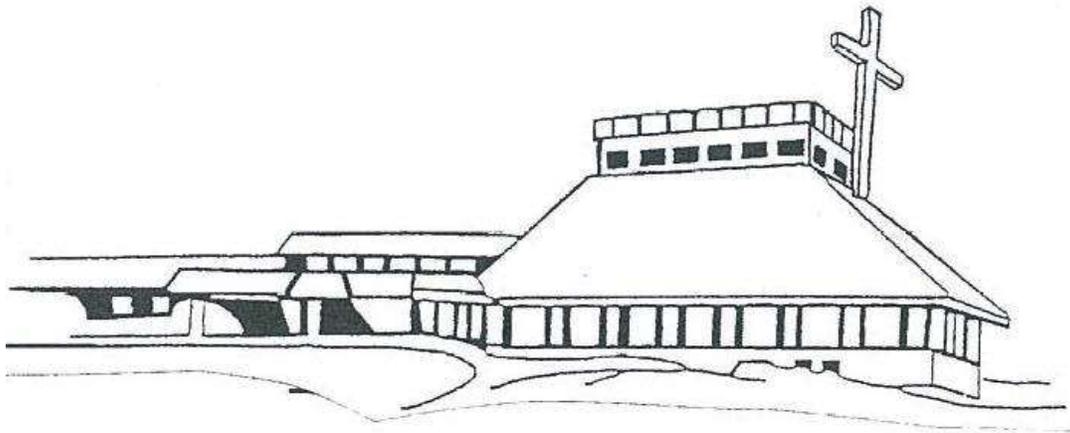


2019 Annual Report of the Congregation



First Presbyterian Church
Horseheads, NY

Presented at the Annual Meeting on January 19, 2020

First Presbyterian Church of Horseheads, NY

Agenda for Annual Congregational Meeting January 19, 2019

	Page
I. Call to Order	
• Attestation of Call to Meeting	
• Open with Reading of Necrology and Prayer	1
• Quorum Present	
• Approval of Agenda	
• Waive Reading of Minutes (were previously approved by Session)	2-3
II. Reports of Committees and Ministries	
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III. Financial Reports	
• Balance Sheet	15
• Review and Receive the 2019 Budget Approved by Session	16
• Report of the Audit Committee.....	17
IV. Other Business	
• Recognition of 50 year members	18
V. Report of the Pastor	19
VI. Motion to allow Session to approve meeting minutes at next meeting	
VII. Adjourn with Pastor	



Richard Bauer – June 17, 2019

Margaret Tucker – July 16, 2019

Alan Hutchinson – September 3, 2019

S. Robert Baldwin – November 18, 2019

The Congregation of the A Presbyterian Church, Horseheads, NY held its Annual meeting on Sunday, January 27, 2019 in the Sanctuary.

Call to Order

Meeting was called to order at 11:35am by Moderator of Session, Rev. Dr. Cheryl Ann Elfond.

Clerk announced that notification of this meeting was done twice, prior today's meeting.

A reading of the 2018 Necrology report was offered; Marian Yoder - March 14, John Fiester – April 22, Natalie Breese – July 5, Robert Chapman – August 21, Carolyn Ammerman – November 5 were remembered.

A quorum was present with approximately 35 members present.

Motion to approve the agenda was made by Beverly Flisnick with the following changes; Nominating Committee report, Treasurer's report and the Audit Committee report was available as additions to the packet, seconded by Doug Day, approved.

The reading of the minutes of the 2018 Congregational meeting was waived. The minutes were approved by Session at its regular scheduled session meeting in February 2018.

Reports of the Committees and Ministries

The clerk reviewed the membership statistics. A written report was provided to the congregation. The year started with 124 members, there was a change down to 119 due to 5 deaths. End of year = 119 members.

Reports of the Committees were available to the congregation and an opportunity for comments and questions was given.

