

# 2019 ANNUAL REPORT



**ANNUAL MEETING  
FEBRUARY 23, 2020**

**FELLOWSHIP & MEETING  
FOLLOWING THE SERVICE**

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*To Know Christ and To Make Him Known*

## ANNUAL CONGREGATIONAL MEETING AGENDA

### Fellowship

Welcome, Call to Order, and Opening Prayer.....Rev. Dr. Brian Janssen

### Certification of a Quorum

### In Memoriam

Review of Minutes.....Peter Wildfong, Clerk of Session

Election of Financial Secretary.....Peter Wildfong, Clerk of Session

Pastor's Report.....Rev. Dr. Brian S. Janssen

Proposed Changes to Church Bylaws of the Congregation.....Rev. Dr. Brian S. Janssen

Youth Leader's Report.....Melanie Thomson/Ted Griffin

### Election of the Nominating Team

### Reports of the Session Ministry Teams

- Christian Education (CE).....Wendy Cibula
- Mission and Evangelism (M&E).....Jim Cummins
- Membership, Fellowship and Care (MFC).....Joanne Dunmyre
- Stewardship, Administration and Finance (SAF).....John Cibula
- Worship.....Peter Wildfong

Auditor's Report of 2019.....Randy Thomson/Sonny Jani

Financial Report.....Bill Johnston, Treasurer

Presentation of 2020 Investment Plan.....John Cibula

Pastor's Term of Call 2020.....John Cibula

### Motion and Vote to Adjourn

Closing Prayer.....Rev. Dr. Brian Janssen

**In Loving Memory of**

**Marjorie Stahl Barton**

(Charter Member)

Entered this World on February 19, 1927

Joined Heritage Congregation on November 1, 1964

Passed to Christ's Loving Arms on July 12, 2019

**HERITAGE PRESBYTERIAN CHURCH  
Annual Congregational Meeting Minutes  
February 24, 2019**

1. Pastor Brian Janssen opened the meeting with prayer at 11:21 AM.
2. Clerk of Session Peter Wildfong certified there was a quorum present (27 members in attendance)
3. During 2018, no members passed into the Church Triumphant. As such, the In Memorium section was not read.
4. Clerk of Session Peter Wildfong reviewed that the minutes of meetings of the Congregation held on February 28, 2018 and September 9, 2018 were included in the 2018 Annual Report. As permitted by the Presbytery and authorized by the Congregation in 2012, the Session approved these minutes at previous meetings.
5. Pastor Brian Janssen announced the nomination for Election of Donna Johnston as Church Financial Secretary, retroactive to September 2018.

**A Motion was made (Carolyn Briggs) to support the Election of Donna Johnston to this position. The motion was seconded (Randy Thomson), and the congregation voted unanimously to approve the motion.**

6. Pastor Brian Janssen reviewed the written Pastor's Report (2018 Annual Report). He announced his diligent work towards completion of his doctoral degree, which he anticipates finishing during 2019.
7. Ted Griffin presented the Youth Leader's Report, highlighting the Youth Group's attendance at the Creation Festival and Mission Trip to Texas (to be reprised in 2020). Ted indicated a shift in Youth Group dynamics with the entry of several new Junior High students and graduation of several Senior High students in 2018.
8. Pastor Brian Janssen reviewed the nominations for the 2019 Nominating Team: Stephanie Nestor, Pam Dierker, Bobbie Berg, and Jim Cummins.

**A Motion was made (Bill Johnston) to accept the nominations of the Nominating Team, which was seconded by Wendy Cibula. The congregation voted unanimously to approve the motion.**

9. The congregation heard the reports from representatives of each team:
  - a. Christian Education (CE). The written report (2018 Annual Report) was reviewed by Elder Wendy Cibula. She recognized Julie Halyama for coordinating the group and the countless volunteers who serve as teachers, nursery workers, VBS, and all other elements. The CARE Program (formerly SPIN) continues to grow and thrive.

Membership, Fellowship & Care (MFC). The written report (2018 Annual Report) was reviewed by Cyndi McAleer. The team is currently engaged in evaluating its role to expand the Care portion of its charge. Some traditional events (e.g., Chocolate Extravaganza and Secret Sisters) have been postponed a year to re-evaluate their roles. All suggestions are welcomed by the group.

## Annual Congregational Meeting Minutes - Page 2

- a. Stewardship, Administration & Finance (SAF). The written report (Annual Report 2018) was reviewed by John Cibula. He highlighted upgrades to the HVAC system to include the Nursery, necessitated when the boiler was shut down in June 2018. John also reported that the floors were re-done in 2018 and that the Body & Soul Ministry continues to grow and is always looking for volunteers.
  - b. Worship Team (WT). The written report (Annual Report 2018) was reviewed by Elder Peter Wildfong. No major changes were made to Worship at Heritage during 2018, but the team thanked the many volunteers who make all aspects of Worship work. The team especially thanked Terry Martin for her contributions to this and every other aspect of life at Heritage.
10. Randy Thomson reviewed the 2018 Auditor's Report. He reported that there were no issues with the audit, and that everything was done in a very orderly fashion.
  11. Pastor Brian Janssen commended Bill and Donna Johnston for their tireless work on the financial team for Heritage Presbyterian Church. Treasurer Bill Johnston reviewed the 2018 Financial Report. He was pleased to announce that the mortgage for the church is now less than \$100,000. Although the church closed 2018 with a deficit in 2018, at \$2,932 this was less than projected in the 2018 Financial Plan.
  12. John Cibula reviewed the 2019 Investment Plan. At this time, the projected shortfall is anticipated to be \$23,545, but we are confident that, with God's blessing, we will make it work. Pastor Brian Janssen thanked the congregation for their continued generosity.
  13. John Cibula reviewed the terms for the Pastor's call: Base Salary \$32,880, Housing Allowance \$20,749, Pension \$20,289, Health Allowance \$3,000, Professional Expenses \$700, Study Allowance \$2,000, Total: \$79,618

