



## **ANNUAL MEETING**

of

The Congregation and the Corporation  
of the

Watchung Avenue Presbyterian Church  
North Plainfield, NJ

February 12, 2017

## TABLE OF CONTENTS

<u>TITLE OF REPORT</u>	<u>PAGE NUMBER</u>
Auditing Committee.....	3
Bereavement Committee.....	3
Administration.....	3
Building Usage.....	4
Clerk's Statistical.....	5
Ushers.....	6
Pastoral Care/Visitations.....	6
Hospitality Committee.....	7
Hearts, Hands & Stitches.....	7
Memorial Garden Committee.....	8
Living Memorial Fund.....	8
Outreach Committee.....	9
Music.....	10
Presbyterian Women in WAPC.....	11
Presbyterian Women Financial.....	12
Worship Committee.....	13
Worship Tech.....	14-15
 Treasurer's Report.....	 16-17
Stewardship.....	18
Buildings and Grounds.....	19
  Abbott Fund Year End.....	  20
Housing Fund Year End.....	20
Combined Abbott and Housing Fund Performance.....	20
Abbott Fund Financial Comparison Chart.....	21
Housing Fund Financial Comparison Chart.....	21

## **AUDITING COMMITTEE ANNUAL REPORT 2016**

**Not available at time of printing. See hand out if provided.**

## **BEREAVEMENT COMMITTEE ANNUAL REPORT 2016**

The **Bereavement Committee** was set up to be of assistance to members of the church at the time of a death in the family. The purpose of this committee is to coordinate an informal luncheon or dessert to be served in the Parish Hall following a funeral or memorial service. Members of the committee set up, serve, and cleanup in addition to supplying coffee, tea, and dessert. The family of the deceased supplies the main dish and the paper products. The services of this committee were not needed this year.

Respectfully submitted,  
Peggy Bunnell

## **ADMINISTRATION ANNUAL REPORT 2016**

This has been an interesting year as we make improvements to our facility as we prepare for the future.

- The most obvious improvement has been the addition of the LED sign in front of the church that not only announces our continued presence in North Plainfield, but also identifies all the various groups and organizations that use our facility. We are indeed a hub in the North Plainfield community.
- Some things not seen: Repair to our gutter drainage system that is designed to prevent water leakage into the basement under the Hall or Flags.
- Updated phone and internet service allowing us to effectively use the social networks.
- Just completed a new conference room on the lower level of the Hall of Flags.
- Just completed plumbing repairs to eliminate leaks in the basement under the sanctuary.
- Coming soon a dramatic new look to our sanctuary with updated video and audio capability.

Submitted by,  
Dave Lyttle, Admin. Elder and Pres. of Corporation

## **BUILDING USAGE ANNUAL REPORT 2016**

Watchung Avenue Presbyterian Church continues to be a vital and necessary part of the Plainfield and North Plainfield community. The following organizations are very active within the walls of WAPC:

- After almost 20 years, WAPC is no longer a site for the Head Start program.
- The Plainfield YMCA continues their after school program in the Parish Hall.
- NORWESCAP continues to hold its WIC program in the choir room on Tuesdays.
- Boy Scouts and Girl Scouts continue to use the Parish Hall, the library and the basement recreation room for meetings and events. This is the fourth year that several girl scout troops joined together and held a very successful Thanksgiving dinner for the community.
- Members of the congregation have rented the Parish Hall for banquets, talent shows, baby showers, basketball practices, birthdays and more.
- The Jointure, Child Enrichment and Adult Education organization continues to hold beginners English as a Second Language (ESL) classes every Tuesday and Thursday evenings in the library.
- Zumba (cardio fitness) classes now meet three times a week for the community in the Parish Hall.
- During the 2016 year, another Spanish speaking congregation, Centro Cristiano Espiritu Santo began having worship services here at WAPC. The Iglesia De Dios Casa De Luz (New Life) congregation continued to hold weekly worship services and fellowships.
- The Zeta Phi Beta Sorority of Somerset County meets the 2nd Friday of the month. They are also the organization that painted the renovated classroom and donated the furniture for our new conference room.

Updated by Greta Martin-Worthy  
Administrative Assistant

**CLERK'S STATISTICAL  
ANNUAL REPORT 2016**

WAPC membership as of 12/31/2015 was 89, and as of 12/31/2016, was 86,  
a decrease of 3 from last year.