Administration

Building and Grounds

Christian Discipleship

Board of Deacons

Mission

 Community Dinner

 Prayer Shawl

Nominating

Election of Officers – Doug Day on behalf of the Nominating Committee, nominated the following;

Elders to serve a 3-year term:

Jim Ellison and Gene Herber

Deacons to serve a 3-year term:

Susan Cotton, Ruth Hauser, Fran Hubbard,
Ada Rodabaugh.

Audit Committee for Class of 2021:

Bob Sell

Nominating Committee for 1-year term:

Gene Herber, Judy McIntosh, Doug Laney
and Deacon Representative – Gale Howard.

Ellen Benedict made the motion to close the nominations, seconded by John Varghese, motion passed.

As the motion came from Committee no second is required, motion passed.
For informational purposes:

Clerk of Session:	Mary Yoder
Treasurer:	Doug Laney
C. Asst. Treasurer:	Beverly Flisnick, Pam Kline
Representative to Presbytery:	Bob Sell

Pre-School

Worship

Beverly Flisnick made the motion to accept the committee's reports as offered, seconded by Pam Kline, approved.

Financial Report

Finance – Judy McIntosh reviewed the 2018 financials including Balance Sheet, Treasurer's Report, Audit Committee Report and the 2019 budget previously approved by Session. She was available to answer any questions.

A motion by Doug Cotton, seconded by Guy Stillman to accept the Financial reports as presented, approved.

Clerk recognized 50-year members.

The Report of PNC was made available and members of the committee were available for questions.

The Transitional Pastor written report was available and Rev. Dr. Cheryl Ann Elfond was available for questions.

Pam Kline made the motion to allow Session to approve the Congregational meeting minutes at its next regularly scheduled meeting, seconded by Alan Hutchinson, approved.

Motion by Beverly Flisnick to adjourn the meeting seconded by Jim Ellison, approved.

Meeting Closed at 11:50am

Respectfully submitted by,

Mary Yoder
Clerk of Session

Rev. Dr. Cheryl Ann Elfond
Transitional Pastor

Membership Statistics

Active Members as of 12/31/18 **115**

Gains for 2019

Letter of Transfer	0
Profession of Faith (Adult)	0
Profession of Faith (Teen Confirmation)	0
Reaffirmation of Faith	0
Reinstated to Active Status	0

Total Gains: 0

Losses for 2019

Letter of Transfer	0
Deaths	4
Transfer to Inactive Roll	0
Others Removed	0
Deleted by Request	1
Deleted (moved / address unknown)	0
Deleted (Inactive / no response)	0
Deleted by Request from Inactive List	0

Total Losses: 5

Active Members as of 12/31/19 **110**

Other:

Baptism (Adult)	0
Baptism (Infant)	0
Weddings	0
Profession of Faith (Teen Confirmation)	0
Funerals	5

Building & Grounds

2019 Annual Report

Committee Members: Joe Matejka, Al Oldfield, Danny Knapp, Jim Ellison, Jim McIntosh and Rev. Aaron Frank (Moderator)

Our Church, the First Presbyterian Church of Horseheads, NY was built in 1965. As the church ages, the building and grounds committee is tasked with the ever growing responsibility of maintaining the building and surroundings in a safe and attractive manner, not only for our members and friends, but for the many community activities that use our building. These include the Nursey School, Food Pantry, Boy Scouts, Girl Scouts, Community Orchestra, Crystal Chords, and the County Board of Elections. We also host a monthly community dinner.

This year the building and grounds has worked on the following items:

Interior

1. Under the direction of Judy Sell, six shrubs in the Atrium were removed and replaced with lower growing plantings. Judy also installed an archway in the atrium with climbing greenery.
2. LED bulbs have been installed where possible (interior and exterior) to improve the lighting and as a cost savings (about 80 percent).
3. Fire extinguishers have been inspected and replaced.
4. Fire code inspection has been completed.
5. We continue to replace ballasts in some of the old fixtures.
6. Pastor's office has been newly painted.

