



## 2012 ANNUAL REPORTS

The First Presbyterian Church of Yorktown

February 3, 2013

# LEADERSHIP OF THE CHURCH

2012

## SESSION

### Class of 2012

Ellen Miles

Carol Myers

Lynda Spring

Barbara Santagata

Ann Timmons

John Winget

Jalen Buckhout, *Youth Elder*

Lucas Eliasson, *Youth Elder*

### Class of 2013

Kathy Anderson

Ruth Deemer

Ellen de Jong

Jeff Kephart

Mark Linehan

Michael Stewart

### Class of 2014

Tricia Dineen

Christie Herman

Peter Marsh

David Monk

Dick Seymour

Nance Thompson

Clerk of Session: Gordon Braudaway

Moderator: Chip Low

## BOARD OF DEACONS

### Class of 2012

Katharine Frase

Terri Froehlich

Barbara Humphrey

Sue Nelson

Liam McAuliffe, *Youth Deacon*

### Class of 2013

Angelyn Forbes-Freeze

Matt Hager

Dorrit Nelson

Walter Oudheusden

### Class of 2014

Kathy Winsted

Karen Mack

Jane Amato

Heidi Haring

Moderator: Walter Oudheusden

Vice-Moderator: Terri Froehlich

Secretary: Sue Nelson

Financial Secretary: Dorrit Nelson

# AGENDA

OPENING PRAYER

Moderator Chip Low

READING OF THE CALL TO CONGREGATIONAL MEETING

Clerk Gordon Braudaway

*“The Annual Meeting of the Congregation and Corporation of The First Presbyterian Church of Yorktown will be held on Sunday, February 3, 2013, at 12 noon in Fellowship Hall: to elect four Members-at-Large to the Nominating Committee; to receive the Annual Reports; and to conduct any other business which may properly come before the Meeting.”*

REPORT OF MINUTES READERS FOR 2012 CONGREGATIONAL MEETINGS

Minutes of February 5, 2012 Annual Meeting

Judy Chessa, Jack Shaughnessy

Minutes of December 9, 2012 Special Meeting

Bud Coccodrilli, Kathy Anderson

APPOINT MINUTES READERS FOR 2013 ANNUAL MEETING

NECROLOGY REPORT (page 5) AND MEMORIAL PRAYER

ANNUAL REPORTS

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NEW BUSINESS

ADJOURNMENT

PRAYER AND BENEDICTION

Reverend Chip Low

## REPORT OF THE PASTOR

My trip to CREDO (a denominational mid-career assessment) in October confirmed what Paul wrote to the Philippians. “I thank my God every time I remember you.” I thank God for the ministry of the deacons and elders. I thank God for the faithful dedication of our congregation. I thank God for all the gifts among us. I thank God for the ways we can search and doubt, grow and learn, worship and sing, laugh together and support one another. I thank God for the opportunity to learn among you and conceive together ways to further our faithfulness to the good news of God’s love and sharing that good news with many.

Throughout 2012, two questions shaped my work on the big picture of our ministry:

What has God been doing in our midst during my first two years as your pastor?

And how has the work we have done together during this time prepared us to go to the next level of what God wants us to do?

These questions arose out of my time being coached on how I can provide leadership to FPCY for its future. They ask us to talk about our life and work together in terms of our faith and to reflect on how God has been preparing us to move forward into our future. They invite us to discern what we are being called to do next to strengthen and expand the wonderful ministry God has given us to share together.

I asked these two questions in a number of settings: first, at the Session retreat in January, and then at the (first ever) Deacons retreat in March. We also considered them together as a congregation at the Mission Celebration service in July. The mission study section “Where Are We Going” helped frame these discussions. During the interim period before I was called, you all had already answered the two questions above in broad ways as a congregation. You had already reflected on who you are and where you want to go, and you had captured a vision of your ministry moving forward. In my estimation, it was time to put flesh and bones on your sense of vision and purpose as a church. It was time to incarnate that vision in real and practical ways. It was time to grow and expand what we are doing and find some ways to live into new possibilities. It was time for us to hear God calling us into a future that builds on what has come before and takes steps into what God will do next through us. What can we do that takes the vision and makes it real, and what is the best way to provide pastoral leadership along the way?

For most of the year, Session deliberated on these questions in preparation to share a proposal during the Stewardship Connection groups in the fall. Although there are many possible ways to move forward, the Session endorsed what they and I felt has great potential. The plan focuses on family ministry. A team of church members and I would develop a plan for sustainable youth ministry. Added pastoral staff would share with me in providing pastoral support to our congregation and ministry, as well as exploring how we can broaden adult and family ministry. One of the current gaps many of us have identified is ministry to our youth, and yet this cannot happen in isolation from the whole family or the overall ministry of the church. We need an integrated, wholistic approach. With the endorsement of the Session and your willingness to step in God’s future and explore new possibilities for our ministry, we are moving forward.

Looking to the future, the work ahead of us, then, is *engagement*. We are building capacity to do more. We are creating opportunities for more people to be involved and to chart the course and work of our ministry. Adding staff invites more involvement by our membership in education and growth as well as more connection to our members, visitors and community. Developing a sustainable youth ministry plan will happen as we come together to discuss, pray and begin the work of discerning what faithful youth and family ministry looks like among us. We have built the support for the work. Now, it is time to move forward into the work. I am thankful for the commitment of the Session and the support of you all for this plan through your time, talent and treasure. I look forward to our work together to build on what God is already doing through us and to step forward into our future to connect to God, one another and the world in new and faithful ways.

Thank you for this ministry we share together.



# REPORT OF THE SESSION

2012 Statistics

Meetings	Regular	Special	with Board of Deacons
Session	10	2	1
Congregation	1	1	

Active Members as of December 31, 2011: 336

Gains		Losses	
Profession of Faith	10	Deaths	3
Reaffirmation of Faith	13		
Letter of Transfer	5	_____	___
	28		3

Active Members as of December 31, 2012: 361

Baptisms:      Infant:            10

*Gordon Braudaway, Clerk of Session*

## MEMBERS RECEIVED BY PROFESSION OF FAITH

Ryann Elizabeth Shaughnessy #2709	William Friscia #2697
Brian Joseph Kelly #2708	Julie C. Friscia #2696
Megan Elizabeth Cruikshank #2704	Kimberly Christine Friscia #2706
Brandon Grauert #2707	Phyllis Angliss #2703
Taylor Olivia Drysdale #2705	Sarah Vitina Pasquale # 2698

## MEMBERS RECEIVED BY REAFFIRMATION OF FAITH

John Vincent Chessa # 2701	Jean L. Leet # 2168
Laura Susan Drysdale # 2702	Bradley Allan Leet # 2330
Theresa Marie Kennedy # 2700	Caroline Elizabeth Awuor #2715
Liza Placido # 2714	Jonathan Clark Boyd # 2719
Judith Baddeley # 2711	Susan Verena Boyd # 2718
Blair Cullen # 2699	Eugene McGrath # 2717
Denise Hetz #2712	

## MEMBERS RECEIVED BY LETTER OF TRANSFER

Susanne M. Caruso #2721 from Peekskill  
 Robert Baddeley # 2710 from  
 Lawrence Hetz # 2713 from Irvington Presbyterian  
 Vanessa Sudnik # 2716 from Irvington Presbyterian  
 Hilde T. Marsh # 2720 from Oneonta Presbyterian

## BAPTISMS

	Name	Officiating Minister
March 11	Denis Edward O'Sullivan	August 26      Kevin Kean Lodewick, III
May 20	Violet Kim Tomeny	September 30      Noah Michael D'Ottavio
June 17	Andrew Manierre Baddeley	October 21      Addison Brooke Oubina
June 24	Michael Joseph Waluk	November 18      Patrick Bradley Boyd
	Ashlee Elizabeth Samoyedny	December 16      Gavin Thomas Lynch

## WEDDINGS

Name	Officiating Minister
Patterson	Chip Low

## DEATHS

January 5	Robert Pegues #0260	Chip Low
July 25	Renee Brown #2675	Chip Low
August 3	Elenore Hyatt #0385	Chip Low

## NOMINATING COMMITTEE

*Submitted by: Carol Myers, Ellen De Jong, Elders; Sue Nelson, Deacon;  
Deanna Collins, Pam Darreff, Lisa Eliasson, Bill Herman,  
Ken Sherman, Members at Large.*

*Clerk of Session: Gordon Braudaway*

### Trustees:

President Ruth Deemer

Vice-president Peter Marsh

Auditors: Ed De Jong, Ted Crockett, Ellen de Jong

Tellers: Ruth Deemer, Kathy Hodgkinson, Emily Monk, Lisa Graham

### Elders Class of 2015:

Tim Chin  
Marsha Henderson  
Tim Lupfer  
Bruce Johnson  
Connie Knapp  
Robin Corpolongo

### Youth Elders Class of 2013:

Ryan Shaughnessy  
Kim Friscia

### Deacons Class of 2015:

John Chessa  
Wanda Diaz  
Todd Child  
Christine Lazarus

### Youth Deacons Class of 2013

Taylor Drysdale  
Brian Kelly

**Action Item:** Elect Liam McAuliffe to fill a one-year term for the Class of 2013 on the Board of Deacons.

## PERSONNEL COMMITTEE

2012 has been another busy year for the Personnel Committee. In January, we extended health benefits to Jose Sandoval. Two Crib Room attendants were hired this year: Samantha Kinane as our regular Crib Room Attendant and Elira Brucaj as our back-up Attendant.

In May, Session authorized the creation of a Staffing Design Sub-team to discern how we fulfill our vision of: providing nourishment for a lifelong spiritual journey; keep our youth population engaged and invigorated; and grow our membership. Members of the team were: Barbara Santagata, Dave Monk, Kathy Anderson, Dick Seymour, Ellen Miles and Chip Low. After much discussion regarding what we wanted out of the position and what the budget would allow us to afford, we realized that the best course would be for Chip to focus on developing ways to engage youth & young adults and build a plan for a sustainable youth ministry. To enable Chip to do this, we recommended creating a Part-time Parish Associate position. In 2013, the Personnel Committee will staff this position.

### **About the title “Parish Associate”**

A parish associate is a minister who serves in some validated ministry other than the local parish, or is a member-at-large, or is retired, but who wishes to maintain a relationship with a particular church or churches in keeping with ordination to the ministry of the Word and Sacrament. Such persons, already qualified as continuing members of presbytery, may serve as parish associates. The relation shall be established, upon nomination by the pastor, between the parish associate, the session, and the presbytery. The parish associate shall be responsible to the pastor, as head of staff, on an “as needed, as available” basis and with or without remuneration.

The relationship shall be reviewed annually by the parish associate, pastor, session and presbytery.

The agreement between the session, the parish associate, and the presbytery shall terminate when the call to the installed pastor is dissolved. The presbytery may dissolve the relationship with the parish associate upon the recommendation of the committee on ministry.

