

**THE PRESBYTERIAN CHURCH OF SWEET HOLLOW  
95 OLD COUNTRY ROAD, MELVILLE, NY 11747**

**Annual Congregational Meeting  
January 28, 2018**

**Moderator:** The Reverend Mary Margaret Flannagan

**Agenda**

**Opening Prayer**

**Call to Order**

**Appointment of Secretary**

*Clerk of Session, Lynn Burke*

**Communication**

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2018 Congregational Nominating Committee	
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**Reading and approval of the minutes of the meeting**

**Closing Prayer**

**Adjourn**

## Pastoral Report

Thanks be to God for our many blessings! As our stewardship theme touted this year, God has lovingly sown many seeds at Sweet Hollow; now we are grateful to grow in faith. Many people – members and visitors – graciously shared their gifts with our community in ways that enriched us through the year: teaching, caring, decorating, dancing, praying, cleaning, organizing, talking, mowing, painting, and much, much more!

Among the highlights of the past year were:

- *Church Officers.* Elders and Deacons worked closely together in 2017, collaborating in leadership and programming, attending shared meetings, and enabling one another's ministries. With a refreshed understanding of who we are and what we need to do, officers are working to focus resources (volunteers, time, and financial) in ways that better meet the current needs of the church. It takes courage to evaluate ourselves honestly. I am grateful for the dedication which they brought to the task. I look forward to continuing the conversation and carrying out some of these ideas in the coming year. A special note of gratitude to Lynn Burke, clerk of Session, and Tracy Dein, treasurer, who completed their first year of official service to Sweet Hollow. We couldn't have done it without you!
- *New website.* Sweet Hollow's website was rebuilt last spring. One highlight is the at-home Sunday School curriculum on the Christian Education page. If you haven't seen the website or the family lessons, spend a few minutes with us when you are next online ([www.sweethollowpresby.org](http://www.sweethollowpresby.org)).
- *Easter Vigil.* For the second year in a row, Sweet Hollow hosted an Easter Vigil on the eve of Easter Sunday. Six congregations participated in the worship service, bringing dozens of Presbyterians together from around Long Island. Several visitors commented as they left, "we'll be back next year!" The Easter Vigil has become a point of conversation for folks around the Presbytery. Although this service is new to Sweet Hollow, and on an already-full church week, it has quickly gained meaning and significance for attendees. Plans are now underway for this year's Vigil (Saturday, March 31). Please join us! It is a wonderful addition to Holy Week celebrations.
- *Reformation!* This year marked the 500<sup>th</sup> anniversary of Martin Luther's protest (which grew into the Protestant Church). Through the month of October, we had historical hymns and prayers in worship, displays of pictures and documents from our past, and special Christian Education opportunities. Special visitors included Pastor Emeritus, Rev. John Wallace, former musician, Judy Wallace, and Old First Presbyterian Church (Huntington) member, Amy Means. Through our remembrances, we realized that Sweet Hollow's spiritual lineage

(through Old First) draws very close to Luther's world-changing event. It is a gift to continue to grow from these seeds scattered so long ago.

The challenges that lie ahead of us this year are:

- *General attendance and activity.* There is an ongoing need for greater involvement from our full membership. Regular attendance in worship enables a stronger community. Support of Christian Education and Fellowship programs brings opportunities to learn more about each other's personal and spiritual lives. More volunteers are needed for regular tasks, especially with property maintenance. We have plenty of people to do the work, but we need all of the people to share the work.
- *Activate and support the Pastoral Nominating Committee.* I was called to Sweet Hollow in a temporary position; my time here is bound by a contract that expires in May 2019. After 2+ years of reflection and discernment, it is time for Sweet Hollow to install a permanent pastor. To do so, we must ask a committee to initiate a national search for pastoral candidates, interview these individuals, then call someone to serve our congregation. At our annual congregational meeting on January 28, we will elect our Pastoral Nominating Committee (PNC). They will likely work for 12-18 months. The Presbytery will be their primary support through this process; I will only be an outside advisor to this group. Although they will update the congregation on their progress, the details will be confidential until they finish their task. The Visioning Task Force's Mission Study (completed last Spring and available as an addendum to this report) will guide our PNC and interested pastoral candidates. When the PNC finds the person whom they deem called to serve as pastor of Sweet Hollow, they will ask the Session to call a special congregational meeting for the purposes of electing that pastor. Serving on a PNC is a labor of love, wherein our hopes and dreams are providentially realized. Please pray fervently for these people who will serve Sweet Hollow – the PNC and their candidates for ministry here.

