

# Parish Resource Center®

Consultants and Practical Resources For Churches  
[www.cpr4church.org](http://www.cpr4church.org)

Spring 2023

Dear Friends of the Parish Resource Center of Long Island West,

Thank you so much for your participation in the Center's annual Festival of Miniature Christmas Trees, Cookie Walk, and Christmas Boutique. Your generous support makes it possible to continue the important work of the Parish Resource Center.

We also celebrated the legacy and invaluable work of Karla McKenzie, who has tirelessly served the PRC for over twenty years as Executive Director. We continue to pray for her as she continues this new chapter in her journey. Overall, it was a wonderful day of fun and celebration for all.

After a grueling few years of navigating an unprecedented pandemic, churches and faith communities are asking the question "What now?" Many church leaders and members find themselves disenchanted as they view the changing landscape. Pews are increasingly empty due to the reluctance of individuals to go back into church buildings, and the convenience of virtual worship, which provides opportunities to explore other ministries simultaneously. More than likely, you may find both leaders and members who are discouraged. Things have changed, and it had become increasingly evident that it is impossible to go back to "business as usual." The PRC is here to help as we navigate a new normal. Feel free to contact us with your ministry needs and concerns as we all work through this ongoing time of transition.

As we push through winter and look forward to spring, we can anticipate the promise of new beginnings. We invite you to join us for our spring offerings. Please register early as space is limited.

The Parish Resource Center Consultant Team

The PRC Board of Directors would like to share the following letter:

Dear Rev. O'Connor and the Parish Resource Center Board,

In this time of loss and grieving and unforeseen health challenges, as discussed I regret that I am unable to continue my position at the Parish Resource Center. I will be taking this season to focus on returning to full health and healing.

Thank you so much for your time, and support. All of you, and Karla and the PRC staff have been exceptional and I will be forever grateful. I am keeping you and the Parish Resource Center West in my prayers. I know that God still has an important purpose for the PRC and I hope that the door will be open in the future for us to work together.

Because of Christ,  
Rev. Carol Steptoe

The Board thanks Carol and prays for God's peace and healing in the days ahead.

Heidi Hofmann has generously agreed to serve as acting Director while the Board seeks to find a long term Director.

## Need Help?

For help in planning for your spring and summer programs, contact us by email at [consultant@cpr4church.org](mailto:consultant@cpr4church.org) or by phone at 516-285-0919. You are also invited to visit us in person at our Valley Stream and Manhasset locations.

## New Virtual Office Hours

Unable to make it to the center during normal office hours? We are adding a new service just for you! We will offer "Virtual Consultations" over the phone or computer on Tuesdays from 6pm to 8pm. Just send us an email or give us a call to set up an appointment.

## Upcoming Events

Register for these events at [www.cpr4church.org](http://www.cpr4church.org) or by calling us at 516-285-0919

The following events are made possible through generous support from subscribing congregations and their members and Trivent Financial. We thank them for their support of our ministry.

### Knit, Crochet, and Pray

**Saturday, March 4th from 11am to 12:30pm**  
**Led by Heidi Hofmann**



Do you love to knit and/or crochet? Perhaps you would like to learn these crafts? Do you want to gather with others to fellowship and pray? Then this event is for you. Come join us on Saturday March 4th from 11am to 12:30 pm for our premier meeting. Bring your own project or start a new one. There is also a limited supply of needles, hooks and yarn available to those new to these crafts and would like to give them a try. This is a free event. Space is limited so please let us know if you plan on joining us by calling 516-285-0919.

### Annual Secretary Appreciation Luncheon at the Parish Resource Center in Valley Stream

**Wednesday, April 27 from 11:00 a.m. to 12:30 p.m.**  
**Cost: Free event**



Luncheon hosted by the staff of the Parish Resource Center in Valley Stream to thank all congregational secretaries, administrators, and support staff for the work they do to keep congregations running smoothly.

This is a free event, but we do request that you register by April 20 to reserve your seat.

### Make and Take Mini Pentecost Banner Workshop

**Saturday, May 20, 2023 from 10:30am to 12pm**  
**Led by Heidi Hofmann**

**Cost: \$10/person for subscribers or \$20/person for non-subscribers.**



Join in the fun of banner making and leave with a completed mini size banner for your home, your church or as a gift. This workshop is offered to new or experienced banner makers. No sewing skills required.