Exterior

1. New LED pole lights have been installed at our main entrance.
2. Upper parking lot has had cracks filled and been resealed.
3. Front driveway has been patched (27 bags of pavement patch were used).
4. Wind damaged roof shingles have been replaced.
5. Front and side shrubs were trimmed and lawn maintained.
6. Road banks were trimmed and maintained.
7. Sanctuary roof was cleaned professionally. Thank you to Barb & Alan Hutchinson

Christian Discipleship Committee

2019 Annual Report

Our committee had a successful year. Especially with the open house and picnic. The detailed report of Open house and Picnic in September is attached. Committee membership has decreased in number since one member moved out of Horseheads and another fell sick and resigned from committee. We need more members next year.

Thanks to all members of the committee and all helped in the organization of open house and picnic. A special thanks to Lori Ann Congdon and Pastor Aaron Frank for their leadership.

Respectfully Submitted,

John Varghese
Chair, Christian Discipleship Committee

Christian Life Committee

2019 Annual Report

2019 Welcome Back Picnic/Open House

On September 8, 2019 the congregation had our Welcome Back Picnic and Open House. The goal was to let our congregation and immediate community know our Ministry is here, alive, and welcoming.

We invited our ministry partners which use our church facility in a significant way to join us. All groups invited enthusiastically participated. These groups were BSA Troop 2911, First Presbyterian Church Pre-School, Horseheads Food Pantry, and Youth Orchestra of the Southern Finger Lakes. The groups set up to showcase their specific outreach.

We offered docent guided tours while the Youth Orchestra members played in the courtyard and ate a picnic style lunch provided by the church and members. In addition, the Worship Committee and the Mission Committee both had displays and volunteers available to speak.

The front display case had a “Meet the Pastor” themed display which included his family, hobbies, and background information.

The congregation was invited via email with a focus on those members that had not regularly been attending. The immediate community was also invited.

This project was a success as we had food, fellowship, and much relationship building among those in attendance. The planning committee would like to thank the congregation/friends that supported this event and Aaron for his encouragement and input!

Respectfully,

Welcome Back Picnic Open House Planning Team
Christian Life Committee

Pastor Nominating Committee Final Report

2019 Annual Report

2019 was an exciting year for Pastor Nominating Committee (PNC) and the Congregation!! We reviewed 193 Pastor Information Forms (PIF), listened to 39 sermons and had in-depth conversations with many of the candidates. The PNC executed our charge with time, dedication, prayer, and patience. We understood this call would be pivotal in steering our ministry over the next decade and beyond. The result of our time and discernment was the May 5th congregational meeting to present the Rev. Aaron Frank to the congregation and extend the call which he enthusiastically accepted. Although the PNC formally was released from our task upon the call, we continued to work with Session, Presbytery, Aaron and our transitional pastor to ensure a smooth June 1st start date. With the PNC's commitment to Aaron and ongoing success of the ministry, we informally met with Aaron periodically to assist with his transition with our congregation throughout 2019. We are happy to conclude 2019 knowing our discernment process has been fruitful for the ministry of First Presbyterian Church of Horseheads! May God continue to bless this ministry!!!

Thank you for the opportunity to serve this ministry,

Lori Ann Congdon
Ruth Hauser
Paul Yoder
Doug Laney
Jim Ellison

BOARD OF DEACONS

2019 Annual Report

Members of the Board of Deacons for 2019 are: Ellen Benedict, Alan Hutchinson, Susan Cotton, Gale Howard, Jan Stillman, Judy Sell, Ruth Hauser, Mary Baldwin, Kathy Ervay, Jean Kennon, and Fran Hubbard. Members leaving the Board in February, 2020, will be Ellen Benedict, Susan Cotton, and Jean Kennon. Sadly, Alan Hutchinson passed away this past summer. We thank all for their time and service.

