

Southern Heights Presbyterian Church

2022 Annual Report

Amended



**5750 S. 40TH
Lincoln, Nebraska 68516
www.southernheights.org**

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Pastor's Narrative

The annual report is an opportunity to look back over the life, work, and ministry of the past year, and look ahead towards the year to come.

As I engage in that look back, I recognize that this year, more than any other year in my years of ministry, cannot be taken in and of itself, but instead has to be looked at within the context of the previous two years.

For three years now, the life, work and ministry of this church has been faced with incredible challenges. We have navigated a pandemic, the closing, opening, closing and opening of our church building and all the forms that we have worked through to worship and create community together.

We have navigated cultural and societal shifts within our community and world, and worked to help ourselves and our neighbors understand and respond with. We have faced crises in the lives of many of our leaders, including my own family, and rose to the occasion with grace and compassion, with courage and with care. (I would be remiss if I did not mention how humbly by and thankful for the love and care that you have shown our family over the last year. I have said to many people that I genuinely don't know how I would have made it if it wasn't for this community. Thank you.)

Yes. The last three years have been hard on us, in so many different ways. But through it all, I continue to be amazed by this community. The resiliency, love, courage, compassion, strength, and grace that flows through this congregation continues to rise to every occasion.

We have adapted and even loved in ways that we never could have imagined three years ago. And in the midst of it all, we continue to seek God in everything, and seek God's guidance in how and who we are called to be.

This continues into 2023 as we continue to look at the situations and circumstances around us and the work and ministry that we are called to, and see what we need to do in order to be who we need to be. This is going to involve changes, big and small, as we dream big and trust fiercely in the call of Jesus in our community and lives together.

In the coming year, let us continue to seek God in our lives and in our world together, as we grow and live and *thrive* together, trusting in the gracious mercy of our Lord.

Grace and Peace,

Pastor Leanne

Clerk of Session

The Session of SHPC approached this calendar year recognizing that it would be a year of changing. As our lives moved through the changes from COVID-19, so did the worship, activities, and business of Southern Heights Presbyterian Church. The Session met monthly as planned except for weather-related issues. We met in person and by Zoom. Special Called meetings were held as needed. The Session addressed changing the number of Session members, reducing the Session to nine members with three members in each class. It also reviewed the current By-Laws and presented these for approval at a Called Congregational Meeting.

Our church adapted to our changing world. We welcomed new members and said farewell to our friends and loved ones who died in 2022. We celebrated one baptism. We celebrated the Lord's Supper each month and saw it change in form to serving in person. Sunday worship has been well-attended, and we welcomed our choir after a long absence—we can really “raise the roof” in praise to God!

There were two Congregational Meetings in October. The first meeting was to introduce the Revised and Amended By-Laws and answer questions prior to the following meeting. At the next meeting, the By-Laws were approved by the Congregation as amended. Nomination for members of the Session and Deacons for the Class of 2025 were presented and elected by the Congregation. Stan Fortkamp, Treasurer gave a financial report.

The 2022 Session completed this year with many fact-filled meetings. There were good discussions and I thank them for their faith and diligence. Thank you to Bob Bryan who is completing his term. He has been an active contributor to the Session. Elders serving for 2023 are:

Mary Bell	Becki Barnes	Suzi Harder
Leland Stege	Dick Campbell	Felicia Nelsen
Amber Weyer	Julie Haberman	Sam Phillips
	Joyce Schmeeckle	

<u>2022 Membership Roll Statistics</u>	
Active Membership as of January 1, 2022	138
▶ New Members:	7
Cert. of Transfer	6
Others	1
▶ Total Losses:	(9)
Deaths	(8)
Transfers/other	(1)
Active Membership as of December 31, 2022	136

Mary Bell
Clerk of Session

Deacons

The board of Deacons Membership in 2022 included:

Dave Barnes, Candy McLearn, Connie Rucker, Sheryl Springer, Carolyn Daniels, Connie Meyer, Donna Swoboda, Pat Wing, Carolyn Murphy, Rachael Phillips, Janette Shaver-Malick, Fred Weyer

This year the Deacons looked closely at our mission and goals in order to determine how best to show love and support to members of our church family and community.

Our mission has been defined in the Book of Order. (G-60400)

"The office of deacon as set forth in Scripture is one of sympathy, witness and service after the example of Jesus Christ. It is the duty of the deacons, first of all, to minister to those in need, to the sick, to the friendless and to any who may be in distress both within and beyond the community of faith.

To fulfill this mission, deacons were able to provide the following ministries:

Communion:

Deacons prepared the communion elements for worship. We feel blessed to be able to prepare and share in this meal at our Lord's table with our church family.

Card Ministry:

The purpose of the card ministry is to connect with each other, build relationships, offer encouragement, and to share the love of Jesus Christ. Donna Swoboda has devoted her time and talents to create and send heartfelt and meaningful cards all year long. This year 1,252 cards were sent.

