Exchange Coffee & Tea	195.00	759.96	(564.96)
4830 - Mission 123	592.00	850.00	(258.00)
4835 - One Great Hour of Sharing	465.00	1,000.00	(535.00)
4840 - Peacemaking Offering	205.00	975.00	(770.00)
4845 - Pentecost Offering	605.00	800.00	(195.00)
4850 - Per Capita (Income)	40.00	4,000.00	(3,960.00)
4855 - Rescate Family Center	-	-	-
4860 - Presbyterian Disaster Assistance	-	600.00	(600.00)
Total 3. Mission Income	2,698.00	11,135.00	(8,437.00)
Total Revenue	1,407,242.67	1,683,640.00	(276,397.33)

First Presbyterian Church of Encino
Income Statement (Cash Basis) for the Year Ended June 30, 2020

	Actual	Year to Date Budget	Variance
Operating Expenses			
1. General Expenses			
6505 - Accounting	34,281.71	34,841.15	(559.44)
6508 - Adult Education	4.49	200.00	(195.51)
6510 - Advertising	961.16	1,106.25	(145.09)
6512 - Alarm Monitoring	7,440.84	7,100.00	340.84
6515 - Bank and Pay Pal Charges	22,007.00	26,800.00	(4,793.00)
6520 - Books and Publications	5,095.24	5,700.00	(604.76)
6535 - Building Supplies	9,818.21	10,000.00	(181.79)
6540 - Church School Curriculum	666.92	750.00	(83.08)
6543 - Communion Expenses	49.15	65.00	(15.85)
6545 - Copying and Printing	2,344.27	3,750.00	(1,405.73)
6547 - Deacon's Discretionary Fund	252.55	600.00	(347.45)
6550 - Education and Training	4,683.18	3,700.00	983.18
6555 - Equipment Lease	4,670.30	10,000.00	(5,329.70)
6560 - Flower Expense	2,406.61	1,350.00	1,056.61
6565 - Food and Beverages	3,043.85	3,795.00	(751.15)
6570 - Fundraising Expenses	-	-	-
6575 - Honorariums	1,658.71	8,100.00	(6,441.29)
6580 - Insurance	32,484.75	30,436.50	2,048.25
6582 - Janitorial Services	63,787.66	59,316.00	4,471.66
6585 - Landscape Maintenance	14,218.50	14,500.00	(281.50)
6595 - Miscellaneous & Key Fobs Expense	568.73	1,550.00	(981.27)
6600 - Office Expenses	3,431.40	2,710.00	721.40
6602 - PNC Expenses	-	5,000.00	(5,000.00)
6605 - Postage and Shipping	445.55	1,000.00	(554.45)
6606 - Repair & Maintenance	40,774.45	22,000.00	18,774.45
6607 - Retreat Expense	-	1,450.00	(1,450.00)
6609 - Scrip Expenses	-	2,850.00	(2,850.00)
6610 - Supplies	2,528.14	6,450.00	(3,921.86)
6615 - Special Events	3,174.39	6,000.00	(2,825.61)
6620 - Taxes, Licenses, and Permits	4,991.37	6,350.00	(1,358.63)
6625 - Telephone and Internet	9,251.86	9,000.00	251.86
6630 - Website/Audio/Visual	681.34	2,775.00	(2,093.66)
6635 - Trash Removal	3,490.62	3,600.00	(109.38)
Utilities			
6641 - Electricity	21,266.43	26,000.00	(4,733.57)
6643 - Fire Service Charges	804.70	800.00	4.70
6645 - Gas	1,359.16	1,050.00	309.16
6650 - Water	5,305.85	3,000.00	2,305.85
6653 - Sewer Charges	3,824.16	2,000.00	1,824.16
Total Utilities	32,560.30	32,850.00	(289.70)
Total 1. General Expenses	311,773.25	325,694.90	(13,921.65)

First Presbyterian Church of Encino
Income Statement (Cash Basis) for the Year Ended June 30, 2020