Deacons provide coffee Hour on the first Sunday of each month, and, on the same Sunday, the Deacons provide one greeter and two Communion servers for our Worship and one for the service at Appleridge. In addition, the linens are changed according to the liturgical calendar.

Other services provided for our church members include: Easter flowers and Christmas poinsettias delivered to our homebound or nursing home members. We had 19 at Easter and 19 at Christmas. In addition, we provided one funeral lunch and two funeral receptions. Further, we assisted with a farewell reception for Pastor Cheryl Ann and for a welcoming reception for Pastor Aaron.

The Deacons provide ongoing care for those on our Care Lists. We continue to have Caring Friends. This is a person who often calls on some of our shut-ins anyway. They can relieve the Deacons from some of the calling and delivering of flowers. We have added one more member from the Westminster Church to our shut-in list in addition to the two that we already have. One is at Appleridge and the other two are at Bethany Courtyards. This was requested from the Westminster Church as they were closing. We work with the pastor and appreciate Cheryl Ann's and Aaron's guidance and involvement in our ongoing work.

At Christmas time, the Deacons will give a gift card to a needy individual, and we gave financial assistance to a member in need during the year.

Thank you to each Deacon for their ongoing care for those on their Care Lists and for the teamwork that we continue to experience.

Respectfully submitted,
Ellen Benedict, Moderator

Mission Committee

2019 Annual Report

Members of the Mission Committee for 2019: Judy Sell, Rev. Aaron Frank, and Jim McIntosh

We were able to financially support:

Meals on Wheels	\$ 650.00
Food Bank Back Pack	\$ 550.00
Border Buddies	\$ 300.00
Grace House	\$ 450.00
Operation Christmas Child	\$ 100.00
Second Place East	\$ 300.00
Salvation Army Safe House	\$ 250.00
Local Families in need	\$ 300.00
Church World Service Kits	\$ 100.00

In addition to financial support, the Mission Committee was also involved in collecting 21 School Kits, 12 Hygiene Kits and 4 Emergency Cleanup Buckets for Church World Service. 28 shoe boxes were collected for Operation Christmas Child and mittens and hats are being collected to be delivered to a local elementary school, as well as items for the veterans. We also applied for and received a grant from the Presbytery in the amount of \$1200 to help the Horseheads Food Pantry to replace a broken freezer.

We would like to thank the congregation for their generous support - without you none of this would be possible.

2019 Mission Committee

MISSION COMMITTEE – SUB COMMITTEE REPORT
FREE COMMUNITY DINNERS
2019 Annual Report

Free Community Dinners were held each month on the second Friday, January through December. We celebrated 8 years in August. The average attendance each month was about 85 to 90 persons including the staff, with 110 during December. The months of June, July, August and September were picnic style dinners. The average attendance usually goes down over the summer, but this year, they did not. Our Saviour's Lutheran Church still co-sponsors the dinners with us. Some help in the meal planning, some come and help serve. The participation from Our Saviour's has decreased some due to illness and issues beyond their control. Our Saviour's continues to donate \$100 each month toward the food expense.

Money that is donated at each meal continues to be given to the Horseheads Food Pantry. An average of \$175 or more is received each month. Over \$2000 has been collected in 2019. The average cost of each month's meal varies depending on the menu. Most run about \$150. We continue to receive bread from the food pantry when they have an abundance. We continue to record the statistics of zip codes where attendees live, age groups and male/female ratios. We will use this data to do the appropriate paper work to be able to participate in purchasing supplies from the Food Bank of the Southern Tier.

