

# 2018

# ANNUAL REPORT



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# **2018 ANNUAL REPORT**

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**Senior Pastor, Head of Staff  
Rev. Jeff Tindall  
Annual Report 2018**

I have been an ordained pastor in the Presbyterian Church (USA) for eleven (11) years now. Each year has had its great memories and different challenges. All have been fulfilling. I have to say, though, that 2018 has been extraordinary! 2018 was the best year of ministry for me. While I could write for many pages, I will offer just a few highlights.

### **Outreach**

This year, JMPC has been reaching out into the community with new energy. Adults went to Houston to perform hurricane relief. I traveled to Vietnam to both offer support to the church in Vietnam and to teach seminarians about church order and polity. Our youth traveled to Houston for more hurricane relief. Members of the church fanned out into Bethel Park for disaster relief after the June flood. JMPC housed more temporarily homeless through Family Promise than ever before. An adult team travelled to Chiapas, Mexico to help build a church school and offer Bible school to 160 local children. JMPC also welcomed Emily Chamangwana from Chigamula, our sister church, in Malawi, with hospitality, gifts and an opportunity to tell us about Chigamula. All of that was in addition to our "usual" missions with SHIM, World Vision, Produce to People, Heifer Project, the PCUSA special offerings and all the recipients of funds from the Christmas Affair. JMPC is truly a mission-oriented church.

### **Spiritual Development**

JMPC made some changes in its Christian education with the evaluation of our Sunday school and the adoption of "Children's Church" as the Sunday morning program for our kids. Children's Church has been quite successful with many more children attending than we had under the previous program. Both the children and the teachers are excited to see this program flourish. While the Discovery Class became "occasional", it spawned two new Bible studies. Both the Brown Bag Bible Study and the Tuesday After Dinner Bible Study have been enjoyed by many folks who want an opportunity to dig deep into both the Old and New Testaments. ABCs of the Bible continues its mission to explore interesting Biblical topics and the John Covenant Group continues to meet monthly to explore the Bible as well. JMPC has been blessed with a well-organized and enthusiastic prayer group that keeps in prayer all those who request it, and those who hear need it. We had a large confirmation class that included three members who came to JMPC from outside the church! VBS was hugely successful welcoming over 130 children into our church for a week with Jesus. Our worship services continue to be spirit filled, but we are also seeking to improve and add to our services so as to make JMPC the spiritual home to all our members and guests.

### **Nurturing the Covenant Community**

NCC has welcomed and provided hospitality to members and guests at all of our church gatherings, offered opportunities for fellowship in unique settings (mystery dinner theater) as well as fun times playing games at church. NCC continues to strive to make JMPC a place for family social outings that are affordable and fun.

## **Resources**

JMPC has opened its doors to the community as a place where people can come to be: Girl Scouts, recovering addicts, women's associations, exercise groups for the disabled, exercise groups for moms pushing strollers, yoga enthusiasts, baton twirlers, line dancers, baby shower planners, wedding shower planners ... you get the picture. Our facility is a community place for folks to gather in a Christ centered environment. Our staff has been together as a group for a full year and works well together as a team. But what is most exciting is our strong financial position. We exceeded the budget in terms of income in 2018 and ended with a surplus over expenses. Our Stewardship Campaign was more successful than it has been in years. Members (and visitors) committed to an amount for 2019 that allows JMPC to fully fund the requested budget amounts for every Pillar! This is a sure sign that JMPC is on the rise in terms of or ability to minister in our community in a way that satisfies our members and guests.

Yes, 2018 was a good year. My best year in ministry. And I thank God and the JMPC community for that.

**Annual Report 2018**  
**John McMillan Presbyterian Church**  
**Rev. Matt Fricker – Associate Pastor**

2018 has been another wonderful year serving at John McMillan (my 3<sup>rd</sup> year!). I want to thank JMPC for their love and care for my family thru everyday life. JMPC has been extremely helpful and supportive and we are grateful for our church family! Thank you from Matt, Cheri, Emma, and Maddox.

**Some highlights from 2018:**

2018 has been a wonderful year in many aspects for John McMillan Presbyterian Church. We have seen a lot of growth in our children and youth programs. This has been a larger increase even from the year prior.

The youth went to Houston Texas to serve those on the northside of the city. We took 15 people and had an amazing week in fellowship and service. A special thank you to our dedicated leaders Jimmy Dykstra, Caitlin Smith, and Megan Sherry.