**A Motion was made (Bill Johnston) in support of Pastor Brian Janssen's compensation package for 2019 be \$79,618. The motion was seconded (Dan Vitale), and approved unanimously.**

14. The meeting returned to the ecclesiastical format, and Pastor Brian Janssen returned to the room.

**A Motion was made (Rick Berg) to adjourn the meeting, which was seconded (Ken Andrews). Pastor Brian Janssen closed the meeting with prayer at 11:53 AM. The motion to adjourn was unanimously approved.**

**Heritage Presbyterian Church  
Congregational Meeting  
October 6, 2019**

The meeting was called to order with prayer by Pastor Brian Janssen at 10:04 AM. The Clerk certified that there was a quorum present.

Pam Dierker, representing the Nominating Team, called for a motion to elect Jaime Griffin as elder for a term of 3 years and Wendy Cibula as elder, for a second term of 3 years (Class of 2022). There were no nominations from the floor. The motion was made (Dan Vitale; 2<sup>nd</sup> Rick Berg) and approved unanimously by the congregation.

A motion was made by Rick Berg to adjourn the meeting. The motion was seconded (Pam Dierker).

Pastor Brian Janssen concluded the meeting with prayer at 10:07 AM. The motion to adjourn was then approved unanimously by the congregation.

## Pastor's Report

The past year has been an excellent one. We have solidified our ministries, and increased participation in them, while supplementing them with one off but potentially annual events and mission projects. I think this is good on two fronts. The first being that when churches are engaged actively in ministry their anxiety about the future goes way down. The second is that what we are doing is full and we are not spread too thin. We are in a place where people can be regular participants in some of these ministries, but also they are simple enough that it is easy to invite people to come once or they can participate intermittently. This is a good model for building ownership of ministry.

One of the things that I enjoy engaging in as a spiritual practice and discipline every year is to review my calendar from the previous year. It is always amazing at how full the calendar gets. Please note by "full" I do not mean exhausting. Even small moments and reminders on the calendar prompt me to remember moments of God's grace. One event listed is "write letter of recommendation for Alex D;" and I think about how well Alex is doing at Ohio State. The calendar was filled with ministry reminders and meetings, and visitations. All of this, not to mention, "finish chapter 2," "get final interview completed," "go to library."

The year was filled with great moments like officiating my cousin Julie's wedding, and also officiating Ray Horz and Donna's. There can be a lot of moments in the year of a pastor when we may wonder, when will God act, when will God do something. Only to be reminded in these moments that God is always up to something, making a new thing possible. The past year we created the position of Wellness Director and our Wellness ministry is going great with Susan Payne at the helm. The Session has created,

**Pastor's Report**  
**Page 2**

approved, and posted a job description for a part-time youth director. It is our belief that this will increase our capacity for reaching a wider cross section of the neighborhood where we are situated with the gospel of Jesus Christ. It will also provide a higher level of transparency in this area of the church's life.

Finally, the Session is making plans to pay off the mortgage debt left on the church. While this has been a burden we have joyfully borne over the years, we have come to a moment in our life where we believe retiring this debt will open up new pathways for joining God in the ministry and mission he is placing before us. We are also planning to include a mission component to this endeavor so please be ready to receive information about that.



## Proposed Changes to the Church Bylaws of the Congregation

The proposed changes made by Session to the Church Bylaws of the Congregation will be voted on by the congregation today.

**\*Motion:** Session reviewed the recommendations it made to Heritage Presbyterian Church Bylaws of the Congregation. It will strike Article 17 and add to Article 3 the following text – ***“As the people of God experience seasons of joy and grief, it is the duty of the Session to properly direct the care, which is received and given to those as have need. This shall occur by the Session appointing various persons and teams to be with the people of Heritage United Presbyterian Church in times of need.”***

Motion: To approve the changes to the Church Bylaws of the Congregation.

**\*Motion:** Heritage Presbyterian Church Bylaws of the Congregation will correct text in Article 3 to state that the Session shall ***“...consist of six (6) ruling elders...”***

Motion: To approve the changes to the Church Bylaws of the Congregation.

Additional recommendations for changes to the bylaws that were made by Session:

**\*Motion:** Article 3 will be further amended to read: ***“A quorum of Session for meetings shall be one-half (1/2) of the active ruling elders of the Session.”*** (Elder Jaime Griffin; 2<sup>nd</sup> Elder Peter Wildfong). The motion was approved unanimously by Session.

Motion: To approve the changes to the Church Bylaws of the Congregation.

**\*Motion:** Heritage Presbyterian Church Bylaws of the Congregation will adopt a new Article 4 - Use of Electronic Media for Session Meetings to read: ***“In cases where ruling elders cannot be physically present, but can be present via electronic media, electronic media may be used, provided all ruling elders may hear one another and be heard. Those ruling elders present via electronic media shall have full voice and vote. The Session may adopt rules to further enhance communication ability and transparency.”*** (Elder Wendy Cibula; 2<sup>nd</sup> Elder Karen Cummins). The motion was approved unanimously by Session .

Motion: To approve the changes to the Church Bylaws of the Congregation.

## YOUTH GROUP 2019

2019 has been a year of transitions for the youth of Heritage Presbyterian Church. The regular attendees included Joe Cibula, Quentin Halyama, Ben Madison, Maggie Nestor, Mia Vitale, Sarah Vitale, Jenna Vitale and Julia Cibula.