	Actual	Year to Date Budget	Variance
2. School Expenses			
6730 - Field Trip Expenses	6,834.29	23,265.00	(16,430.71)
6733 - Food & Water	9,167.83	9,050.00	117.83
6735 - Housing	48,000.00	48,000.00	-
6740 - Program Supplies	17,155.13	24,000.00	(6,844.87)
6742 - Earthquake Supplies (EPCC)	1,663.72	1,300.00	363.72
6745 - Teacher Recognition	7,779.67	9,500.00	(1,720.33)
6752 - Fundraising Expenses (EPCC)	14,675.95	100.00	14,575.95
Total 2. School Expenses	105,276.59	115,215.00	(9,938.41)
3. Mission Expenses			
6805 - ACAC (Expense)	-	525.00	(525.00)
6810 - Urban Disciples (Expense)	36.63	300.00	(263.37)
6815 - Christmas Joy (Expense)	-	1,000.00	(1,000.00)
6818 - Crop Walk (Expense)	-	50.00	(50.00)
6820 - Cup of Joe Expense	-	-	-
6825 - Denominational Benevolence	14,666.63	16,000.00	(1,333.37)
6830 - Equal Exchange Coffee & Tea Expenses	311.06	360.00	(48.94)
6835 - Mission 1-2-3	835.17	600.00	235.17
6840 - One Great Hour of Sharing Expenses	790.65	1,000.00	(209.35)
6845 - Peacemaking	-	500.00	(500.00)
6850 - Pentecost	578.36	800.00	(221.64)
6855 - Per Capita (Expense)	2,753.39	4,000.00	(1,246.61)
6860 - Rescate Family Center (Expense)	-	300.00	(300.00)
6865 - Presbyterian Disaster Assitance (Expense)	-	-	-
Total 3. Mission Expenses	19,971.89	25,435.00	(5,463.11)

First Presbyterian Church of Encino
Income Statement (Cash Basis) for the Year Ended June 30, 2020

	Actual	Year to Date Budget	Variance
4. Personnel Expenses			
4.1 Pastor Expenses			
8010 - Pastor's Board of Pensions Dues	4,860.00	4,320.00	540.00
8020 - Pastor's Housing	19,000.02	18,000.00	1,000.02
8025 - Pastor's Medical Reimbursement	2,446.00	1,500.00	946.00
8035 - Pastor's Salary	18,499.99	18,000.00	499.99
8040 - Pastor's Continuing Education	750.00	-	750.00
8045 - Pastor's Travel	-	-	-
Total 4.1 Pastor Expenses	45,556.01	41,820.00	3,736.01
4.2 Commissioned Pastor Expenses			
8052 - CRE Board of Pensions Dues	15,032.16	7,250.00	7,782.16
8056 - CRE Salary	26,040.00	26,000.00	40.00
8057 - CRE Dental Reimbursement	-	900.00	(900.00)
8058 - CRE Travel	322.89	600.00	(277.11)
8059 - CRE's Continuing Education	-	-	-
Total 4.2 Commissioned Pastor Expenses	41,395.05	34,750.00	6,645.05
4.3 Other Personnel Expenses			
8060 - Other Personnel	978,605.27	1,048,907.36	(70,302.09)
8065 - Staff Travel	51.18	-	51.18
8070 - Staff Recognition	575.00	1,000.00	(425.00)
8085 - Payroll Processing Fees	6,120.00	3,800.00	2,320.00
8090 - Employer Payroll Tax Expense	77,450.50	83,607.46	(6,156.96)
8095 - Worker's Compensation Insurance	18,710.64	18,000.00	710.64
Total 4.3 Other Personnel Expenses	1,081,512.59	1,155,314.82	(73,802.23)
Total 4. Personnel Expenses	1,168,463.65	1,231,884.82	(63,421.17)
Total Operating Expenses	1,605,485.38	1,698,229.72	(92,744.34)
Operating Income / (Loss)	(198,242.71)	(14,589.72)	(183,652.99)
Other Income and Expense			
Bequest Income			
4200 - Lorrilyn Fetherolf Bequest	1,132,461.49	-	1,132,461.49
Total Bequest Income	1,132,461.49	-	1,132,461.49
Investment Income			
4005 - Interest & Dividends: Church	188.08	-	188.08
4010 - Interest & Dividends: Endowment	-	-	-
4015 - Interest & Dividends: PDF	-	-	-
4110 - Realized & Unrealized Income: Endowment	90,273.71	-	-
4115 - Realized & Unrealized Income: PDF	(18,036.98)	-	(18,036.98)
Total Investment Income	72,424.81	-	1,114,612.59
Total Other Income and Expense	1,204,886.30	-	1,114,612.59
Net Income / (Loss)	1,006,643.59	(14,589.72)	930,959.60