Adapted from the Book of Order of the Presbyterian Church (USA) (2009) before significant changes to the “Form of Government” section of the book were made in 2011.

Respectfully Submitted,  
Ellen Miles, Chair

## TERMS OF CALL

	<u>2013</u>
<b>Effective Salary</b>	\$84,909.00
<b>Pension</b>	\$28,020.00
<b>Other Compensation</b>	
FICA (7.65% of Effective Salary)	\$6,496.00
Medical Deductible	\$2,000.00
Group Life Insurance	\$213.00
Other Life Insurance	\$1,300.00
Dental Insurance	\$1,446.00
Professional Expenses	\$2,000.00
Study Leave	\$1,500.00
Auto Expense	<u>\$4,500.00</u>
<b>Total Other Compensation</b>	<b>\$19,455.00</b>
<b>Total Compensation</b>	<b><u><u>\$132,384.00</u></u></b>

31 days of vacation including 5 Sundays.

14 days of continuing education including 2 Sundays.

Action Item: Session recommends approval of Pastor's Terms of Call.



## CONGREGATIONAL LIFE COMMISSION

*Members: Ruth Deemer & Ellen de Jong, Co-chairs; Lisa Eliasson, Ann Everingham, Louise Fang, Karen Gerth, Barbara Humphrey, Diane Hawlk, Christine Lazarus, Sue Mintzer, Carol Myers, Pat Prauda, Melissa Shaughnessy, Barbara Wilkens*

Purpose: This commission is responsible for the care and nurturing of our church's members and visitors. We plan and organize events and activities for our church family to socialize, meet new people and unite our two services.

### *2012 Programs and Activities*

**Coffee Hour** - Provided after each service, fellowship, food (often!) and refreshments. *OUR BIGGEST PROBLEM REMAINS THAT PEOPLE JUST DON'T SIGN UP!!!!* The commission is just large enough to have each of us sign up to be "in charge" of one month – during which we call on friends we know to help make this happen, or pull from the commission pool to help out. **PLEASE NOTE**, each and every one of us on the commission can walk you through what needs to be done, can do it with you when you sign up so, so you will not have to do it alone the first time. The Sign-up Book is available during coffee hour each week for anybody to sign up for Set Up on Saturday afternoon, or before the 8:30am Sunday service, Host after either service (cleanup a bit, refill milk pitchers, etc.) and Host &/or Cleanup after the 10:45 AM service. You don't have to "do it all", just part of it would ease the load! *Thank you to all who repeatedly volunteered their time this last year to making this important contribution happen!!!!*

**Annual Congregational Meeting/ Luncheon: (Feb. 2012)** – Commission members organized and served at the Annual Congregational meeting.

**Continued Communion Sunday Brunch** – Starting Jan. 2013, Brunch on Communion Sundays will be encouraged. This commission is requesting congregation members to bring in something to share those Sundays, so that we can enjoy a deeper fellowship after each service.

**Easter Sunrise Breakfast - April 8** - The sunrise service took place on the steps of the sanctuary this year. Ruth Deemer and Lisa Eliasson provided breakfast after the service in the fellowship hall.

**Charles Barton Reception (May 6, 2012)** - Food and drink provided in an elegantly decorated Fellowship Hall on the occasion of Charles being given the status of Pastor Emeritus by our congregation.

**Connie Springer Retirement (June 3, 2012)** – The Director of Yorktown Presbyterian Preschool was acknowledged for 25 years of service during the 8:30 & 10:45 services, with a celebration reception after the 10:45 service. Commission members aided YPP Board members to provide refreshments, cake, setup and cleanup for the occasion.

**Progressive Dinner (June 9, 2012)** - The annual big event was as wonderful as always. The evening began at the Chessa home with a special twist of "mocktails" created by Barbara Humphrey, and exquisitely presented by "Bartenders" Kelly & Carter Humphrey, which were the talk of the evening. Everyone then split up for the main meal at designated host homes, and gathered together again for dessert & coffee at the de Jong home. *Special thanks to Barbara Humphrey!!!!*

**Parish Picnic (Sept. 9, 2012)** – Ann Everingham orchestrated yet another fabulous picnic in Downing Park. Special thanks to Ann for heading this annual highlight event for us again! Also thanks to Pat Prauda for her supplying us with all the essentials for this day!

**Children's Sunday (June 10, 2012)** – Karen Gerth provided brunch food to the children and staff throughout the morning's activities.

**Blessing of the Animals – (Sept. 30, 2012)** – The 2<sup>nd</sup> annual “Blessing of the Beasts” brought about 60 animals and their humans. Refreshments were provided – including treats bagged as favors to take home for cats & dogs.

**Nametags** – These tags help us to put a name with a face! If you don’t have one, please contact the office to order one for a mere \$5!!

**Senior’s Lunch Bunch** – This active group meets monthly for pot luck luncheons in the Fellowship Hall & other planned activities and trips. Pat and John Prauda are contact people for this group.

**Women’s Circle** – This group meets the first Wednesday of every month at 10:30AM for Bible study and discussion. New members are always welcome.

**Prayer Shawl Ministry** - Talented Women from this church gather twice a month (1<sup>st</sup> & 3<sup>rd</sup> Wednesdays) for fellowship & to knit shawls that are given to people on an as needed basis. Crib blankets are also knitted and given to babies when they are baptized as a “Welcome to our church family” gift. Contact Marianna Sherman if you would like to join in this ministry.

\*\*\*\*\*

I want to give a special thanks to Kathy Anderson for creating beautifully decorated tables for many of the above events, as well as various concert receptions throughout the year. The fellowship time after each event was greatly enhanced as she put together what one might say were simple items, that when combined in her creative vision resulted in the fabulous ambiance for the event!!!

And a VERY special thanks to Pat Prauda, who keeps the kitchen stocked with all this commission needs, and then some; she orders, picks up & otherwise provides anything needed at ANY time for ANY need with such a willing and loving heart, and a fabulous smile & grace! Please take a moment when next you see either of these wonderful ladies to thank them for their part in making all things happen as they do!!

\*\*\*\*\*

This is a wonderful commission that supports all the fun interactive times in this church’s very active life.

*Respectfully Submitted,  
Ellen de Jong & Ruth Deemer, Co- Chairs*

## COMMUNICATIONS COMMISSION

### *Members*

Mark Linehan, chair; Carl Anderson, Gordon Braudaway, Judy Chessa, Ted Crockett, Barbara Darragh, Stephanie Hare, Jeff Kephart, Barbara Santagata, Michael Stewart

### *Purpose*

The Communications Commission manages the internal and external communications of our Church. This includes *The Disciple*, worship bulletins, the website, Facebook, email lists, banners at the corner of Routes 202 and 132, online event calendars, press releases, advertising, brochures, and community fairs. This Commission works with all the other Communications to further our goal of **Connecting to God, One Another, and the World**. We tell the story of the Church's activities, from worship (Christmas and Easter services), to concerts, to Church School, to mission projects, the annual Stewardship Campaign, congregational get-togethers, and many other church work and church events.

### *2012 Activities*

Specific Communications actions in 2012 included:

1. Our Church Administrative Assistant, **Kim Wertz**, redesigned *The Disciple*, giving it an attractive, modern look. The new design takes advantage of the capabilities of our new office printer, and can include photographs and color when warranted.
2. **Kim Wertz** also redesigned our weekly service bulletins to use a new, larger and clearer format that incorporates side notes and information "boxes".
3. **Barbara Santagata** and **Kim Wertz** organized a new Church photo directory, which will be published in early 2013.
4. **Mark Linehan, Kim Wertz, Jeff Kephart, and Ted Crockett** kept the website continually up-to-date. **Mark** implemented enhancements such as links to a new online directory and online "e-giving" system.
5. **Barbara Santagata** lead an effort to design a new Church logo, which we will be trying out on the cover of the new church photo directory.
6. **Ted Crockett, Gordon Braudaway, Jeff Kephart, and Mark Linehan** placed notices of church activities on a half-dozen online community calendars, and sent announcements to local newspapers.
7. **Stephanie Hare** and **Mark Linehan** maintained the Church's presence on Facebook.
8. **Barbara Santagata** photographed new Elders, Deacons, members, and confirmands for the bulletin boards in the Gathering Space.
9. **Mark Linehan** organized a church table at the Yorktown Community Fair in October.
10. **Mark Linehan** and **Kim Wertz** maintain email lists that are used for weekly email to the congregation in general, and for ongoing communications among Church groups such as the Session, the Deacons, and the choir.
11. **Michael Stewart, Barbara Santagata, Gordon Braudaway, and Mark Linehan** prepared paid advertisements to tell the public about several church events.
12. **Michael Stewart** and **Barbara Santagata** created posters for display within the church buildings to tell our congregation and other building users about church events.

We thank **Judy Chessa** and **Barbara Darragh** for serving as editors of *The Disciple* in 2012. We are pleased to announce that **Kim Wertz** will be taking over that role in 2013, and thank Alice Chin, Carol Jensen, Jean Leet and Barbara Wilkens who have graciously agreed to help with proof reading. **Kim** will also be coordinating updates to the website.

Respectfully submitted,  
**Mark H. Linehan**

## WORSHIP DESIGN COMMISSION

*Members: Jane Amato, Gordon Braudaway, Judy Chessa, Deanna Collins, Ted Crockett, David Cruikshank, Lisa Eliasson, Louise Fang, Katharine Frase, Bill Herman, Christie Herman (co-chair), Rev. Chip Low, Sara Mann, Pat Prauda, Charlotte Savino, Ann Timmons (co-chair), Cal Weber, Barbara Wilkens.*

### ***Responsibility***

This Commission oversees the needs of our faith community as it gathers for worship and serves as a resource to the pastor in developing themes for worship and seeking to design a meaningful, thoughtful and experiential worship experience. This includes but is not limited to reviewing the content and order of worship, planning and implementing special services, scheduling ushers, greeters and lay leaders, making arrangements for the serving of the Lord's Supper, and planning for appropriate decoration of the Sanctuary (such as banners, candles, flowers, and greens). Additionally the Worship Commission oversees the musical life of our congregation, including service music, the Adult Choir, the Adult and Youth Bell Choirs and the Sunday Afternoon Concert Series.

### ***Special Services***

In addition to the regularly scheduled Sunday Worships, the following special services/events were conducted this past year:

- Ordination/Installation of Officers
- Ash Wednesday
- Maundy Thursday
- Good Friday Service of Shadows
- Easter Sunrise Service
- Boy Scout Sunday
- Earth Day Sunday
- Recognition of Charles Barton as Pastor Emeritus
- Children's Sunday
- Confirmation Sunday
- Connie Stringer Recognition
- Graduate Recognition
- VBS Commissioning
- Mission Celebration
- Parish Day Service and Picnic
- Blessing of the Backpacks
- Blessing of the Animals
- Peace and Justice Sunday
- Celebration Sunday
- Longest Night Service
- Christmas Eve Services (4pm Children's Service and two Candlelight Services)
- Lessons and Carols

### ***Highlights of the Year***

Our third year with Rev. Chip Low has continued to be a time for meaningful worship experiences including creative approaches, new ideas, and inspiring services. This has been made possible with the evolution of the Commission to a Worship Design Team and the addition of new creative members Judy Chessa, Simona Frenkel, Karen Gerth, Carol Meyers, Squeegie Mills, Barbara Santagata, and Marianna Sherman.