<b>Membership 2015</b>	<b>89</b>
New Members	+0
Reinstatement	+0
Deaths	-2
Joined Other Churches	0
Transferred to Inactive Roll	-1
Membership 2016	86
Male Members	25
Total Membership	86
Age Distribution:	
Less than 20	5
20-40	7
40-60	28
60 and above	46
<b>Total</b>	<b>86</b>
Baptisms	
Child	0
Adult	0

In Memoriam "For all the saints from whom their labors rest."

Joan Brown	April 23, 2016
------------	----------------

Louise Thul	June 12, 2016
-------------	---------------

Submitted by,  
Gwyn Gronlund, Clerk of Session

## **USHERS ANNUAL REPORT 2016**

There is now one usher to every Communion service and every other service. We have returned to Communion twice a month, but instead of the 1st and 3rd, it is now the 2nd and 4th Sundays. Lynne Lampariello, our corresponding secretary, continues to send notes and cards on behalf of WAPC to people in our Church who are ill or, are suffering.

This past year we again honored our Mothers with carnations, on Mother's Day and Father's Day was made special with coffee hour bagels. Palm Sunday was celebrated with special palms again this year.

We continue preparing Communion on the Sundays it is being served and continue offering Gluten Free wafers. We continue to work on keeping WAPC green by recycling used bulletins and reusing some of the inserts that will be applicable for more than one week.

We will greatly miss, Evie LaMaire, who recently passed away the end of January.

Respectfully submitted,  
Shawn Watters , Usher chairperson

## **PASTORAL CARE/HOME COMMUNION/VISITATION ANNUAL REPORT 2016**

WAPC is blessed to have nine volunteers, all ordained elders or deacons, who have been trained to provide Home Communion, as an extension of Communion served in worship.

They are: Jeff Bunnell, Susan Durick, Gwyn Gronlund, Ellen Lake, Lynn Lampariello, Dianne Ledder, Jim Roselli, Pat Roselli, and Fran Young. Dot Fenz makes calls to the "Friends at Home" to coordinate the visits. The goal of the visits is to share worship with our "Friends at Home" and to keep them connected with WAPC.

Since Pastor Joel came to WAPC in September, he participates in Home Communion, and makes Pastoral Care visits as needed.

The Pastoral Care Committee also helps Greta to update the weekly prayer list. Please let Gwyn or Fran know if you would like to be on the prayer list or have a loved one in need of prayers.

Gwyn Gronlund, Elder

## **HOSPITALITY COMMITTEE ANNUAL REPORT 2016**

During 2016 the **Hospitality Committee** accomplished the following:

- Hosted the luncheon prior to the 2016 Annual Meeting on February 7.
- Was a presence at the Music Fair in August acting as guides.
- Assisted at the Community Service Fairs.
- Assisted the Girls Scouts at their community turkey dinner in the Parish Hall in November

The Committee still needs to meet its goal of making WAPC a fun, warm, welcoming and comfortable place to be. If you have ideas to bring people together and/or ways to make our building a place people want to be, let's talk!

Respectfully submitted,  
Dianne Ledder, Chairperson

## **HEARTS, HANDS & STITCHES, THE PRAYER SHAWL MINISTRY ANNUAL REPORT 2016**

The prayer shawl ministry at WAPC has completed its seventh year of service and fellowship. Prayer shawls have been given to friends, family, church members and strangers of all ages, at times of joyous celebration and deep sorrow.

During 2016, we were blessed to be able to provide prayer shawls and scarves to 6 recipients. Most were given for comfort for illness or bereavement. Members also crafted 8 chemo caps to be donated to local hospitals.

We thank all those who have supported us, through prayer or donations of yarn or funds to buy yarn. Heart, Hands & Stitches currently has 7 active members. We meet in homes on the second Tuesday evening of each month (except December) and find that stitching in community is a relaxing, peaceful and spiritual antidote to the busyness of our daily lives. At our meetings, we plan our projects, teach and encourage each other, and have a time of quiet, prayerful stitching. Of course, we also share refreshments!

We hope to plan a knit/crochet workshop for the spring, open to anyone who wants to learn to knit or crochet or to improve skills.