Starting in January of 2019 the youth enjoyed a movie night at church. In February we attended our annual Jam Nation Concert and dinner at the Franklin Inn.

In the spring our main focus was preparing for our mission trip. The youth participated in Fiesta Mexicana in an effort to raise money. Fiesta Mexicana was again sponsored by The Franklin Inn. We would not be able to fundraise like this without the generosity of John and Wendy Cibula each year!

As time drew nearer to our trip we had many team building opportunities. Over all we had a great school year with our youth. We kicked off our summer with a party at the church where we ate, played games and ate some more!

The end of June came quickly as we prepared for our big mission trip! This year our mission trip was to the Philadelphia Project. Our trip was amazing and we definitely felt the Holy Spirit with us the whole trip. While there we worked with the youth of the Stenton Family Manor, a homeless shelter in the intercity of Philadelphia. We had so many opportunities to give and to receive Christ's love that I know that we will all carry this experience in our hearts.

In July, we attended the 4 day Alive Festival which is always a great time of fellowship and worship. We always return from these festivals feeling refreshed and renewed in our faith.

Our fall season began with a "Welcome Back Bonfire," in which we had a great turn out. We welcomed more new junior high students. This year we were also fortunate to have many new volunteers to help us in the ministry of the youth. Thanks to Jaime Griffin, Pam Dierker, Sarah Muckian and Maura Finke for investing in these teens.

As the holidays approached we again planned our Pancake breakfast fundraiser. This time we challenged the senior high boys in the planning of the entire event. They rose to the occasion and planned the event on their own. They once again chose to raise funds for Su Casa. It was a great time of fellowship for our church and community which focused on reaching out to others.

Our end of the year Christmas party was held at the church for the junior high group and at Quaker Steak for our senior high group. It was a great time of fellowship for all.

## Christian Education Team

Team Members: Julie Halyama & Denton Bond (team chairs), Wendy Cibula (Session Elder Liaison), Melanie Thomson and Ted Griffin (Youth Group Leaders); Karen Hayworth (Nursery Coordinator), Bobbie Berg, Erika Jani, Dan Vitale, and Pastor Brian Janssen. The Christian Education Team at Heritage strives to use the resources that God has blessed us with to support the mission of the church by offering opportunities to know and share Christ. We are grateful for the dedication, reliability and consistency of the many volunteers and teachers necessary to conduct Heritage's education ministry. We had a very busy year and many hands were needed to help in our efforts. Below are some of the highlights.

### Some 2019 Highlights

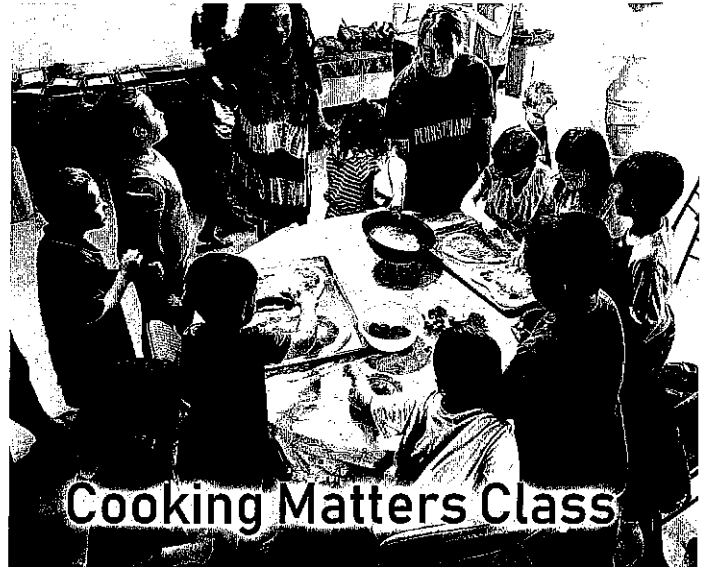
**Sunday School for All Ages & Nursery** – There was something for everyone in our Sunday School Program. Adult Sunday School was led by Bill Johnston with a pause for Pastor Brian to share his doctoral program research with us. Bobbie Berg, Erika Jani, Pam Dierker, Carolyn Briggs, and Dan Vitale lead the children and youth classes. Several other congregation members also volunteered as substitute teachers. We continue to offer nursery during worship organized by Karen Wildfong.

**Bibles for Elementary Children** – New Bibles were gifted to three children this year during a special presentation at church. We were also able to gift a Bible to a child participating in our CARE Program.

**Anchorpoint CARE (Courageous, Anchored, Resilient, Empowered) For Single Moms:** This Fall we began our fourth year of the CARE ministry. Many of our CARE families graduated from the program this year making room for new families who we have been getting to know better. CARE meets the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month to provide hospitality and child care for these precious families. Volunteers and our CARE families gather together for dinner prepared by us (typically 25-40 of us all combined). After dinner the moms go to their support group led by a licensed social worker from Anchorpoint while we watch the children, helping with homework, stories, games, and crafts. We are always reassessing the needs of our CARE families and how we can be of further assistance. For example, this Fall, a group of men from our church led an effort to help one of our moms who had reached out for help with various yard work. This year we gifted our families with homemade Christmas cookie trays and gift cards to Giant Eagle and Target. There are so many ways to be involved and we could use your help too. What gift or talent can you lend to this amazing ministry?