Funerals:

The deacons ministry includes supporting family members following a death. We offer to host a reception or lunch as requested by the family. This helps to give grieving families an opportunity to celebrate their loved one's life. This year funeral receptions were held for the families of: Shirley Wells, Lorraine Sandusky, Bill Douglas and Carol Stitt.

Rose Ministry:

The rose ministry recognizes and honors both new life and death within our congregation. This year we placed one red rose at the altar to honor a birth, and multiple white roses/flowers were provided in loving memory.

Meals Ministry:

Deacons prepared and delivered meals to members as needed. The meal ministry is developing a meal train system and has asked for participation from members of the congregation. We appreciate all those that have volunteered and are interested in "serving with love in times of need".

(Deacons, continued)

Congregational Care:

When a member of our church family has special needs, including homebound, illness, grieving, or other difficult situations, the deacons have reached out to provide support, reminding them of the love and prayers from their church family. At times during this year small gifts were provided by the Deacons for this purpose. A visitation committee is in the process of completing organization and guidelines for regular visitations with homebound members.

Deacon's/Mission Emergency Fund:

This fund provides emergency financial assistance to persons in immediate need. The deacons, along with the pastor, approve donations from this fund using specific guidelines. This year funds were provided to different people for food needs, auto insurance premium and gasoline. The Mission Committee provides \$2000.00 to this fund.

Other:

Deacons worked alongside other committees to support church activities including World Communion and new member receptions. Deacons also sponsored fellowship the first Sunday of each month.

The Deacons appreciate the congregational support of this ministry and your assistance in helping us care for each other.

Submitted by Pat Wing
Deacons Moderator

Building and Grounds Committee

(a sub-committee of Financial Stewardship & Property)

The past year was another busy one for the Building and Grounds Committee. We were able to regularly help with the various projects mostly outside but some inside the church: Andy Anderson, Erik Anderson, Bob Bryan (Moderator), Jim Harder, Gene Knoche, Neil Kolder, Roger Meyer, Ken Murphy, and Fred Weyer. We also had help from Jim Minary, Stan Hatcher, Dave Barnhouse, Dave Barnes, Gary Rucker, Leland Stege, Max Wing, and others. As the church ages there are the normal things that need repair or replacement. Significant Occupancy Expenses in 2022 included:

- Heating and air conditioning and plumbing repair- \$7,036 (44% of 2022 Building Maintenance expense)
- Heating and air conditioning maintenance contract- \$4,710 (30% of 2022 Building Maintenance expense)
- Safety equipment Inspections and monitoring and pest control- \$1,520 (10% of 2022 Building Maintenance budget expense)
- Snow removal, \$1,250 in 2022
- Lawn maintenance expense, \$1,600 in 2022
- Custodial services and supplies, \$10,215 in 2022
- Utilities, \$17,000

Some of the tasks and projects done this year include:

- Removed snow and ice on sidewalks as needed
- Represented the committee providing information about getting electricity to proposed new signage at 40th street entry area.
- Represented the committee on Zoom meeting with Community Crops staff.
- Performed maintenance on door and locks
- Replaced a ceiling light in the mechanical room.
- Replaced parking lot pole light bulb.
- Cleaned marquee entry sign
- Installed Easter window inserts in sanctuary after Maundy Thursday
- Represented church to renew lease with Community Crops and Food Forest
- Turned water on and off to Food Forest area.
- Outside spring cleanup day
- Secured bid for filling cracks in parking lot
- Put up and take down Easter window inserts and Pentecost banners.
- Sprayed and removed weeds in various areas
- Lawn mowing around the church and Food Forest/Nature Explore area, done weekly by Bob Bryan and Roger Meyer
- Removed trash along 40th Street and Old Cheney streets regularly
- Spread additional mulch where needed
- Cleaned and repainted corroded exterior stair handrail posts.
- Fellowship Hall furniture arranged to accommodate use as a polling location for two precincts for elections and then rearranged after the election.

(Building & Grounds, continued)