If you know of someone who needs a shawl, or if you would like to join our ministry, please speak to a member. Attendance at meetings is not necessary, although it is a blessing.

Gwyn Gronlund, coordinator

## **MEMORIAL GARDEN COMMITTEE ANNUAL REPORT 2016**

### **Interment**

The ashes of Agnes S. Gibson, former member, were interred on September 18, 2016. Elder Bob Goellner officiated at a ceremony at the request of Mrs. Gibson's daughter, Carol Gibson. The ashes were interred near the ashes of her husband, Alexander Gibson.

### **Garden Upkeep**

The Memorial Garden shrubbery was pruned in the fall by our sexton. Volunteers weeded the garden in the summer months. The lawn area is mowed and fertilized on the same schedule as the church lawn. The urn is planted seasonally. In 2016, spring and summer plantings were provided by volunteers.

### **Financial Report**

The Memorial Garden finances are now managed as a liability account in the church management system. Fund balance is currently \$3,743.

Updated by Gwyn Gronlund

## **LIVING MEMORIAL FUND ANNUAL REPORT 2016**

**Please see the December Treasurer's report, page16,  
for information regarding the fund balance.**



## OUTREACH COMMITTEE

### ANNUAL REPORT 2016

This was an important and a great year for Outreach at WAPC. In spite of the fact that we did not have a Pastor, 2016 was the year when WAPC became recognized as a “Happening Place” in North Plainfield. Largely as a result of our New Beginnings Program, and its moderator Byron Leasure, WAPC once again found its natural Mission and began to march to its drummer! The center piece of the year was the three Community Service Fairs. Below is a summary of these events and a quick demonstration of the impact of them on the Mission of WAPC:

- |  |   |
|--|---|
| • List of 50 Community Supports        | <i>4 local churches, plus</i>           |
| • 35 Service Organizations             | <i>New Life Congregation</i>            |
| • People involved in each = 100+       | <i>The Mayor’s Forum</i>                |
| • Average meals served in each = 100   | <i>Rotary No. Plnfld. &amp; Plnfld.</i> |
| • Instruction Notebook Produced:       | <i>Optimists</i>                        |
| List of contacts and vendors           | <i>Municipal Alliance</i>               |
| Menus                                  | <i>Pathways Program</i>                 |
| Floor Plan for Parish Hall             | <i>North Plainfield Library</i>         |
| Samples of Lunch Bucks, Flyers, Emails | <i>St. Vincent DePaul Food Bank</i>     |
| Local groups involved:                 | <i>Somerset County Food Bank</i>        |
|  | <i>Borough Hall, Police &amp; Fire</i>  |

Additional Event/Participates are The CROP Walk, The Girl Scout Thanksgiving Dinner, The Plainfield Music Store Music Reading Conference, the North Plainfield Clean Up Day and Joshua’s Closet, and, less we forget, WIC, ESL, Zumba, Head Start, and The YMCA After School Program!

There are also some new and highly visible outreach “tools” that need to be highlighted. The first of which is our new sign on Watchung Avenue which extols the virtues of our programs and those of the New Life Congregation. Other new and attention-getting outreach items are our new website and Facebook Page (please Like Us!!!!) and last but not least the installation of the flags in the Parish Hall which clearly tell our guests that we are a very welcoming church.

In closing, this summary of 2016 Out Reach accomplishments, I really feel that Jim Roselli needs to get a great big *Thank You!* for all of his efforts and contributions to our Out Reach program. It seems that Jim has, thankfully, brought us into a whole new place in terms of how we meet, and are met by, our local community! Thank you Jim for all of your help!

Respectfully Submitted by Robert Goellner – Out Reach Elder

## **MUSIC**

### **ANNUAL REPORT 2016**

Since I was hired as Music Director in April of 2016, I have been quite pleased with the commitment that both members of the Chancel & Bell Choirs have shown. The Bell Choir is performing regularly at services every other week, and The Chancel Choir performs every week. We have gone back to Wednesday night rehearsals for both groups. The Chancel Choir, along with other members of the congregation went caroling during the Christmas season. We will make that an ongoing event for the upcoming holiday seasons.