Worship partnered with Adult Education series for two important times in the liturgical calendar. The theme for Lent focused on the last 24 hours of Jesus' life. A clock counting down to Good Friday served as a reminder. The rustic cross created by Michael Stewart was veiled in barbed wire and mesh, which gradually tore away revealing the starkness of the cross on Good Friday and the signs of the resurrection on Easter sprouting with new life. In Advent, the theme was "A Different Kind of Christmas" in which we put greater emphasis on the anticipation of

the arrival of Jesus. This was symbolized by the gradual addition of decorations to the sanctuary throughout Advent. For the second time, we held a Longest Night Service to acknowledge the bittersweet aspects of the season and to offer prayers for healing and wholeness as we welcomed God's light into our darkness. The addition of luminaries to light the walkways reminded us that the light wins over darkness. With thanks, we acknowledge the many children who participated in our Christmas Eve Children's worship and to the leaders, parents and helpers that made this possible (Bill Herman, Beth Coccadrilli, Katharine Frase, Lisa Eliasson, Louise Fang, Beth Gruber, Stephanie Hare, Sophie Low, and the Shulman Family. Many thanks to Alan Leftwich for the addition of lighting, sound system, and gong!

The Blessing of the Animals was held for its second year with at least 55 animals of all shapes and sizes receiving blessings. Many visitors participated in this special event. There was also a Blessing of the Backpacks as our children began a new school year in September.

As always, we are greatly indebted to Simona Frenkel, our Music Director and Organist, for her musical leadership and ability to incorporate worship themes into her choices of service music. Our Youth Bell Choir, in its ninth year, provided wonderful bell music for us during services. Our very special thanks go out to Eric and Carol Jensen for setting out the bells for all rehearsals and performances and assisting in rehearsals of both the Youth and Adult Bell Choirs. Thank you also to John Winget who with his guitar has been a frequent musician at our early worship service. Last but not least, we thank the members of all our choirs and our many instrumentalists, including Marianna Sherman and Carol Gaetani who have substituted for Simona on piano, for their dedication, many hours of practice, and the resulting beautiful music that adds to our worship experience.

In October 2012, Simona brought to the Worship Commission's attention problems with our 1965 Steinway which in part were due to old water damage, the wearing away of wood over teflon parts (a structural feature of pianos constructed at that time by Steinway), and previous poor re-building of the piano. The Worship Commission requested evaluations and bids from two experienced Steinway specialty houses, Alex Markovich of Westchester Pianos, Inc. and Steinway Restorations, who provided identical assessments of the piano's damage which was affecting its tone, tuning, and regulation. Both companies recommended replacing all the moveable parts of the piano and replacing them with wood. This work was begun in January, and is expected to be completed in February 2013. The funding for these extensive repairs and re-building was provided through memorial gifts, the Worship Commission budget, and in part by monies from the building reserve. Following the completion of the repair work, the piano is expected to have a continued life of many years.

The Sunday Afternoon Concert Series, now in its twelfth year provided four concerts during 2012, each drawing many visitors from the larger community. Thanks go to the task force members Kathy Anderson, Gordon Braudaway, Ted Crockett, Rob Dreher, Louise Fang, Katharine Frase, Simona Frankel, Stephanie Hare, Christie Herman, Carol Jensen, Christine Lazarus, Pat Prauda, and Ann Timmons, and a host of others who have ushered, baked, decorated, set up, cleaned up, sung, rung, narrated, played, advertised, or sponsored the series with financial support. We are especially grateful to Dick Seymour for researching and arranging for the purchase of risers for the church which were made possible by general gifts of memorial funds. The concert series would not be possible without the generous support of the Concert Series Patrons. Every concert was followed by delightful receptions that have come to be a highly anticipated aspect of our programs. The Concert Series offered the following in 2012:

April 22, 2012	Early Music Ensemble with Choir & Soloists
May 12, 2012	An International Salon and Cabaret
October 14, 2012	Eclectic Jazz with The Cary Brown Trio
December 2, 2012	The Christmas Concert "The Best of Christmas" featuring Adult Choir, soloists, and chamber orchestra directed by Simona Frenkel

Pat Prauda and Terri Froelich have faithfully and cheerfully continued to schedule ushers for our regular and special services. Our Worship Coordinators, Jane Amato and Bill Herman, are present before each service to help

with any special needs and to be sure that the sanctuary is prepared for worship. Bill has also continued to take the lead as “head techie” to coordinate lighting, sound, visual aids and recording of all worship services.

We also express our gratitude to Gordon Braudaway (for the 10:45 service) and Louise Fang (for the 8:30 service), with some additional help from Terri Froelich and Jocelyn Ramage, for providing the communion elements and preparing them for our celebrations of the Lord’s Supper. In order to be more inclusive so that all may come to the table, we have switched to the use of gluten free bread for the Lord’s Supper.

***Additional Words of Thanks...***

All of the above could not have been accomplished without the dedication and commitment of the Commission and Concert Series Task Force members, plus the leadership, support, and spiritual gifts of Chip Low and Simona Frenkel. Kim Wertz has helped in innumerable ways, often behind the scenes, including creative bulletin design and many organizational tasks. We especially thank Barbara Santagata for her colorful flyer/bulletin creative design and Walter Oudheusden for creating signage for concerts and special services. We thank the Wilkens, Pratt and Dineen families for their generous donation of the festive Christmas trees, wreaths and roping, Judy and John Chessa and many helpers for the “greening of the sanctuary” during Advent and the subsequent removal of the decorations in January. Our gratitude is also extended to Barbara Wilkens and family for the design, creation and coordination of the beautiful banners in the sanctuary as well as the arrangement of the Easter and Christmas flowers. We thank Louise Fang for arranging for cleaning of the paraments as needed.

Lastly, the Worship Commission offers a sincere word of thanks to all who have ushered, served the Lord’s Supper, provided lay leadership, or have stepped in to assist in countless ways, all of which contribute to the meaningful worship experiences with which we are so blessed. We are grateful to have such an energetic, involved, and vibrant faith community as we continue our journey together in the coming year.

*Respectfully submitted,*  
*Christie Herman and Ann Timmons, Co-Chairs*

## EDUCATION COMMISSION

### *Overview*

The Education Commission is responsible for the development, implementation, and administration of educational programs that address the needs of our church family from the youngest child to our seniors. The various committees strive to find new and innovative programs that will capture the interest of the congregation and help each person progress on their own journey of faith development. During the past year, the Commission members have included:

<b>Robin Corpolongo</b>	<b>Shawn Cribari</b>	<b>Heidi Haring</b>	<b>Aloha Hicks</b>
<b>Alice Chin</b>	<b>Michele Mosca</b>	<b>Carol Jensen</b>	<b>Suzy Rishel</b>
<b>Dave Monk</b>	<b>Kathy Anderson</b>	<b>Lynda Spring</b>	<b>Jalen Buckhout</b>

This past year, the commission was co-chaired by **Lynda Spring** and **Kathy Anderson**.

### *Yorktown Presbyterian Preschool*

After 25 years of dedicated service, YPP's beloved director **Connie Stringer** retired in June 2012. Connie was hired as the first director of YPP when the preschool was created as a ministry of the church. To prepare for the transition to new leadership, the Session reaffirmed our Church's commitment to YPP with the adoption of the following statement crafted by the Education Commission and Mission Commissions:

*The Yorktown Presbyterian Preschool is an integral part of the ministry of this Church to families in the greater community. The Preschool, which welcomes families of all faith traditions, is a parent-cooperative and nurtures the gift of family in a world that is often at odds with this important task.*

*We provide a child-centered, play-based, relationship-focused and developmentally appropriate program in which young children, both boys and girls, can learn and flourish through play, structured activities and parental involvement. As part of the mission of the Church, it is our intention that YPP will model God's love by celebrating and learning about the special holidays observed in each of our families' faith traditions.*

A search committee composed of three church members, two parent representatives and an alternative parent representative reviewed dozens of resumes and interviewed four very strong candidates. The committee enthusiastically recommended and the session voted to hire **Lisa Eliasson** as the new director.

A special worship service in June celebrated the history of YPP and honored Connie on her retirement. The worship service marked a commitment to strengthen the bond between YPP and FPCY.

Heartfelt thanks go to the YPP Director Search Committee. Church members on the committee were **Shawn Cribari, Jean Post-Winget and Lynda Spring**. Parent committee members were **Theresa Kennedy, Sharon Parr and Jeannette Tebbens**.

YPP offers morning and afternoon classes for three- and four-year-olds and a morning "Mommy and Me" program for two-year-olds. The school welcomes children with special needs as well as any required support personnel. The "Mommy and Me" program is offered in collaboration with the Westchester County Early Intervention Program. This program provides a socialization experience for two-year old children; the group consists of both typically developing children and children with special needs.

YPP is governed by a Board composed of four parent representatives and five members from our church. The Director serves on the board ex officio. Church members currently on the board are **Rita Child (Chair), Emily Monk (Treas.), Theresa Kennedy (Liaison to Education Commission), Melissa Shaughnessy and Gloria Coccodrilli**.

### *Childcare Room*

Consistent and dependable childcare during the Sunday services is an important consideration for parents of young children. Children from birth through kindergarten age are warmly welcomed here each Sunday by our crib room caregiver, **Samantha Kinane**. Over the past year, we have made efforts to offer child care at other church events and special services in an effort to help parents with young children feel free to participate. Our thanks and appreciation goes to **Michele Mosca**, our Crib Room Coordinator, for all her efforts to provide a safe,

nurturing environment for the youngest members of our church family.

### **Church School**

The Church School program continues to be a signature ministry of FPCY, offering a unique educational experience to children from pre-school through middle school. This year, our Superintendents **Beth Coccodrilli and Jocelyn Fontana** were responsible for the smooth running of the Sunday School program. We want to express our deep appreciation to **Amy Coccodrilli** who completed her commitment in 2012 and enriched our church school with her dedication and wisdom. We also wish to thank **Katharine Frase** and **John Winget** for their many years of service to the church school in the Gathering Time.