- Replaced water-stained ceiling panels in basement.
- Removed and then reset tables and chairs in Fellowship Hall as needed
- Burnished most of the tile floors
- Removed and reset furniture on the chancel area as needed
- Put out exterior signage for VBS and other events
- Represented the committee at Food Forest Steering Committee meetings
- Watered areas where grass was exceptionally dry
- Painted and replaced weather stripping on east entry door.
- Cleaned drains in exterior stairway and cooling tower pit
- Moved Food Forest and Community Crops tool shed
- Erected wood fence to screen Food Forest mulch area
- Erected shelter in overflow parking berm
- Erected new entryway signage off 40th Street sign
- Edged sidewalks along 40th Street and Old Cheney
- Painted kitchen and accent wall in Fellowship Hall
- Added wall corner edge protection in Fellowship Hall
- Trimmed trees and removed fallen and broken branches
- Installed pull down projection screen in Fellowship Hall.
- Added a protective screen to the new sanctuary heat pump air intake radiator.
- Cleaned inside and outside of windows in sanctuary.
- Painted west facing entry doors.
- Designed and installed additional screening to prevent animals from being able to enter cooling tower fans.
- Extended two shelves in pantry.
- Removed sandburs found in the Nature Explore area and along Old Cheney
- Cleaned gutters
- Maintenance of Meditation Garden area, pruning roses and evergreen hedge
- Raked and removed leaves
- Replenish mulch beds
- Advertised John Deere mower and snow thrower for sale
- Jim Harder represented the Committee on the Safety Committee
- Helped with Christmas decorations
- Installed Christmas window inserts in sanctuary
- Erected then removed the Living Nativity stable and signage, directed traffic during the event
- Put up exterior lights for Christmas season
- Set up lighting and sound for the Live Nativity

Jim Harder,
For the Building and Grounds Committee

Financial Stewardship & Property Committee

The Financial Stewardship Committee wishes to thank our Southern Heights family for your continued support to meet the goals and mission of our Congregation which allows the committee to carry out its work from year to year. We especially want to thank those members who have fulfilled their anticipated giving for the year allowing us to meet budget and complete the proposed program activity for this year.

We want to thank our financial secretaries who count the giving each week and our treasurer, Stan Fortkamp, who provides the committee financial information at each of our meetings to allow the committee to make decisions on program expenses based on our budgeted giving and whether we are on/ahead/or behind budget projections.

We also want to thank Pam Laws for writing the checks each month and to acknowledge members of the Building & Grounds Committee—a sub-committee of the Financial Stewardship Committee—who put in a great amount of time and effort to keep our church building and grounds fixed up as needed. Their report exemplifies the amount of our budget required to support these efforts.

At this time, the 2022 financial records anticipate us ending this year with a smaller than last year positive balance but sufficient funds to meet all our programming requests. Any surplus balance will again go to our STIFIT account into our HVAC fund to help build a balance to complete our HVAC replacements. We have been successful through the last few years to be able to replace all equipment except one small unit of our air handlers (still working) and to start saving to replace the boiler. This has all been accomplished from consistent giving by our congregation without having to borrow the money from the bank. We also continue to pay down our loan from Union Bank for the renovation of our parking lot and will have that totally paid off in a little over two years. As noted last year, we were able to reduce our interest rate last year in renegotiating our loan.

As you probably know, our mission is to monitor and support the gathering and disbursement of financial resources to carry out the faith, life and ministry of Southern Heights Presbyterian Church. With the reduction of COVID this year, we were able to hold our stewardship luncheon and all enjoyed Neil Kolder's pork before they moved to Michigan.

We continue to meet on an as needed basis with our financial advisor, Andy Pool and make decisions on our endowed funds to assist the annual budget by having dividends paid out each quarter to support our annual budget.

We also received reports from the Memorial Committee on an as needed basis and pass on to the Session any requested expenditures and any new memorials given.

Finally, I want to thank our members who have served on the committee this year. They include: Neil Kolder, Jim Harder, Sam Phillips, Gene Knoche and Carolyn Murphy. We also want to thank our ex-officio members: Treasurer, Stan Fortkamp, Church Administrator, Pam Laws and Pastor, Leanne Masters.

Respectfully submitted:

Dick Campbell, Chair

Life-Long Learning Committee

Southern Heights Presbyterian Church (SHPC) started 2022 with continued safety protocols that affected our spiritual learning programs. However, we soon transitioned back into in-person meetings, programs and activities.

Committee Members: Felicia Nelsen (Chair), Deb Ryckman, Andy Anderson, Rachael Phillips, Suzie Harder, Pastor Leanne Masters, Leland Stege, Mike & Candy McLearen, and Janette Shaver-Malick

2022 Programs & Activities:

○ **Sunday School for all Ages –**

Youth Sunday School resumed meeting in-person on February 20, 2022 ending on May 8, 2022 and restarted in the Fall on September 25, 2022. Due to low attendance, Sunday School continues to be divided into two groups with Erin leading the younger age group (3 year olds-5th grade) and Candy & Mike leading the older youth (6th grade and up). Amber continues to help and others fill in when needed. We have discussed possibly restructuring Christian Education but have not made any changes at this time.

Because of COVID, we had not handed out Bibles for several years. On November 20, 2022, we had a Youth Sunday service and Pastor Leanne handed out Bibles to youth ages 3 to 5th grade.

Adult Sunday School, taught by Suzie, has had terrific conversations as they studied discipleship, Engage Mission, The 10 Commandments for Today and an Advent Study.