Working closely with Bob Goellner of the Worship committee, we are planning to give various presentations for the community here at WAPC. I have made connections with Councilwoman, Keona Miller and have represented WAPC at two community events, which included the Martin Luther King, Jr. Community Service Day at Trinity Reformed Church in North Plainfield. On August 6, 2016, I co-coordinated and WAPC hosted the first Annual Church Music Conference. The plans for a second conference are underway for this summer. I am also working together with Pastor Joel for outreach within the community regarding his sermon series called "Confronting the Controversies" beginning February 12th.

I am honored to be a part of WAPC, and I feel God's presence in everybody here at the church. God has blessed me by giving me this position, and I will do whatever is necessary to trumpet his message of peace and acceptance.

Sincerely Submitted by,

Karl Kaefer , Director of Music Ministry

**PRESBYTERIAN WOMEN IN  
WATCHUNG AVENUE PRESBYTERIAN CHURCH  
ANNUAL REPORT 2016**

Presbyterian Women in the Watchung Avenue Presbyterian Church is the local extension of Presbyterian Women, an international organization of women who have committed ourselves to nurture our faith through prayer and Bible study, to support the mission of the church worldwide, to work for justice and peace, and to build an inclusive, caring community of women that strengthens the Presbyterian Church (U.S.A.) and witnesses to the promise of God's kingdom.

We women lead busy lives with many responsibilities, yet we find time and energy to devote to the work of our church. We raised funds through the Cookie Walk. With these monies and individual donations, PW was able to support the mission work of Church World Service (CWS). We donated gifts to the Women's Resource Center.

The women of the church send cards and visit our Friends at Home, deliver sanctuary flowers, help keep our kitchen stocked and help with Coffee Hour on Sundays. Because of the changes going on in WAPC there were no PW programs held in 2016. Busy as we are though, we still find time to meet in smaller groups called Circles for study, prayer, support, and fun. I encourage all women to see what we are doing and learning and to grow through participation in Presbyterian Women.

Respectfully submitted,

Peggy Bunnell  
Recording Secretary

PRESBYTERIAN WOMEN IN W.A.P.C.  
ANNUAL REPORT--JUNE 30, 2016

Balance in Checking Account	6/30/2015	Valley Bank	\$592.76
-----------------------------	-----------	-------------	----------

RECEIPTS

Coffee Hour Funds	\$200.00
Cookie Walk	\$275.00
Flower Fund	\$390.00 *

TOTAL RECEIPTS	\$865.00
----------------	----------

DISBURSEMENTS

Flower Fund	\$399.75 *
CWS--CROP Donation	\$100.00
Flowers	\$18.00
Study Guides	\$8.00 *
Memorial Fund	\$40.00
Shipping for Study Guides	\$5.25

TOTAL DISBURSEMENTS	\$571.00
---------------------	----------

Balance in Checking Account	6/30/2016	\$886.76
-----------------------------	-----------	----------

SAVINGS ACCOUNT

	Valley Bank	
Balance	6/30/2015	\$755.92
	Interest	\$0.24
Balance	6/30/2016	\$756.16

	Investors Savings Bank		
CD	Balance	6/30/2015	\$885.24
	Interest		\$3.09
	Balance	6/30/2016	\$888.33

	Dot Gannon Bequest	Investors Savings Bank	
CD	Balance	6/29/2015	\$5,079.34
	Interest		\$12.89
	Balance	6/30/2016	\$5,092.23

\* in/out items

Respectfully submitted,  
Peggy Bunnell  
Treasurer

## **WORSHIP COMMITTEE ANNUAL REPORT 2016**

The worship life of WAPC was certainly full of surprises in 2016! Each Sunday morning had its own surprise to deliver. We never knew who, how or what we were going to encounter for that week's worship service. However, our congregation, as it always does, accepted each week with welcome and faith, and, I would guess, at strong bit of curiosity!

I think we were actually very fortunate in our struggles to find Pulpit Supply preachers who could, and did, a very good job for us. They ALL brought us a very good message and conducted a very meaningful service. I am especially pleased that we were able to re-unite with Jacqueline Rotteveel, who stepped out of her retirement to come and lead us in worship and she did a wonderful job. She is now our "Go To" Pulpit Supply and she once again feels part of our family.

We have also worked very hard this year to grow in our worship life. Beginning last January we started to work at determining who we are as a worshipping community. Several of our members, Dave Lyttle, Jim Roselli, Sarellen Hogan, and myself each conducted one or more of our worship services; each one being a small 'experimental step' towards what has turned out to be our now accepted form of worship. We all should be congratulated for our collective work in this direction!