## Christian Education Team Page 2

**Cooking Matters:** This Spring we hosted a Cooking Matters class in partnership with 412 Food Rescue. The six-week course was free for participants and focused on healthy affordable meals for families with young children. Heritage Church provided the marketing, registration, space, hospitality and child care. 412 Food Rescue provided the cooking instructor, nutritionist, groceries and cooking supplies. Moms received a bag of groceries to take home each week and at the end of course graduated with a cookbook, their apron and a few other cooking accessories. A cool aspect of the course was that kids joined their moms to eat what the moms cooked that class. The last class, the moms and kids made homemade pizza together. During one of the classes, the moms went on a field trip to the grocery store where they were taught how to read labels and make healthy choices. They were then given a gift card and challenged to purchase items to create a meal for their family based on what they had just learned. Julie Halyama and Wendy Cibula went to the 412 Food Rescue headquarters for Cooking Matters training. Julie also took an online food safety course in preparation for Cooking Matters to be held at Heritage. There was a waitlist for the class and most of the participants were CARE families.



**VBS was Replaced with Heritage Family Nights:** After prayerful consideration and discussion, we decided to hold family nights over the summer in place of a traditional VBS program in order to encourage families to hang out together. Two of the evenings were organized by the CE Team and the youth group under Ted Griffin's leadership and one of them was hosted by our MFC Team.

**Youth Leader Search** – Our beloved long serving youth leader, Melanie Thomson, expressed an interest in phasing out of leadership with youth group this Summer to become an occasional helper. The many parents of teens who have gone through this program are grateful for the years of service Melanie has given to our children at much personal sacrifice of time, talent and treasure. Session appointed a committee of Wendy Cibula, Connie Vitale, Peter Wildfong and Pastor Brian to create a job description for the hiring of a youth director. Session then converted this team into a search committee that has begun the very initial stages of searching for a director who will be responsible for the church's nurture of children and adolescents. We hope that you were blessed by the education and ministry work of the CE Team this year.

## MISSION GIVING STATEMENT

<u>Heritage Church Missions</u>	<u>2019</u>
<b>Missions Budget</b>	
Denomination Giving	
Pittsburgh Presbytery in support of:	
General Assembly Missions	)
Synod Missions	> 3,000
Pittsburgh Presbytery Missions	)
Global Missions	
Guyana Wycliffe Bible Translators, Dee & Ray Stegmen	2,160
India United Sram Ashram, Rev Dr Kudipuchi Clement	2,160
Various World Vision	1,200
Malawi Chilumba CCAP	500
Local and National Missions	
Anchorpoint Counseling Ministry	1,200
Franklin Park Volunteer Fire Department	150
McCandless Franklin Park Ambulance Authority	150
Mission Sunday Teacher Supplies	241
The DoorWay	1,200
The Pittsburgh Experiment	1,200
Womens's Choice Network	1,200
Sub Total	<u>14,361</u>
<b>Individual Doations</b>	
Youth Mission - The Philadelphia Project	3,000
Su Casa for backpacks (pancake breakfast)     \$409 Paid in 2020	
Courageous Anchored Resilient Empowered (CARE)	930
JOY Offering - 2018                             Paid in 2019	655
JOY Offering - 2019                             \$633 Paid in 2020	
One Great Hour of Sharing	490
 Total Congregatonal Support of Missions	 <u><u>19,436</u></u>

### **Mission Team Annual Report 2019**

Members: Wendy Cibula (moving to Christian Ed Team in 2020); Jamie Griffin; Lisa Kaltenbaugh; Jim Cummins; Karen Cummins; Rev.Dr. Brian Janssen

**Giving and Support:** Through God's grace and generous support from the congregation, 8% of the annual budget was allocated to the mission budget in 2019. Donations to the following:

- Pittsburgh Presbytery
- Local Missions supported – The DoorWay, Pittsburgh Experiment, Women's Choice Network, and Anchorpoint
- Local Support – Franklin Park Vol Fire Dept and McCandless/Franklin Park Ambulance
- Global Missions – United Shram Ashram, Wycliffe Bible Translators, World Vision, and our Malawi Partnership with Chilumba CCAP

#### **Hands-On Mission Efforts included:**

- Bellevue Community Meal Ministry - meals were provided the fourth Monday of each month. Volunteers prepared meals at the Heritage kitchen, cleaned up afterwards, served meals at the Bellevue Community Center, and shared meals with the local participants.
- North Hills Food Bank - collection of nonperishable grocery items each month.
- SPIN/CARE partnership with Anchorpoint
- Christmas Angel Gift Tags for the DoorWay and CARE moms and children

#### **New in 2019:**

- Mission Awareness Sunday – dedicated a Sunday to highlight the organizations supported through Heritage giving an increase awareness throughout the congregation
- Mission Outreach Sunday – work teams performed yard work at the Shreiners, cleaned our playground equipment, and prepared care packages for local school teachers at Franklin Elementary.

**Goals for 2020** include review and redistribution of the tasks associated with organizing and conducting the Bellevue Ministry.

## **Membership, Fellowship and Care Team 2019**

The purpose of the Membership, Fellowship, and Care Team, as defined by session, is to foster the 'Family in Christ' at Heritage. This includes planning and providing fellowship events for the family and friends of Heritage Presbyterian Church. Taking on this responsibility are Team members Katy Joseph, Linda Felkar, Joanne Dunmyre, Pam Dierker, and Cyndi McAleer as well as ruling elder Carol Jo Seapker. Much of our time and energy is providing hospitality and fellowship opportunities for special events and fellowship following Sunday Church Services. We welcome new ideas and ways to bring people together in fellowship at Heritage. A goal for the Team this year was to look at how we can reach out and care for others. Currently we are studying and using the book 'Caring for One Another' as a devotional.

'Movie Night at Heritage' was new for 2019. Our first event was in February when young and old enjoyed the movie 'ET', then in August 'The Greatest Showman'. Both events were complete with candy, popcorn, and pizza.

