



# COMMUNITY PRESBYTERIAN CHURCH

## Annual Report

Summarizing the activities of 2019

## ANNUAL CONGREGATION MEETING AGENDA

### THE CALL TO ORDER:

Open with Prayer  
Nomination Committee Report and Elections  
Reports  
Budget Review (not for vote)  
Vote on Pastor's Salary and Allowances  
Vote to give Session permission to approve minutes

### CORPORATION MEETING:

Trustee Annual Report  
Close with Prayer

### NOMINATION OF OFFICERS AND TRUSTEE 2020:

Nomination for Elders Class of 2022  
Nomination for Deacons Class of 2022

### Nomination for the Nominating Committee for 2020:

(Elder)  
(Deacon)  
(Member at Large)

### Nomination for Board of Trustees, Class of 2022:

All members of Community Presbyterian Church of Pinetop are able to vote.

## **INTERIM PASTOR'S REPORT**

By the time you read this, I will have been your interim pastor for nearly a year. (Actually, it is one week short of being exactly a year.) It does seem that time flies by and this year has not been an exception. Truly it is amazing to me that this time last year, Debbie and I were just settling in to our new community. This year has been full of surprises for me. As we have gone through the months together, I have learned what a dynamic ministry this congregation conducts on a year-round basis.

This annual report contains a summary of the many events and ministry opportunities we have experienced together. From Shrove Tuesday (with excellent pancakes) through the Advent and Christmas celebrations, we have learned about each other and expanded our ministry. CPC is certainly 'the little congregation that could' (and does) act in amazingly generous and caring ways. I am proud to have been with you this year ~ we have enriched each others lives.

As your interim, I have two areas of responsibility. The first is to provide spiritual leadership for the programs of the congregation. This would include our Sunday worship, study and ministry groups, hospital and assisted living visitation, plus moderating the Session and Deacons. In essence these are the tasks that keep our congregation exhibiting God's Kingdom here in the White Mountains as it is in heaven. My second major responsibility is to guide the congregation in the process to secure a new installed pastor. This process has taken a number of deliberate steps. The first few months of our relationship were spent getting to know one another. For me this was to know the workings of the congregation and get a 'feel' for who you are. For you this was a chance to become acquainted with Debbie and me. This time was well spent and built a foundation for trusted work together. The next step was to have us work through a mission study, which we accomplished in July while our summer attendees could participate. Once the study was completed we moved on to electing a Pastor Nominating Committee (PNC) which was charged with writing the Ministry Information Form (MIF) or resume of the church. The committee accomplished this writing task with amazing energy and timeliness, so the information about our congregation is currently out on the Presbyterian Church website for prospective pastors to review. The final step in this process will take place in 2020 – the interviewing and selection of your new installed pastor.

Both of my areas of responsibility are making good progress as attested by the stories in this annual report. CPC is a very vital congregation impacting our communities and growing in the grace of our Lord Jesus Christ. Whomever the new pastor is, they will be welcomed into a very 'alive' congregation. In my opinion, they will receive a great gift by coming to serve at CPC.

I have been honored to serve you with year and count it great joy that our relationship will continue into 2020.

Grace and Peace, Bob Leivers

## **CLERK OF SESSION**

Session welcomed four new members; John & Marty Hayes, Nita Hiatt and Joyce Kraft; and twelve affiliate members; Marty & Bob Anderton, Kay Bailey, Eva Kauffman, Michael Block, Jim Redden, Jane Pugh, Gwen Eckholm, Dave & Margaret McDougal, and Ray & Marilyn Baldner. We lost five members; Carl Davis and Charles & Lois Little by transfer; and Donna Staats and Marvin Wilson by death.

Two Session members and one Deacon will be leaving office in 2019; Elders Jan Mullins and Laurie Yost; and Deacon Mary Doane. We thank each of you for the time, talents and efforts that you have given to and shared with Community Presbyterian Church. We truly appreciate your dedication.

February 1 we welcomed Reverend Bob Leivers as our Interim Pastor. Our membership and Worship attendance have increased under Bob's leadership. Our Pastor Nominating Committee was formed and approved by the congregation on October 6, 2019: Chairman Marc Traeger, Bob Anderton, John Marble, David Yost, Patsy Hjalmarson, Becky Lopez, Caroline Cox, Sheila Hogan, and Leora Knutson.