Kids have been busy at JMPC, especially for Vacation Bible School. We offer appreciation to director Samantha Pauley and the 70+ volunteer teachers and leaders who welcomed the 145+ children and youth from our community. We were blessed that all the Sunday morning teaching staff returned for the Sunday morning education hour. Our dedicated teachers passed on the lessons of faith each week including some special hands on lessons about the miracles of God. Kids Klub continues to meet on Wednesday evenings. The groups raised money for mission including over \$800 for Heifer International. Thanks to Judy Lipp, Kenna Altmeyer, Joe Smith, Connie Smith, Phil Dillon, Karen Timpona, Joyce Ewing, Barb Sherry and the kitchen crew and the volunteers who make this ministry possible. Creation Station is a new learning opportunity for children during 11:00 worship, Caitlin Smith has taken over the lead and created her own curriculum. Creative lessons along with hands on learning are supported by many volunteers.

While creation station was good for a portion of 2018, we also decided to transition our children's programming. We went away from Sunday School for the children and have instituted children's church. This takes place during the 11 o'clock hour. We have had a lot of success thus far and I look forward to seeing the program continue to grow. I am thankful for the leadership of Cindy Fast, Carol Cowser, Caitlin Smith and Cheri Clark.

Youth group has continued to see growth and is represented by 5 different high schools. The students come Wednesday nights and learn about God and play games, as well as eat a meal together. They also went on retreats to Windy Ridge and Laurelville retreat centers. They took part in service opportunities, lock outs, and other events.

Confirmation class had 5 students all of which joined the church. They learned about many aspects of their faith and took trips to Mount Ararat Church and Hot Metal Faith Community. They also went on the spring retreat. They all wrote excellent statements of faith and it was a joy for them to join JMPC.

We have a nice group of students helping with the Duquesne kids club on Monday nights. They help teach and play with the children in the Duquesne community.

We took a group of 10 adults to Houston Texas to help rebuild houses destroyed by a flood. It was great to be able to help and also to hear the stories of the people.

We also helped muck out or rebuild 12 houses in Bethel Park that were damaged during the flooding. It was great to be able to serve our own community in its time of need.

**Personal Reflection:**

This has been an amazing year at John McMillan for myself and my family. It has been a year of wonderful highs like our adult mission trip to Houston Texas, and rebuilding homes in Bethel Park. I loved being in a church that was so willing to respond to their neighbors in need. It has been joyous watching our youth program grow and dig deeper into their faith. It has been great worshipping together as a body of believers. It has also been difficult as we have lost so many wonderful members and staff to the church triumphant. Thank you to everyone at JMPC that I got to spend time with in 2018, I look forward to being together and serving God in 2019. Thank you for your dedication and service here at JMPC! I have truly enjoyed living life with you this past year and I am thankful for each one of you.

Outside of the walls of JMPC I was able to go on a mission trip to Iraq. This was special for me as I had served in the US Army in Iraq 15 years prior. I was able to listen to the stories of the people and hear their needs. I look forward to helping them as they recover from war. I also serve on the Peacemaking team in Pittsburgh Presbytery.

I must say how truly and deeply blessed I feel to be able to serve at JMPC. I am thankful for all the people on staff and in the congregation whom I have gotten to know over the past year. I want to give a special thanks to Pastor Jeff who has been a great mentor and leader this past year. I very much appreciate his gifts and I am thankful I get to serve alongside him.

Peace in Christ,

Rev. Matt Fricker

## **JMPC OFFICERS FOR 2019**

### **Elders**

Class of 2019 – Cindy Fast, Jeff Ruch, Joe Smith

Class of 2020 – Kenna Altmeyer, Carol Cowser, Nathan Knopp

Class of 2021 – Jessica Braden-Rogers, Joe Pelan, Connie Smith

### **Deacons**

Class of 2019 – Rhiannon Bair, Ciretta Mickey, Caitlin Smith

Class of 2020 – Debbie Fossick, Donna Kovell, Sandy Underwood, Sarah Willison (serving January 2019 – June 2020)

Class of 2021 – Ray Pierson, Sue Pierson, Lynn Willison

### **CONC (Church Officer Nominating Committee)**

From the Congregation at Large – Wayne Fast, Betsy Gilbert, Charlie Previs

From the Board of Deacons – Yet to be determined

From the Session – Yet to be determined

## **Corporate Officers of JMPC**

<b>President</b>	<b>Kenna Altmeyer</b>
<b>Secretary</b>	<b>Cindy Fast</b>
<b>Treasurer</b>	<b>Jim Hinerman</b>
<b>Corporate Counsel</b>	<b>Betty Dillon</b>
<b>Financial Secretary</b>	<b>Leslie Bogdon</b>
<b>Accountant</b>	<b>Leslie Bogdon</b>
<b>Payroll Secretary</b>	<b>Leslie Bogdon</b>