○ **Vacation Bible School –**

We had great attendance last year when we pushed VBS to the beginning of August (due to COVID). We decided to continue that for 2022 and had another successful turnout this year. We used the Creative Arts Camp curriculum with the theme of “Who is your neighbor” and had the same artist, music/drum instructor and many volunteers donate their time and resources for a fun VBS. We were able to incorporate a meal prior to VBS this year that youth and adults enjoyed. To help involve the church family, we had a craft event after service where they “stamped” lunch sacks decorating them for the youth to be used at VBS.

○ **Youth Mission Trip –**

No youth mission trip scheduled through SHPC this year.

○ **SHYP (Southern Heights Youth Program) –**

The SHYP youth had several opportunities to meet this year. They had fantastic attendance for meetings and activities like game night, flag football, Adventure Golf, Chili Cook-off, a dance (Peace, Love and Rock & Roll) and a regressive dinner. Deb sends group texts to parents and youth to keep everyone informed of what is going on.

(Life Long Learning, continued)

- **Confirmation Class -**
Confirmation Class began with a dinner for parents and youth at the end of November. Nine youth started Confirmation Class on December 14, 2022. Deb is leading the class and is using the Big God, Big Questions curriculum. The youth also received an NRSV Student Bible, “The Guidebook”. Confirmation is scheduled for Palm Sunday.
- **SCRIP –**
We continue to use the SCRIP program as a way of raising funds for the youth. This helps fund SHYP activities as well as the Youth Mission Trip.
- **Little Library –**
The Little Libraries continue to be used. This year we included Bibles along with bookmarks and information on our worship service. We discussed including a bench between the two little libraries for families to sit and enjoy looking through books. The Presbyterian Women volunteered to purchase the bench and it should be installed when it gets warmer. Books were also collected at VBS from families for the libraries, as more books were needed to keep it filled.
- **Family Involvement-**
Life Long Learning (LLL) wanted to help the church family get together more as safety protocols severely limited contact with each other the last few years. LLL decided to host several lunch & learns this summer to get the congregation involved and help them learn about what is happening around the church.

Our first event was June 5 with Molly Phemister coming to talk about the Southern Heights Food Forest. We had another on July 10 where Pam talked about the SHPC’s Welcoming Environment Project at the entry grounds. Our final lunch and learn was on August 7 where Candy talked about the Presbyterian Women. We had a large gathering at each event and will look at doing something similar next year.

Our final event was a Family Game Night on New Year’s Eve where church members could come and enjoy an evening together in a safe place. All enjoyed snacks, games and roasting S’mores over a fire pit.

We will continue to look at having future events for congregational members to socialize and enjoy having fun activities as we learn and grow together.

Thank you to all that made this year possible; we look forward to seeing what 2023 will bring.

Respectfully submitted,

Felicia Nelsen, Chair

Membership Committee

Our primary mission is welcoming visitors and new members to the church, as well as supporting members in numerous ways. In a typical year, the membership committee communicates with visitors, coordinates fellowship, welcomes new members to the congregation and coordinates the Living Nativity. With in-person church services convening in 2022, the committee provided coordination and leadership of the following activities:

- **Ambassador:** Church members served as ambassadors and greeted prior to worship services. Two greeter volunteers serve for one month.
- **Fellowship:** After church fellowship resumed this year with the same committees responsible for serving each month. Committees were encouraged to keep the food simple with only a few choices. Deacons continued to serve the first Sunday of each month but requested to be put in the monthly rotation with the other committees beginning in 2023.
 - Root beer floats were served by Membership on Father’s Day
 - Cookie Sundays were held on December 11 and 18
- **Marquee:** The message on the marquee was regularly changed to promote services, special events, such as the Living Nativity. It also shared encouraging messages.
- **Flamingos and other Membership Outreach:** The membership committee engaged in numerous outreach methods to members after the church building closed. The committee sent holiday text greetings to all members for a total of six times during the year (New Years, Valentine’s Day, St. Patrick’s Day, Easter, Memorial Day (early June), July 4th). And in the summer and fall, yard ornament Flamingos found their way to selected members’ yards with, “You Have Been Flocked by Southern Heights Presbyterian Church!” signs or “You are loved by SHPC” for those experiencing illness or loss.

Membership provided 96 chocolate crosses to be handed out on Easter to all who attended services.
- **Living Nativity – Community Outreach Event:** The Living Nativity was held on December 15 and 16 from 6:00-8:00 p.m. Church members signed up/recruited for 40-minute sessions with Runza chili and runzas provided by the membership committee, with left over cookies from cookie Sunday served. Building and Safety provided usual support with constructing the stable, installing lighting, and providing traffic guidance. Sound and lights were managed by Erik Anderson. The Boy Scouts assisted in the parking lot with handing out a mini-treat bag with information about the church services and a small wooden ornament, as well as a few candy canes. In total for the two nights, approximately 133 vehicles (53 on Thursday and 80 on Friday) drove through to witness the Living Nativity (174 vehicles in 2021; 172 vehicles in 2020 and 170 participated in 2019). Donations were also collected for the Food Bank with \$200 collected. Three mini horses were provided on Thursday evening by a family.