The second annual Advent Lunch was held in December and all participants became more aware of how foster children in Allegheny County move through the foster care system. We partnered with the agency 'Together We Rise' and filled duffel bags with personal items that will be used by Presley Ridge, an agency here in Pittsburgh that places children with foster care families. And as always we enjoyed a catered lunch together.

MFC activities this year also included:

- Luncheon following services for the Shreiner family
- Palm Sunday Brunch
- May Tea
- Dinner for CARE

Thanks to all for your donations of time and food and for those who have helped in planning, serving, and cleaning up after activities. A very special thank you to all of you that have participated in fellowship at Heritage Church!

## **STEWARDSHIP, ADMINISTRATION AND FINANCE TEAM (SAF) 2019**

*Team Members: John Cibula, Sonny Jani, Randy Thomson; Financial Officers: Bill Johnston, Donna Johnston, Elder: Milt Seapker; Staff: Pastor Brian Janssen*

The "SAF" Team supports our mission at Heritage through a dedicated group that spends their time, talent and treasure caring for the physical church building and property, administering oversight of church staff and financial oversight to make sure we are using God's resources efficiently. The Lord has entrusted us with great responsibility and the SAF team has done a terrific job in 2019.

### **2019 Accomplishments**

- **Heritage Wellness Ministry 2019**
- Leadership Team: Susan Payne, Director, Wendy Cibula, Elder Liaison, Carolyn Briggs, Francie Czech, Joanne Dunmyre.
- Our wellness ministry continues to be a blessing for those we serve in our community as well as here at Heritage. We changed the name from Body & Soul to Heritage Wellness Ministry for many reasons but one of the most beautiful is that it better reflects the integration of those we serve into our Heritage family. It also reflects our ministry is more than a gym. Sure, it's a good work out for those who want to maintain fitness and a safe space for those with limitations that make them feel uncomfortable exercising elsewhere but it's also so much more. It's a place of hospitality where people gather not only to feel healthy and strong but are cared for in a circle of support with fellowship and love. We listen to each other's stories, share struggles, encourage and pray for each other, fight loneliness and build friendships.
- In turn, Wellness Ministry participants have become important contributors to our North Hills Food Bank collection, Bellevue Meal Ministry and CARE Support Group. They also contributed to youth group and helped us baby sit during the Cooking Matters class in 2019.
- As this ministry continues to grow, we saw the need in 2019 to strengthen the leadership and hired Susan Payne as our Wellness Ministry Director. Susan oversees a group of many wonderful volunteers (too many to name for fear of excluding someone) and a welcoming staff of Joanne Walsh, Amy Broniszewki, and Diane Barbin.



## STEWARDSHIP, ADMINISTRATION AND FINANCE TEAM

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- In addition to maintaining an exercise circuit and group fitness classes, we were able to offer a free CPR class this fall taught by a local EMT. It was so popular that we held it three separate times in October and November. There are now a couple dozen men and women of all ages out in our greater community equipped to provide assistance should the need arise. We plan to offer another CPR class in the spring because we have been accumulating a list of other individuals who are also interested in learning CPR. We see this becoming an annual event we can offer to our community and neighbors.
- Make a resolution to get involved in our Wellness Ministry this year. Come participate in a class, take a turn or two around the circuit and get to know the wonderful ladies of this ministry and their stories. Ask someone on the Wellness team how you might be able to volunteer. Do you have a skill or talent to offer this ministry? You will be blessed and may feel a little healthier too.

Wendy Cibula

### 2019 Highlights

- New heater installed in Ladies room.
- Upper Roof on North wing repaired and re-sealed in November 2019
- Work Day, April 13, 2019.
- Numerous Repairs and Maintenance.

### Tech Team:

- New iMac Purchased for projection.

### Stewardship:

1. In 2019 we received \$208,889 in tithes and offerings, which included 26 pledges of \$160,648.
2. Total operating fund ministry receipts for 2019 were \$230,867.
3. Total operating expenses for 2019 were \$225,597.
4. 2019 ended with an **excess** of \$5,270.

### Finance:

1. Budgeted mortgage payments of \$25,200 were paid to the bank in 2019. Balance on mortgage is \$76,747.
2. Randy Thomson and Sonny Jani have completed an audit of Heritage's 2018 financials.
3. A big thank you to Bill and Donna Johnston who handle the accounting and keep our books in great shape, which is no easy task.

**STEWARDSHIP, ADMINISTRATION AND FINANCE TEAM**  
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**Romans 12:10-11(KJV)** *Love one another with brotherly affection. Outdo one another in showing honor. Do not be slothful in zeal, be fervent in spirit, serve the Lord.*

**Luke 22:27** *For who is the greater, one who reclines at table or one who serves? Is it not the one who reclines at table? But I am among you as the one who serves.*

This year as chair of the SAF team I had the privilege of seeing all of our Heritage individual members come together with time, talents and treasure given them by God. We bring these together in Christ to form one body in mission for the Lord. What an awesome calling! Thank you all who help make Heritage a great place to worship the Lord.

In Christ,

John Cibula and SAF Team

## WORSHIP MINISTRY TEAM 2019

### Team Members:

Elder Liaison: Peter Wildfong

Laity: Carolyn Briggs, Marilyn Bond, Rick Berg

Staff: David Shreiner, Keyboardist and Pastor Brian Janssen

The Worship Team is charged with evaluating, planning, and implementing ideas to enrich the worship experience at Heritage Presbyterian Church. The team focuses on glorifying God through worship services, in accordance with The Book of Order. To this end, we strive to “...*facilitate accessibility and ease of gathering...generate a sense of community, and...open people to the reverence of God.*” We also continue the congregational commitment to building community through worship at Heritage via participation of nearly everyone in the various service roles in a church of our size. To that end, we are blessed by worship services to which the entire church family contributes.

