

2017 Annual Report Heritage Presbyterian Church



HERITAGE PRESBYTERIAN CHURCH
c/o Tudor Oaks Retirement Community
577 W12929 McShane Drive
Muskego, WI 53150

Our mission at Heritage Church
is to be a vigorous Christian Community
which lovingly extends the ministry of
Jesus Christ into the world around us,
while honoring all people and
nurturing our own relationship with God.

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Heritage Presbyterian Church Muskego, Wisconsin

Staff and Officers

2017

Pastor	Stated Supply Rev. Michelle Henrichs
Clerk of Session	Glenn Sheridan
Director of Music	Dale Pforr – thru September
Organist	Heidi Surprenant
Youth Music Leader	Connie Fellows
Choir/Ensemble Director	Connie Fellows – 4 th quarter
Church School Coordinator Assisted by:	Barb Pforr Brandy Bellek, Connie Fellows, Susan Fellows, Roxanne Lawrence and Sara Pforr
Treasurer	Susan Fellows
Financial Recording	Ogden & Company, monthly stipend
Church Secretary	Heidi Surprenant
Elders	Janet Ahrens, Barb Pforr, Jan Tesch, Steve Seeker, Glenn Sheridan, Brandy Bellek, Glenn Kozicki, Connie Fellows and Jeanne Musolf
Session Councils	Connections, Mission, Operations, Spiritual Growth & Worship
Deacons	Karen Anderson, Geri Chesner, Jim Chesner, Deb Soderland, Kathy Kozicki and Jineen Sheridan

Statistical Report

Total active membership as of 12/31/17:	83
Additions to the roll in 2017:	
Letter of transfer (2)	4
Confirmed/joined (2)	
Removals from the roll in 2017:	6
Inactive (4), confirming letters were sent	
Deaths (2), Lillian Duckwall and Violet Joy	
Baptisms: Adult Chloe Sadowski	1
- Sponsors, Andrew and Sara Pforr	
CE Enrollment:	4
Congregational meetings:	2
Stated session meetings:	10
Special session meetings:	2
Communion celebrated and served during worship:	15
Average attendance at Heritage/Tudor Oaks worship:	*46
* (30) Heritage Church members; (16) Tudor Oaks residents	(increase of 3)
(65%)	
(35%)	

Pastor's Letter

Brothers and Sisters,

Heritage is not a large congregation, but we are a vital congregation who are making a difference in the community around us. After the long process of selling our property and meeting new mission partners, 2017 was the beginning of living into what God has been calling us. In 2015, I wrote in our Annual Report:

Heritage is not a dying church. **WE** are not a dying church. We are the Church of Jesus Christ, a member of the Body of Christ, in communion with our Risen Lord. We may not know what we will look like one year from now, but we do know that we seek to hear God's voice and faithfully respond to where God leads us.

My prayer is that we become a community of stronger faith as we continue to walk this path together and that despite uncertainty, our hope is found in Christ alone. With thanksgiving I honor everything and everyone that has brought us to this place and celebrate the certain hope that when we seek God's Kingdom and righteousness, God will indeed respond.

These words have been both fulfilled and continue to be true as we look forward in our life together. As you read our Annual Report, I hope you see an example of what the Church looks like and your place in it.

One of the most visible examples is our relationship with Tudor Oaks. Residents are approximately 1/3 of our worshipping community and actively participate in our mission priorities. Mission spending increased 64% from 2016 to 2017 – *and is budgeted to increase 200% for 2018*. We have been able to make significant financial and participation investments with several Divine Intervention ministries and the Arts and Sciences Literacy Camp. While it did not come to fruition, we approved a \$225,000 line of credit to Ezekiel CDC so that even our invested funds could actively be serving others. We are currently in conversation with Ezekiel to do a smaller-scale project in 2018.

In 2017, we identified our top priorities as a congregation:

Develop ministries that work toward healing those broken by life circumstances.

Expand outreach ministries that provide direct services to those living on the margins of society.

As we look forward to 2018, we will continue to explore how we are uniquely called to live out the Gospel through these priorities. And we will continue to celebrate both God's faithfulness in the past and our certain hope of the future that when we seek God's Kingdom and righteousness, God indeed responds.