Worship and Music

Our Sunday morning worship this year has been led by Pastor Ruth and Ann Hayman, Interim-Pastor. We had to sadly, for us, say good-bye to Ruth this past July, but Joyfully for her. Ruth got to retire and will be spending time being a Grandmother and a dear friend to everyone she meets. We have been forced to move our services to an on-line video sharing application called Zoom, due to the Corona Virus outbreak in our country. We would have never been able to get this done as smoothly as we have been able to, without the tremendous support and dedication of Ron Guzman. Paul Pitman provides music on the organ and piano and supports soloists each week, and Janet Vrudny leads our choir and has been working diligently to prepare for an eventual return to our sanctuary, and what that might look like musically. This preparation has come in the form of purchasing one more octave of chimes to support a larger chime choir, as well as some music writing software that will be helpful in this process of returning to the sanctuary.

We had to postpone our 75th Anniversary celebration due to the pandemic, but we were able to have our Mission Partner Sarah Henken join us all the way from Colombia via Zoom, and provide a very moving sermon.

The Worship and Music Committee usually meets on the first Thursday of each month at 6:30 pm (just before choir rehearsal), but for the majority of the year we have been meeting via Zoom. Thanks to this year's committee members, Ruth Mandernach, Janet Vrudny, Paul Pitman, Ann Hayman and Jeremy Lawrence. Please let one of us know if you are interested in joining the committee, assisting in the eventual return to the sanctuary protocols and procedures, or participating in the Zoom services on Sunday mornings.

Respectfully submitted,

Carol Sherwood, Chair

Annual Report - Notes from the Choir: July 1, 2019 – August 30, 2020
Submitted by: Janet Vrudny, Choir Conductor

The Music Department at the First Presbyterian Church of Encino is alive and well. The chancel choir has enjoyed another year of fellowship and singing sacred songs from different styles and traditions during the worship service. The chancel choir is open to anyone who enjoys singing and attending rehearsals on Thursday nights from 7:30-9:00 p.m. and Sunday mornings from 9:00-9:45 a.m., in preparation for the worship service at 10:00.

We enjoyed being a part of the interfaith service on the Sunday before Thanksgiving and singing in the massed choir with the American Jewish University Choir, and Bel Air Presbyterian Church Choir. In January of 2020, we were happy to welcome Pastor Ann Hayman, not only as our pastor, but also as a member of the chancel choir.

We began zoom worship services in March and celebrated Holy Week services as best we could online! All that careful planning for music with brass during Lent and Holy Week was of course put on hold until, hopefully, next year.

During the zoom services we have enjoyed solos sung or played on instruments by Penny Di Marco, Tracy Saliefendic, Ethan Lux, and Jose Meza. A special rehearsal and recording schedule had to be established with Dr. Paul Pitman and, newly appointed master sound engineer, Ron Guzman to make these videos happen. The recorded videos have greatly enhanced our worship services. In addition to those soloists, we also used some of the archival chancel choir videos that are available online. On a weekly basis I consulted with the pastors to find appropriate pieces to fit with the liturgy for the day. Typically, we have the volunteer summer choir in July, as the chancel choir is on break during the months of July and August. This year, we continued with zoom worship, and will continue with zoom worship into the future until the cdc and our session deem it appropriate and safe for our return to in person worship.

The music and worship committee approved an expenditure which allowed us to purchase a 3rd expansion octave of choir chimes. When we can resume in person worship, the chancel choir will become a chime choir, socially distanced of course. We remain handily and professionally accompanied by the fabulous Dr. Paul Pitman. The terrific Pastor Ruth Mandernach retired from the church and the chancel choir at the end of July. She will be deeply missed in so many ways and particularly as a chorister!