Respectively submitted,
Jan Stillman

First Presbyterian Church of Horseheads
Nominating Committee
2019 Annual Report

SESSION

Class of 2020

Doug Laney
Mary Yoder
Marty Oldfield

Class of 2021

Gene Herber
Jim Ellison

Class of 2022

Lori Ann Congdon
Pam Kline
Doug Day
John Varghese

BOARD OF DEACONS

Class of 2020

Gale Howard
Garth Wade
Jan Stillman
Judy Sell

Class of 2021

Neva Knisely
Ruth Hauser
Fran Hubbard

Class of 2022

Barb Clark
Kathleen Ervay
Mary Baldwin

AUDITING COMMITTEE

Class of 2020 Joe Matejka
Class of 2021 Bob Sell
Class of 2022 Jim McIntosh

NOMINATING COMMITTEE

Gene Herber
Judy McIntosh
Doug Laney

Deacon Rep Gale Howard

(for information only)

CLERK OF SESSION

TREASURER

ASST. TREASURER

Mary Yoder
Doug Laney
Beverly Flisnick

PRESCHOOL

2019 Annual Report

Our preschool continues to be one of the many fine programs at the Horseheads Presbyterian Church. We are still operating a MWF program from 9:00 to 11:30. Our dedicated staff maintains a high-quality program on a very small budget. Our preschool program is well recognized in the community and we believe that the children are well prepared for kindergarten while allowing them to be children.

May 2019, the Nursery School held their Graduation Ceremony on Wednesday May 22nd. Nineteen children were enrolled in our program and participated in the ceremonies. We had a successful year academically and financially.

June 2019 For the second year in a row, we ran a week long “camp” for 18 children. We used the kitchen to make “bear” biscuits and blueberry muffins, played outside, hiked and sang in the atrium and had s’mores in the chapel with our tent and “camp fire”. It was a successful fund raiser allowing us some extra start up cash for September. It was the most fun ever!!!

September 2019 We started the school year off with 18 children enrolled and added one more in October. Our staff consists of 4 teachers with Kathy serving a dual role of teacher and director. With a slight increase in tuition and the overlap in the director/teacher position we are continuing to meet our obligations financially, although the budget is tight. Ideally the enrollment should be above 20 students and we are just under that with 19. However the families have been very generous with their donations of supplies and snacks which helps tremendously. We have also benefitted from donations from the congregation in the past.

October, November, December 2019

We had an Open House in October when families could visit the classrooms and see some of their children’s work. We also invited the parents to our Halloween Parade. In November we enjoyed a Thanksgiving “Feast” with both classrooms combined. Everyone brought in an item to share. We also ran a canned food drive and donated the collection to the Food Pantry. December means Christmas excitement and our holiday party.

We have many visitors throughout the year. To name a few: the Horseheads Village Fire Department, Dr. Baker from Gentle Family Dentistry and C.I.D.S Some of our activities for the year include Pajama Day and enjoying breakfast at school, celebrating our many holiday parties, learning our letters and numbers and learning to socialize. The year has been challenging, but rewarding as ever.

Thank you to everyone for your continued support of *your* Preschool. Thank you to Building and Grounds personel for keeping us warm, well lit and the plumbing running smoothly. We will continue to do our very best promoting the Preschool for many years! ☺

We have a wonderful Preschool here at the Presbyterian Church for which we can all be proud.

Respectfully submitted,
Kathy Jamieson, Director

Worship Committee

2019 Annual Report

The worship committee members are Gale Howard, Pam Kline, Marty Oldfield, Aaron Frank, Dan LaBar and Mary Yoder.

We work to make every worship service a special meaningful time by making sure all the elements of the service are available from making sure all the supplies like friendship pads with pencils, prayer request forms, and offering envelopes, hand sanitizer and play pouches for children, candles, Communion, decorations, and planning special services with the Pastor including the Lenten season, Advent season, summer services.

One of the responsibilities of the Worship Committee is to arrange for Lay Readers and Ushers for every Sunday and Special services and to arrange for pulpit supply. Thank you to all those who volunteer their time and talents to help make our service so special including lay readers, ushers, choir members, bell choir members.