With hope, as we share the love of Jesus together,

Michelle

*Instead, desire first and foremost God's kingdom and God's righteousness,
and all these things will be given to you as well. – Matthew 6:33*

Worship Council

2017 Worship Council Annual Report

“Where two or three are gathered in my name, I am there among them.” (NRSV Matthew 18:20)

We gathered for worship every Sunday in 2017 and Jesus was among us. We sensed his presence in the faces and stories of our members and our Tudor Oaks friends. We also experienced his presence with the new people we met at the Water Services at Apostle in West Allis, First Presbyterian in Waukesha, and Living Hope in Menomonee Falls during Jan. and Feb. Other times we felt his presence as we gathered for Services of Healing and Wholeness, plus Ash Wednesday, Maundy Thursday, Thanksgiving Service at Faith in Franklin, and Christmas Eve.

This was our first full calendar year of worshipping at Tudor Oaks. We have grown a bit and struggled a bit as we have settled into the routine of setting up every Sunday and the planning needed to coordinate this. Summer was a special time for learning how to do this, as often there were very few Heritage folk at worship. Another challenge has become finding pulpit supply as the list of available pastors is significantly reduced. We have learned much.

On September 17 we celebrated Dale Pforr’s ministry of 29 years as Music Director. We gave thanks for Dale’s dedication and service to the life of Heritage and welcomed him into ministry as a “regular” musician member and member of the “first choir” of the church – the congregation.

The Music Ministry is now being led by a trio of talented and dedicated people working together to continue the marvelous music that glorifies God – Connie Fellows, Supply Director; Andrew Pforr, Assistant Supply Director; and Heidi Surprenant, Music Coordinator.

The Water Service again “hit the road” and brought worship and mission to three other congregations and had a grand finale at Heritage with David Block of Carroll University and a former resident of Rebe Kenya. Joy, music, fellowship, and mission were all highlights of this wonderful ministry.

We celebrated confirmation and Baptism on April 30th to welcome three young people to our fellowship and publicly received two new members on June 11.

In addition, there were some “Regular” observances and some highlights:

- Set-up and Take-down for every service.
- Taize service in Lent
- Maundy Thursday was a wonderful supper sponsored by Connections Council and a service around the tables.
- Easter Flowers were purchased and enjoyed. There was a bit of a snag but cool heads and wonderful workers made it beautiful.

Worship Council (continued)

- Mission Month in May. Each Sunday in conjunction with Mission Council, a possible mission was highlighted as guests from Arts, Science, and Literacy Camp, Divine Intervention and Larry Under the Bridge, and Ezekiel Community Development Corporation shared news of their programs with the congregation.
- Recognition of Ministry Volunteers (June)
- Rally Sunday (September)

It was a good year and would not have happened without the wonderful people of Heritage and the ever-present Spirit of God. Thanks be to God and all who helped.

Special thanks to

Worship Council members: Paul Ahrens, Brandy Bellek, Connie Fellows, Michelle Henrichs, Dale Pforr, and Heidi Surprenant

Sound Specialist: Andrew Pforr

Music Ministry: Connie Fellows, Andrew Pforr, Dale Pforr, Heidi Surprenant and ALL the musicians
Ushers, Counters, Communion Preparers, and Worship Space Preparers: The Wondrous People, who are often unseen, who welcomed us and ordered our worship for us Sunday after Sunday

Thank You!

and

Praise be to God.

Respectfully Submitted,

Janet Ahrens

Music**Heritage Music Annual Report, 2017**

The Heritage congregation, choir and other music ensembles brought to the worship service a passion for the music of the church. Throughout the year, various musical ensembles have contributed to weekly Sunday services and to many of the special services held at Heritage. These ensembles are the Chancel Choir, often augmented with the youth of the church, the Heritage Brass, and vocal and instrumental soloists. Every service had special music from one or more of these groups.

Heritage music at Tudor Oaks during the first half of the church year has been rewarding. We have gotten used to different acoustics with the help of speaker monitors. The electric piano, although different from the acoustic piano, is now just part of the choir's sound. The choir consisted of musicians who enabled any size choir to present the anthem for the morning, every Sunday as planned. The flexibility of the church musicians was wonderful.

Those Heritage musicians, and friends of Heritage, who have been part of this service are:

Janet Ahrens	John Bellek	Emily Cliff
Kelly Eshbaugh	Becky Fellows	Connie Fellows
Dan Fellows	Judi Fellows	Jacob Fellows
Susan Fellows	Jessica Fellows	Michael Krack
Erin Krofta	Mike Krofta	Ryan Krofta
Roxanne Lawrence	Amy Lehman	Andy Pforr
Barbara Pforr	Jonah Pforr	Sara Pforr
Aly Robinson	Addy Sadowski	Chloe Sadowski
Isaac Surprenant	Jessica Surprenant	Meghan Wroblewski

Special thanks go to Heidi Surprenant for her work as pianist, which entails countless hours of preparation and rehearsal accompanying, and to Connie Fellows who acted as substitute choir director. Connie's musical work with some of the special music, as well as the organizing and planning of the Water Service presentations at several churches has been an outstanding musical mission.