In Christ's Love,

Lynda Marble  
Clerk of Session

## **WORSHIP REPORT**

2019 was a year of challenges and change. We were able to find an Interim Minister, Rev. Bob Leivers, to get us organized and back on the right track for calling a permanent Pastor. It marked the end of scrambling each week to fill the pulpit and meet the day-to-day needs of our church family.

Easter was a special time. We added something different this year when we shared services with the Episcopal Church and Father Kari. The Maundy Thursday service was held at our Church. The Good Friday service was at the Episcopal Church. Both Pastors served communion at both the Maundy Thursday and Good Friday service. As part of our Church tradition, the flowering of the cross was presented on Easter Sunday. Many people remarked that it was one of the most beautiful crosses they have ever seen.

Jim Bohart arrived in May to once again direct the choir for the summer months. Our seasonal choir members began arriving and sharing their musical talents. Our numbers swelled and our voices filled the Sanctuary with glorious harmony.

We held two services from June through September. Thank you to all the musicians who sang special music, played the piano, organ and guitars. You add that extra “something” to each and every service.

The Christmas Cantata was performed on December 15<sup>th</sup>. Thank you to the choir members for going above and beyond by devoting extra time and being so dedicated to this performance. Thank you, Nancy Turner, for composing the narrative and accompanying us on the organ. Thank you Loretta Gadbois and Rev. Bob Leivers for doing an outstanding job as narrators. We had many, many people comment on the wonderful, meaningful message that was shared through song.

Remember, we cannot do it without “you”! Each and every Sunday we need a Worship Coordinator, Lay Leader, Ushers and someone to provide refreshments. Thank you for doing your part in the past. Each part makes up the whole Please consider volunteering as much as you can for each and any of these jobs.

With Love In Our Hearts,

Jan Mullins and Judi Bee

### **BUILDING & GROUNDS REPORT**

The year started with a lot of activity. The Pastor’s office and Secretary’s office received a major renovation. The floors in both offices were failing and the south wall in both needed to be shored up with treated timbers. The major work on the walls was done by John Marble and his four pound hammer. Coby Heuett Construction tore out the weak floor joists and replaced the wood with fill and concrete. We were able to paint the Pastor’s office and re-carpet the office before Pastor Bob Leivers arrival.

Special thanks to the Cox family. Tyler and Ryan kept the grounds looking great until the start of football. Forgive me for not writing down that Caroline Cox’s girl or boy scouts moved the brick in the back parking lot.

BDW Painting won the bid to paint the buildings and sanctuary. I believe they did a great job.

Jerry & Dot Knoebel are responsible for the upgrades to the landscaping close to the main church. Irrigation and flowers on the west side are goals for the springs.

Here’s to a great 2020!

-- Patrick McKinley, Building & Grounds

## **CHRISTIAN EDUCATION**

We are excited to let you know that we were able to send 6 kids to Montlure this year! The kids and their families participated in a spaghetti dinner fundraiser to help raise the money needed to send everyone to camp without much expense to the families. Thank you CPC for helping our kids have this wonderful experience!

We were able to help out with a few activities this year, including Souper Bowl Sunday, Fat Tuesday Pancake Dinner, Church BBQ and the Neighborhood Picnic.

We have made a few changes to Sunday School for right now. First, we have only been teaching Sunday School on the 3rd Sunday of every month. The kids are staying in all other Sundays at this time. We have found some older curriculum that we are using for now. Once we have a permanent pastor we will work on finding something new.

We are looking forward to what the New Year will bring for Christian Education and our church!

Caroline Cox and Laurie Yost

## **FELLOWSHIP**

The "Party Animals" had a good year in 2019. We sponsored a number of events from Souper Bowl to Thanksgiving Dinner. We helped co-sponsor a card drive for Valentines, sponsored hotdogs and popcorn for Souper Bowl, Spaghetti and Pancake dinners for Montlure scholarships, along with monthly special occasions. We enjoy our time together and helping others.

Thank you all for your help and participation. A special thank you to the youth for helping with the Montlure scholarship drive. Now that I have some experience under my belt, I hope to expand Fellowship in the next year. If you have any questions or suggestions, or want to join the fun, please contact me, John Marble at 928-242-0919. We invite everyone to participate even if you only have time for one event.

For 2020:

Weekly, we need Fellowship refreshments for Sundays after service. Please sign up in the Worship volunteer book. If you can't attend, or just want to help Fellowship, please bring treats and place them in the freezer and I will see that they are put out after service. Just mark on the bag or box "Fellowship".

Thank you again for your support this year and your continued support in 2020.