## 2018 ANNUAL STATISTICAL REPORT

### MEMBERSHIP

**Active Members 12/31/17** **414**

#### Gains for 2018

Profession of Faith, Reaffirmation, Restoration	
17 & under	6
18 & over	7
Letter of Transfer	3
Other gains	0

<b>TOTAL GAINS</b>	<u><b>+ 16</b></u>
<b>SUBTOTAL</b>	<b>= 430</b>

#### Losses for 2018

Letter of Transfer	5
Death	3
Other	7

<b>TOTAL LOSSES</b>	<u><b>- 15</b></u>
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**TOTAL ACTIVE MEMBERSHIP 12/31/18**      =      **415**

Female Members	233
Male Members	182

Baptized members	81
<i>(Baptized children who are not yet members)</i>	

**TOTAL ADHERENTS** **496**

#### Age Distribution of Active Members

25 and Under -	82	Ages 56-70	102
Ages 26-40	81	71 and over	68
Ages 41-55	82		

#### 2018 Baptisms

Child	10	Adult	0
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## **NURTURING THE COVENANT COMMUNITY (NCC) ANNUAL REPORT**

*Koinonia* is a word used 19 times in the New Testament. It is a Greek word that is often translated as "fellowship" or "communion". It refers to a deep, shared participation in a community. In Acts we hear "All the believers were together and had everything in common. They sold property and possessions to give to anyone who had need. Every day they continued to meet together in the temple courts. They broke bread in their homes and ate together with glad and sincere hearts." This is the spirit of the NCC pillar. We are tasked with providing opportunities for fellowship between our members. When most people hear NCC mentioned they think of food, and while many enjoy our pot lucks, hot dogs and chili, and Sunday morning cookies, food is only a small part of what we do.

NCC has a variety of activities that occur on a regular basis. We sponsor pickleball two afternoons a week, a very popular new activity. There is a monthly book group, a monthly breakfast group, and cookie hour on Sunday mornings. And, of course, there are the always popular hot dog and chili luncheons.

NCC also sponsors a variety of activities throughout the year. In the past year we have sponsored a pool party, a game night, a trip to a dinner theater, a Pirate game, a Christmas cookie exchange, an Ash Wednesday pot luck, a dinner for the confirmands, their families and session, an Easter egg hunt for our youth, a Thanksgiving dinner for our Kids' Club families, and three rounds of new members' classes. Whew! No wonder we need to eat!

These activities are meant to be fun and to provide entertainment but they also serve a deeper, more sacred purpose. Through them we achieve the *koinonia* that we are called to seek. As we draw closer to one another we are drawn closer to God. That is why participation in these activities is so important and why we are always looking for new opportunities. Please bring any ideas for new fellowship opportunities to us. We are always seeking to reach the needs and interest of all of our members.

# Outreach Pillar Annual Report 2018

**Outreach Pillar session members:** Sarah Douglas and Jeff Ruch

*"The mission of the Outreach Pillar is: 1.) to share God's blessing with others by offering support, shelter, and comfort to those in our community, nation, and world; and 2.) to enable members of the congregation to grow in faith by participation in our programs to offer support, shelter and comfort to others, and by participation in mission trips. We sustain our programs through prayer, financial assistance and the sharing of our talents as we strive to become humble servants of Christ."*

This year has brought new enthusiasm in mission work at JMPC. The spark seemed to be spawned by the tragic flooding in Bethel Park and area this summer. The need to help our neighbors who suffered damage to their homes and lives renewed our spirit to reach out and help. The renewed desire to help our neighbors has carried through on the teams in the Outreach Pillar.

## **The mission ministry teams provided aid the following:**

**SHIM (South Hills Interfaith Movement)** serves families in our local south hills area. This support is provided through food drives, special offerings and clothing items.

SHIM Food Drives: We donate food in April and November as well as the Souper Bowl drive in February. The Souper Bowl alone provided 94 items and \$254.

SHIM garden: The garden in the back of the JMPC property is used to grow fresh vegetables that are delivered to the SHIM food bank. This also includes donated excess food grown by family members of the congregation in their gardens. About 800 pounds of fresh produce was supplied.

**Produce to People** is part of the Pittsburgh Food Bank program. JMPC supports this activity on the North Side several times a year and helps in the distribution of fresh produce to those in need.

**Family Promise** We hosted homeless families by providing rooms for sleeping for families, meals and driving to and from their counseling services. We also provide JMPC facilities for other churches in the area for them to staff and host homeless families. A donation of over \$250 in store gift cards was collected at Christmas to provide essential basic items for the hosted families.