This year also saw my retirement as Music Director. I am now a choir member. It has been a pleasure musically and spiritually. Thanks to Heidi Surprenant, Andy Pforr and Connie Fellows, who have worked together to plan the music for each Sunday since my retirement. As always, Glory to God in the highest. Amen and Amen!

Dale Pforr

Music Director, retired

Connections

2017 Connections Council Annual Report

The Connections Council activities were highlighted by supporting Deacons at events throughout the year and providing cakes for the many special events in the life of our church --- April 30 - Confirmation of Sam & Jaden and Baptism of Chloe; May 14 - Heritage's 1 yr. anniversary at Tudor Oaks; Louise and Guy Osborn's returning as members on June 11; Rally Sunday on Sept 10; and Dale Pforr's celebration and retirement as Music Director on Sept 17. Also coordinated the food consisting of soup and bread for April 13 Maundy Thursday service.

Other activities included the purchase and delivery of over \$200 of Easter flowers on April 16 thanks to the generous donations received; Glenn Kozicki volunteered at Tudor Oaks as a 6 week Bocce referee ending July 13 – thanks to Donna Robinson for her help in setting this up; utilized 30 sq. ft. of storage space in Heritage storage locker to gather home goods for Project Home Divine Intervention (PHDI); delivered lunches multiple times to Tippe church for Larry Under The Bridge (LUTB); Sara Pforr coordinated Painting the Psalms workshop on December 2 and 12 college boxes were packed with goodies and then shipped on December 4.

Connections outreach was mainly focused on PHDI, logging over 1600 miles, completing 17 deliveries of home goods (trailer & truck fulls) to 12 households and 40 pickups from mostly Heritage members and several Kozicki friends. Many thanks to all who generously donated.

Early January 2018 Activities will include a 2nd storage locker at Storage Master, provided by Mission Council, one for the church and one for PHDI and continue the managing and inventories of both spaces.

Members of Connections Council in 2017 were Sara Pforr, Donna Robinson and Glenn Kozicki.

Respectfully submitted,
Glenn Kozicki
Connections Chair

Nominating

Nominating Committee Annual Report

Nominating committee was comprised of Judi Fellows, Kathy Kozicki, and Brandy Bellek. We were able to recruit for 3 Elders (2020) and 2 Deacons (2020). Elder nominees were: Brandy Bellek, Jeanne Musolf, Judi Fellows. Deacon nominees were: Louise Osborn and Sara Pforr.

The slate was presented at the December Congregational meeting and unanimously received by congregational vote.

We would like to thank our Elders going off in 2018 for all of their hard work and discernment. Thank you, Glenn Kozicki! (Jeanne and Brandy had volunteered to serve one year in 2017 and continued their service in 2018-2020).

Respectfully submitted,
Brandy Bellek

Spiritual Growth

Spiritual Growth Annual Report

The Spiritual Growth Council: Brandy Bellek, Roxanne Lawrence, Connie Fellows, Barbara Pforr, Pastor Michelle Henrichs.

The church school curriculum, "The Whole People of God" was used through May of 2017. Brandy Bellek was the lead teacher with Barbara Pforr as a substitute. Claire Chesner and Jason Soderland were the two students. A change of curriculum was planned for the fall which was to focus on mission, written by Pastor Michelle. The title was "Stewardship and Mission" to coincide with our focus and discernment for the congregation of Heritage. However, when the church school was to resume in September it was mutually decided with parents, students and council to involve youth in occasional opportunities that are in alignment with the mission of Heritage Church rather than hold a weekly 9:00 a.m. class. Some of the activities suggested include setting up for worship on Sunday mornings, greeting worshippers, making table favors for Tudor Oaks residents, etc.

Adult Study, upon popular request, continued to use "The Wired Word". Roxanne Lawrence was the lead teacher. The study was attended by two to six church members at 9:00 a.m. on Sundays.

Book Study: A Long Walk to Water has been read by several in the congregation. Amy Lehmann led the study.

The "2017 Water Services" were held at Southminster, and First Presbyterian in Waukesha. The study of the water crisis in the world began with Spiritual Growth Council in 2014, then moved to the Worship and Mission Councils. It is an outstanding example of Heritage members working together. A special thank you to Connie for all of her coordination in creating the service and moving it to its high level of success.