I am grateful for the opportunity to serve Sweet Hollow, and the love which you shower upon me and my family. You even welcomed Huck into the church office (for almost 8 months!), worship services, and home visits. Thank you for sowing sacred seeds in our family and around Long Island!

Peace and Grace,

*Rev. Mary M. Flannagan*

Rev. Mary Margaret Flannagan

# Clerk's Statistical Report

**Membership as of December 31, 2016** **121**

LOSSES:

Removal by certificate of transfer	1
Deaths	2
Other Session Removals	<u>6</u>
	-9

ADDITIONS:

Joined - confirmation class	4
Certificate of Transfer	0
Affirmation of Faith	<u>3</u>
	+7

**Membership as of December 31, 2017** **119**

BAPTISMS:

Children	3
Adults	<u>0</u>
Total	3

Entered the Church Triumphant:

Ruth Ulrich	(March 28, 2017)
Galda Gallagher	(July 19, 2017)

*“Blessed are the dead who from now on die in the Lord: “Yes,” says the Spirit, “they will rest from their labors, for their deeds follow them.”*

- Revelation 14:13

# Treasurer's Report

Income/Expense by Category - Last year  
1/1/2017 through 12/31/2017

Category	1/1/2017- 12/31/2017
<b>INCOME</b>	
.01 Pledge	77,766.00
.01a Pledge	10,055.00
.02 Plate	2,606.00
.08 Per Capita	1,413.45
.10 Building Use	62,592.05
.11 Other	3,392.68
Interest Inc	508.84
Other Inc	5,044.95
Roof Fund 12745	15,506.50
FROM Mission Exchange	13,916.72
<b>TOTAL INCOME</b>	<b>192,802.19</b>
<b>EXPENSES</b>	
Uncategorized	0.03
0.1 PASTOR FLANAGAN \$49,387	34,722.43
0.1A REV MEG 403B \$1000(+ \$1200 PRE TAX)	3,399.96
01.1 PENSION MEDICAL \$26,219	27,477.18
1.2 MANSE UTILITY \$3300.	2,282.82
1.2A MANSE PROPERTY MAINT \$1500	2,182.28
1.2D Manse RE (refuse) taxes \$400	397.72
1.3 AUTO EXPENSES \$2000.	1,002.02
1.9 Continue Ed \$1500.	811.50
1.C PASTOR EXPENSE REIMBURSE \$800	78.29
2.2 OFFICE STAFF \$13065.	12,366.56
2.3 TREASURER \$4000	2,973.55
2.4 MUSIC DIRECTOR \$18000.	11,850.90
2.5 CLEANING SVC \$8500.	10,225.00
2.5A PARTY CLEANUP REIMB	480.00
2.6 GUEST MINISTER \$1000.	450.00
2.6A GUEST ORGANIST& SOLISTS \$750.	425.00
2.91 FEDERAL TAX DEPOSITS & SS \$26000	24,700.00
2.92 SWT NYS Dept Tax	3,530.00
3.1 CHURCH FUEL \$12,500.	7,505.37
3.2 ELECTRIC \$4800.	4,648.73
3.3 WATER \$175.	155.69
3.4 CABLE (INTERNET) & PHONE \$1807.	1,735.32
4.1 MASTER PLAN INSURANCE \$11,000.	10,820.75
4.2 WORK COMP INS \$1675.	1,888.48
5.1 PER CAPITA \$4685.	4,638.42
5.4 OGHS	0.00
6.0 MAINTENANCE CHURCH & CEB \$2000.	3,922.44
6.1 REFUSE&SNOW REMOVAL \$6200.	5,170.03
7.1 POSTAGE \$1100.	509.69
7.3 OFFICE & PRINTING \$2000.	1,776.52
8.1 CHRISTIAN ED \$0.	673.38
8.1A REIMBURSED EXP	423.50
9.3 WORSHIP MUSIC PIANO ORGAN \$800.	351.01
9.4A REIMBURSED EXPENSES	25.21
9.5 MISSION TEAM \$1000	750.00
9.6A REIMBURSED FLOWER EXP	886.15

Income/Expense by Category - Last year  
1/1/2017 through 12/31/2017

Category	1/1/2017- 12/31/2017
9.9 Bank Fee (stop paymnt ck)	10.00
Fees & Charges	210.74
Misc.	550.00
SECURITY DEPOSIT (HALL) REFUND	750.00
TO Checking	13,916.72
<b>TOTAL EXPENSES</b>	<b>200,673.39</b>
<b>OVERALL TOTAL</b>	
	<b>-7,871.20</b>

Account Balances - As of 12/31/2017  
As of 12/31/2017

Account	12/31/2017 Balance
<b>Bank Accounts</b>	
Checking	461.26
Mission Exchange	571.91
Money Market	89,054.21
Presbyterian USA	10,342.46
Savings	14.53
<b>TOTAL Bank Accounts</b>	<b>100,444.37</b>
<b>OVERALL TOTAL</b>	
	<b>100,444.37</b>

## **Budget and Stewardship Committee**

We've made some changes: we combined the Budget and Stewardship Committees.