There are some other singular items that need to be noted in terms of our worship life. First, we were fortunate enough to be introduced to Karl Kaefer our new Music Director. Due to a series of remarkable coincidences, Karl came all the way from California to arrive here and serve in this capacity. Welcome Karl! Your work here is already having a positive impact and it is wonderful to have our Choir's and our Bell Choir's contributions broaden in both musicality and ability.

Another 'surprise' this year was that I was fortunate enough to be available to conduct a Memorial Garden Interment for the Gibson Family, placing Agnus' ashes next to Alex's. In the absence of Pastor Joel, I was asked and was very pleased to be able to help the Gibsons.

Of course, the arrival of Pastor Joel Biggers, is now the highlight of this year. He has stepped into his role here with great enthusiasm and zeal and he has won our hearts and our loyalty already. He too is now involved in our process of developing a relevant and holy worship life. This was made most evident by is wonderful Blue Christmas Mediations and the Christmas Eve service. His willingness to try new ideas and innovate should prove very valuable – and quite interesting!

In conclusion, I would like to "Officially" welcome Pastor Joel, and also offer a heartfelt *Thank You!* to Jim Roselli. His time, effort, and talent has been instrumental in the building of our new worship technology. Without his willingness to commitment to us, we would not be where we are today. Thank You Jim!

Respectfully submitted by,  
Robert Goellner, Worship and Music Elder

## **WORSHIP TECH**

### **ANNUAL REPORT 2016**

2016 has been a year where vision has become reality. Our New Beginning's ("NB") project catapulted us to the decision making process that would set the stage for our future at WAPC. Emerging from "NB" were a series of questions necessitating immediate answers. I will in this series of questions, state what we achieved in 2016 in support of each point.

#### **1. Based on our street "view" , the community does not know what's happening in our church. Is there LIFE in the Church?**

This was dramatically answered by the LED Signage Project where we installed a new LED Digital Sign. Multi line, graphic color images and text are now displayed daily and on schedule. This highly visible sign alerts the community to our daily and weekly activities and events. Its programming is done by our multi talented and gracious Church Admin, Greta Martin-Worthy.

#### **2. We have to begin changing our worship service and including multimedia to make the service more inviting to the younger generation(s). How?**

We immediately setup an interim projection solution where elements of the Worship service were projected with supporting visuals ( graphic images and text ). After several months of basic displays, WAPC made an investment and purchased "ProPresenter" which is the definitive choice in Church Presentation Software. More specifically, the ProPresenter lyric and media presentation package is built to make high-quality live worship productions more manageable. We are now projecting 100% of our worship service which includes song lyrics, scripture text, high quality images and video backgrounds.

#### **3. We need to refresh our website and have the ability to self administrate its contents more effectively. How?**

With self administration as a key component to this project, the decision was made to use "WIX" as our web development platform of choice. Over several week of efforts, the site went through a series of enhancements post its first release. Feedback was solicited and received by session and other members during the development process. Our new "responsive to portable devices" website was put on line and is now fully functional. Of notable addition to the site is the inclusion of sermon videos. These videos are accessible on any computing device from desktop computer to iPhone & iPads etc.

#### **4. We can no longer afford a full time pastor. What can we do ?**

With our limitation of not having a full time Pastor at WAPC, we've made use of technology that allows us to stream the Pastor's sermon to the designated remote church each week. WAPC installed the necessary technology at both church venues in support of this project.

**5. We need to be more network friendly to our congregation and visitors. How?**

Just recently we've installed two new High Speed Wifi routers in our church. We are pleased to say that the entire first and second floor of the Church now has Wifi coverage. There are two hot spots ( WAPC WiFi Parish Hall & WAPC WiFi Sanctuary ). Additionally the classroom portion of the basement also has coverage as well.

**6. What can be done to make us a more progressive as a Church and help ensure of future viability? It is a well known demographic that the younger generation and millennials are drawn to worship services that are multi-media centric in their delivery in the Words of Worship.**

We have embarked on a project to renovate our audio, video and lighting ecosystem at WAPC. This project will see the installation of two 70" Monitors in the front of the Sanctuary and one in the rear of the church operating as what's know as a confidence display. The confidence display is visible by the Pastor and Choir members during the service. Additionally a video camera will be installed at the back of the church allowing us to capture the service for streaming and recording. Finally the audio component (speakers and amplifier) are being updated and a new control center to manage and produce each service, will be installed in the "Ushers Closet". Post the installation this room will be renamed the "A/V Production Booth".