New Members: Inquirer/New Member orientation classes were not held this year, but Pastor Leanne met individually with potential new members. Seven new members joined in 2022. Visitor pads and church brochures were not used this year, but optional contact informational sheets were available for visitors to complete if they were interested in more information about the church. A new member reception was held for all members that had joined in 2020 and 2021 on May 1st.

(Membership, continued)

Membership Committee: The committee meets on the 1st Thursday evening of every month. Members include: Joyce Schmeackle (Moderator, Session Member, and Living Nativity), Elaine Nelson (Ambassadors and Living Nativity), Shelly Falkinburg (Secretary and Flamingos), Denise Hockamier (Fellowship and Promotion), Jan Obst (Visitors/New Members), Bob Obst (Marquee), Marci Elam, and Gene Knoche who joined the committee in December.

Respectfully submitted,

Joyce Schmeackle

Memorial Committee

(a sub-committee of Financial Stewardship & Property)

The Memorial Committee is charged by the Financial Stewardship & Property Committee to oversee issues involved with memorial funds and stewardship of memorial matters.

- Report memorial activities to the Financial Stewardship & Property Committee
- Account for funds with the assistance of the Church Administrator and the Treasurer
- Account for designated funds when donated for specific use
- Recommend and approve disbursement of memorial funds when requested by Session or other committees
- Oversee policies related to the SHPC columbarium and meditation garden.

The following members served on the Memorial Committee in 2022: Julie Haberman, Chair; Marj Jeambey; LeAnn Reeds; and Val Ryckman. Pastor Leanne Masters served as an Ex-officio member.

There was no new business to discuss, so the Memorial Committee did not hold any meetings in 2022.

Respectfully submitted,

Julie Haberman, Chair

Mission Committee

The Mission Committee encourages mission work and giving, bringing awareness and education to the congregation, provides mission opportunities/service and manages the allocation of 10% of actual giving budget.

For 2022, the Mission Committee met regularly to discuss current and future opportunities for Southern Heights. With Southern Heights continued generosity, we were able to help distribute funds for an overall amount of \$26,499.99.

Presbyterian Church USA \$11,000

- General Mission \$8,000
- Theological Education Fund \$3,000

Quarterly Mission Focuses

2 Corinthians 1:4 was the Mission Theme for 2022. The verse reads:

**“He comforts us in all our troubles so that we can comfort others.
When they are troubled, we will be able to give them the same
comfort God has given us.”**

Each quarter’s focus and mission giving is detailed below:

1st Quarter: Comfort those affected by abuse and addiction

January: Alcoholics Anonymous-Brewing Blessings	\$150
February: The Bridge Behavioral Health	\$1,300
March: St. Monica’s	\$1,300

2nd Quarter Theme: Comfort those with health issues

April: Clinic with a Heart (Free clinic)	\$1,000
May: Clinic with a Heart (Dental)	\$1,000
June: Aging Partners	\$1,000

3rd Quarter – Comfort those imprisoned

July: Youth for Christ-Juvenile Justice Ministry	\$1,000
August: I’ve Got a Name	\$1,000
September: Fresh Start	\$1,000

4th Quarter – Comfort those in need

October: Missionaries Kristen Hamner (500) & Kurt Esslinger/Hyeyoung Lee (500)	\$1,000
November: People’s City Mission (Thanksgiving Food Baskets)	\$1,000
December: Lutheran Family Services Refugee Program	\$756.37
Gathering Place: (donation for food, able to serve)	\$400

Besides Quarterly Mission Focuses and mission support to Presbyterian Church USA, the following are additional SHPC Mission activities:

- Southern Heights serves meals on the 5th Tuesday of the month at the Gathering Place. The past couple of years, due to restrictions we have had little chance to serve. We were able to serve on all four dates this year! Because we were not able to bring food in, we sent in a monetary donation to cover the cost of food for the nights we served (\$400).
- Maintained the Mission cubby in the Fellowship Hall to provide an organized, central place to learn more about mission opportunities and to leave donations.