To all that have pledged and donated this year, thank you for your continued generosity! We wouldn't be the "Little Church with the Big Heart" without you and your time, talents and treasures supporting all the good work that we do! During 2017, we heard moving Testimonies of Faith by many members. Please follow their example, be bold and spread the good news about Jesus; engage your family and friends in discussion about the joy of membership at Sweet Hollow. We are a small church with loyal members who have an opportunity to make a difference.

During this year's Stewardship campaign, we asked our members to reflect on the many ways we have been blessed. Your committee selected "Sown in Love, Growing in Faith" as our theme. We made a bold statement that seeds we sow now will grow and flourish in time. We must have faith. For too many years we have felt that as a congregation we are struggling to survive. We believe that we can thrive; we are beginning to see that happen.

As of January 15, 2018, we have received a total of 34 pledges for \$76,115, compared with 33 pledges for \$75,766 last year. We received building use income of \$62,592.05. We received donations from 58 families last year of over \$100,000! Our raise the roof fundraiser now stands at \$27,906.50 of \$35,000 targeted. Please consider required minimum distributions (RMD), endowments and other estate financial planning vehicles for Sweet Hollow.

We have two new renters: *Centro Misionero* and Pro Soccer Kids. We developed a standard fee structure for rentals. We moved CODA (Tuesday) from the fellowship hall to the Youth Group room. We now publish a weekly facility schedule. We're meeting with all renters on a regular basis.

Your Budget – Stewardship Committee,

Jim Sommermeyer (Chair), Melissa Beyer, Lynn Burke, Tracy Dein, Bob Earthy, Laura Fallon, Dan Layer, Rev. Mary Margaret Flannagan, Tim Mason, Bill Walter, Emily Wagner, Jason Wagner

BUDGETED EXPENDITURES		2014 Actual	2015 Actual	2016 Actual	2016 BUDGET	2017 BUDGET	2017 Actual	2018 Proposed Budget
1	Pastor's Cash Salary	50,170	26,683	33,619	47,200	48,387	34,722	48,724
2	Medical Account (part of salary)	2,500	250	250			0	0
3	403b (part of salary)	1,200	700	0			2,400	0
4	SECA	5,577			5,882	5,973	0	5,999
5	Pension/Medical&Dental	28,224	19,286	18,207	26,219	26,219	27,477	28,824
6	Tax-Deferred Investment	1,000	583	3,000	1,000	1,000	1,000	1,000
7	Pastoral Expenses	403		62	800	800	78	800
8	Study Leave	692	302	541	1,500	1,500	812	1,500
9	Utility	2,643	2,241	2,386	3,300	3,300	2,283	3,300
10	Auto	2,694	80	547	2,000	2,000	1,002	2,000
12	Manse Property Maintenance	3,616	338	0	0	1,500	2,182	2,000
13	Music Minister/Organist Choir Director	16,800	17,150	11,729	17,400	18,000	11,851	18,000
14	Office Staff	12,258	12,240	12,067	12,350	13,065	12,367	13,065
15	Treasurer	4,000	4,000	3,694	4,000	4,000	2,974	4,000
16	Custodial Staff/Cleaning Service	8,400	9,200	8,500	8,400	8,500	10,225	10,000
17	Guest Ministers	1,720	5,085	672	3,150	1,000	450	1,000
18	Guest Organist & Soloists	700	225	425	750	750	425	750
19	Social Security	2,440	2,600	0	2,600	2,600	0	2,600
20	Nursery Supervisor & Assistants	670	480	0	500	500	0	500
21	Taxes - Manse refuse + MTA	389	392	398	400	400	398	400
22	Telephone	0	0	0	0	0	0	0
23	Church Fuel	14,899	14,236	6,839	12,500	12,500	7,505	8,000
24	Electricity	4,711	4,577	3,895	4,800	4,800	4,649	4,800
25	Cable/Internet	1,558	1,558	1,700	1,600	1,807	1,735	1,807
26	Water	247	154	133	175	175	156	175
27	Master Plan Insurance	10,845	10,355	10,433	11,000	11,000	10,821	11,000
28	Worker's Compensation	1,139	1,658	1,962	1,675	1,675	1,888	1,875
29	Per Capita	4,812	4,532	4,529	4,500	4,685	4,638	4,685
30	Presbytery Emergency Fund	625	1,279	0	0	0	0	0
31	United Mission	2,500	2,500	2,500	2,500	2,500	0	0
32	Local Mission	0	0	0	0	0	0	0
33	Mission Team - SS Mission, Amagansett	190	153	1,300	0	1,000	750	1,000
34	Maintenance - Church, CEB & Manse	2,572	2,201	1,625	2,000	2,000	3,922	2,000
35	Major Improvement	27,060	0	0	0	0	0	2,000
36	Refuse & Snow Removal	3,327	7,080	5,695	6,000	6,200	5,170	5,200
37	Postage	1,356	1,044	871	1,100	1,100	510	800
38	Copier	3,067	3,626	0	300	0	0	0
39	Office Expenses & Printing	1,579	2,169	1,917	2,000	2,000	1,777	2,000
40	Christian Education & Sunday School	1,168	652	996	700	700	673	700