We can't forget to thank the Buildings and Grounds Committee for all their hard work to make sure our services are temperature comfortable; the sound system is running and all the many behind the scenes work they do.

We invite anyone who would like to join us as we work with Aaron this year incorporating our traditions and creating new ones with him.

Submitted by;

Mary Yoder
Chair

First Presbyterian Church - Horseheads NY 14845-8199
Balance Sheet as of December 31, 2019

01/14/20

Account #	Account name	Year to Date
<i>Assets</i>		
1.100	CCTC Checking Account	7,774.85
1.200	Savings Account	92.43
1.201	Custody Account	2,986.46
1.211	PF Growth Account	33,608.59
1.215	PF Income Fund	103,322.11
1.216	Restricted Building Fund Inves	34,396.70
1.217	Unrealized Loss (Gain)	(72,177.64)
	Total Assets	<u>\$110,003.50</u>
<i>Liabilities and Fund Balances</i>		
2.100	Exchange Account	140.00
2.115	Federal Withholding	124.24
2.118	State Tax Withholding	68.43
2.218	Pre Paid Pledge	9,000.00
2.225	Special Funds	8,779.06
2.300	Christmas Joy / Other	388.00
2.315	Peacemaking	10.00
2.350	Capital Fund	34,396.70
	Total Liabilities	<u>\$52,906.43</u>
3.100	General Fund Balance	57,097.07
	Total Fund Balance	<u>\$57,097.07</u>
	Total Liabilities and Fund Balances	<u>\$110,003.50</u>

**First Presbyterian Church Budget
12/31/2019 Summary
12/31/2020 Budget**

	2019		2020
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Anticipated Income			
Pledges and offerings	\$ 118,500	\$ 129,408	\$ 135,000
Gifts & memorials	1,000	4,608	1,000
Interest & investment income	8,000	7,245	7,000
Use of Church	3,000	4,543	4,000
Per Capita Contributions	2,000	1,350	1,500
Fundraisers for Operating	5,000	7,315	7,000
Other	2,200	2,278	2,300
	<u>139,700</u>	<u>156,747</u>	<u>157,800</u>
Income			
Anticipated Expenses			
Pastoral Salary and Housing	51,000	54,521	57,560
Pastoral Pension, Medical & Education	28,400	22,026	22,210
Pastoral severance	-	12,297	-
Staff Services	17,600	16,670	17,030
Utilities	21,600	17,286	19,700
Building and Property Maintenance	23,000	23,118	23,200
Administrative	3,700	3,957	3,700
Christian Nurture	100	330	300
Worship	1,200	974	1,200
Music	800	770	800
Outreach	-	-	2,500
Member Care	500	397	500
Denominational, incl Foreign Mission	10,100	9,017	10,100
Local Mission	6,000	5,374	6,000
Pastor discretionary	-	-	1,000
Pastor Nominating Committee	10,000	2,456	-
	<u>174,000</u>	<u>169,193</u>	<u>165,800</u>
Expenditures			
Excess expenditures/income	\$ (34,300)	\$ (12,446)	\$ (8,000)
Transfer from investment reserves and savings	<u>20,000</u>	<u>20,000</u>	<u>8,000</u>
	<u><u>\$ (14,300)</u></u>	<u><u>\$ 7,554</u></u>	<u><u>\$ -</u></u>

First Presbyterian Church of Horseheads
Audit Committee Report
For the year ended December 31, 2018

On April 30, 2019, the Audit Committee performed a financial review of the church's books and financial records for the year ended December 31, 2018, as required by the session's procedures and Book of Order's governance (G-3.0113). General procedures surrounding the cash receipt and disbursement functions were reviewed, including a review of internal controls related to these functions. The year-end financial statements were found to materially represent the financial condition of the church for the period reviewed.