Confirmation of Sam Henrichs, Jaden Chesner and Chloe Sadowski was on Sunday, April 30, 2017. A plaque from the Heritage congregation was presented to Sam and Jaden. Chloe was also baptized and a crane mobile from Heritage was presented to her.

Students graduating from high school included: Elizabeth Osborn, Becca Symes, John Bellek and Jack Henrichs. A mug with the Presbyterian logo was presented to each of them.

College students who graduated were Sam Robinson and Emily Cliff. Signed cards of good wishes were sent to both of them from the Heritage congregation.

On March 22, Heritage members traveled to St. Luke's Episcopal Church in Bay View to attend a Taize Service.

Spiritual Growth, cont.

College gift bags were sent to college students to give them a perk before their exams. The students included: Jack Henrichs, Jacob Fellows, John Bellek, Sam Robinson, Aly Robinson, Zach Robinson, Addy Sadowski, Elizabeth Osborn, Erin Krofta, Ryan Krofta and Isaac Surprenant. Upon receiving them, many students expressed their appreciation and thanks.

The year 2017 was a year of adjustment for Heritage at Tudor Oaks, but many of the new visions for Heritage have been launched! Thanks be to God!

Respectfully submitted,
Barbara Pforr, Chairperson

Mission Council

2017 Annual Report Mission Committee

The Mission Committee had a great membership this year.

Members were: Jan Tesch, Connie Fellows, Jean Ripple, Jeanne Musolf, Meghan Wroblewski & Sue Fellows.

All who thirst, come to the water!

We began 2017, leading our Water Service at three area churches, Southminster, First Presbyterian in Waukesha, and Living Hope in Menomonee Falls. As members learned about the purpose of this project they gave generously and we were able to raise \$4,000 to bring water and storage tanks to Ribe, Kenya. David Block attended our services and gave comments on that mission in Kenya; he also fund-raised and matched our \$4,000 for a total of \$8,000. Allan Katama and his family from Ribe visited in February and shared stories of the difference that having water available has made in their lives.

We had several discussions around our Heritage Mission focus on Water, Food, Shelter. Some of us visited Hepatha early in the year to discern if they would be a good mission partner. Many of us watched the movie “53206” and read the book, Evicted. We continue to partner with Tippecanoe Church and support their Divine Intervention, Larry Under the Bridge and Share Our Suppers programs. This year we donated financial support for the Arts and Science Literacy Camp - a summer camp at Tippe for inner city young people. We presented a Mission Sunday in April for Worship at Heritage. Continued that through May with mission speakers: Jane Borden (ASLC camp), Larry (from DI), and Don Utek (Ezekiel). These speakers focused on our “Food, Water, and Shelter” mission.

Through our discussions, the mission council has elected to focus on Shelter for 2018. Much time and effort was spent on trying to get properties from the city for the Ezekiel project in November. That did not work out with Ezekiel but we continue to work with Ezekiel into 2018.

I truly appreciate all of these people working so diligently this year on Mission. A particular thanks to Sue Fellows and Pastor Michelle, who put in countless hours on our efforts with the city and Ezekiel Corp.

We also continue to work with Common Ground in 2017 & 2018.

It was particularly rewarding to have a team of six to work with this year. I feel overwhelmingly blessed with such commitment. Thank you all!

Respectfully,
Jan Tesch

Deacons

Deacon's Annual Report 2017

Most Deacons each took 2 months during the 2017 year to prepare and serve communion, greet, usher, and count during worship. At other times Deacons helped with set-up and take-down of items used during worship.

Kathy Kozicki continued the card ministry for members of the congregation for the year.

Twenty handmade lap quilts, made by our quilters, were delivered to the Muskego Nursing Home in April.

Three baby quilts, also made by our quilters, were delivered to the Waukesha Women's Center in June.

Easter breakfast was prepared and served by the Deacons to Heritage members and Tutor Oaks guests before worship. We served approximately 60 people.

We planned, prepared and served 60 people for an early summer picnic, served on the outside patio, after worship in June.

Deacon Kathy (Glenn) and Deacon Gigi (Glenn) prepared and served a SOS (Share Our Supper) with 27 guests at Chapel of the Cross Church in Bay View, during the month of August.

Deacons prepared and served about 40 people for "Rally Day" in September. We tried to use the patio outside, but the bees wanted it more, so we moved our picnic inside to the private dining room.