(Mission Committee, continued)

- Delivered six bags of clothes collected on “Clothing Sunday” (Worship & Music) to the Barnabas Community.
- The Mission Committee agreed to provide yearly funding in the Mission Budget to support missionaries.
- For Mission Outreach the grant supplied by the Nebraska Presbyterian Foundation for our “Welcoming Environment Project” was finally completed. Professional signage, refresh of the garden shed, privacy fences at entry drive and around the porta potty and a picnic shelter with two picnic tables finalized the grant.
- Donations from the Grocery Cart have gone to the little food pantry at the Gathering Place, Eastridge food pantry and the Thanksgiving Food Baskets.
- Donations of mittens, scarfs, and hats collected on the mitten tree went to the Gathering Place.
- Provided an opportunity for SHPC families to bring in donations and help assemble the 74 Thanksgiving Food Baskets for the People’s City Mission.
- The Mission Committee approved having a porta potty (\$540) in the food forest from April-October to help with the needs of those visiting the Food Forest & Community Gardens. The Mission Committee worked with Buildings & Grounds to discuss location and assessed the need of continuing it next year. Positive feedback was received and the porta potty will be available this year from March 15-November 15, 2023.
- Learned about the Lutheran Family Services Refugee Program to determine their needs.
- The Mission Committee is working on a support request form for the newsletter, hotline, bulletin board and Mission Committee.
- Provided funds in support of the water and garbage service for the Southern Heights Food Forest in the amount of \$862.93 & \$153.24 respectively.

Four Special Offerings were collected during 2022, as follows:

- | | |
|-----------------------------|-------|
| • Christmas Joy Offering | \$490 |
| • One Great Hour of Sharing | \$865 |
| • Peacemaking | \$135 |
| • Pentecost | \$520 |

Local share of the Pentecost went to the Gathering Place and the Peacemaking offerings went to the Friendship Home.

In addition to the above, the Mission Committee funds a Deacon Family Emergency Fund up to \$2,000 each year.

Southern Heights Presbyterian Church continues to be mission focused and making an impact locally and around the world. The Mission Committee thanks you for supporting and actively being a part of the Mission Ministry of Southern Heights Presbyterian Church.

Respectfully submitted.
Felicia Nelsen

COMMITTEE MEMBERS:

Felicia Nelsen (Co-Chair), Andy Pool (Co-Chair), Dave Barnhouse, Christine Reed, Leland Stege, Joyce Schmeackle, Iris Wells, and Pastor Leanne Masters

Personnel and Administration Committee

The Personnel and Administration Committee reports to Session and is responsible for all employee matters, including the following.

- Develop job descriptions for all staff
- Review staff performance and recommend compensation to the Financial Stewardship Committee
- Recommend personnel policies to Session
- Encourage professional growth and development of staff
- Resolve personnel issues
- Implement a plan of Equal Employment Opportunity
- Provide support to the Pastor and staff
- Confer with Pastor on important issues of concern

Members serving on the Committee in 2022 were Dave Anderson (Co-chair), Bob Bryan, Julie Haberman (Co-chair), Amber Weyer, and Eydie Weyer. Pastor Leanne served as an Ex-officio member.

The Committee recognizes the life and contributions of Dave Anderson, who passed into Glory on May 31. The spirit of his care and concern for Southern Heights carries on in our work.

The Committee held meetings in 2022 as required to address ordinary business as defined above and special challenges.

- Recommendations to Session for assistance, flexibility & support of the Masters family
- Compilation of Committee duties requested by the Clerk of Session
- Proposal to the Financial Stewardship Committee and Session for a part-time audio/visual technician
- Discussion of 2023 goals for Pastor Leanne and the staff
- Resignations of the nursery child care attendants

The Personnel and Administration Committee expresses its thanks to Pastor Leanne and the devoted staff of Southern Heights: Pam Laws, Church Administrator and Anita Elliott, Director of Music. We especially recognize the long-time service of Caron Ostgaard and Heidi Prenosil, Nursery Child Care Providers, and thank them for their care of and devotion to the children of Southern Heights. The Committee is grateful for the efforts of all who offer their time and talents in support of the Church's mission.

Respectfully submitted,

Julie Haberman, Chair

Safety Committee

Committee Members: Pat Wing, Mary Bell, Andy Anderson, Jim Harder, Suzie Harder (Chair), Ex-officio: Pastor Leanne

In January of 2022 SHPC remained in Phase 1 of the Safety Plan – no in person worship, Sunday School or other gatherings. Meetings were held via Zoom when appropriate.

In February of 2022 the congregation returned to in person worship with certain restrictions (no passing of items, no hymnals, no passing of collection plates, masks optional etc.); fellowship after worship re-started with some restrictions.

In March of 2022 all restrictions were removed except for serving of communion when servers would wear masks and sanitize hands prior to serving. They would also place bread in congregants' hand. Later in the year masks were an optional safety practice.

In October the committee discussed other safety issues – First aid kits, fire safety and CPR training. First aid kits were updated. Other issues will be discussed in 2023.