The Church School Committee shares responsibility for recruitment of teachers, curriculum selection and provides leadership and guidance in policy decisions. The Church School Committee members for 2012 included **Suzy Rishel (Chair), Kathy Anderson, Beth Coccodrilli, Robin Corpolongo, Jocelyn Fontana, Aloha Hicks, JoAnne Marsh, Emily Monk and Lynda Spring.**

The Church School is composed of three sections to best serve the educational needs of the various age groups. These are: Pre-school; K through 5<sup>th</sup> grade; and 6<sup>th</sup> through 8<sup>th</sup> grade.

The **pre-school** teachers use *Rock Solid*, a Cokesbury program, which uses techniques, stories and creative activities appropriate for preschool children.

Our **Grade K-5** teachers utilize *Cornerstones*, a rotation- model curriculum built around stories that are studied for several weeks. Under this model, children rotate through the following areas from week to week: Art, Cooking, Faith Today, Media, and Moved by the Spirit. This season's K-5 curriculum is entitled, "Test of Faith" and the lessons include: The Garden of Eden, Daniel, Healing Miracles, Rich Young Man, Doubting Thomas and Jonah.

Each Sunday, the children start off in the Gathering Time before being dismissed to their rotation activities. A special feature of this program is our gifted storytellers who bring a wonderful excitement to the start of each new church school lesson. On subsequent weeks, there is a brief "teach" of the story while the children learn exciting new songs and participate in a gathering that is designed to give children exposure to the usual practices of worship in a child centered context.

The **6<sup>th</sup> through 8<sup>th</sup> grade** class utilizes a lectionary-based program called *Seasons of the Spirit*. This curriculum addresses the need for this age to dig deeper into the lessons of our faith as they continue their spiritual growth from child to adult. While students no longer rotate, the class includes many different activities that help the middle school student develop a fuller understanding of the scriptures.

In addition, the church school also experienced several other activities designed to engage their interests and deepen their faith. Last school year, we focused on "**Living Waters for the World.**" The church school learned about this global problem, and their collection was dedicated towards the purchase of a water purification system. By the close of the last school year, the funds were successfully raised and a water purification system was installed at the Big House Orphanage in Haiti.

We kicked off our Church School year this fall with a celebration in Fellowship Hall. The children made crafts and decorated cupcakes. Pastor Chip blessed the children's backpacks during both church services and presented the children with carabiners to remind them that they are always connected to our church family.

This year the entire church school joined the rest of our church family as we celebrated the Advent Season by using a curriculum written by Mike Slaughter entitled, "**A Different Kind of Christmas.**" The gradual unwrapping of the nativity each week mirrored the slow unfolding of the Christmas story. The various centers focused on how we can serve other people as part of our Christmas preparation. For example, the Cooking classes made cookies that were used at the Toys For Tots distribution. In Moved by the Spirit the students assembled bucket kits for use in the Hurricane Sandy clean-up while the middle school kids assembled personal hygiene kits for Presbyterian Disaster Relief distribution.



**The Church School Staff for the 2012-2013 program year:**

Church School Superintendents: **Beth Coccodrilli and Jocelyn Fontana**

Pre-K Teachers: **Debbie Flynn and Liza Placido**

Assistants: **Rebecca Amorese and Amanda Monk**

Shepherds:

Kindergarten: **Jennifer and William Dixon**

1<sup>st</sup> grade: **Kimberly Friscia, Ben Child and Ryann Shaughnessy**

2<sup>nd</sup> Grade: **Jane MacDonald and Sue Nelson**

3<sup>rd</sup> & 4<sup>th</sup> Grade: **Michele Mosca, Tara Oubina, Christine Drysdale**

5<sup>th</sup> Grade: **Maura Delaney Joanne Leftwich**

Center Leaders:

Art: **Debbie Hagar** (K-2) and **Noelle Legros** (3-5), **Jenna Shulman** (**Rita Child** – sub)

Moved By the Spirit: **Heidi Haring** and **Wanda Diaz**

Cooking: **Donna Giglio** and **Ingrid Sullivan**, (**Peter Marsh** - sub)

Faith Today: **Suzy Rishel** and **JoAnne Marsh** (**Robin Corpolongo** – sub)

Media: **Dave Monk** and **Ken Shulman, Jack Shaughnessy**

Assistants: **Kyle Monk and Jessica Shulman**

6<sup>th</sup>, 7<sup>th</sup> & 8<sup>th</sup> 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> Grade: **Kathy Anderson and Debbie Bernardini**

Gathering Time: **Kathy Anderson**

Technical Support: **Bill Herman, Beth Coccodrilli, Jocelyn Fontana, Ben Low**

Music: **Beth Gruber**

Storytellers: **Bill Herman** (assisted by **Liam McAuliffe, Hannah Anderson** and **Kim Friscia**)

Snack Coordinators: **Jack and Melissa Shaughnessy**

Substitutes: **Kari Mavian, Lisa Tomeny, Amy Coccodrilli, Kathy Blaney**

Due to a very small 3<sup>rd</sup> grade class this year, the eight week Bible Study Skills course did not take place. This is a very interactive class with a lot of participation required on the parts of the children for ultimate skill building. In 2013, we will combine this 3<sup>rd</sup> grade class with the current 2<sup>nd</sup> graders to create a larger class.

**Alternative Giving Fair/ Moved by the Spirit:** Thank you to **Heidi Haring** for coordinating the Alternative Giving Fair once again. Heifer International raised over \$150 and The Fair Trade Market sold over \$800 worth of goods that benefit many small cooperatives and communities around the world. The Fair Trade Market is not a fund raiser for the church school. Instead, we support these vendors when the goods are purchased. The intention is to simply break even while providing our congregation with the chance to purchase interesting and unique gifts which made for fun holiday shopping!

***Vacation Bible School***

An amazing underwater experience awaited the 89 children who attended this year's Vacation Bible School! Organized around the Cokesbury curriculum *Operation Overboard*, our church was transformed into a under the sea adventure where children learned fun songs and explored the Bible through a variety of fun educational activities. The children came from 16 different churches representing 7 different religious traditions.

While maintaining our ties with the Yorktown Cooperative Vacation Bible School (a group consisting of First Presbyterian Church, Yorktown United Methodist Church and St. Andrew's Lutheran Church) a number of changes were made. VBS was shortened to one week in line with most of the available curriculums, the children rotated through the various activities and the decorations were over the top! The decorating effort was led by **Heidi Haring** and **Lisa Eliasson** with significant help from **Kathy Anderson, Tim & Alice Chin and children, Debbie Hagar and son, Michele Mosca and sons**, as well as many other helping hands in our church family.

The VBS experience was reinvigorated by the leadership team of **Tami Seidel, Alice Chin, and Debbie Hagar**.

Our thanks for all the people who made this experience so special:

Pastoral leadership/Dive Chief – **Chip Low**; Puppeteer: Will O'Brien; Center leaders: **Kim Wertz** (music), Amy Giles, **Hannah Anderson** (science), Hollie Smith (storytelling), **Debbie Hager** (recreation), **Heidi Haring** (craft), **Tami Seidel** (mission), **Jocelyn Fontana** (preschool), **Wanda Diaz** (snack)

Youth leader: **Debbie Amorese, Barbara Santagata and Chip Low**

Adult "dive guides": **Pam Darreff, Jocelyn Ramage**

Youth/teen helpers (dive guides): Megan Hopkins, Nicole O'Brien, Robbie Velichko, Nicki Sguegla, **Jessica Shulman**, Brian Venard, **Rebecca Amorese, Isabella Muro**, Catherine Brennan, Emily Hopkins, Brooke McDermott, Gemma Small, Taylor Leaves, Etta Griffiths, Frank Tedeschi, Michael Hullstrung, Amanda Pilkey, **Amanda Monk**, Nick Vicari, **Brian Kelly**, Dillon Hess, Anthony Vicari

Publicity: **Nicole Mulcahy**

Photographer, **Barbara Santagata, Pam Darreff**

Registration : Renee O'Brien, Christine Hopkins

VBS could not exist without the significant contribution of parents, grandparents, older siblings and other members of our church family who just want to get involved. We hope the momentum and excitement of this year's VBS will be continued into 2013 as VBS is hosted by Yorktown United Methodist Church. The joint committee is already meeting!

### ***Confirmation Class***

Confirmation is a young person's initiation into the life and ministry of our church. The students are being lead on this important journey by **Pam Darreff, David Monk and Gordon Braudaway** under the direction of **Rev. Chip Low**. Seven young people went through the class ending in April 2012, with six choosing to be confirmed. Six more began their confirmation journey in the fall of 2012 and will complete their work in May 2013.

The curriculum is designed around an examination of the seven parts of the Presbyterian Church (USA) seal. The class learned about the Presbyterian Church: its ministry, leadership and decision-making process. They also attended services in different Christian traditions and the MLK Community service at Antioch Baptist Church in Bedford Hills, as well as visiting a mosque and a synagogue. The group participated in outreach ministries of our church, went on a retreat, enjoyed some group building activities and attended weekly worship. Finally, the night of the group visited the Mosque the congregation was raising money and awareness for people of Syria. The class was so moved by the presentation that they came back and ran a fund raiser of their own for the Mosque to include in their relief funds.

### ***Youth Ministries***

Youth ministries took a prominent place in the forward looking vision planning over the past year. While we do not currently have a Youth Group, seeds have been planted and a group is in the process of being formed with the goal of creating a sustainable youth ministry. **Kelly Humphrey** has volunteered to lead a group in the first half of 2013. Despite the lack of a youth group, our youth continue to be very involved in all aspects of our church. Some of these include shepherding and teaching Church School, singing with the Choir, and participating in the Youth Bell Choir. We also have youths that volunteer in our Food Pantry, act as teen helpers at Vacation Bible School, and work on Church Cleanups. There have been youths that help prepare the supplies for the Midnight Run and others that actually go on the Midnight Run. On Shrove Tuesday, the youth cook and serve the traditional Pancake Supper. Lacking a formal youth group, an effort has been made to incorporate service projects as part of the Grade 6-8 Church School experience.

We also have youth that serve in leadership positions within our church. This past year, **Lucas Eliasson and Jalen Buckhout** served as Youth Elders. The Youth Deacons for this past year were **Brian Kelly and Taylor Drysdale**.

### ***Adult Education***

**"... when I became an adult, I put an end to childish ways."** (1 Corinthians 13: 11b)

Adult Education studies at FPC Yorktown are as much about our faith formation – both for us as individuals and as a community – as they are about education. Our studies engage both head and heart, providing a safe place for participants to share their questions, doubts and struggles and to support one another as we seek to live the Gospel.

We offer studies during the Church School hour on Sundays, and on Wednesday evenings and Thursday mornings. A monthly "Sermon for Lunch" is an opportunity to gather after the 10:45 worship service on Sunday to discuss the day's sermon, or any other faith issues that participants bring to the conversation. Our Women's Circle bible study group meets monthly on Wednesday mornings.