Respectfully submitted,

Jim Roselli, WAPC Worship Tech Elder

# TREASURER'S ANNUAL REPORT 2016

Account balances at 12/31/16					2015	2016	2016	2016
		Return	Transfers		Balance	Balance	Gain	% Gain
Checking	\$ 33,628		60,000			Ex Transfers		
Abbot Fund	\$ 122,331	8.9%	(40,000)		\$ 151,482	\$ 111,482	\$ 10,849	8.9%
Housing Fund	\$ 273,976	11.7%	(20,000)		\$ 261,803	\$ 241,803	\$ 32,173	11.7%
Total Assets	\$ 429,935							
					Prior Year			
	Actual	Budget	Variance	% Var	Actual	Variance	% Var	
Income:								
Pledge	\$ 66,616	\$ 64,000	\$ 2,616	4.1%	\$ 76,175	\$ (9,559)	-12.5%	
Usage	53,295	50,000	3,295	6.6%	80,215	(26,920)	-33.6%	
Organizational Gifts	-	500	(500)	-100.0%	2,900	(2,900)	-100.0%	
Other	4,414	5,850	(1,436)	-24.5%	4,683	(269)	-5.7%	
Total Income	\$ 124,325	\$ 120,350	\$ 3,975	3.3%	\$ 163,973	\$ (39,648)	-24.2%	
Expenses:								
Pastoral Staff	\$ 21,262	\$ 22,544	\$ (1,282)	-5.7%	\$ 26,308	\$ (5,046)	-19.2%	
Session Committees	3,302	4,150	(848)	-20.4%	2,556	746	29.2%	
Music	21,155	17,675	3,480	19.7%	17,434	3,721	21.3%	
Admin	31,877	28,529	3,348	11.7%	30,491	1,386	4.5%	
Church Home	70,922	78,975	(8,053)	-10.2%	88,648	(17,726)	-20.0%	
Mission	3,360	7,000	(3,640)	-52.0%	2,650	710	26.8%	
Per Capita	3,285	2,400	885	36.9%	4,830	(1,545)	-32.0%	
Total Expenses	\$ 155,163	\$ 161,273	\$ (6,110)	-3.8%	\$ 172,917	\$ (17,754)	-10.3%	
Operating Loss	\$ (30,838)	\$ (40,923)	\$ 10,085	-24.6%	\$ (8,944)	\$ (21,894)	244.8%	
Investment Gain	43,021		43,021		(7,696)	50,717		
Total Gain	\$ 12,183	\$ (40,923)	\$ 53,106		\$ (16,640)	\$ 28,823		
Investment in Capital Projects:								
Exterior Sign	\$ 18,994	Complete						
Audio Video System	21,153	In Process						
Total	\$ 40,147							
A grateful thank you to the Treasury team that worked so hard in 2016: Peg Bunnell,								
Alice Lester, Greta Martin-Worthy								



## December 2016 Treasurer's Report (\$000 unless noted)

- The bank account balance at the end of the month was \$33,627. A transfer from long term of \$20,000 was made in the month.
- Income on a ytd basis is \$124.3k. vs. a forecast of \$120.4k. Full year budgeted revenue was scaled back from \$138k to a forecast of \$120k to reflect the loss of Head Start. **We have to note that the following have bounced checks recently (again) – CCES and New Hope. The YMCA is several months in arrears on their rent and needs to be contacted and brought up to date.**
- Operating Expenses are \$151.8k, vs. a ytd forecast of \$154.2k. The phasing of the pastoral ministry costs were revisited in September after meeting with the Treasurer from Trinity United. Part of the favorability is also due to favorable utility costs as we had a credit in the heating fuel account from the last season. The fuel costs are again being paid on the budget plan and December reflected a catch up.
- The per capita was paid in December after we firmed up the full year amount of \$3,286.