Under the leadership of Senior Pastor, Rev. Dr. Brian Janssen, worship activities at Heritage Presbyterian Church continued to be blessed. The church family held a dual celebration in 2019 with the completion of Brian’s doctoral project and his 10-year anniversary as pastor for our congregation. Throughout 2019, Heritage learned further about the importance of being the church through building community, topics near and dear to Brian’s heart and major themes of his doctoral work. As always, the proclamation of the Word was complemented by music from pianist David Shreiner and Praise Band Leader John Cibula. We were also blessed to hear from Rev. Chris Buda (June 30), Dr. Edwin Van Driel (September 22), Dr. Scott Hagley (October 20), and Rev. Ron Barnes (December 1), as they preached the Word to allow for well-deserved time off for Brian, and in celebration of his 10<sup>th</sup> anniversary at Heritage.

The Worship Team also thanks Church Secretary Terry Martin for her tireless work facilitating communications on behalf of the Worship Team (and so many other elements of the church). Simply put, she is key to virtually all activities at Heritage and getting things done without her help would be impossible. Throughout the year, Terry prepared the weekly Bulletins to keep the congregation informed of Worship activities at Heritage. Moreover, worship at Heritage wouldn’t work without Terry’s notification of Worship Leaders, Communion Servers, Sound Technicians, Projectionists, Ushers, Counters, and Nursery Volunteers. Thank you, Terry!

Heritage Presbyterian Church continued to be blessed by its very active music ministry. Led by John Cibula, the Praise Band, which included Alan Welle, Pastor Brian Janssen, Joe and John Cibula, Reed Harvey, David Shreiner, Randy Thomson, and Peter Wildfong played at services throughout 2019. The Worship Team also thanks the piano students of David Shreiner for sharing their talents and love of music during worship service last year.

The Worship Team would like to recognize the hard work of the Sound and Projection Teams, led, respectively, by Jim Cummins and Pam Dierker. With help from sound technicians Marilyn Bond,

## WORSHIP MINISTRY TEAM

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Jim Cummins, Alex Dunmyre, Winn Dunmyre, Randy Thomson, and Bill Johnston, and projectionists Rick Berg, Pam Dierker, Morgan and Quentin Halyama, and Julia and Wendy Cibula. These groups both help to facilitate worship at Heritage.

Worship at Heritage Presbyterian Church engages its youngest congregants with a weekly Children's Message. The Worship Team again thanks Bobbie Berg, Cyndi McAleer, Ted Griffin, Pam Dierker, and Pastor Brian Janssen for including the kids at Heritage in a special way during services. These important messages ensure that the nursery and elementary school-aged children know that they are loved by God and their church family.

The entire congregation at Heritage Presbyterian Church participates in worship, and the Worship Team is thankful for such a willing community to be a part of. Whether those efforts include greeting people at the doors, serving as ushers, seasonally decorating the building, preparation for and clean-up after Communion, teaching the Children's Message, volunteering in the nursery, and helping lead the worship services, the church family at Heritage embraces the notion that many hands make light work. Volunteer Coordinators for the many other people involved in our ministry are:

<i>Worship Leader</i>	Terry Martin
<i>Praise Band</i>	John Cibula
<i>Communion Preparation</i>	Pam Dierker
<i>Communion Server's Schedule</i>	Terry Martin
<i>Children's Sermon</i>	Terry Martin
<i>Projection System</i>	Pam Dierker
<i>Sound System</i>	Jim Cummins
<i>Ushers/Greeters</i>	Roy Halyama
<i>Collection Plate Counters</i>	Terry Martin

Should anyone feel called to help with aspects of worship, they are encouraged to contact the coordinator or church office.

The Worship Team is prayerfully considering creative ways to add to the already meaningful worship at Heritage Presbyterian Church. In 2020 we pray for creativity to find more ways of glorifying God through worship. We welcome all suggestions and look forward to another blessed year together.