Chancel Choir membership:

Sopranos: Tracy Saliefendic, Heather Sells, Carol Sherwood*, Sharon Mahseredijian

Altos: Ruth Mandernach, Penny Di Marco, Marie Matteson, Kalina Vanska, Ann Hayman

Tenor: Jose Meza

Bass: Eric Thornburgh, Ethan Lux

*on leave

Messy Church – Annual Report 2020

Leader: Emily Bridges Stecklein, Ruth Mandernach (retired)

Chair: Julie LaNeave

Steering Committee: Ron Guzman, Kennedy Fayton Guzman, Jack Fayton Guzman, and Havana Thomas

This year Messy Church has had a smooth transition in leadership from Ruth Mandernach commissioned pastor to Emily Bridges Stecklein. Over the course of the year our worship has evolved as well. We began with two services per month: the first Friday evening of the month and the third Saturday morning of the month. As in previous years, we had fellowship, crafts, science, games, service, prayers, and shared a meal together to close, all of which took place in the church building. We decided that it was time for an evolution, to really think about what we wanted to do as a church. Yes, we wanted to continue fellowship, but we also wanted to go out into the community and see where we could help others. We decided to keep our Friday evening service the same, but our Saturday service would focus on helping others in our community. We did river cleanups, socialized with nursing home patients, and explored the Watts Towers Arts Center as a group. And then Covid-19 hit...

We have continued our fellowship together at our Friday evening meet time on Zoom. We have played online games together such as escape rooms, Pictionary, and Codenames. We continue to reach out to our community on Saturdays with collections for charities, making signs for the church fence to support Black Lives Matter, and looked for signs of hope and solidarity in our neighborhoods while sheltering in place. In conjunction with making the signs, we had a Zoom workshop with Kikanza Nuri-Robbins which helped us discover within ourselves ways to take action to help stop racism. We have kept our connection using the technology we have and have had to learn new ways to help others while staying socially distanced.

We will continue our worship online for now and look forward to when we can resume meeting in person. But until then, we will persevere in an online format.

Julie Laneave

75th Anniversary Planning Committee – Annual Report

Members: Ruth Mandernach (retired), Marie Matteson, Lynne Jackson, and Julie LaNeave

Covid-19 has put a damper on our festivities this year unfortunately, but we have still found ways to celebrate. We have had to scale back on what we could accomplish based on what and who virus was affecting.

First, we collected memorabilia from church members, like photographs and bulletin archives, and had a display set up in the fellowship hall. We were able to meet and plan in person at first, but then switched to Zoom meetings. We came up with the 75th Anniversary Logo. Then we invited the congregation to a coloring contest. The winners saw their version of the colored sanctuary as bulletin covers, banner, t-shirt (still in production), and letterhead.

We had the logo printed onto mugs which were given away to visitors and members of the church during services. We also had a special “drive-through” distribution. Many mugs are still available if one would like to pick them up in the church office. Once in-person services return, we can continue giving them away in the narthex to visitors and members. The mugs can be individually colored using Sharpie markers, but the colors do wear off over time. Then you can color in a new design!

Favorite recipes have been collected and shared through our weekly e-blast to the congregation.

We had planned on having a celebration service which would have included special music (Mariachi band). This would have been followed by a shared meal. We had lined up a taco truck to cater, volunteers to bring fruit and ice cream Sundays, and a pinata is ready for the children to whack at. This can still be achieved but has been postponed to a future that is Covid free.

This 75th anniversary year has been one that we will likely never forget. Some disappointments for sure, but also inspired creativity to celebrate like never before.

Julie LaNeave

**BOARD OF DEACONS
ANNUAL REPORT
JULY 1, 2019 to JUNE 31, 2020**

Members of the Board of Deacons July 2019 to December 2019: Judy Linse (Moderator), Ann Olson, Heather Sells, Lynne Jackson, Rosenda Rozendal, Teana Jackson, Sharon Mahseredjian, Sara Coyle

Staff: Ruth Mandernach

Elected Officers 2019:

Moderator: Judy Linse

Financial: Teana Jackson

Recording Secretary: Will be a rotating position.

Correspondence: Ann Olson and Sara Coyle

Flowers: Heather Sells

Communion: Judy Linse

Meals: Lynne Jackson will coordinate with the office.

Transportation: Lynne Jackson will coordinate with the office.

Calling cards/visitation: Lynne Jackson will coordinate with the office.

Members of the Board of Deacons January 2020 to July 2020: Judy Linse (Moderator), Lynne Jackson, Rosenda Rozendal, Sharon Mahseredjian, Ann Olson, Sara Coyle, Heather Sells

Staff: Ruth Mandernach.