### **Liability Accounts of note EOM:**

- The New Hope initiative account has a balance of \$1,484.
- The Memorial fund balance is \$10,417.
- The Memorial Garden fund is \$3,743.
- Deacon's fund is \$1,805
- Montieth Fund is at \$311.86, after purchase of the radio for Bob.
- A \$40k Drive for 2017 was established with an initial donation and balance of \$00.

Long Term reserves are currently at \$396k after the \$20k December transfer to the operating account. The amount of \$20k was transferred in December for the audio-visual system upgrade.

Investment gains 2016 of \$43k. \$32.2K in the Housing fund and \$10.8k in the Abbott fund.

### **Vanguard account items to be addressed:**

We will need to combine the Abbot Fund and Housing fund accounts in Vanguard as they are used more frequently to fund the deficit and projects.

We also need to change / update contact and e-mail notification info in the Vanguard account. Currently it notes Mark vonBradsky. Mark is no longer a member of WAPC or involved on the Investment Committee. This needs to be done keeping in mind that I am looking to leave the Treasurer position by 3/31/2017. (A year later than I initially planned)

Submitted by Garrett Hansen

## **STEWARDSHIP ANNUAL REPORT 2016**

Our 2016 pledge income came in at \$66,616 or \$2,616 more than we had budgeted for last year.

In our Stewardship campaign this year, we received pledges for a total of \$57,630 for the year from 32 pledge units.

We still have many members who do not give a pledge commitment, which makes it very difficult to budget our income. We continue to urge all members to give us some indication of their intended giving by participating in our annual Pledge Campaign.

This year we are launching a Fund Raising campaign for the first time in many years here at WAPC. With our Fund for Forty Campaign that we are kicking off in February, we are appealing to all who are present and past members, groups who use our church facilities, local businesses and other “friends” of WAPC. We hope to raise enough money to pay for the new Audio & Visual equipment that is in our sanctuary. Thank you for your support of the Stewardship Campaign and the Fund for Forty.

Submitted by,  
Joel Stambaugh, Stewardship Elder

## **BUILDING AND GROUNDS ANNUAL REPORT 2016**

The Building and Grounds Committee is now part of the Administration Team of Session.

### **INTERIOR:**

1. In February, the steam and oil furnaces were inspected, and repairs were required. One corroded pipe and the rerouting of expansion tanks piping; the cost to repair both came to be approximately \$2,400.
2. A roof leak in the kitchen was repaired by Champion Roofing for \$475.
3. The back center pew was removed to allow easier access to bring in a casket during funerals.
4. Three wall areas of peeling plaster due to previously repaired roof leakage was repaired at a cost of \$600.
5. The gutters and drain pipes were repaired as needed, to prevent future flooding downstairs in the Parish Hall at a cost of \$315.65.
6. Verizon FIOS was installed through-out the Parish Hall and the Sanctuary buildings.
7. Renovation has almost been completed on one room downstairs in the Parish Hall building (former Head Start office) at a cost of approximately \$1800. It is now known as the WAPC conference room.

Volunteers are needed to dust various areas of the church once a month. The sanctuary, narthex, mission room, stairs, lounge and library are areas that your family or group can volunteer to care for. Supplies are provided.

**EXTERIOR:** A new LED digital sign was installed on the front lawn. The project was completed in March at a cost of approximately \$18,000. There are plans to plant greenery and perennials at the base of the sign to compliment the front lawn. An outdoor spring cleanup was done by volunteers, and weeding was done as needed.

Compiled from Session Highlights by  
Greta Martin-Worthy, Admin. Asst.

## **ABBOTT FUND YEAR END 2016 REPORT**

The Abbott fund has been in place since 2004. It has been utilized to finance Capital Improvements of the Church and provide monies to cover the Deficits in the yearly WAPC Operating Budget.

The value of the fund at yearend is \$122,331. This is \$29,151 less than the value at the beginning of the year. \$45,000 was transferred out of the fund to finance a portion of the 2016 Operating Budget. The investments posted a 12.3% return for the year, however due to the high amount transferred out of the fund, the balance is significantly less than the beginning of the year.

Please see the following chart which shows a year to year history of the fund going back to 2009.

The Abbott fund is managed by an Investment Committee that reports to the Session.

Submitted by Mark von Bradsky

## **HOUSING FUND YEAR END 2016 REPORT**

A Session policy provides that the income taken from the Housing Fund to provide for ministerial housing shall be limited so that the value of the fund keep pace with inflation. In no event shall the income taken from the fund annually be more than \$8,000.