## Christian Education Committee

The Christian Education Team is committed to teaching the Bible not only in scripture but by action.

### *Nursery*

Nursery care is offered each week for children under the age of 4 years. A lesson consisting of a song or craft project is prepared each week for those attending. Church volunteer Sukey Walter oversees the Nursery.

### *Pre-Kindergarten-5<sup>th</sup> Grade*

For years we taught children one scripture lesson over many weeks, rotating between activities such as a game, cooking or craft project. Beginning in September 2017, we started an At-Home Sunday School series. We posted short lessons on our church website for families to do each week. A lesson was taught on the third Sunday of each month during worship. An activity room at the back of the Sanctuary was also redesigned as a child-friendly space stocked with simple crafts and activities. All lessons and crafts were prepared by Carol Keil, whom we sincerely thank for her time and effort.

We continued the practice of having all children remain in worship most weeks. This is intended to give children a better understanding of and connection to the Sunday worship service.

### *Youth*

We were blessed to have four students be confirmed on May 7: Brianna Conroy, Courtney Schmitt, Rebecca Van Houten and Jake Von Brook. Congratulations! We're so proud of you.

### *Adult Programs*

A Dinner and Discussion group led by Pastor Flannagan was held during the Winter, Spring, Summer and Fall at the Sweet Hollow Diner. There were usually 8-10 adults at each gathering. Different topics were discussed each week.

A Prayer Circle met each week and participated in the *Lectio Divina* Bible study method.

The Christian Ed Team sponsored events included the Pancake Breakfast, the Easter Egg Hunt, Strawberry and Ice Cream fellowship time, Welcome Home Barbeque and the Birthday Party for Jesus fellowship time. A May Plant Sale fundraiser was held at Otto Keil Florists.

For the many of you who volunteered to provide Nursey care or taught a Sunday School lesson, served as Room Shepherd and helped with the plant sale, it is so appreciated.

Respectfully submitted,

Lynn Burke, Chair

## Fellowship and Outreach Committee

Sweet Hollow was once again blessed to enjoy a variety of enriching Fellowship and Outreach events, including fruitful fundraisers, in 2017:

- A special coffee hour was held on Sunday, January 22, to thank our maternity leave pastor, Pastor Joan, and to commemorate Pastor Meg's Ten Year Ordination Anniversary.
- The Book Discussion Group met throughout 2017, sharing lively discussions after reading a selection of thought-provoking books, including The Kaiser's Last Kiss by Alan Judd, Killers of the Flower Moon by David Grann, and The Gatekeepers: How the White House Chiefs of Staff Define Every Presidency by Chris Whipple.
- The Church Brunch Group met monthly from 10 am to 12:30 pm. Some topics were: "The Fall of the Pagans and the Origins of Medieval Christianity," "The Gospel of Thomas," and "The Aging Brain."
- Women for Women (W4W), which is open to all women over the age of 18, participated in an array of activities, such as Clay Nation Pottery Night, Movie Night, the Annual Tea Party and the Annual Christmas Decorating Event. For our Potluck and Planning Meeting in October, we were especially excited to have members join us from the Women's Group from Old First Presbyterian Church, our sister church. We look forward to sharing a few activities, as we weave together in Christian fellowship.
- Dinner Discussions were held at Sweet Hollow Diner on Wednesday evenings in March – with topics drawn from "The Shack." In July, topics included Patriotism and The Church, and Grace; and in October – The Reformation. These informal, intergenerational, faith-based conversations are moderated by Pastor Meg.
- California Pizza Kitchen Fundraiser was held on Sunday, April 23. This event raised \$416.45 for Sweet Hollow. Many thanks to Bill and Sukey Walter for coordinating this event.
- Our Spring Barn Dance was held on Saturday, May 13. With Mickey Rogers as the caller for fun-filled square dances, revelry abounded in the Fellowship Hall. Approximately \$2,300 was raised for our roof repair project. Special thanks to Mickey, to the Spring Barn Dance Committee and to all who assisted in a variety of ways.
- The Welcome Home BBQ/Picnic, a shared event with the Christian Ed, and Fellowship and Outreach Committees, was held on Sunday, September 10. Food, fun and fellowship were shared as members and their families reunited after the Summer. Thank you to all those who assisted with the set up, BBQ duties and clean up.