### ***Highlights of 2012:***

**LENT:** To be intentional about engaging both head and heart, this year's Wednesday night Lenten Study was preceded by a contemplative prayer service in the sanctuary. The Lenten Study, *24 Hours that Changed the World*, by Adam Hamilton, was offered on Wednesday evenings, Thursday mornings and Sunday mornings. The study explored Jesus' journey from the Last Supper, to Calvary, to the Resurrection. Much of the study was a vivid, horrifying depiction of the torture Jesus suffered at the hands of the Romans. A pointed reminder of the humanity of Jesus, and man's inhumanity to man, the study made Easter especially welcome and joyful.

**CELTIC CHRISTIANITY:** The idea that God dwells in our own lives and in creation comes out of the Celtic Christian tradition. The Celtic strand of Christianity, historically more focused on "original blessing" than on original sin, speaks today to those seeking a life-affirming faith, less bound by dogma and doctrine. On Wednesday evenings and Thursday mornings in late spring, we explored *Listening for the Heartbeat of God: A Celtic Spirituality* by Phillip Newell, of the Iona Community in Scotland.

**OLD TESTAMENT:** Our Sunday morning class explored *The Old Testament from Scratch* examining themes, metaphors, personalities and types of literature in the Old Testament. Having enjoyed this Old Testament survey course in the spring, we followed it in the fall with *Genesis: A Living Conversation*, the video series produced by PBS's Bill Moyers, featuring discussions by artists, writers, and scholars from various faith traditions.

**FAITH AND AMERICAN POLITICS Part 2:** Our own **Alan Damon**, historian par excellence, created and led a four-part study, looking at politics and morality in our culturally diverse nation.

**ADVENT:** Our church-wide Advent observance *A Different Kind of Christmas: Living and Giving Like Jesus*, challenged us to reclaim Christmas as Jesus' birthday.

**GUEST SPEAKERS:** **Rev. Dr. Susan Andrews**, General Presbyter of the Hudson River Presbytery, served on the Presbyterian Church-USA Middle East Task Force. On January 29 she shared her experience with us and the report of that task force in worship, in the Adult Ed class, and in our Sermon for Lunch. **Rev. Noelle Damico** of the Presbyterian Hunger Program was our worship leader at our annual Peace and Justice service on November 11, and also was with us during Adult Education and for Sermon for Lunch after the 10:45 worship. She invited us to support her work in the Campaign for Fair Food, which is working to improve wages and working conditions for Florida farm workers.

Heartfelt thanks to the Adult Education Committee: **Shawn Cribari, Rev. Chip Low, Rev. Tami Seidel, Kathy Anderson, Lynda Spring and Jean Post-Winget**. A special thank you to **Alan Damon** for creating and leading *Faith and American Politics*; to our pastor, Chip Low, for challenging us to move beyond our comfort zone and leading many of our studies, and to Tami Seidel, for researching cutting edge study materials and for her dynamic teaching.

### ***Infant Nurture***

The Infant Nurture program had lapsed several years ago. **Aloha Hicks** agreed to look into what materials were currently available that could be helpful to new parents. In the meantime, the commission voted to present each newly baptized child with a colorful story Bible. The Bibles were recently ordered. It is the hope of this commission that this gift will encourage new parents share the stories of our faith with their growing child.

### ***Church Library***

The Church Library is a valuable resource that is open to all members of our church family. Feel free to browse and if you would like to take out a book, simply fill out a card and drop it in the box provided. **Carol Jensen** continues her service as our Church Librarian. In addition to books on Bible study, theology, and the Presbyterian Church, the library has many titles on examining and nourishing personal faith as well as all the recent Adult Education studies. The children's section has been recently updated with many new selections. The complete catalogue is now on-line at the church's website along with reviews of recent acquisitions. Additionally, each month a brief review of new items appear in the "Disciple."

*Respectfully Submitted,*  
*Kathy Anderson, Chairperson*

## MISSION COMMISSION

**Members:** Nance Thompson, John Winget - Co-Chairs; Stephanie Hare, Heidi K. Haring, Carolyn Blaney, Carol Myers, Connie Knapp, Jean Post Winget, Nicole Mulcahy, Lucas Eliasson, Sarah Pasquale, Maura Delaney

### ***Our Dreams***

The Mission Commission continued its focus on our several hunger and housing ministries and continued discussion of the growing issue of hunger in our world and very clearly, in our local community. Our intention has been to grow our Mission activity locally, nationally, and internationally.

During this past year, the commission continued discussing our biblical imperative to care for our world and its inhabitants. We continued to work with other members of the Hudson River Presbytery in our outreach to our brothers and sisters in Peru. One aspect of this Peru mission was to support a youth managed radio station in Peru which supports local mission and concerns. We also continue to focus on the situation of those in Peru, living in the shadow of a plant that pollutes the water and the air, and causes the children to develop lead poisoning and shortens their lives.

We completed our "Challenge to Change" grant from the Presbytery in 2011. The funds were utilized to facilitate outreach to our gay, lesbian, bisexual and transgender (GLBT) neighbors. We continued to explore our future relationship with our GLBT sisters and brothers in 2012.

The Pastor Relief Fund, established in 2011, continues in 2012 and is now under the watchful care of our Board of Deacons. This fund is earmarked to support our congregants in need as it relates to economic hardship experienced in the wake of the economic downturn which has caused hardship for so many of us. These funds are to be disbursed by our Pastor at his discretion.

We also initiated a project of home rehabilitation through cooperation with Homefront in 2012. Jean Post-Winget and Matt Hager spearheaded this project and worked in cooperation with the Operations and other commissions. This project continues into 2013 with Matt Hager and Andrew Winget overseeing and organizing this project.

2012 has been exciting as we added new depth and dimension to our Mission Trip activities. Heidi Haring, assisted by Jean Post-Winget, organized a Mission Trip to New Orleans in July of 2012 which was then led by Heidi. We discovered that much work still remains to be done in the aftermath of Hurricane Katrina. Please also see our information regarding White Gift Sunday as this has opened the door to other Mission Activities.

### ***Our Work***

Thanks and acknowledgement to all the willing workers who make so many ministries happen.

### ***Noontime Meal Volunteers***

Pam Darreff, Ruth Deemer, Tricia Dineen, Jan Gunther, Dick Hunter, Bruce Johnson, Cheryl Lodewick, Priscilla Lucas, Mary Lou McArde, Dick Mills, Squeegee Mills, (Mission Liaison), Emily Monk, Jerrie Pospisil, Florence Ross, Fran Schiel, Ken Sherman, Lynda Spring

### ***Knit Together***

Pauline Bernauer	Eleanor Hibben	Pat Prauda
Louise Fang	Kay Leiberman	Norean Radke, co-chair
Terri Froehlich	Carol Myers	Fran Schiel
Diane Hawlk	Lois Ostling, co-chair	Maxine Travis

This year the group knitted 212 items which were given to Bethel Nursing Center, Deacon's Mitten Tree for the Food Pantry, Dominican Sisters Nursing Service Maternal Child Program, Midnight Run, Sky View Nursing Home, and Springvale Assisted Living.

### ***Prayer Shawl Ministry***

Marianna Sherman, chair; Terri Froehlich, Aloha Hicks, Gail Roell, Fran Schiel.

### ***God Uses Your Gifts***

This congregation has been clear about the importance of mission and outreach to the life and heart of this church. Our Commission has continued to deliberate mindfully and prayerfully about how we can do mission in our com-

munity and the world. Our congregation continues to budget for the General Mission of the Presbyterian Church USA, the Synod of the Northeast and the Presbytery of the Hudson River, sent monthly for the programs the larger church supports. ([www.pcusa.org](http://www.pcusa.org)) In addition, we disbursed over \$80,082 to organizations and programs we support. We also opened our doors to organizations that provide helpful and healing ministries to members of our community. These groups include AA, Al-Anon, Families Anonymous, Nar-Anon, Narcotics Anonymous, Noon Unity, Spirit of Sobriety, Boy Scouts, Girl Scouts, Daisies, Recovery Int'l, SPARC, The Caring Circle of Hospice, Yorktown Presbyterian Preschool, Presbytery of Hudson River. Our building allows many miracles to happen in people's lives.

**Westchester, NY:** Bridge Fund, C.H.O.P. Inc., Chaplaincy at NWCH, Food Bank, Hospice of Northern Westchester, Jan Peek Dinners, "My Second Home" Adult Day Program, Noontime Meal in Peekskill, Northeast Counseling Center, Northern Westchester Center for Domestic Violence Women's Resource Center, Midnight Run, Rural Migrant Ministry, Presbyterian Conference Center at Holmes

**National:** More Light Presbyterians & PC USA programs

**International:** Bridges to Community, Amnesty International, Living Water

### **Special Mention**

#### **Alternative Giving Market for Heifer International**

In November, our church school held our fifth Annual Alternative Giving Market for Heifer International. The purpose was to raise money by selling shares of Heifer Animals and to also support communities around the world by selling fair trade products, coffees and teas and crafts from Africa and South America, along with items handmade by our children. We sold Fair Trade goods and the kid's sachets. We netted hundreds for Heifer International. In addition to raising money, we tried to raise awareness of Christmas materialism by offering an alternative way to shop and help others at the same time.

#### **Amnesty International.**

Thanks to the continued leadership of Carolyn Blaney and Carol Myers, we have an active participation and commitment to the social witness of Amnesty International. Through financial support and monthly letter writing initiatives, we lend our voices in support of victims of conscience and victims of human rights abuse who are brought to our attention by A.I. as "urgent action" cases in need of immediate vocal support.

#### **C.H.O.P., Inc.**

This is an umbrella organization that oversees the Jan Peek Shelter in Peekskill and a breakfast program, The Sunny Donut, also in Peekskill. In addition to financial support, members of our congregation prepare a dinner on the 4th Saturday of each month. Residents and staff are touched by the generosity of food and friendship extended to them. The shelter houses 19 single adult men and women. The shelter has also recently reinstated a food pantry in order to help to address the incredible increase in hunger in the Peekskill area. The Sunny Donut serves breakfast Monday-Friday to people of all ages at the Salvation Army site. John Chessa currently serves on the CHOP Board of directors.

#### **Living Water**

This program helps to provide clean water in many countries around the world. The Mission Commission has endeavored to support our Church School in their own specific project in Haiti.

#### **Midnight Run**

This program takes food, clothing, and blankets to and human interaction with the homeless folk of New York City. Youth runs and an adult run were generously supported by this congregation. A Midnight Run happens because of a community of efforts and contributions of time, energy and things.