Income in excess of \$8,000 in any year is to be reinvested in the fund.

The Housing Fund may only be used for Pastor's Housing.

This year the investment committee decided to transfer funds into the Housing Allowance Account an amount greater than this \$8,000 since no monies have been transferred to finance Pastoral Housing since 2007 (instead the pastoral housing allowance was financed directly from the operating budget for years 2008 thru 2015).

The value of the fund at year end is \$273,976, compared with \$261,803 at the beginning of the year. This is an increase of \$12,172. \$20,000 was transferred out of the fund to supplement the housing portion of the 2016 Operating budget. The investments posted a 12.3% return for the year, however due to the high amount transferred out of the fund, the balance is only 4.65% more than the beginning of the year.

Please see the following chart which shows a year to year history of the fund going back to 2010.

The Housing fund is managed by an Investment Committee that reports to the Trustees and Session.

Submitted by Mark von Bradsky

## **COMBINED ABBOTT AND HOUSING FUND PERFORMANCE**

**Please note that \$65,000 was taken out of our investments for the year to finance the operation of the church.**

The annual investment performance of the combined Abbott and Housing Funds are

10 year:	5.4%
5 year:	10.5%
3 year:	7.7%
1 year:	12.3%

WAPC  
ABBOTT FUND  
1/15/17

Symbol	<u>ASSETS</u>	2009	2010	2011	12/28/12 2012	12/31/13 2013	12/31/14 2014	12/31/15 2015	12/31/16 2016
VIGAX	Vanguard Growth Index					\$14,622	\$12,252	\$12,038	\$10,777
VB�TX	Vanguard Long-Term Bond Index					\$23,774	\$22,221	\$20,849	\$11,474
VWESX	Vanguard Long-Term Investment Grade					\$39,000	\$32,359	\$30,427	\$16,758
VPDFX	Vanguard Managed Payout Distribution					\$26,445	\$23,990	\$23,816	\$25,614
VIMAX	Vanguard Mid Cap Index					\$18,612	\$16,865	\$15,842	\$10,150
VMMXX	Vanguard Prime Money Market					\$2	\$159	\$159	\$0
VSMAX	Vanguard Small Cap Index					\$22,218	\$19,307	\$18,013	\$15,655
VSIAX	Vanguard Small Cap Value Index					\$22,181	\$18,850	\$17,379	\$16,757
VVIAX	Vanguard Value Index					\$16,169	\$13,704	\$12,960	\$15,146
		\$237,932	\$243,412	\$216,579	\$195,954	\$183,024	\$159,706	\$151,482	\$122,331

PRINCIPLE TRANSFERRED TO WAPC  
WORKING CAPITAL

\$45,625	\$25,000	\$25,000	\$45,000	\$40,000	\$56,324	\$5,000	\$45,000
						1/19/16	\$10,000
						2/26/16	\$5,000
						7/5/16	\$10,000
						10/3/16	\$10,000
						11/28/16	\$10,000

\$29,151

(Both Submitted by Mark von Bradsky)

WAPC  
Housing Fund  
1/15/17

<u>ASSETS</u>	<u>2010</u>	31-Dec-11 <u>2011</u>	28-Dec-12 <u>2012</u>	12/31/13 <u>2013</u>	12/31/14 <u>2014</u>	12/31/15 <u>2015</u>	12/31/16 <u>2016</u>
Vanguard Explorer Value				\$19,301	\$20,228	\$19,668	\$23,734
Vanguard Growth Index				\$28,703	\$32,608	\$33,690	\$35,753
Vanguard Long Term Investment Grade				\$89,493	\$105,854	\$103,618	\$101,702
Vanguard Mid Cap Index				\$11,175	\$12,713	\$12,543	\$13,950
Vanguard Prime Money Market				\$103	\$0	\$0	\$0
Vanguard Small Cap Index				\$59,291	\$63,738	\$61,417	\$62,765
Vanguard Value Index				\$27,509	\$31,135	\$30,867	\$36,072
	\$170,226	\$167,517	\$188,907	\$235,574	\$266,276	\$261,803	\$273,976
<u>INCOME</u>			YTD	YTD	YTD	YTD	YTD
Yearly Income Transferred for Housing Allowance	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000