Peter Wildfong, Elder  
Worship Ministry Team 2019

**Heritage Presbyterian Church**  
**INVESTING OUR RESOURCES**  
December 31, 2019

	<u>Current Month</u>	<u>Year to Date</u>	<u>2019 Plan</u>	<u>YTD as % of Plan</u>	<u>Plan Remaining</u>
<b>Sources of Ministry Funds</b>					
Regular Envelope Giving	26,984	185,207	160,648	115	(24,559)
Wellness Outreach	1,325	20,530	22,000	93	1,470
Plate Collections	3,063	23,682	25,000	95	1,318
Children's Offering	6	246	190	129	(56)
Facility Fees	684	1,202	800	150	(402)
<b>Total Sources of Ministry Funds</b>	<b>32,062</b>	<b>230,867</b>	<b>208,638</b>	<b>111</b>	<b>(22,229)</b>
<b>Investments in Ministry</b>					
<b>Salaries &amp; Benefits (58%)</b>					
Pastoral Leadership	6,243	76,845	77,098	100	253
Christian Education Staff	0	0	0		0
Worship Staff	1,004	12,046	12,285	98	239
Support Staff	1,792	21,554	21,300	101	(254)
Wellness Outreach	1,223	16,550	21,000	79	4,450
FICA and Workers' Compensation	307	4,197	5,100	82	903
<b>Total Salaries &amp; Benefits</b>	<b>10,569</b>	<b>131,192</b>	<b>136,783</b>	<b>96</b>	<b>5,591</b>
<b>Ministry to our Congregation (7%)</b>					
Worship & Sacred Arts	276	1,976	2,400	82	424
Christian Education Ministries	0	535	1,500	36	965
Youth Ministries	0	810	1,000	81	190
Membership, Fellowship & Care	216	3,165	2,500	127	(665)
Office Expense	985	9,143	8,000	114	(1,143)
Administration	0	-920			920
Deacons	0	0	250	0	250
<b>Total Ministry to Our Congregation</b>	<b>1,477</b>	<b>14,709</b>	<b>15,650</b>	<b>94</b>	<b>941</b>
<b>Ministry to Others (6%)</b>					
Planned Giving - Global Mission	500	6,020	6,000	100	(20)
Planned Giving - Local Mission	0	5,100	6,000	85	900
Planned Giving - Presbyterian Mission	0	3,000	3,000	100	0
Other Mission	0	241	3,600	7	3,359
Outreach through Wellness	0	0	400	0	400
<b>Total Ministry to Others</b>	<b>500</b>	<b>14,361</b>	<b>19,000</b>	<b>76</b>	<b>4,639</b>
<b>Buildings &amp; Grounds (28%)</b>					
Comprehensive Insurance	0	4,339	4,000	108	(339)
Utilities	862	13,151	13,000	101	(151)
Facilities & Routine Maintenance	2,385	19,605	16,000	123	(3,605)
Building Debt Service	2,100	25,200	25,200	100	0
<b>Total Buildings &amp; Grounds</b>	<b>5,347</b>	<b>62,295</b>	<b>58,200</b>	<b>107</b>	<b>(4,095)</b>
<b>Per Capita (1%)</b>	<b>0</b>	<b>3,040</b>	<b>2,550</b>	<b>119</b>	<b>(490)</b>
<b>Total Investments in Ministry</b>	<b>17,893</b>	<b>225,597</b>	<b>232,183</b>	<b>97</b>	<b>6,586</b>
<b>Sources of Funds Over (Under) Uses of Funds</b>	<b>14,169</b>	<b>5,270</b>	<b>(23,545)</b>	<b>(22)</b>	<b>(28,815)</b>

**HERITAGE PRESBYTERIAN CHURCH**  
**RECEIPTS AND EXPENDITURES**  
Year Ending December 31,

	2019	2018	2017	2016
<b>RECEIPTS</b>				
Regular Envelope Giving	185,207	173,008	177,519	176,285
Plate Collections	23,682	31,235	22,010	14,557
Wellness Outreach	20,279	19,794	23,487	17,760
Wellness Donations	251	812	166	7,087
Children's Offering	246	204	241	192
Investment & Other Income	927	703	406	50
Facilities Fees	275	540	500	800
<b>Total Sources of Ministry Funds</b>	<b>230,867</b>	<b>226,296</b>	<b>224,329</b>	<b>216,731</b>
<b>EXPENDITURES</b>				
<b>Salaries &amp; Benefits</b>				
Pastoral Leadership	76,845	75,989	76,407	75,781
Christian Education Staff	0	0	0	3,675
Worship Staff	12,046	12,048	12,048	12,046
Support Staff	21,554	20,285	20,283	26,764
Wellness Outreach Staff	16,550	20,330	21,759	15,649
FICA and Workers' Compensation	4,197	4,782	5,092	4,550
	<b>131,192</b>	<b>133,434</b>	<b>135,589</b>	<b>138,465</b>
<b>Ministry to our Congregation</b>				
Worship & Sacred Arts	1,976	2,439	1,684	2,887
Christian Education Ministries	535	1,052	693	3,386
Youth Ministries	810	737	-404	1,080
Membership, Fellowship & Care	3,165	1,586	2,550	875
Office Expense	9,143	8,309	7,626	9,952
Administration Expense	-920	415	114	343
	<b>14,709</b>	<b>14,538</b>	<b>12,263</b>	<b>18,523</b>
<b>Ministry to Others</b>				
Outreach through Missions	14,361	12,600	18,470	17,136
Outreach through Wellness	0	0	301	4,793
Outreach through Evangelism	0	0	0	400
	<b>14,361</b>	<b>12,600</b>	<b>18,771</b>	<b>22,329</b>
<b>Buildings &amp; Grounds</b>				
Comprehensive Insurance	4,339	4,341	3,876	3,957
Utilities	13,151	14,460	13,595	11,370
Facilities & Routine Maintenance	19,605	21,975	15,602	10,731
Major Maintenance	0	0	0	500
Building Debt Service	25,200	25,200	25,200	25,200
	<b>62,295</b>	<b>65,976</b>	<b>58,273</b>	<b>51,758</b>
<b>Per Capita - Net</b>				
	3,040	2,680	2,550	2,541
<b>Total Expenditures</b>	<b>225,597</b>	<b>229,228</b>	<b>227,446</b>	<b>233,616</b>
<b>Receipts Over (Under) Expenditures</b>	<b>5,270</b>	<b>(2,932)</b>	<b>(3,117)</b>	<b>(16,885)</b>