Respectfully submitted,

Suzie Harder, Chair

Stitchers

(a sub-committee of Deacons)

- Prayer Shawls - 23 for church family and friends; 32 for Hospice care
- Walker totes – 4
- 40 children's face masks - 12 hats and 12 pair mittens to Malone Center
- 6 pillows, 17 pillowcases and 16 fleece blankets to Foster Care Closet
- 6 pillows, 12 pillowcases and 20 dishcloths to Community Action
- Lots of hats, scarves, and gloves, two different times to Gathering Place
- 8 fleece blankets to Gathering Place
- Lots of Afghan squares and 3 blankets to Pine Ridge Reservation
- 60 hats and 55 fleece mittens to Fort Thompson Headstart program
- 200 dishcloths/soap to Gathering Place and Eastridge food pantry
- 12 pair fleece mittens to Educare (Caron O.)
- 9 baby blankets and 20 hats to WIC (at our church)
- 1 Baptism baby blanket
- 30 fidgets - to teachers for special ed. students

This is a list of the items I have kept a record of but I am sure some of the Stitchers have shared their talents with others without our knowledge!

Marcia Bryan

Worship and Music Committee

The Session of Southern Heights, through the Worship and Music Committee, is responsible for the logistics of facilitating worship preparation. The Committee works closely with the Pastor, who is responsible for Scripture, sermons, prayers, music to be sung, and use of other art forms in worship. The Committee also collaborates with the Director of Music to ensure that anthems and other musical offerings are appropriate for services. The Committee encourages members and friends of SHPC to participate fully and regularly in worship.

Members of the Committee for 2022 were Sue Babovec, Mary Bell, Julie Haberman (chair), Andy Pool, Amber Weyer, Anita Elliott (ex-officio), and Pastor Leanne Masters (ex-officio).

The following are special services, sermon series, and highlights from 2022.

- Return of liturgists/worship leaders and replacement of pew Bibles and hymnals (March)
- Drive-through disposition of ashes over the noon hour and an evening Ash Wednesday service (March 2)
- Cardigan sweaters, sneakers, and a related sermon by Pastor Sue Babovec in observation of Mr. Rogers' birthday (March 20)
- "I Am" sermon series offered by Pastor Leanne during Lent
- Clothing drive in partnership with the Mission Committee on Palm Sunday to symbolize the garments thrown down on the road ahead of Jesus' entrance into Jerusalem
- Collaborative Good Friday service with Westminster Presbyterian
- "Bonnets and Bow Ties" on Easter Sunday
- Introduction of an abbreviated bulletin in July
- Welcomed return of the choir to worship on September 11
- Pet blessing service held in Fellowship Hall on October 9
- All Saints/Reformation Sunday remembrance service of members and friends of SHPC who passed away in the last year
- Advent sermon series by Pastor Leanne on God's radical love
- Blue Christmas service on December 21 (unfortunately cancelled due to the weather)
- Coffee, hot chocolate, cinnamon rolls, and Christmas carol singing at a casual Christmas Day/Sunday worship service in Fellowship Hall

(Worship & Music, continued)

Other business included preparation of usher, worship leader, and communion schedules; compilation of Committee duties requested by Session; and identification of options to cover worship services due to limited availability of pulpit supply pastors.

The Committee extends its gratitude to Pastor Leanne Masters, Pastor Sue Babovec, Anita Elliott, Pam Laws, Erik Anderson and the members of the audio/visual team, ushers, worship leaders, the Buildings and Grounds Committee, nursery attendants, and anyone else who assisted in big and small ways to support our ability to worship in meaningful ways.

We are especially thankful for everyone who pitched in during Pastor Leanne's family medical leave, prayed for her and her family, and provided grace and understanding as we all navigated through a challenging year.

Respectfully submitted,

Julie Haberman, Chair

STFIT Report – YTD 2022

STFIT Fund Description	Beginning Balance 01/01/2022	+	-	Interest	Ending Balance 12/31/2022
Bell Tower	8,972.86		(4,500.00)		4,472.86
Building Fund	10,759.56	6,280.00	(9,495.23)	145.49	7,689.82
Clergy Scholarship	11,289.87	1,200.00		247.44	12,737.31
Columbarium	4,556.06				4,556.06
Contingency Fund for HVAC	41,735.79	12,000.00	(36,000.00)	351.37	18,087.16
Deacons Fund	1,962.12	600.00	(540.66)		2,021.46
Elevator Fund	8,430.35	1,916.04		204.97	10,551.36
Food Forest	1,023.93				1,023.93
Memorial	59,268.57	2,376.00		1,220.26	62,864.83
Mission - Deacons Asst. Fund	62.42	1,937.58	(663.51)		1,336.49
Pastor's Continuing Ed Fund	1,939.15	1,906.84	(845.99)		3,000.00
Phillips Camp Scholarship	4,945.87	200.00			5,145.87
Presbyterian Grant (Signage)	10,000.00	50.23	(10,050.23)		0.00
Staff Continuing Ed Fund - 3 yr	-1,157.08	500.00	(417.43)		-1,074.51
Stained Glass	2,016.18				2,016.18
Stitchers	967.16	1,700.00	(1,756.62)		910.54
Worship/Technology Fund	7,982.68	5,000.00	(1,943.50)	218.70	11,257.88
Youth Account	12,221.55	1,953.85	(1,900.98)	247.76	12,522.18
Designated Funds Total	186,977.04	37,620.54	(68,114.15)	2,635.99	159,119.42
From(Inc)/To(Dec) Checking		15,000.00	(66,000.00)		
			-		
Savings Balance (Borrowed)	20,420.81	22,620.54	2,114.15		-85.58
STFIT Balance	207,397.85	15,000.00	(66,000.00)	2,635.99	159,033.84