**Preregistration is required by May 7 so supplies can be purchased and prepared. Please call us at 516-285-0919 before sending payment to ensure that space is still available.**

4 easy ways to register for workshops and events or ask a question

- ◆ online through our website at [www.cpr4church.org](http://www.cpr4church.org)
- ◆ by mail using the form on page 3
- ◆ by e-mail [consultant@cpr4church.org](mailto:consultant@cpr4church.org)
- ◆ by telephone 516-285-0919

## NYS Sexual Harassment Prevention Training Workshops and Webinars

Cost: Free to PRC Subscribers



Combating  
Sexual Harassment

New York State legislation requires all employers to train all employees annually on Sexual Harassment Prevention policies and procedures. The new law which took effect in 2019 also recommends that unpaid volunteers and trustees with oversight responsibilities attend the training. If your church, pre-school or other ministries are in need of this training, please contact the Parish Resource Center in Valley Stream. We will work with you to set up a time, location, and method (in person or virtual).

4 easy ways to register for workshops and events or ask a question

◆ online through our website at [www.cpr4church.org](http://www.cpr4church.org)

◆ by mail using the form below

◆ by e-mail [consultant@cpr4church.org](mailto:consultant@cpr4church.org)

◆ by telephone 516-285-0919

### Workshop Registration Form

Register and pay online at our website: [www.cpr4church.org](http://www.cpr4church.org) or  
by completing the form below and mailing it to the Parish Resource Center of LI West, 919 Elmont Road, Valley Stream, NY 11580.  
*Registration Deadline is one week prior to the event unless specified otherwise.*

# Attending	Subscriber	Non-Subscriber	Total Due
_____ Knit, Crochet, and Pray (3/4)	Free Event		\$ <u>No Charge</u>
_____ Secretary Appreciation Luncheon (4/27)	Free Event		\$ <u>No Charge</u>
_____ Make and Take Personal Banner (5/20)	\$ 10/person	\$20/person	\$ _____

Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Email Address: \_\_\_\_\_

Congregation / Location: \_\_\_\_\_

# Parish Resource Center®

of Long Island-West, Inc.

919 Elmont Road  
Valley Stream NY 11580-1049  
(516) 285-0919, Fax (516) 285-2615  
Email: [Consultant@cpr4church.org](mailto:Consultant@cpr4church.org)  
Website: [cpr4church.org](http://cpr4church.org)

Non-Profit Organiza-  
tion  
U.S. POSTAGE  
**PAID**  
Rockville Centre NY  
Permit #91

## Center Closings:

**Holy Week and Easter April 6-10**

**Memorial Day May 26-29**

Please use the book drop next to the front door to return resources when the Center is closed. Thank you!

Return Service Requested

## Why should a church subscribe to the Parish Resource Center?

A subscription to the Parish Resource Center makes sense for congregations looking for ways to be faithful stewards of the gifts that God has given them.

How else can you add 40 hours a week of staff assistance for as little as \$12.50 per month?

Where else can you borrow resources worth hundreds of dollars for use in your congregation?

Where else can you find dedicated time with a consultant for no additional fee?

Where else can you attend workshops that are tailored to address the needs of local congregations and provide ongoing support, collegiality, and resources to implement the ideas shared in the workshops?

**If your church is not a subscribing congregation, contact us to see how you can benefit from a relationship with the Parish Resource Center**

## Where does the Parish Resource Center get its funding?

As a 501(c) 3 organization, the Parish Resource Center is a non-profit organization funded through subscription fees paid by congregations and individual ministries, gifts and donations from churches and individuals, and fundraising efforts.

Currently, subscriptions cover 33% of our annual budget. The remaining 67% or roughly \$44,000 is made up of gifts, donations, and fundraising events.

Each spring, the PRC Board asks congregations and individuals to consider giving to our Spring Appeal. This year, donors can give in one of several ways.

Donations can be mailed to the center at 919 Elmont Road, Valley Stream, NY 11580. Online donations can be made at our website: [www.cpr4church.org](http://www.cpr4church.org)

**Thank you for your generous support!**

## Office Hours in Valley Stream

Tuesday through Friday from 10am to 3pm

Saturday from 10am to 2pm

Closed on Sundays and Mondays

## Satellite Office Hours

Manhasset - Wednesdays by appointment.

**We believe everyone has a calling...**

**...Ours is helping you!**