Elected Officers 2020:

Moderator: Judy Linse

Financial: Ann Olson

Recording Secretary: Will be a rotating position.

Correspondence: Ann Olson and Sara Coyle

Flowers: Heather Sells

Communion: Judy Linse

Meals: Lynne Jackson will coordinate with the office.

Transportation: Lynne Jackson will coordinate with the office.

Calling cards/visitation: Lynne Jackson will coordinate with the office.

Deacons Meetings - The Deacons met on the second Sunday of each month. In the fiscal year starting July 2019, Deacons met in July, September, October, November and December with August on call. Meetings in 2020 were conducted in January, February and March. April and May Deacons meeting were not held in person due to Covid19. Deacons Meeting resumed via Zoom in June and July.

Deacons Retreat was planned for Saturday, March 28, 2020 in Fellowship hall; however, was postponed due to Covid19 restrictions.

Ministry Activities:

1. From July 2019 to June 2020, over 100 cards were mailed to members and friends of FPCE, including birthday, anniversary, condolence and thinking of you cards.
2. Visited/phoned and delivered flowers to numerous shut-ins and ill members.
3. Prepared communion elements for the worship service as well as the anointing table.
4. Served as liturgists, greeters, and communion servers.
5. Brought communion to homebound with the assistance of Pastor Ruth.
7. Supported several members of the congregation with a monetary gift in time of need.
8. Provided transportation to church, lectionary classes, medical appointments as needed. Drivers included Deacons as well as members of the congregation.
9. Provided Access Coupons to members/friends in need.
10. Deacons Sunday was held September 15, 2020 with the Deacons providing the sermon.

Pandemic Note:

During this pandemic, there have been no home communion, no home visits, no transportation, and no meals requested although gift cards have been requested and dropped off. Access Coupons have also been dropped off as requested. During this pandemic, we will be calling people instead of home visits and a call system was set up to contact members in need on a routine basis.

Annual events sponsored to foster fellowship among members:

1. Souper Bowl of Caring chili cook off was held on Sunday February 2, 2020. The deacons collected canned food for Family Rescue Center.
2. No Parking Lot Sale was held.

The Board of Deacons would like to thank Pastor Ruth for all her prayers, guidance and assistance with the Board of Deacons the past year.

The Board of Deacons also wish to thank all the members and friends of the FPCE for their financial support and help in serving the needs of our church. The deacons are the caring arm of the church. Our ministry extends over every aspect of our church community and extends beyond its physical boundaries.

Submitted by Judy Linse,
Moderator, Board of Deacons 2020

ENDOWMENT FUND

June 30, 2020

The First Presbyterian Church of Encino Endowment Fund was started in January 1986 by action of the Session and with the approval of the congregation to provide a means to assist us with the non-operating activities of the mission of our church. Members of the Endowment Committee are nominated by the pastor and confirmed by the Session. The current members are Ken Chang, Jana and Randy Greer, and Ann and Cliff Olson. Contributions to the Endowment Fund may be a memorial gift, to honor an event or achievement or any outright gift of stock, bonds, real property or cash. The corpus of the Endowment Fund may not be invaded without action by the Session after making certain factual determinations. During this fiscal year, the money in the Endowment Fund was transferred from the Vanguard Funds to Wells Fargo Investments to provide better investment opportunities. Our church was also blessed by a generous donation in excess of \$1,100,000 in February, 2020 to our Endowment Fund.

We are all truly blessed by God's gifts, but as good stewards, we have an obligation to tend to these gifts wisely. Planned gifts can make the difference in the life and mission of this church. We hope you have or will include your church in your estate plans. Be sure to review or update your will or estate plan to reflect your intent under your present circumstances.

In addition, by action of the Session, the Endowment Committee was charged with overseeing the invested funds in the property development accounts. As has been discussed before, the corpus or principal may only be used for capital improvements and not for operating expenses without the prior approval of the Property & Finance Committee of Presbytery. Money not otherwise needed for ongoing capital improvements has been invested in three funds at Charles Schwab – Eagle Funds, Thomas Partners and Windhaven Funds. During the fiscal year ending June 30, 2020, by action of the Session, investment gains totaling \$178,600.00 were transferred from the property development accounts into the general Church account to help offset budget deficits. These gains were transferred prior to the market downturn in March, 2020.