#### **More Light Presbyterians**

We have continued our financial support of the More Light Presbyterians and have worked this year to make our More Light position more visible in our community. That is, making it very apparent that we strive to be an openly welcoming and loving congregation. MLP works through education and out reach, to reduce prejudice and support lesbian, gay, bisexual and transgender equality within the Presbyterian Church USA. [www.MLP.org](http://www.MLP.org)  
[www.mlp.org/](http://www.mlp.org/)

### **My Second Home**

The commission has identified the area of support for the caregiver as a great area of need within our community and congregation. More and more people find themselves struggling to find ways and means to care for aging and infirm parents and other relatives while also caring for a job and children. My Second Home is a social model adult day program located on Radio Circle in Mt. Kisco and run by Family Services of Westchester. It provides a compassionate, cost efficient, community based and intergenerational alternative to assisted living or nursing home care to seniors in need of individual attention during the work day. Our support goes to a scholarship fund to make the program even more affordable.

### **Noontime Meal Program-Peekskill.**

The Peekskill Area's Pastor Association (PAPA) sponsors a noontime meal program at the Salvation Army in Peekskill. Volunteers from our church shop, prepare and serve lunch for 10 months and purchase lunch in July and August. We have done this for nearly 20 years. These dedicated people continue to be remembered in prayer by Director James McNair.

### **Rural and Migrant Ministry**

RMM advocates for farm workers and rural poor families through education and Youth Empowerment Programs. Check the RMM website [www.ruralmigrantministry.org](http://www.ruralmigrantministry.org) and [hope@ruralmigrantministry.org](mailto:hope@ruralmigrantministry.org).

### **White Gift Sunday**

A treasured tradition 50 years old has come to an end. We discovered that the Taconic Developmental Center is closed and could not receive gifts this year. The residents have been moved to various group homes in the area. Therefore, in an effort to keep our giving thriving during Advent, we collected gifts as usual and delivered the items to our brothers and sisters impacted by Hurricane Sandy. A mission trip is planned for January 2013 to help with the clean up efforts. We celebrate the cooperative effort of our young adults and the support being activated through our church school.

### **Fair Trade Coffee**

We serve fair trade coffee. This Presbyterian Coffee Project program pays farmers a fair price so they can support their families and obtain affordable credit. Donna Gresh has made this possible.

### **Northern Westchester Chaplaincy Fund**

"This pastoral care program is available to patients and family members struggling with emotions of grief and fear, with issues of spirituality and with ethical issues. Having the availability of onsite dedicated chaplaincy services has provided the possibility not just for the patient but for many others to renew themselves in their faith, to reinforce their faith and even sometimes discover faith they didn't know they had." From a letter by Joel Seligman, President, Northern Westchester Hospital

On behalf of the Mission Commission thank you for your involvement and generosity. YOU do the mission of this church every day in countless ways.

*Respectfully submitted,  
Nance Thompson, Co-Chair  
John Winget, Co-Chair*

## TOTAL OUTREACH DOLLARS

### Mission Commission Support

Dominican Sisters Maternal Child (40% of Pentecost Offering)	428.40
Homefront	990.48
Hospice Care in Westchester (50% of Easter Offering)	783.00
Hurricane Katrina Mission Trip	7,650.23
Jed Koball Visit from Peru	1,000.00
Midnight Run, Inc. (100% Thanksgiving Offering)	544.00
My Second Home, Mt. Kisco (50% of Easter Offering)	783.00
N. West. Hospital Chaplincy Program	1,000.00
NoonTime Meal (Peekskill)	1,365.11
Northeast Counseling Center	1,000.00
Pastor's Relief Fund	4,496.53
Rural Migrant Ministry (25% of Peacemaking Offering)	381.75
Syrian Relief Fund	1,000.00

### Mission Commission Other Benevolence

Alternative Fair, Heifer International	970.30
Hurricane Sandy Relief	655.00
*Mosquito Nets for Mothers (PCUSA)	645.00

Sub Total 23,692.80

To Savings for disbursement in 2013 798.65

### Presbyterian Church USA

Per Capita	10,179.00
*General Mission Giving	
General Assembly 30%	9,465.30
Synod 2%	631.02
Presbytery of Hudson River 68%	21,454.68
*Christmas Joy Offering (100% to PCUSA)	2,659.00
*One Great Hour of Sharing (100% to PCUSA)	1,660.27
*Peacemaking (75% to Presbytery)	890.25
*Pentecost (60% to Presbytery)	603.60

SubTotal 47,543.12

### Deacons' Mission

Deacons' Fund School Supplies, Diapers	4,791.86
Food Pantry	31,448.20

SubTotal 36,240.06

### Church School Mission

Hurricane Sandy Relief	748.24
Vacation Bible School	503.24

SubTotal 1,251.48

**Total Giving 109,526.11**

Outreach dollars were 20.2% of our expenses.

\* represents "5 for 5 Offerings" in Hudson River Presbytery

## REPORT OF THE DEACONS

### Class of 2012

Katharine Frase  
Terri Froehlich  
Barbara Humphrey  
Sue Nelson  
Liam McAuliffe\*

### Class of 2013

Angelyn Forbes-Freeze  
Matthew Hager  
Dorrit Nelson  
Walter Oudheusden

### Class of 2014

Kathy Winsted  
Karen Mack  
Jane Amato  
Heidi Haring

\* *Youth Deacon*

In the Book of Order: “*The Office of deacon as set forth in Scripture is one of sympathy, witness and service after the example of Jesus Christ. It is the duty of deacons, first of all, to minister to those who are in need, to the sick, to the friendless, and to any who may be in distress both within and beyond the community of faith.*”

### ***Deacons Retreat***

This year we had our first ever Deacons retreat. We came as individual Deacons & left as a team of Deacons ready to serve. At the retreat we made many decisions. We realized our ministries were not visible enough to our congregation. We decided to buy an easel for the Fellowship Hall, to keep the congregation better informed of what the Deacons were doing each month. In addition, to increase awareness of who is volunteering at food pantry, we decided to purchase aprons. The aprons have “First Presbyterian Church Food Pantry” embroidered on them. This is to let our clients know who is working. We also decided to run a diaper pilot program at food pantry. This is to help with the growing number of food pantry children. The retreat led to some real positive changes in our ministries.

### ***Contact to the Homebound***

Heidi Haring & Matt Hager coordinated the efforts to make contacts to the homebound. The Deacons would like to thank Chuck Radke and Mable Seymour for continuing to make visitations. In total over fifty two visitations were made to check on people that were homebound, forty eight visits were made to people in Nursing homes or assisted living and there were thirteen hospital visits. The flowers that were given were from service flowers, Easter flowers, or Christmas poinsettias. Visitations are made to people who are at their own homes, assisted living facilities, care facilities, rehab units, and hospitals. Many of you, in the congregation, also made unrecorded visits. Congregation members are encouraged to visit those either at home or at facilities. Many hesitate to be visited but once the contact is made the satisfaction of both the visited and the visitor is very rewarding. In most cases the care givers, if there is one, are also very pleased with the visits.

Home communion was given to seven of the homebound members by the Minister with the help of the Deacons. At Christmas, church carolers with choir members sang Christmas carols to a number of the homebound.

It has been a busy year but what a pleasure the contact to the homebound has been. Thanks go out to all the Deacons and members of the congregation who assisted in visiting members who were homebound or at facilities.

### ***Transportation***

This year Barbara Humphrey coordinated a total of 5 rides, for individuals to and from church and other functions, such as rides to doctor appointments. This is a wonderful support ministry and we are so grateful to those who contributed their time in this way.

### ***Loaves and fishes***

Sue Nelson, Terri Froehlich, Jane Amato and Angelyn Forbes-Freeze arranged 12 meals for loaves and fishes this year. They coordinated the volunteers from our congregation who were willing to make a meal for a church member and their family during temporary times of need, for example during a medical emergency. Thank you, to the Deacons and the members of the congregation that enables us to support one another in this way.

### ***Card Ministry***

Terri Froehlich mailed out 203 cards in 2012. Cards were sent for the birth of a baby, weddings, anniversaries, significant birthdays, graduations and sympathy, as well as concern and prayers for those who were ill. Thank



you cards or letters were sent to those who contributed to the Food Pantry. Terri also sent Easter and Thanksgiving cards to members who were either homebound or in nursing homes, which is very much appreciated.

### ***Hat & Mitten Tree***

Terri Froehlich oversaw the Hat & Mitten Tree ministry. This year the Knit Togethers were very generous by donating 77 hats, mittens, scarfs as well as 23 donations from the congregation. When the items are collected from the tree they are given out at the next food pantry.

### ***Bereavement***

Barbara Humphrey coordinated one reception for a memorial service in 2012, with help from a number of volunteers from the congregation. The family found the reception to be a wonderful way to share memories with friends while reducing stress for them, in the making of arrangements.

### ***Food pantry***

The Food Pantry is open two Saturdays of each month from 9:00 – 11:00 a.m., and serves clients across a 10-mile radius from FPCY. In 2012 this effort was led by Katharine Frase, with support from a large team of volunteers from the congregation and the community.

The FPCY Food Pantry saw a slight increase of clients over the last year. We distributed 4,497 bags of food in 2012 compared to 4,127 in 2011. There were 202 new families. We were able to supply 3,227 families with food that met their needs. We continue to introduce as much nutrition and variety into the operation as possible. We provide a choice of meat, bread and dry goods for our clients & once a month fresh produce. This year we started a pilot program for diapers. In addition, the community has continued to be generous with monetary, food and labor support, including the Jewish Center, the Boy and Girl Scouts, the Yorktown postal carrier's food drive, our local high school students and numerous local companies and individuals. The congregation's support is vital to all that we do, and we were able to fully utilize our matching grant for 2012.

We also have extra help from our pantry customers who volunteer to pack and assist in sorting. We usually have teenage volunteers who assist with helping people carry food to their cars. We also give out gently used clothing to the pantry persons. We are fortunate to receive many outside donations from local businesses and families not affiliated with our church.

Our total 2012 operating budget for the pantry was \$23,970. The Food Pantry expenses were \$31,448. We ran a deficit from Deacon savings of \$7,478. This was due to an increase of clients & costs. Also a decrease in food pantry grants. The Deacons would like to thank you, the congregation (whether in turkeys or bag-loading or financials or prayers), without you we could not support our neighbors.

Thank You, Katharine for all your hard work. She was truly dedicated and we are very lucky to have had her work on this very important ministry.

### ***Toys for Tots***

Cathy Winsted chaired this year's distribution of toys provided by the generosity of the United States Marine Corps Reserve Toys for Tots program. We gave out more than 1,400 toys to 127 families, the parents shopped for 479 children. Many thanks to Kathy Anderson, Heidi Haring, Bill Winsted, Liam McAuliffe, Spencer Rzonka, Jim Gunther, Sue Nelson, Dave Humphrey, Boy Scouts Troop 165 and several Girl Scout troops who helped in the preparation and distribution of toys.

### ***School Supplies***

We gave out 250 school supply kits this year, 135 were bought from Staples for grades Kindergarten through 5th. The other 115 came from donations from you, the congregation; these were for the older grades. Terri Froelich organized with School Kidz, (a branch of Staples) to order our school supplies. The expense for this ministry was \$1,010. Along with School Kidz, we were able to give a representative what our needs were and they put together individual boxes that looked like brief cases for the children. Needless to say the food pantry children were very excited to get their own box of school supplies.