--- John Marble, Fellowship Committee

## **MISSIONS COMMITTEE REPORT**

Overview: Much of the missions work accomplished at CPC is done by the Presbyterian Women's organization. Their work is in no way supervised by the Missions Committee, but they are both a functioning missions organization and offer good points of contact for outreach to the community with organizations that are working to make the White Mountain community a better place to live.

Minutes for Missions: This segment of worship is a means to communicate to the congregation about organizations looking for assistance to work in our community, thereby extending opportunities to those beyond the PW. A number of organizations spoke, some more than once, seeking volunteers or donations. One such organization is the Love Kitchen with whom CPC has an ongoing relationship. We've added to that by creating a team that handles dish washing on Tuesdays since November.

Community Picnic: An effort was made to use our outdoor facility to communicate with our neighborhood. A picnic was organized and held in early Fall. Few neighbors attended but all neighbors were communicated with, most in person and others by pamphlet. The reception at our neighbor's homes was very friendly.

Montlure: The Missions budget contributed to the Montlure scholarship fund, complementing the efforts of our campers, parents and parishioners to support youth participation in the Christian camp immersion experience.

Presbyterian Mission Fund: CPC donated \$1000 to the PCUSA's Mission Fund.

Holiday Food Boxes for Veterans: For years CPC has organized a drive to provide holiday food boxes for veterans in need in our community. This program has doubled the number of boxes provided over the last two years to 120 boxes, thanks to the generosity of our congregants and the work of our Deacons.

Cup of Joe: A new program begun this Fall is sending gift cards to those serving in the military to remind them of our care and concern.

Likewise, CPC has resumed sending Boxes of Cookies to military bases around the world where military personnel connected to CPC are serving.

Goals: For the coming year we want to maintain and grow the work we are doing. In particular we want to maintain our connections to Puerto Rico, still suffering in the aftermath of the destruction of hurricanes and now a series of earthquakes. Also there is a desire to be more active this coming year in PCUSA's One Great Hour of Sharing and the Presbyterian Giving Catalogue.

Submitted: Steve Knutson

## **PERSONNEL COMMITTEE**

The following business and events occurred in 2019:

1. Administrative assistant Rhonda resigned.
2. Pastor Bob Leivers was hired as an interim pastor
3. Tammy Ryder was hired as an administrative assistant, completed her probationary period and was converted to a salaried position with an increase in salary compared to her starting salary.
4. The Church Health Assessment Tool (CHAT) was approved and completed by CPC members and visitors in order to proceed with a pastor nominating committee (PNC).
5. Our Pastor Nominating Committee was formed by the personnel committee and was elected to the PNC by the congregation. The PNC members are:

Bob Anderton, Caroline Cox, Patsy Hjalmarson, Sheila Hogan, Leora Knutson, Becky Lopez, John Marble, Marc Traeger, and David Yost.

The PNC met weekly and completed a Ministry Information Form, which was approved by the Presbytery and will be posted. A revision of the Mission Study Report was also completed and this will be posted on the CPC website, accessible by a link from the MIF and by the general public accessing the website.

The Finance Committee budgeted funds for the PNC, which was acknowledged as sufficient.

6. The Personnel Committee has initiated the process to fill Elders and Deacon vacancies for 2020.

Marc Traeger  
Personnel & Nominating Committee

## **DEACONS REPORT**

The main function of the Board of Deacons is to conduct the compassionate ministry of the congregation. This particular ministry was conducted by the following members: Mary Doane (partial year), Pat Mecey, Sheila Hogan, Mary Freemon and Steve Rodney. Arlene Kerr acted as an 'auxiliary member'.

As part of this ministry, meals were organized and provided for numerous members who were recovering from medical issues. Deacons also assisted in taking communion to those who



were homebound. Copper Parker was the only person requesting this ministry and it was accomplished.

The Deacons provided support for the Thanksgiving and Christmas packaging of food boxes for Veterans in our area. The Thanksgiving boxes were organized by Steve Knutson (former Deacon) and the Deacons assisted with assembly and distribution. The Christmas boxes were organized by Tom and Elizabeth Jernigan (honorary Deacons!) with the Deacons assisting with the packing of the boxes.

Once again the Deacons (and Arlene) lead the way with the Christmas Bear Tree project for the Child Protective Services in the White Mountains. This year we were assigned 50 foster children and through the generosity of our congregation we were able to fulfill the Christmas wishes of the young people. It was quite an achievement – thank you.

It is an honor to serve alongside the gracious hearts of our Board of Deacons. They are truly quietly sharing the compassion of Christ with so many.