- Our Annual Pumpkin Patch Fundraiser kicked off with the pumpkin unloading on September 30 and ran through October 31. Total sales this year were \$11,556.15, of which \$3,848.20 went directly to the mission and ministry of Sweet Hollow. An additional \$1,186.75 was given as donations to the church or on the sale of baked goods, plants, hay bales, and corn stalks, for a total profit of \$5,034.95. Many thanks to all those who assisted with the pumpkin unloading, to Ray Moder for his help and for his ATV, to Frank Sansone and Michelle Von Brook for co-leading and coordinating this fundraiser, to Carol Keil for the pallets, the hay bales, mums and corn stalks. Also, thank you to Carol Keil and Sukey Walter for their delicious baked goods, which yet again raised hundreds of much needed dollars for our church. Although this is a challenging undertaking, each and every one of you heard God's call and made this community favorite a huge success!
- Our Harvest Square Dance was held on Saturday, October 14. Attendees enjoyed an evening of music, dancing and refreshments. An array of gift baskets generously donated by church members was also available. \$1,666.50 was raised for Sweet Hollow, with an additional \$125 from the 50/50 Raffle and donated to the Presbyterian Disaster Relief Fund. Thanks again to Mickey Rogers, to the Harvest Square Dance Committee, and to all those who assisted in various capacities.
- The Annual Fall Harvest Dinner was held on Sunday, November 12. Attendees enjoyed an evening of fellowship, delicious potluck dishes, desserts and entertainment, graciously provided by Mickey Rogers as he led us in Square Dancing, for which we thank him. A vast assortment of gift baskets generously donated by church members were raffled off, resulting in \$437 in ticket sales, the proceeds from which was donated to The Presbyterian Disaster Relief Fund. Attendees also generously donated non-perishable food items, which were sent to the Huntington Community Food Council.

Thanks to all those who assisted in various capacities with any or all of these Fellowship and Outreach events, whether it be planning/coordinating, decorating, setting up, providing baked goods/refreshments, donating gift baskets, gift cards, purchasing, arranging and selling raffle tickets, babysitting, cleaning up, etc. The success of these events would not have been possible without your gifts and your commitment.

The fundraisers not only garnered much-needed funds for our church, but they also cast a wide net into our greater community, thereby establishing a foundation for future ministries.

We look forward to another year of enjoyable Fellowship and Outreach events, and we welcome all to prayerfully consider volunteering to be a part of this ministry as we bind together through God's love.

Respectfully submitted,  
Maureen Sansone, Chair

## **House and Property Committee**

The House and Property Committee is responsible for the church building interiors (especially the Sanctuary, CEB Hall, Parlor, classrooms, and offices), exterior property and buildings and the pastor's manse. This committee oversees regular maintenance, emergency maintenance, basic property needs (snow removal, refuse removal, lawn care), and property rentals. Among the bigger repairs and replacements needed are: Sanctuary organ, downstairs lighting fixtures, power wash building exteriors, parking lot repair, boiler and furnace replacement, CEB Hall roof, breezeway flooring and underground oil tanks.

Thank you to everyone who helped with the mowing and lawn care. Maintenance of the grounds requires a lot of time and labor. We are always in need of extra hands to plant, weed, water, and tend.

With special thanks to Ed Conroy, Ray and Joe Moder, Frank Sansone, Jim Sommermeyer, and Bill Von Brook, who repaired our buildings and property through the year!

We have raised over \$27,000 for our 2016 roof project. Less than \$10,000 is needed to repay our savings account for this large expense.

## **Mission Committee**

First and foremost, "We are the Little Church with the Big Heart" when it comes to our mission work. I want to thank all of you, our Sweet Hollow Family, for you are truly the Mission Team with your continuous support over the years. Thank you!

In January, we collected healthy snacks for the children at TriCYA. TriCYA (a youth-based organization) supports the growth, development and needs of these children and their families in the Huntington, Huntington Station and Cold Spring Harbor areas. During the month of August, school supplies and healthy snacks were also collected.