Deacons called members on their "call/contact" list to encourage them to take a Holy Cow survey, in September.

A generous donor of Heritage, purchased poinsettias for home bound members of Heritage. They were delivered by Deacons before Christmas.

Jim Chesner and Karen Anderson finished their three-year Deacon terms. Sara Pforr and Louise Osborn have filled these two vacancies for 2018.

New Deacons' folders have been assembled for 2018. These folders include an updated Heritage member directory, Deacon call/contact lists, as well as new instructions for preparing and serving communion, and procedures for ushering and counting.

Respectfully submitted,
Jineen Sheridan, moderator

Operations

2017 Annual Report -Operations Council

Members are: Sue Fellows, Steve Seeker, Glenn Sheridan, Glenn Kozicki, and Pastor Michelle.

2017 Financial Highlights

Regular Offering Income was \$56,943 which was \$4,257 (7%) under budget, Per Capita income was \$1,568.

Expenses were \$86,702 compared to \$92,509 budget. Major expense categories were:

Personnel \$60,939

Mission \$7,098

Per Capita \$2,730

Worship \$4,647 including \$2,515 Pulpit and Pianist supply

Tudor Oaks rent \$2,960

Operations \$2,722 including \$793 insurance

Office Expense \$4,149

For the year, we budgeted a \$28,459 deficit, and ended up with \$28,191.

Considering land contract interest (\$23,507) the deficit would be \$4,684.

Investment income on the Morgan Stanley, New Covenant and Scottrade accounts was \$51,022.

Financial Assets

Total Assets at year end were \$1,168,400. This consisted of:

Checking \$ 61,973

Scottrade \$ 27,313

Morgan Stanley \$583,710

Land Contract \$418,129

Escrow \$ 77,274

The Endowment fund at year end was \$543,451 (including \$16,781 land contract principal paid in 2017). The outstanding principal from the land contract (\$418,129) will be added to the Endowment Fund when received.

Earnings on investments for the year were:

New Covenant Funds \$ 3,730

Scottrade (bond funds) \$ 532

Morgan Stanley \$ 46,760

Total \$ 51,022

Stewardship Campaign The annual stewardship campaign resulted in pledges of \$46,680 from 18 families.

Operations, cont.

Operations Annual Report, cont.

2018 Budget A budget was approved by Session which projects a deficit of \$58,389. This includes income of \$52,805 and expenses of \$111,194. The budget assumes that we stay in Tudor Oaks throughout 2018 and does not include land contract or investment income. When income from land contract (\$24,557) is added, the net loss is \$33,832. Prior year investment earnings were \$51,022. This amount would cover the 2018 budgeted deficit without reducing endowment fund principal.

Tudor Oaks Agreement A memorandum of understanding was developed with Tudor Oaks for the term May 1, 2016 through April 30, 2017 and was renewed for an additional one year term of May 1, 2017 through April 30, 2018. Heritage has access to the Olivewood Theatre on Sundays, other religious holidays and for additional events. Tudor Oaks also provides storage space for worship materials, dedicated office space and coffee for regular Sunday services. Other facilities at Tudor Oaks may be utilized upon written request. In 2017 we paid total rent of \$2,960.

Property Sale Session approved the sale of church properties in 2016. Ogden and Co was selected to handle the sale and we accepted purchase offers and closed sales for both of the properties. Details of the sales are:

Church building and manse Living Waters Christian Church agreed to purchase both the Church building and manse under a land contract. The accepted offer was \$495,000, with \$60,000 in down payment/earnest money, Heritage to finance the balance via a land contract for \$435,000 at 6% interest for 5 years. We closed on the sale in December, 2016. Net proceeds from the sale were \$28,851.

In 2017 Living Waters paid \$16,871 in principal and \$23,507 in interest. The outstanding principal at the end of 2017 was \$418,129. During the year they made improvements to the property including a new roof on a portion of the facility and addition of a shed.

The Net Proceeds from the sale (\$28,851) and the 2017 principal payments (\$16,871) were added to the Endowment Fund.

MSP Real Estate/Heritage Senior Living The Session accepted an offer for \$530,000 for the land on Janesville Avenue. The buyer encountered issues with areas of the property which were deemed to be wetlands. During the negotiation process we changed the property line to facilitate the sale, and in the end lowered our price to \$477,000 for 4.18 acres of land.

Operations, cont.

Operations Annual Report, cont.