Bob Leivers

Acting Moderator

## **FINANCE AND STEWARDSHIP REPORT**

Community Presbyterian Church's Finance and Stewardship Committee consists of Jan Mullins, Roger Balzer (Treasurer), Jim Snitzer, and Becky Lopez. Larry Vicario provides paid professional accounting services to the Church and Finance Committee. Rev. Bob Leivers is an ex-officio member and Tammy Ryder our Financial Secretary provides secretarial support.

The Finance Committee meets monthly to review financial reports and fiscal matters of the Church. In addition to tracking income and expenses, the Committee is responsible for formulating the annual church budget and along with the trustees, monitoring the long-term investments of the congregation. The Committee reports monthly to Session on the budget, the status of stewardship giving, and special financial projects such as major capital expenses and fund-raising campaigns. The 2019 Financial Statements are available for all members to review and will be presented at the annual meeting.

You may remember that we ended 2018 with a surplus and are on track to again show a surplus for 2019, mainly due to unfilled positions (Pastor and Music Director).

Looking at 2020, we are forecasting a balanced budget that is roughly in line with prior years except for one thing: we are budgeting \$17,500 as a one-time additional cost to cover finding and hiring a new permanent pastor. We are also showing a \$17,500 one-time additional

income to cover that cost. That income will come from a \$10,000 donation from a generous donor, plus \$7,500 that basically comes from the surplus we are generating this year. Our expenses are being well managed by the various committees who have learned to do more with less.

We have had a good year and we are in good financial shape. But looking forward to next year is bittersweet as we know we will lose our interim minister Rev. Leivers, who has come to mean so much to our congregation and Church life. But at the same time we look forward to finding and settling in with a new permanent minister. Meanwhile, we continue to take considerable encouragement from the way this congregation has supported this Church, our outreach to the community at large and care of our brothers and sisters with needs.

We are fortunate to enjoy a congregation that gives outstanding support to our Church and its mission, a committed staff, and numerous volunteers whose contributions are invaluable. We continue to feel that God has blessed this congregation richly and has given us many resources for which we bear the responsibility to be good stewards.

Sincerely,

Jim Snitzer  
The Finance and Stewardship Committee

## 2020 Proposed Budget - Community Presbyterian Church Page: 1

Sort = 4. Fund and Category

**December, 2019 - All Funds**

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	2019 Budget	2019 Actual	2020 Budget
<b>Income:</b>			
<i>General Fund</i>			
<b>Offering Income</b>			
22 Commitment Income	68,090.00	73,988.44	70,505.00
23 Non-Commitment Inc.	83,860.00	103,134.63	90,960.00
Total for Offering Income	151,950.00	177,123.07	161,465.00
<b>Miscellaneous Offering</b>			
25 In-Kind Donations	0.00	3,429.72	0.00
26 Miscellaneous	100.00	223.60	17,500.00
27 Per Cap-Self Pay	2,700.00	2,465.75	2,550.00
Total for Miscellaneous Offering	2,800.00	6,119.07	20,050.00
<b>Interest Income</b>			
87 Pastor loan interest income	1,030.00	1,036.43	930.00
126 Investment Income	1,500.00	8,218.43	1,500.00
Total for Interest Income	2,530.00	9,254.86	2,430.00
<i>Total for General Fund</i>	157,280.00	192,497.00	183,945.00
<b>Total Income</b>			
	<u>157,280.00</u>	<u>192,497.00</u>	<u>183,945.00</u>
<b>Expense:</b>			
<i>General Fund</i>			
<b>Utilities</b>			
29 Church Telephone	3,500.00	3,070.60	2,200.00
30 Church Electric	3,500.00	2,943.39	3,200.00
32 Church & Manse Water	3,500.00	4,054.21	3,800.00
34 Garbage	700.00	514.00	600.00
35 Church Gas	1,800.00	1,486.09	1,800.00
36 Insurance	3,900.00	3,789.75	3,900.00
38 Sewer	500.00	480.00	500.00
39 Snow Removal	750.00	900.00	1,000.00
Total for Utilities	18,150.00	17,238.04	17,000.00
<b>Bldgs &amp; Grounds</b>			
40 Church Rep/Main	2,000.00	1,688.37	2,000.00
41 Manse Rep/Main	1,000.00	283.23	1,000.00
42 Chalet Rep/Main	500.00	290.23	250.00
43 Grounds Maintenance	5,600.00	7,833.92	4,700.00
60 Cleaning	3,500.00	3,825.27	5,300.00
Total for Bldgs & Grounds	12,600.00	13,921.02	13,250.00
<b>Pastor</b>			
114 Pastoral Housing & Utility All	18,000.00	22,000.00	95,000.00
101 PNC Expense	0.00	0.00	17,500.00
5 Pastor's Ministry Expens	2,200.00	89.99	0.00
93 Pastor reimbursement	0.00	14,991.00	0.00
94 Pastor moving expense	5,000.00	636.60	0.00
44 Pastor Deferred Salary	42,000.00	17,996.00	0.00
45 Pastor Car Allowance	1,500.00	1,351.09	0.00
46 Pastor Pension, Medical, Etc	19,200.00	5,794.64	0.00
48 Professional Expense	0.00	0.00	0.00
49 Pastoral Cont. Educ.	1,300.00	0.00	0.00
Total for Pastor	89,200.00	62,859.32	112,500.00
<b>Empl. &amp; Deductions</b>			
50 Choir Director	500.00	0.00	0.00