### ***Diapers Trial***

The Deacons had a first ever retreat at Homes conference center. From the retreat it became apparent that the food pantry clients had a need for diapers. The Deacons decided to run a pilot program led by Barbara Humphrey. We gave out diapers to only clients with registered children. We did this once a month opposite the fresh produce pantry. The cost for the year was \$2,028. The results of the trial are under review.

### ***Health Care Racks***

Matt Hager filled our health care racks with pamphlets containing information on health-related issues. Due to easy access to the internet, the racks have become outdated. The Deacons have decided to close this ministry in 2013.

### ***Blood Drive***

Jane Amato was the blood drive coordinator this year. Many other churches & schools have been hosting blood drives this year & we could not find a date that would work. The Deacons have decided to close this ministry in 2013.

### ***Monthly Financial Report***

Dorrit Nelson was the Deacons financial secretary, The Deacons would like to thank her for consolidating our financial report into a spread sheet. Dorrit prepared the 2012 monthly reports and provided analysis of deposits, expenses and fund balances, with great support from our church treasurers and secretary.

Below is a summary of account activities for year ending December 31, 2012:

<u>Accounts</u>	<u>Operating Bal-1/1/12</u>	<u>Donations Rec'd</u>	<u>Expenses</u>	<u>Operating Bal -12/31/12</u>
1. Deacon's Fund	\$10,014	\$2,191	\$4,791	\$7,437 = - \$2,577
2. Food Pantry	\$23,970		\$31,448	\$7,478
				(Funds added from savings)

The Deacons Fund supports the operation as described by the Deacons throughout this report, excluding the Food Pantry. We ran a deficit of about \$2,577, which was supplemented from Deacons savings. The main reason for the deficit was approximately \$2,028 in Diapers & an increase in school supplies.

### ***Thanks and Farewell***

We bid a fond farewell and express our appreciation for the work and assistance of **Katharine Frase, Terri Froehlich, Barbara Humphrey, Sue Nelson, Liam McAuliffe and Dorrit Nelson**. We welcome and extend our prayers and best wishes for the new class of Deacons: **Wanda Diaz, Todd Child, Christine Lazarus and John Chessa**.

The Board of Deacons would also like to thank you, our *CONGREGATION*, for your continued support, prayers, love and generosity. Only with your support, were we the Deacons, able to carry out our ministries to those in need within our community this year.

*Respectfully submitted,*  
*Walter Oudheusden, Moderator*

## STEWARDSHIP COMMISSION

**Members:** *Dick Seymour, Barbara Darragh, Marianna Sherman, Gloria Coccodrilli, Emily Monk, and Pam Darreff*

Stewardship is the way we actively and financially take care of God's gifts to us. We are blessed to have many loving caregivers that help with this work. Our success has been based on the many ways our congregation gives of their time, talents, and treasures (financial resources). The Stewardship Commission endeavors to celebrate the good works of our church family, reach out to visitors and community help organizations, and plan diligently for the financial health of our congregation.

This commission is responsible for the July Mission Celebration, the annual stewardship campaign, new member classes, visit-the-visitor program, and the review of our membership list. As a commission this year we worked to improve stewardship communication by: continually updating our webpage, adding online giving options, including numerous articles and news items in the Disciple, writing stewardship letters, sending email announcements and postcards noting upcoming events, by creating financial updates letters, updating the estimate of giving cards for adults and children, and putting announcements in the bulletin.

### ***Mid-year Celebration of our Giving and Living Mission***

We are good stewards and this mid-year celebration highlighted the many ways our congregation gives of their time and talents to ensure that God's blessings are shared. Personal testimonials told stories of how mission experiences impacted their lives and the lives of others. We heard how each were connected to God, one another and the World through homebound ministry, Jan Peak House, Midnight Run, stewards of finance work, and amnesty international initiatives. What powerful, heart-rending, and hopeful stories we heard. We are indeed active stewards of God's love!

In small groups we discussed our vision and "How we can continue to grow into God's mission for us?" Many shared their thoughts about how to help our teens and young adults stay engaged and invigorated with their faith. We will continue this discussion of a sustainable youth and young adult ministry.

Chip walked us through the steps to sign into "MyFPCY" on our website. MyFPCY is a way to keep in touch via our online database, AccessACS. We can now update personal information, check our giving history and communicate with each other more efficiently. He also explained how we now have an online giving option, which allows us to make one-time, weekly or monthly donations using a secure service. We can also make donations online to the food pantry, deacon fund, flowers, Christmas, Easter and other special offerings. This "Give Now" option is easy, convenient, tax deductible and confidential!

With God's spirit alive and radiating, we celebrated like good Presbyterians, enjoying very soft ice cream sundaes and fellowship after the service. Thanks to Gloria Coccodrilli, Marianna Sherman, Emily Monk, and Dick Seymour for their help in the organization of this celebration.

### ***Fall Stewardship Campaign***

The theme for the 2012 Stewardship campaign was "Living Our Vision: Connection to God, One Another, and the World." In an effort to continue our vision discussions from our mid-year celebration in July, the congregation was invited to attend one of twelve small *connection group meetings* during September and October. During these meetings we focused on our desire to provide nourishment for a lifelong spiritual journey, keep our youth population engaged and invigorated and to grow our membership. Solutions were explored that would enable Chip to focus more time on: developing ways to engage youth and young adults and to build a plan for a sustainable youth and young adult ministry. The creation of a part-time parish associate position that would provide pastoral care, adult and family support, and worship and leadership was discussed as a possible solution. Thank you to the Staffing Design Team that prepared an informative handout that guided us through the discussion. Special thanks to the following hosts who opened their homes for these get-togethers: Chessa, Chin, Coccodrilli, Henderson, Humphrey, Mills, Rainieri, Seymour, Winget, and Darreff. Chip also spoke to the Sunday school parents and the seniors at separate meetings.

The October Disciple highlighted the stewardship calendar of events, which included the small group connection meetings, guest preachers Tami Seidel and Rev. Dr. Susan Andrews, General Presbyter, Hudson Valley and personal giving testimonials by Carol Meyers and Jeff Kephart. The article, “Living Our Vision”—What are our giving options” highlighted check or cash, bill-pay, stock gifts, and online giving was very informative.

In a continual effort to inform, we tried to answer for the congregation the following questions: What do we mean by Stewardship? What is our Mission? What do others in our congregation give? How do I decide what to give? How can I step up my giving? Many thanks to Dick Seymour who envisioned and created the bulletin inserts that were extremely helpful in answering these questions.

To help communicate our theme and goals, several letters and postcards were sent to the congregation and updates appeared in the Disciple and on our website. In the beginning of October an informational letter with updated pledge cards were mailed to all members. Working with the Beth Coccodrilli & Jocelyn Fontana our Church School Superintendents, a new stewardship parent letter and an updated youth commitment card were created and mailed home to parents. During the gathering time, a lesson was presented to the church school children that had a stewardship focus. As we received responses, thank you notes were sent to those who pledged and responded with their intent to help live our mission. Follow up phone calls were made. Our Oct. 28<sup>th</sup> dedication of our commitments for 2013 was celebrated with God’s gifts of fall apples. A big thank you to all who brought apple deserts to share during the fellowship time.

We were pleased this year to have 168 commitments from adults, youth and children. 45.6% of our adult pledgers increased their financial commitments this year. We are living our vision to connect to God, one another, and the world, when we give of our time, talents and financial support. Our generosity shows we are loving caretakers of God’s gifts. Many thanks to Dick Seymour and Kim Wertz for their time and hard work in keeping us updated on our stewardship campaign progress. Thank you all for your commitment to share in FPCY ministry.

### ***Membership***

In an effort to stay connected with our youth and young adults, “lets stay in touch” letters were sent to seniors graduating this year, those away at college or those working in the area. Return postcards were included in each letter so youth could easily let us know their contact information and their mission interest. We hope our youth get the message that we care! We had a fair response.

New member classes were scheduled in the spring and the fall this year. We are thankful for our 21 new members. Special thanks to all who served as mentors to our new members and to Judy Chessa and Ruth Deemer who hosted the new member brunch.

### ***Visit the Visitor***

Under the guidance of Marianna Sherman the visitor program has been updated. When someone comes to visit us for the first time and they fill out a visitor card, they are visited after the 10:45 service. These visits have proven to be very successful over the past 17 years. We celebrate the volunteers who have made this visit over the past year. We hope you all will be on the lookout in a welcoming way for the newcomer in our midst.

Thank you to **Emily Monk, Marianna Sherman, Gloria Coccodrilli, and Barbara Darragh** for their work on this Commission. Thank you all for your faithful giving as we live and give to build a strong ministry together depicting God’s love for all.

Respectfully submitted,  
**Pam Darreff, co-Chair**

*(see next page for Stewardship Campaign results)*

Results-to-date of our Stewardship Campaign.

124 Repeat Adult Pledgers	\$410,529
13 New Adult Pledgers	7,666
20 Repeat Child Pledgers	3,029
8 New Child Pledgers	857
164	\$424,681

A further breakdown of our campaign results for **adult pledging** is shown below:

62 Past pledgers who <b>increased</b> their pledge (45.6% of our total adult pledgers) <i>(an average increase of 11.2%)</i>	\$278,413
47 Past pledgers made the <b>same</b> pledge as last year (33.8% of our total adult pledgers)	107,786
15 Past pledgers <b>decreased</b> their pledge (11% of our total adult pledgers)	26,930
13 New pledgers pledged (9.6% of our total adult pledgers)	7,666
136 Totals	\$420,795

While we fell short of our goal of \$460,000, our results are terrific! We had 89% of our pledges in the increase, same or new categories. The Stewardship Commission can be proud of what has been achieved. A special thank you is in order for Pam Darreff who led the work throughout the year. Thanks, Pam! Also, thanks to Barbara, Emily, Gloria, Marianna and Chip who contributed so much throughout the year. Lastly, thanks to Kim for willingly working with me so that I could “crunch the numbers” and keep everyone updated.

*Dick Seymour*

## OPERATIONS COMMISSION

### **Members:**

*Dick Seymour, Chair & Facilities Coordinator; Ian Spence; Jack Shaughnessy; Barbara Darragh, Fran Proceller; Ed de Jong; Walter Oudheusden; Deanna Collins; Tom Travis; Bill Friscia; Tricia Dineen; Peter Marsh & Pastor Chip Low.*

### **Overview:**

The Operations Commission is charged with caring for the physical facilities and the financial health of our Church. There are many behind the scenes tasks which make up the day-to-day work of the Operations Commission. Much of this work is not readily apparent to many, but is vital to well-kept buildings and grounds. The financial work of the Commission includes the annual budgets of the Church, monthly reviews of the Treasurer's Reports as well as investment oversight & direction provided by the Finance Committee. The Commission is made up of those indicated above. The Finance Committee is chaired by Gordon Braudaway, Clerk of Session and has the following members: Jack Shaughnessy, Barbara Darragh, Frank Hodgkinson, Tom Travis, Tricia Dineen and Fred Mintzer.