In February, we joined with Christian Ed in the Annual Souper Bowl Challenge. We competed against nine other Presbyterian area churches to collect canned goods for our local food pantries. Many thanks to Brian Schiffmacher and his students at Cold Spring Harbor Junior High School who helped us to reach our goal by donating over 4,100 food items, giving Sweet Hollow a total of 4,535 putting us in second place. 21,946 items were collected by all the churches!

We honor our veterans of all the Armed Forces on Memorial Day and Veterans Day by collecting clothing, footwear, blankets, curtains and other household linens, donating them to The United Veterans Beacon House. The need is great for these veterans and their families and the donations given were just tremendous!

On June 11, Sweet Hollow volunteers co-hosted Sunday Supper at St. Hugh of Lincoln Roman Catholic Church (Huntington Station). We helped to prepare, serve and clean up. The most important task was just having conversation with our 180 guests. Thank you to everyone who assisted dinner, provided snacks, fruit and

flowers for the Hospitality Basket for Hospice House in East Northport, and packed hundreds of meals bringing them to the homeless shelter in Brentwood. Sweet Hollow also donated \$200 to Project Hope. Thank you to Maureen Sansone who does an amazing job organizing this wonderful event.

Our Box of Giving located in our breezeway continues to be filled weekly with food donations, diapers, clothing and health and beauty aids going to the Huntington Community Food Council. Donations also come from the groups who use our church and its facilities.

Hurricanes hitting Texas, Florida and Puerto Rico were devastating in September. In church, Pastor Meg stated, "Our prayers and monetary donations are most needed. Our best resource for helping is the Presbyterian Disaster Assistance (PDA)." PDA is an emergency program through the Presbyterian Church (U.S.A.) that enables long term recovery for disaster-impacted communities. Monies from both the 50/50 raffle at the square dance (\$125) and Harvest Dinner gift baskets (\$437) were donated to PDA, in addition to gifts by individual church members.

Our Pumpkin Patch opened on September 30. Many thanks to Frank Sansone and Michelle Von Brook who led and coordinated the Pumpkin Patch this year! It is a lot of work. While it was difficult to staff the patch at times, we thank everyone who volunteered. This is a fundraiser which our community looks forward to. Thank you to Ray Moder and his quads. It would take forever without you and all who helped to unload the pumpkins. As always, we thank Carol Keil and Sukey Walter for all their delicious baked goods. Thank you to the Keil's for the plants, corn stalks, hay bales and pallets. The Pumpkin Patch would not be possible without you. Total sales were \$11,556.15 with our profit being \$3,848.20. Baked goods, plants, hay bales and corn stalks earned us \$5,034.95 along with \$1,186.75 in donations to the church. Well done!

This year we "adopted" nine mothers and twelve children from Madonna Heights for Christmas gifts. Sukey Walter's Christmas Boutique was held on December 10 to help raise funds. Everything on the wish lists was granted thanks to the generosity of the congregation. We can't thank Sukey enough for all her hard work in organizing and pre-shopping each year. Presents were wrapped and delivered on December 19. Thank you to Sukey, Carol, Pastor Meg and Sukey's lovely granddaughters for helping to wrap. Linda Cooper (Carol Keil's sister-in-law) once again hand knitted beautiful hats and scarfs. They were delivered before Christmas along with donations of other hats, mittens and gloves from the congregation.

Thank you to all the members of the Mission Team for their hard work and support throughout the year: Barbara Blanthorn, Lynn Burke, Laura Fallon, Carol Keil, Barbara Martin, Frank and Maureen Sansone, Emily and Jason Wagner, and Sukey and Bill Walter. Thank you, Sweet Hollow Family, for your generous gifts. You are a blessing and we could not accomplish all of the above without you.

Respectfully submitted,

Charlotte DeSanti, Mission Team Chair

## Congregational Nominating Committee

### Nominee for Elder

*3 Year Term*

Ed Conroy

*1 Year Term for Youth Elder*

Rebecca van Houten

### Nominees for the 2018 Congregational Nominating Committee

Representing the Congregation-at-Large:

- Jill Conroy
- Michelle Von Brook

Representing the Deacons

- Barbara Martin
- Jason Wagner

Representing the Session

- Lynn Burke

### Nominees for the Pastoral Nominating Committee

- Brianna Conroy, youth member
- Bob Earthy
- Joan Sommermeyer
- Bill Von Brook
- Sukey Walter

Submitted by the 2017 Church Officer Nominating Committee: Barbara Blanthorn (Elder Co-Chair), Barbara Martin (Deacon Co-Chair), Mickey Rogers, Millie Schmitt, Bill Von Brook

## Personnel Committee

### *Visioning Task Force*

The Personnel Committee oversaw the work of the Visioning Task Force (VTF). This group spent over a year studying our congregation's history, present, and hopeful future. The culmination of their work was the creation of a "mission study" report to guide future pastors, the Session, and the congregation as we move forward. Although preliminary reports were submitted to Session and the Presbytery's Committee on Ministry (COM), they were rejected because of a perceived negative tone. The final report was approved by the Presbytery of Long Island in September 2017. Copies are available at church and on our website for church members and pastoral candidates to reference.