## 2020 Proposed Budget - Community Presbyterian Church Page: 2

Sort = 4. Fund and Category

**December, 2019 - All Funds**

Print Date: 1/16/20, 1:10:26 PM

	<u>2019 Budget</u>	<u>2019 Actual</u>	<u>2020 Budget</u>
51 Church Financial Secretary	14,560.00	14,109.59	14,750.00
73 Bookkeeper Salary	5,700.00	5,700.00	5,700.00
52 Year End Gifts	500.00	500.00	750.00
53 FICA/Employer	1,110.00	1,170.98	1,170.00
153 Medicare/Employer	260.00	273.88	275.00
54 Workman's Comp.	600.00	573.00	800.00
Total for Empl. & Deductions	<u>23,230.00</u>	<u>22,327.45</u>	<u>23,445.00</u>
<b>Worship</b>			
80 Piano & organ maintenance	100.00	0.00	100.00
56 Music	100.00	(417.00)	150.00
57 Worship Supplies	350.00	987.62	1,000.00
58 Handbell Supplies	0.00	0.00	0.00
59 Pulpit Supply	750.00	1,000.00	1,000.00
Total for Worship	<u>1,300.00</u>	<u>1,570.62</u>	<u>2,250.00</u>
<b>Admin. &amp; Others</b>			
37 Presbyery Meetings	250.00	0.00	250.00
17 Operating Supplies	350.00	124.42	350.00
91 Land Interest Expense	1,200.00	1,036.44	970.00
55 Advertising	650.00	803.83	900.00
62 Miscell. Expense	100.00	102.19	150.00
63 Church Publications	0.00	0.00	0.00
64 Postage	300.00	350.00	350.00
65 Per Capita	2,700.00	2,827.50	2,580.00
66 Office Supplies	800.00	1,011.71	1,200.00
68 Office Equip/Lease	2,450.00	3,987.95	4,850.00
69 Session Expense	100.00	0.00	100.00
Total for Admin. & Others	<u>8,900.00</u>	<u>10,244.04</u>	<u>11,700.00</u>
<b>Deacons</b>			
70 Deacon Fund	200.00	88.97	200.00
<b>Christian Ed.</b>			
76 Christian Education	850.00	385.00	850.00
82 Childcare	0.00	0.00	0.00
83 Christmas Program	0.00	0.00	0.00
84 Vac. Bible School	0.00	0.00	0.00
85 Sunday School	0.00	0.00	0.00
86 Adult Educ. Supplies	0.00	0.00	0.00
88 Sr High	0.00	0.00	0.00
89 Montlure Scholarships	0.00	(225.00)	0.00
Total for Christian Ed.	<u>850.00</u>	<u>160.00</u>	<u>850.00</u>
<b>Mission</b>			
111 Montlure Camp Support	150.00	150.00	150.00
90 Presbyterian Mission	2,000.00	1,000.00	2,000.00
373 Misc Mission	500.00	348.48	500.00
Total for Mission	<u>2,650.00</u>	<u>1,498.48</u>	<u>2,650.00</u>
<b>Membership</b>			
92 Membership	200.00	28.12	100.00
<b>Fellowship Committee</b>			
171 Fellowship Committee	0.00	(535.15)	0.00
Total for General Fund	<u>157,280.00</u>	<u>129,400.91</u>	<u>183,945.00</u>
<b>Total Expense</b>	<u>157,280.00</u>	<u>129,400.91</u>	<u>183,945.00</u>
<b>Income - Expense</b>		<u>63,096.09</u>	