The Endowment Committee has discussed the investments of the donations made to the church in the Endowment Fund and in the property development accounts. The starting and ending balances for the various investment funds for the year ending June 30, 2020 are shown below:

	June 30, 2019	June 30, 2020
Vanguard Funds	\$494,589	\$0
Wells Fargo Investments	\$0	\$1,804,833
Eagle Funds	\$604,197	\$556,480
Thomas Partners	\$388,920	\$330,176
Windhaven Funds	\$1,157,073	\$1,066,540

Respectfully submitted by the Endowment Committee

ENCINO PRESBYTERIAN CHILDREN'S CENTER

Our Preschool program and our Kindergarten program continue to offer high quality, nurturing care for approximately 68 children ranging in age from 2.6 years through 5 years. Our Afterschool program is temporarily closed due to Covid-19 and the LAUSD distance learning hours. Our hardworking dedicated staff of 19 teachers (some of which were students here!), 2 administrators and a bookkeeper work as a team to provide educational experiences that encourage individual growth cognitively, emotionally, socially, creatively, physically and spiritually leading to a strong sense of self-esteem within each child.

The Children's Center Highlights

Preschool- We have 6 preschool classrooms: Due to Covid-19 restrictions we are allowed a maximum of 10 children in each classroom.

Room 101 – 5 day Pre-K with 8 enrolled

Room 102 – 5 day Pre-K with 9 enrolled

Room 103 – 5 day Pre-K with 7 enrolled

Room 104 – 3/5 day 3 year olds with 5 enrolled

Room 105 – 5 day 3 year olds with 9 enrolled

Room 106 – 2/3/5 day 2 1/2 year olds with 5 enrolled to start in October

We are a development program. The children under our care learn through example, experience and exploration. Each class participates in dramatic play, arts and crafts, cooking, storytelling, music and a variety of learning centers that promote cognitive development. We annually host our very own Pumpkin Patch, Book Fair, Open House, Halloween sing-along, Thanksgiving Feast, Holiday Show, Snow Day, Silent Auction, Family Fun Day and Art Show. Due to Covid-19 many of these activities will be done virtually, in individual classrooms and filmed for parents to see or cancelled ☹️

Kindergarten- We have 3 Kindergarten classrooms:

Room 202 - 5 day with 10 enrolled

Room 203 - 5 day with 10 enrolled

Room 204 - 5 day with 10 enrolled

We teach using all 5 senses because we feel all children learn differently, therefore, we provide an opportunity for ALL students to be successful. Our very unique program uses a literature based curriculum, hands-on explorations, math, reading, spelling, science, poetry, cooking, social studies, music, arts and crafts, storytelling and socialization. We normally take monthly educational fieldtrips which include: Tapia Brothers Pumpkin Patch, The Chumash Indian Museum, The Nutcracker Ballet, The Shanghai Circus, The Fire Station, The Duck Pond, The Tree People, Beauty and the Beast, The Cabrillo Marine Aquarium and Underwood Family Farms, however, due to Covid-19 our fieldtrips are on hold until things open up again.

Additionally, we have a fabulous 100 Day celebration and our grand finale: Meet the Author Night. This event encourages our student-authors to share their collection of books (including classroom books) that they have authored and illustrated throughout their Kindergarten year.

Afterschool – We are temporarily closed due to Covid-19 and the LAUSD distance learning hours. When we reopen our goal is that while parents are working, their children are busy and safe, enjoying snacks, storytelling, arts and crafts, movies, outdoor games and park time, cooking experiences, theme day celebrations, music and most importantly homework time where help from teachers is available if needed.

We also provide Spring Camp and our famous Summer Camp with lots of fun filled exciting fieldtrips and experiences.

Our wonderful, dedicated staff are doing their best to be inventive and creative in finding ways for the children to still be able to experience a fun filled fall season while continuing to follow all the guidelines to help keep everyone healthy and safe. 😊

As you can see, we have made many changes and adaptations to our programs due to the Covid-19 pandemic. We are anxious for the day when we are able to return back to our normal.

Under the direction of Cathleen Trapani and Anie Kederian the Children's Center continues to thrive as an important resource for our community.

Submitted by Cathleen Trapani, Director