Related to the VTF work, Pastor Meg held three workshops in August, September and October after worship. We discussed Sweet Hollow's Mission Statement, volunteers and church officers, and church committees. The meetings were very well planned and presented.

I would like to thank the members of this committee who worked tirelessly: Melissa D'Angelo, Carol Keil, Maureen Sansone, and Bill Walter. Much work, time and heartfelt discernment for Sweet Hollow's future

went into this study. The wealth of their knowledge, the church's history, years of facts and information, proofreading, computer input, and editing skills, and their thought and prayer went into this work. Their love of this church was amazing. I can't thank them enough.

### *Personnel Committee*

The Personnel Committee met with Pastor Mary Margaret Flanagan in April for her Annual Review. Session approved an extension of her contract as Designated Pastor for two more years (expiring June 1, 2019), which COM later approved. We thank Pastor Meg for her dedication, leadership and Sunday Sermons.

Personnel also met with Sweet Hollow's other employees. Barbara Zimmerman, our church secretary of nine years, does an outstanding job. Rachel Fogel, our Choir Director, (also with us for nine years) continues to bring great joy to our congregation with her musical talents. Tracy Dein, our new Treasurer, is doing a wonderful job looking after our finances. We are happy to have her.

We also thank two volunteers who regularly help our staff: Sukey Walter, who is often in our church nursery caring for our little ones, and Jane Beller who helps the church office during the week and also serves as our Assistant Treasurer.

Sweet Hollow is blessed to have such wonderful, conscientious employees and volunteers. Thank you to Frank Sansone and Jim Sommermeyer for their time, help, knowledge and insight as we worked together throughout the year.

Respectfully submitted,

Charlotte DeSanti, Personnel Chair

### **Worship Committee**

We have been blessed with re-naming our Designated Pastor, Reverend Mary Margaret Flannagan. She will continue her ministry with us through 2019.

The Worship Committee met on March 9, 2017, our first official meeting of the year. We reviewed the upcoming Lenten Season and other various topics such as pulpit supply needs and communion schedule.

During Holy Week, opportunities for worship were Maundy Thursday (soup supper), Easter Vigil (on Saturday), and two Easter Sunday services (sunrise and 10 am).

The Committee met after the Summer to review the upcoming Advent Season and the 500<sup>th</sup> Anniversary of Reformation.

Our last Worship Committee meeting was held on October 22, along with all the committees in the Fellowship Hall. We finalized the upcoming Advent session, we decided on which old and new traditions we

would use to celebrate during Worship which included candle lightings, worship times, ushering, and Communion. Other topics included how we can be more appealing and welcoming to new members. Our hope is that this conversation continues in the new year.

After normal Sunday morning worship on December 24, Christmas Eve services were held at 5 pm and 9 pm (candlelight). Almost 200 people attended worship that day!

We would like to recognize and thank:

- Rachel Fogel our Music Director and the members of the Sweet Hollow Choir for their music each week and the many hours they spend rehearsing
- Carol and Gail Keil for decorating the pulpit and piano throughout the year, as well as the Women for Women who decorated for Christmas
- the many people in our congregation who have assisted as liturgist
- our Elders and Deacons for their faithfully ushering
- our guest leaders: Pastor Applewhite, Pastor Finck and Pastor Jays.

Respectfully submitted,

Melissa Beyer, Worship Chair

# Proposed Bylaws for the Presbyterian Church of Sweet Hollow

## **I. Mission Statement**

The Presbyterian Church of Sweet Hollow is a community of Christians who were brought together, through the grace of God, to worship and enjoy fellowship with the Lord.

## **II. Relation to the Presbyterian Church (U.S.A.)**

The Presbyterian Church of Sweet Hollow is a member church of the Presbytery of Long Island in the Synod of the Mid-Atlantic of the Presbyterian Church (U.S.A.).

## **III. Governance of the Church**

This church shall be governed in accordance with the *Constitution of the Presbyterian Church (U.S.A.)*. Consistent with that *Constitution*, these bylaws shall provide specific guidance for this church. *Robert's Rules of Order (Newly Revised)* shall be used for parliamentary guidance.