The work of the Commission is reported upon regularly in the issues of the Disciple and online in the Operations Commission section of the Resources page of the Church Web Site. Considerable progress has been made throughout 2012 on both day-to-day upkeep as well as several significant projects rehabilitate and enhance our facilities. Many of these items are summarized below.

We offer a very big Thank You to Tom Travis for his continuing work on the Treasurer's Report and for explaining to the Commission where finances stand each month.

### **Major projects:**

**Office:** In early 2012, we completed a total renovation of our main office. This project included a total redo of the office including "low boy" partitions, new carpeting, painting, new blinds and revamping of the electrical service to the office, pastor's office and treasurer's office. New office furniture and file cabinets were purchased as well. A new air-conditioning system was installed to serve all three of the offices. This system eliminates the very old and inefficient window air conditioners. Verizon FIOS was installed to replace the outdated DSL internet access service.

**Copier:** Considerable research was done to select a new state-of-the-art color copier for the Church. A Xerox 75-45 WorkCenter was selected. It has brought the office into a first-class technology era. All of the computers in the various offices of the Church can now communicate directly with the copier making our overall office operation more efficient. Cabling was added to connect all offices, including the preschool office to the net so that information can be readily shared.

**Library/Lounge:** Design efforts were completed to completely rehabilitate the kitchenette which is part of this room. Upon selection of the final design, the old "1950's white cabinets were removed and new wood cabinets installed. The new cabinets received 2 coats of Golden Oak stain and 3 coats of poly sealer. This work has dressed-up the Library/Lounge in keeping with the rest of the room.

**Driveway Paving:** After many years and considerable deliberation about improving the main driveway from the East paved parking lot to the North Parking Lots, we were finally able to gain permissions to proceed with asphalt paving of what had become known as "pot-hole alley". This project has provided significant enhancement to our facilities. At the time of this paving, we also added four "speed bumps" which have helped to slow down the speed at which vehicles are driven through the property. They also have virtually eliminated the "cut-through's". We had many instances of drivers using our driveways as a way to by-pass traffic back-ups at the light at the corner of Rt's 132 and 202. The edges of the driveway were striped all of the way down to Rt 132 to aid visibility and keep traffic confined to the driveway so as to protect the edges of the asphalt.

**Sanctuary Walkways:** A new blue-stone walkway was installed in front of the Sanctuary. This replaced a very uneven walkway of broken and tilted stones. Also, a new asphalt walkway was added between the paved parking lot and the Sanctuary.

Gathering Space: The furniture in the Gathering Space was rearranged in consultation with Mr. Tim Travis of NBB Office Environments. New throw rugs and plants were added.

Rehabilitation of the Maintenance Shed: The Church is the benefactor of a very significant Boy Scout Eagle Scout Project by Kyle Monk. The interior of the maintenance shed was “gutted”, new shelves and perf-board installed and completely painted. Kyle and his recruits also extended the South roof to create an overhang which will better protect our ladders and other equipment which we store outside. Also added, was a concrete ramp so that equipment could be moved in and out of the shed with much more ease than in the past. Part of Kyle’s project was to stain the outside of the shed and plant several attractive plants along the West side of the shed. Kyle also raised \$100 from a bake sale which was donated to the Church for additional hand-tools. Through Kyle’s aggressive solicitation of various merchants in the area, virtually all of the materials necessary for this project were donated. We offer a very very big thank you to Kyle, Troop 165, the leaders, parents and other boy & girl scouts who participated in this meaningful contribution to the Church.

Additional Improvement to Room 16: A new oak-faced cabinet has been installed in room 16 which is used primarily by the Noon Unity groups. This cabinet has been finished with 2 coats of Golden Oak stain and 3 coats of poly sealer. A full counter top with back splash has been added to the cabinet. The older very rough looking cabinet has been removed and trashed. The small refrigerator which is used by the Noon Unity groups was moved from the Library/Lounge to room 16. The result of this work is that the user groups will not have to interrupt meetings taking place in the Library/Lounge as all of their materials are now located in room 16.

Preschool Fence Replaced: The Operations Commission in conjunction with the Preschool decided that the fence outlining one side of the playground was in deteriorating shape and needed to be replaced. The replacement was performed by Campanella Fence and included the portion of the fence from the preschool entrance along the walkway to the office to the corner of the Butterfly Garden. A new bottom rail was added to enhance the strength of the fence and reduce damage from mowers. The cost of the replacement fence was shared 25% by the Operations Commission and 75% by the preschool.

Spring & Fall Clean-ups: We had a very successful Spring Clean-up on May 5<sup>th</sup>. A very very big Thank You goes out to Deanna Collins for her huge effort in organizing and recruiting for all of the jobs that go into successful Clean-ups. Deanna then followed-up with detailed lists of the jobs that were done and the people who contributed so much time. Thanks, Deanna!

Following the May 5<sup>th</sup> Clean-up, we had a special day on May 12<sup>th</sup> during which the Boy Scouts from Troop #146 did a terrific job of weeding and spreading of mulch in the gardens of the North Parking lots.

We really appreciate the efforts of the Boy Scouts and all those who come out to make the Spring Clean-up’s successful. This year we shared the Clean-up date with the Home Front Project and we had enough people to do great service to both projects. Thanks to all!

As part of our annual Spring Clean-up, the driveway fence was stabilized and stained. A very big thank you is offered to Bud Coccodrilli and Carl Anderson for their substantial efforts on this project.

On October 20<sup>th</sup> and on December 8<sup>th</sup>, we had small work parties to ready the grounds for the Winter Season. A total of 18 volunteers helped us during these two work parties which made the work go quickly and everything got done that we had planned. Thanks to all of the Volunteers for these great efforts as well.

Garden Ownership: This year we recruited Stewards for our Church Gardens. We also recognized the tremendous efforts over the years by Craig Hibben in designing and caring for our gardens with a plaque on the large pine tree by the entrance to Fellowship Hall. A huge Thank You goes out to Craig for his years and years of service and for his consultation this year. Also, a very big Thank You goes out to the following people who volunteered to pick-up the stewardship reigns and care for our gardens: Karen LaBonte, Priscilla Lucas, George Forbes-Freeze, Angelyn Forbes-Freeze, Judy Chessa, John Chessa, Nancy Caswell, Gloria Cocodrilli, Bud Cocodrilli, Michael Stewart, Julie Friscia and Tricia Dineen. The gardens looked great and we really appreciate the efforts of our volunteers.

Maintenance Analysis: A spread sheet has been developed for estimating future replacement costs of major equipment. The Analysis using this spread sheet then allows a more “studied” determination of the annual contributions to the Maintenance Reserve Fund that are needed as part of the Church budget.

**Routine Maintenance:**

Painting: Hallway Ramp; Office, Gathering Space; Office Entrance Hallway; Rooms 1 & 16, Preschool rooms, Preschool-entrance way and all outside doors leading to the preschool entrance, and the Nursery. A very big Thank You is offered to Lisa Eliasson and Jose Sandoval for their substantial efforts on the preschool painting project. Likewise, a very big Thank You is sent to Jose for all of his efforts to keep our facilities in top-notch shape.

New Sump pumps were added in the basements to replace very old and worn out units.

Cabling & top trimming of birch tree in front of Sanctuary was completed.

Regular testing of the ovens was instituted to assure correct temperatures.

The grease trap in the kitchen was thoroughly cleaned for the first time in its history. We now have instituted regular cleaning every three months.

New thermostats were installed in the attic above the coat closet near the nursery to correct several problems experienced with the heating system.

All outside lights are regularly checked and replaced when necessary. Two large ballasts were replaced in the Bollard light fixtures along the preschool driveway.

The folding doors between the kitchen and Fellowship Hall were repaired with new tracks as was the folding doors in the Banner closet in room 16.

Windows were added to each of the doors in the main hallway.

Collection plates have been refinished with new felt added.

Our Emergency Manual has been updated and distributed throughout the facilities.

A new 110 volt A/C receptacle was added to the Youth Room to power a new 46” TV and DVD player both of which have been installed. The TV and DVD player were purchased by the Education Commission.

Top soil was added along the edges of all new paving to protect the edges of the asphalt. These areas were seeded and now look fully grown in. A very big Thank You is given to Bud Coccodrilli for helping me with this project.

New vertical blinds were added to the Youth Room and new shades installed in Rooms 1 & 16.

New dehumidifiers have been installed in the Sanctuary basement and the Education building basement. These units have helped to keep these areas as dry as possible to prevent mold.

Carpets throughout our facilities, including the preschool classrooms, are regularly professionally cleaned.

Several new low energy LED exit lights have been installed to modernize our electrical equipment.

Both furnaces and propane hot water heater are prepped for the Winter season each Fall. This preventative maintenance helps to insure against outages during the cold weather season and protects our heating equipment.

The By-Laws for the Cemeteries of our Church were revised to bring them up-to-date and to better reflect our actual practices.

The Operations Commission meets monthly throughout the year. We invite comments and suggestions as to how we can improve our facilities and maintain them in “first class” fashion. As the now famous request has become second nature; “if you see something, say something”. The Commission is eager to correct any issues that exist and make improvements as finances allow.

*Dick Seymour, Chair of Operations & Facilities Coordinator*



## REPORT OF THE AUDITORS

Auditor Team of Crockett, de Jong & de Jong

The annual audit was conducted on January 26, 2013 to review the books of the church for the past year. The focus of the audit was on payables, receipts and payroll. No material irregularities were detected. However, we have the following procedural recommendations:

New procedure for getting approval signatures on POs - As mentioned in prior audits, the signing off of Purchase Orders after the fact has been noted by previous auditors. Although all expenses paid out through the years have always been legitimate, they are approved by Commission Chairs signing copies of each PO after the fact at monthly Session meetings, so as not to hold up on time payments. Now that we have moved forward with technology under Chip's reign, it is our recommendation that for incidental expenses over \$250, approval /sign off should be done via e-mail to the appropriate chair prior to payment.

Weekly receipts of cash or check offerings have always been processed by a minimum of two tellers and the Financial Secretary. Each person signs the printout report upon completion as a point of record. We noted that this is not the case when pledges get paid by a new option made available this past year – EFT or credit card payments. We recommend that EFT payments follow a similar procedure as is in place for cash & checks receipts. At least one other signature should be made on the printed report other than the Financial Secretary, as per our policy of checks & balances throughout.

Time sheets for hourly wage employees should be approved/signed by the appropriate supervising commission.

*Respectfully Submitted,  
Ted Crockett, Ed de Jong & Ellen de Jong, Auditors*