In addition, the property sold includes the septic system which serves the church and manse. We agreed to pay to connect city sewer to the church and manse and escrowed \$77,274.16 to have this completed when the buyer does the sewer work for the new facility. The property lines were redrawn so the large oak tree remains as part of the church property. The new church owners have said they want to protect and care for the tree. We closed on the property on February 17, 2017. Buyer completed the sewer connections and will refund the balance of the escrow in early 2018. The net proceeds from the sale of the land (excluding escrow refund) were \$385,810.84. This amount was added to the Endowment Fund.

Summary of Property Sales

<u>House/Manse</u>			<u>Payments</u>	<u>Principal</u>	<u>Principal paid</u>	<u>Interest paid</u>
Selling Price	\$ 495,000	Start		\$435,000		
Down Payment	\$ 60,000	2017	\$40,379	\$418,129	\$16,871	\$23,508
Net land contract	\$ 435,000	2018	\$44,050	\$398,637	\$19,492	\$24,558
Commission (5%)	\$ 24,750	2019	\$44,050	\$377,943	\$20,694	\$23,356
Fees	\$ 6,396	2020	\$44,050	\$355,972	\$21,971	\$22,079
Net to Heritage	\$ 28,851	2021	\$44,050	\$332,647	\$23,325	\$20,725
		2022	\$ 3,671	\$330,639	\$ 2,008	\$ 1,663
			\$220,250	\$330,639	\$104,361	\$115,889
Balloon Payment	\$330,639 (1/2022)					
<u>Land</u>						
Selling Price	\$477,000					
Commission (2%)	\$ 9,540					
Fees	\$ 4,375					
Net	\$463,085					
Escrow for sewer	\$ 77,274					
Net to Heritage	\$385,811					

Restricted Fund and Investment Policy and Spending Guidelines In recognition of the fact that we will have a significant amount of money after the property sales, we revised our Restricted Fund policy to include an investment policy and a separate policy for spending guidelines. Our intention is to deposit the net proceeds from the property sales in the endowment fund and use the earnings to further the work of our church. The first use of the earnings can be to balance the budget, and the remainder for expanding our church mission. Session developed a Manual of Operations which includes these policies among others.

Muller Group of Morgan Stanley

Operations Council has been responsible for investing our financial assets and most of the Endowment Fund has historically been invested in New Covenant Funds. However, since we have larger amounts of money to invest, Session approved hiring a financial manager. We selected Muller Group, which is the same company who manages the funds in the Milwaukee Presbytery Foundation and invests the funds

Operations, cont.

Operations Annual Report, cont.

with socially responsible companies and organizations. The account was established in April, 2017, with funds transferred from New Covenant Funds and from the property sale. Initial balance was \$536,950. Investment earnings for the eight month period in 2017 were \$46,760. Muller Group met with the Council on a quarterly basis to review the account and recommended some investment changes which were implemented in late 2017.

Treasurer/Financial Secretary/Financial System

In 2015, we discontinued the use of our Peachtree accounting system and contracted with Ogden and Co. to do this work using the Yardi System. For the combined service of handling our financial system, reconciling the checking account, producing financial reports and keeping track of individual contributions and producing periodic giving statements we pay Ogden \$75 per month.

Sue Fellows assumed the position of Treasurer beginning in 2017 and our Church Secretary, Heidi Surprenant, began handling the offering counting duties including sending the financial information to Ogden to input into the Yardi system to keep track of our individual giving.

Personnel

We established a Personnel work group for the specific purpose of establishing a new contract with Pastor Michelle, developing a plan to replace the services of our Music Director, and to review the staff compensation and work schedules. The work group consisted of Jeanne Musolf, Glenn Sheridan, and Brandy Bellek. The group developed and Session approved a new part time Stated Supply contract for Pastor Michelle which includes a pension. The group also developed a plan to share the Music Director responsibilities between Connie Fellows, Heidi Surprenant, and Andy Pforr. This includes a weekly stipend for services when we have special music. Dale Pforr was recognized for his decades of service on September 17.

Other

Storage A larger storage facility was obtained (10x15 instead of 10x12). This was used to store Heritage equipment which is not used on a weekly basis and also to store items for Divine Intervention (DI). Session approved renting an additional storage room dedicated to the DI donations and segregated the two uses.

Financial Procedure Review A document was developed to facilitate an annual financial procedure review. We reached out to Apostles Presbyterian Church who agreed to participate in a reciprocal annual review. This will be completed in early 2018.

Insurance We contracted with Acuity for "rental insurance". The annual premium is \$529 which includes the recommended coverage with \$1,000,000/\$3,000,000 liability.