## **IV. Meetings of the Church**

There shall be an annual meeting of the congregation on church property on the last Sunday of January, in which at least the following business shall be presented: annual reports from organizations and the Session (information only), financial report for the preceding year, budget for the current year (information only), changes in the terms of call for the pastor(s), Nominating Committee report for church officers (G-1.0503), electing members to serve on the Nominating Committee.

Special meetings may be called by the Session. Such calls shall state clearly the purpose of such special meetings, and business shall be restricted to that which is specified in the call. (G-1.0502)

## **V. Notice of Meetings**

Public notice of the meetings shall be given in printed and verbal form on at least two successive Sundays prior to the meeting. When the meeting is called for the purpose of electing a pastor, the notice shall be given in printed and verbal form at least ten days in advance, which shall include two successive Sundays. (G-1.0502)

## **VI. Moderator**

The pastor shall moderate the meetings. If there are co-pastors, they shall alternately preside at meetings. When the church is without a pastor, the moderator appointed by the Presbytery shall preside. If it is impractical for the pastor or the moderator of the Session appointed by the Presbytery to preside, s/he shall invite, with the concurrence of Session, another minister of the Presbytery to preside. When this is not expedient, and when both the pastor or the moderator concur, a member of Session may be invited to preside. (G-1.0504)

## **VII. Secretary**

The clerk of Session shall serve as secretary. If the clerk is not present or is unable to serve, the congregation shall elect a secretary. (G-1.0505)

## **VIII. Minutes of the Meeting**

The minutes of the meeting recorded by the secretary shall be attested by the moderator and the secretary, recorded in the minute book of the Session. It can then be posted in a public place on church property.

## **IX. Quorum for the Meeting**

The quorum of a meeting of the congregation shall be the moderator, the secretary, and one tenth of members, but under no circumstances shall it be fewer than one tenth of the active members of the

congregation. The secretary shall determine that a quorum is present. All members may vote, regardless of age, consistent with the state of New York. Voting by proxy is not allowed.

#### **X. Nominating Committee**

The congregation shall form a Nominating Committee in the following manner:

- (1) There shall be 5 members on the Nominating Committee.
- (2) One of the members shall be an Elder (currently serving on Session) designated by the Session. This Elder shall serve as Moderator of the Committee.
- (3) One of the members shall be designated by and from the Diaconate.
- (4) 3 members, not currently on Session or the Diaconate, shall be nominated and elected at the annual meeting of the congregation.
- (5) Members of the committee shall be elected annually. No member shall serve more than 3 years consecutively.
- (6) The pastor shall be an ex-officio member and without vote.
- (7) The Nominating Committee shall bring to the congregation nominations only for the number of positions to be filled.
- (8) The floor shall be open for nominations at the annual meeting. (See G-2.0401)

#### **XI. Elders**

The congregation shall elect 7 Elders divided into 3 classes, one class of whom shall be elected each year at the annual meeting for a 3-year term. No Elder shall serve for consecutive terms, either full or partial, aggregating more than 6 years. An Elder having served a total of 6 years shall be ineligible for reelection to the Session for a period of at least 1 year.

The Session, at its first meeting following the annual meeting, shall elect an Elder to serve as clerk and shall form such committees as necessary to carry out its work. At the same meeting of the Session, the Session shall annually elect a treasurer. A quorum for the Session shall be the pastor (or presiding officer) and 4 Elders.

#### **XII. Deacons**

The congregation shall elect 8 Deacons divided into 3 classes, one class of whom shall be elected each year at the annual meeting for a 3-year term. No Deacon shall serve for consecutive terms, either full or partial, aggregating more than 6 years. A Deacon having served a total of 6 years shall be ineligible for reelection to the Diaconate for a period of at least 1 year.

The Diaconate, at its first meeting following the annual meeting, shall elect a moderator and a secretary from among its members and shall form committees as necessary to carry out its work.

The pastor shall be an advisory member of the Diaconate. A quorum for the Diaconate shall be 1/3 of its members, including the moderator.

#### **XIII. Vacancies**

Vacancies on Session or Diaconate may be filled at a special meeting of the congregation or at the annual meeting, as determined by the Session.

#### **XIV. Amendments**

These bylaws may be amended subject to the Articles of Incorporation, the laws of the state of New York, and the *Constitution of the Presbyterian Church (U.S.A.)* by a 2/3 vote of the voters present, providing that the proposed changes in printed form shall have been distributed at the same time as the call of the meeting at which the changes are voted.