The audit covered a representative number of income and expense items, as well as reviewing financial procedures. No discrepancies were found, and the Audit Committee believes that the processes in place reflect considerable due diligence by all involved. The one recommendation from the 2017 audit was successfully implemented. The only new recommendation from this audit is that interest from banking accounts be posted to the church financial reports quarterly (this is a very minor change).

The Audit Committee would like to recognize the efforts of the Treasurer (Doug Laney), Administrative Committee, and the other volunteers within the church, for maintaining a high level of fiscal responsibility for the church's finances.

Respectfully submitted, May 15, 2019

A handwritten signature in cursive script, appearing to read "Robert Sell", written over a horizontal line.

Robert Sell

A handwritten signature in cursive script, appearing to read "Joe Matejka", written over a horizontal line.

Joe Matejka

In Celebration of Our Members Who Have Served 50 Years or Longer

Patricia Moyer..... March 24, 1940
Beverly Flisnick.....April 22, 1943
Franklin WestlakeApril 14, 1946
Marie WestlakeApril 14, 1946
Barbara Hutchinson March 22, 1951
James BenedictApril 5, 1953
Gladis Wieland May 14, 1957
Art Wolfe..... February 7, 1960
Norma BauerFebruary 24, 1963
Suzie Driscoll.....April 11, 1963
Lorraine Price September 29, 1963
Ellen Benedict..... December 8, 1963
Marian Jessup November 1, 1964
Betty Whipple December 13, 1964
Doris Buck October 17, 1965
Doug Day June 19, 1966
Dea Wisbey March 23, 1967
Joan O'Dell..... October 1, 1967
Cindy Ryan..... June 2, 1968
Elmer Selby October 20, 1968
Muriel Shopes..... December 14, 1969

2019 Pastor's Annual Report

What a blessing it has been to be called (and, by the time you read this, *installed*) as your pastor! Thank you! You have been wonderfully welcoming of me and Marcy. Thank you. We love living in the Southern Tier and pray that we will be blessed to walk with you in faith for many years to come.

Since my arrival in June, I have met many of you during coffee hour and in meetings. We've gotten together at the hospital, in your homes and in my office. We have shared meals, laughs and tears. It has been an eventful few months. I've been asked whether I've been daunted by the work, or the events of this time. Am I ready to run for the hills? The answer to that is an emphatic, NO! This is life: laughter, tears, birth and death. We, each, go through the myriad of life's emotions. However joyous or daunting, it's better to go through them as a community. The burden is lighter, the laughter louder. So, no, I'm not daunted. As much as I have attempted to be a source of comfort to the bereaved and to celebrate with those who laugh, you have already in this short time been my support, helping me when the days were long or the events unexpected. Thank you.

The care you have for one another and that you've extended to me is also evident in the programs of our church. We have some great stuff going on around here! My mother in law once said, "*If you don't toot your own horn, no one's going to toot it for you.*" In the new year, we're going to do just that. You'll note a line item in the 2020 budget for outreach. These funds will be used to advertise the goings on at the church. Paper mailings, yard signs, flyers, Facebook ads, etc. It is my hope that this advertising of our services, programs and special events at the church, will present opportunities for us to gather together and to welcome people from the community into the church and broaden our church family.

The centerpiece of the special programs I hope to begin in 2020 is a Saturday evening family worship service. For 20 years or more, I've wondered why we've complained about Sunday morning sports practice/games and dwindling attendance; instead of wringing our hands, how about we provide an alternative time for those who'd like to come to church, but Sunday isn't feasible. A service that is engaging to children, parents and all adults, which meets at convenient time, seems like a simple solution. It is my hope that you will work with me to make this simple solution, and its somewhat complex logistics, a reality in 2020.

I am truly thankful that God has brought together. Church has always been central to my being and being able to live out my call to serve a congregation is truly a blessing. I keep you the congregation in my prayers, as well as our town and this region. I pray that you do the same. Pray for our ministry, for one another and for God's work being done in Horseheads.

In Christ,

Rev. Aaron D. Frank