**Balance Sheet
as of December 31, 2022**

	<u>Dec 31, 2022</u>
ASSETS	
Current Assets	
Checking/Savings	
1100 · CURRENT OPERATING ASSETS	
1110 · General Checking	28,254.23
1180 · Union Bank STFIT Fund	159,033.84
Total 1100 · CURRENT OPERATING ASSETS	<u>187,288.07</u>
Total Checking/Savings	187,288.07
Other Current Assets	
1030 · Endowments	
1021 · CM - Endowment	163,994.19
1023 · Mohrhoff Endowment	24,228.70
Total 1030 · Endowments	<u>188,222.89</u>
Total Other Current Assets	<u>188,222.89</u>
Total Current Assets	375,510.96
Fixed Assets	
1000 · Building	
1001 · Building Addition	133,014.84
1002 · Parking Lot	88,792.88
Total 1000 · Building	<u>221,807.72</u>
Total Fixed Assets	<u>221,807.72</u>
TOTAL ASSETS	<u><u>597,318.68</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2310 · Bell Tower rent deferred	15,000.00
2100 · Payroll Liabilities	2,724.35
Total Other Current Liabilities	<u>17,724.35</u>
Total Current Liabilities	17,724.35
Long Term Liabilities	
2401 · Union Bank Loan	26,495.25
Total Long Term Liabilities	<u>26,495.25</u>
Total Liabilities	44,219.60
Equity	
4150 · Restricted Funds	159,119.42
2050 · Market Adjustment	46,038.79
1500 · Opening Bal Equity	3,433.93
4000 · Retained Earnings	364,015.22
Net Income	-19,508.28
Total Equity	<u>553,099.08</u>
TOTAL LIABILITIES & EQUITY	<u><u>597,318.68</u></u>

2022 Financial Statement and 2023 Operating Budget

	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
	<u>2022</u>	<u>2022</u>	<u>2023</u>
Ordinary Income	305,438.43	293,167.48	294,600.00
Program Expense			
Mission	26,499.99	26,530.00	26,640.00
Life Long Learning	5,528.80	5,825.00	5,935.00
Worship & Music	1,467.45	2,830.00	2,880.00
Membership	1,049.45	1,020.00	1,410.00
Total Program	34,545.69	36,205.00	36,865.00
Staff Expense			
Contract Personnel	2,757.87	1,150.00	1,150.00
Salaries	107,650.20	107,786.00	116,463.75
Benefits & Allowances	53,783.51	55,148.76	57,881.76
Employer Payroll Expense	4,566.17	6,207.72	6,360.25
Total Staff Expenses	168,757.75	170,292.48	181,855.76
Occupancy Expense			
Custodial Supplies & Services	10,758.09	11,700.00	11,700.00
Grounds Maintenance	1,583.96	6,000.00	6,000.00
Building & Elevator Maintenance	18,574.64	12,280.00	12,280.00
Utilities	17,062.54	19,600.00	20,110.00
Insurance	9,297.90	9,300.00	9,600.00
Total Occupancy Expenses	57,277.13	58,880.00	59,690.00
Office & Other Operating Expenses			
Office Expense	5,105.37	5,620.00	5,875.00
Other Operating Expenses	23,040.87	22,170.00	10,314.24
Total Office/Operating Expenses	28,146.24	27,790.00	16,189.24
Total Expenses	288,726.81	293,167.48	294,600.00
Net Ordinary Income	16,711.62	0.00	0.00
Other Expenses & Fund Expenditures	(36,219.90)		
Net Income	(19,508.28)		

2023 Proposed Pastoral Terms of Call

	2022	2023
Effective Salary	\$59,710.37	\$63,200.00
<i>Salary</i>	\$44,710.37	\$48,200.00
<i>Housing</i>	\$15,000.00	\$15,000.00
Social Security Offset	\$4,478.28	\$4,740.00
Board of Pensions	\$22,092.84	\$23,820.00
Reimbursables		
<i>Mileage</i>	\$1,500.00	\$1,500.00
<i>Professional Expenses</i>	\$2,396.00	\$2,400.00
<i>Books</i>	\$250.00	\$250.00
<i>Continuing Education</i>	\$1,000.00	\$1,000.00
Proposed Increase		6%