**HERITAGE PRESBYTERIAN CHURCH  
BALANCE SHEET  
December 31, 2019**

	<b>Ministries</b>	<b>Building</b>	<b>Total</b>
<b>ASSETS</b>			
<b>Cash and Investments</b>			
Checking Account	3,983		3,983
Bank and Brokerage Investments	63,761		63,761
<b>Total Cash and Investments</b>	<b>67,744</b>		<b>67,744</b>
<b>Prepaid Expenses</b>			<b>0</b>
<b>Church Building and Playground</b>		1,384,096	1,384,096
<b>Total Assets</b>	<b>67,744</b>	<b>1,384,096</b>	<b>1,451,840</b>
<b>LIABILITIES AND FUND BALANCES</b>			
<b>Liabilities</b>			
Payroll Tax and Other Payables	9,697		9,697
Mortgage Principal		76,747	76,747
<b>Total Liabilities</b>	<b>9,697</b>	<b>76,747</b>	<b>86,444</b>
<b>Fund Balances</b>			
General Fund - Operating	21,714		21,714
Designated Funds			
Building Fund		1,294,893	1,294,893
Manse Proceeds Fund	27,790		27,790
Groceries for Growth Fund	8,920		8,920
Memorial Fund	3,850		3,850
Quiet Help Fund	2,319		2,319
Youth Mission Trip Fund	2,014		2,014
HVAC Fund	1,262		1,262
Ministry - Women's Retreat	1,109		1,109
CARE Program Fund	835		835
50th Anniversary Fund (Signage)	339		339
AED Fund	351		351
<b>Total Fund Balances</b>	<b>70,503</b>	<b>1,294,893</b>	<b>1,365,396</b>
<b>Total Liabilities and Fund Balances</b>	<b>80,200</b>	<b>1,371,640</b>	<b>1,451,840</b>

**Heritage Presbyterian Church**  
**Changes in Fund Balances**  
**January 1, 2019 through December 31, 2019**

<b>Fund Description</b>	<b>Balance 1/1/19</b>	<b>Income</b>	<b>Outgo</b>	<b>Balance 12/31/19</b>
<b>Ministry Funds</b>				
General (Operating) Fund	16,444	230,867	(225,597)	21,714
Manse Proceeds Fund	36,314		(8,524)	27,790
Major Maintenance Fund	772		(772)	0
Groceries for Growth Fund	8,920			8,920
Memorial Funds	3,350	500		3,850
Quiet Help Fund	2,968	501	(1,150)	2,319
Youth Mission Trip Fund	406	5,197	(3,589)	2,014
HVAC Fund	1,262			1,262
Ministry Designated - Women's Retreat	1,109			1,109
CARE Program Fund	265	1,500	(930)	835
AED Fund	351			351
50th Anniversary Fund (Signage)	339			339
Sanctuary Piano Fund	160		(160)	0
<b>Total Ministry Funds</b>	<b>72,660</b>			<b>70,503</b>
<b>Building Funds:</b>				
Building Fund	1,273,361	21,532		1,294,893
Raise the Roof Fund	6,417		(6,417)	0
<b>Total Building Funds</b>	<b>1,279,778</b>			<b>1,294,893</b>
<b>Total All Funds</b>	<b>1,352,438</b>	<b>260,097</b>	<b>(247,139)</b>	<b>1,365,396</b>



**Heritage Church INVESTMENT PLAN  
2020 1/21/2020**

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>PLAN</u>
<b>Sources of Ministry Funds</b>				
Regular Envelope Giving	177,519	173,008	185,207	182,000
Plate Collections	22,010	31,235	23,682	25,000
Children's Offering	241	204	246	190
Wellness Outreach	23,653	20,606	20,530	20,000
Facility Fees	906	1,243	1,202	1,000
<b>Total Sources of Ministry Funds</b>	<b>224,329</b>	<b>226,296</b>	<b>230,867</b>	<b>228,190</b>
<b>Investments in Ministry</b>				
<b>Salaries &amp; Benefits</b>		<b>60.74%</b>		
Pastoral Leadership	76,407	75,989	76,845	80,691
Christian Education Staff	0	0	0	17,000
Worship Staff	12,048	12,048	12,046	12,285
Support Staff	20,283	20,285	21,554	21,500
Wellness Outreach Staff	21,759	20,330	16,550	17,000
FICA and Workers' Compensation	5,092	4,782	4,197	5,300
<b>Total Salaries &amp; Benefits</b>	<b>135,589</b>	<b>133,434</b>	<b>131,192</b>	<b>153,776</b>
<b>Ministry to our Congregation</b>		<b>6.54%</b>		
Worship & Sacred Arts	1,684	2,439	1,976	2,800
Christian Education Ministries	693	1,052	535	1,000
Youth Ministries	-404	737	810	1,000
Membership, Fellowship & Care	2,550	1,586	3,165	2,500
Stewardship, Administration & Finance - Office	7,740	8,309	9,143	9,000
Deacons	0	0	0	250
Administrative Expense	0	415	-920	0
<b>Total Ministry to Our Congregation</b>	<b>12,263</b>	<b>14,538</b>	<b>14,709</b>	<b>16,550</b>
<b>Ministry to Others</b>		<b>8.51%</b>		
Mission & Evangelism	18,470	12,600	14,361	18,600
Outreach through Wellness	301	0	0	400
Per Capita	2,550	2,680	3,040	2,550
<b>Total Ministry to Others</b>	<b>21,321</b>	<b>15,280</b>	<b>17,401</b>	<b>21,550</b>
<b>Buildings &amp; Grounds</b>		<b>24.21%</b>		
Stewardship, Administration & Finance	33,073	40,776	37,095	36,100
Building Debt Service	25,200	25,200	25,200	25,200
<b>Total Buildings &amp; Grounds</b>	<b>58,273</b>	<b>65,976</b>	<b>62,295</b>	<b>61,300</b>
<b>Total Investments in Ministry</b>	<b>227,446</b>	<b>229,228</b>	<b>225,597</b>	<b>253,176</b>
<b>Sources of Funds Over (Under) Uses of Funds</b>	<b>(3,117)</b>	<b>(2,932)</b>	<b>5,270</b>	<b>(24,986)</b>