**Mission Work Trips** The JMPC two categories of mission trips were the adult Mission trips and youth mission trips.

Adult mission trips have been to Southern Mexico with Hebron USA which is a faith-based humanitarian nonprofit organization working hand in hand with the indigenous peoples and with PDA (Presbyterian Disaster Assistance) to Texas where assistance was

provided with flood damage. \$3500 was the cost of these trips plus the airfare. The local Bethel Park flood assistance provided on 12 houses and spent over \$8300 on supplies and materials.

Youth mission trips in the summer was to work in Washington, DC by staffing a church that has an established shelter and provides food for the homeless. The cost of this trip was \$6500.

**Bonds of Love:** Is a mission to educate and help teen and first-time mothers have healthy full term babies. This training and support is provided in the First Duquesne Church. JMPC has provided \$200 and meals once a month for the training sessions.

**Senior Home Outreach:** Is a mission where once a month a church service and communion is served to those at the Bethel Park Retirement Residence. The typical attendance was 11.

**First Presbyterian Church of Duquesne** is our partner congregation in Pittsburgh Presbytery. The Duquesne Kids Club consisted of taking 2 adults and 4 youth to Duquesne to help and support the Duquesne kids club. We also have numerous people supply dinners for 10 Mondays a year. The program is doing very well, and it is a wonderful partnership that is 20 years old! In addition to our support for Duquesne Kids Club we also supported the Open Table program financially \$150 and with a volunteer table member. The Open Table is a program to mentor youth of Duquesne to gain valuable life skills to be successful. Also, this past year we had members and Preschool families donated left over items from the rummage sale of used furniture items, baby items and baby clothes to their "Shared Blessings Store" that were used to help the needy families in the Duquesne area. A number of Duquesne church members also join us in our Ash Wednesday worship service and meal. We donate a portion of the special offerings to Duquesne Church for their use and this past year we provided coats, gloves and warm clothing Christmas presents to be handed out to those who need them.

**Malawi and Sudan Partnerships** are our international partnerships. We have been partnered with the Chigumula Church and Silas for a long time. We have exchanged members of the congregation and ministers. This past year we have partnered with Sudan. In particular we are trying to help support the Mather's in their missionary work.

**Presbyterian Special Offerings:** Special collections are made four times a year for One Great Hour of Sharing, Pentecost to PCUSA, Peace and Global Witness, and Christmas Joy. Over \$2100 was raised.

**World Vision's** Pittsburgh Global Distribution Center sorts, processes, and prepares donated products for domestic and international distribution.

**Blessing Bags** is a program to provide a small bag of toiletries and a nutritional bar that can be

handed out to the homeless. The congregation is encouraged to have them in their car to hand out to those in need. It has been funded with the Breadbox donations in the Narthex.

**Other Outreach Pillar ministry teams provide the following:**

**Vacation Bible School (VBS)** is an outreach program for young children in the community to learn stories of the Bible, have fun, a snack, and learn songs. One week in the summer. We offer appreciation to director Samantha Pauley and the 70+ volunteer teachers and leaders who welcomed the 145+ children and youth from our community.

**JMPC Preschool** provides a preschool for the community. The preschool is discussed elsewhere in the annual report.

**Communications** this is a team of members that update the JMPC website, update the Narthex display panel, and provide advertisements for special event, and services.

**The Christmas Affair** is our largest single fund-raising event for missions. Through the hard work of the army of volunteers, we open the church to area crafters to sell their items and JMPC sells food, homemade pastries and candy. This one-day event is the culmination of work that starts in the spring with the proceeds all donated before the end of the year. This year was a great success and was distributed as follows:

Family Promise	\$1000.
SHIM	\$3000
First Duquesne Presbyterian Church	\$700
Sojourner House	\$1000
Pittsburgh Presbytery PDA	\$700
Malawai	\$1000
Sudan Missionaries (Mather's)	\$2000
Women's Center and Shelter of Greater Pittsburgh	\$1000
Heartfest	\$1000

For the total of \$11,400.00 to the above missions.

In 2019 the Outreach Pillar hopes to further establish significant contributions to our community, to create closer mission partnerships, better communications, and better sharing of the JMPC property and facilities.

## Resources Pillar 2018 Annual Report

The mission of the Resource Pillar is to be the liaison between a variety of ministry teams and Session and provide guidance as necessary.

The **Building and Grounds Ministry Team** coordinates the maintenance, repair, and improvements of the church building and property. It is done through the hard work of many church members who donate their time and talents, including but not limited to, those who formally served on the ministry team in 2018. We also work closely with many talented contractors and experts who handle the larger tasks such as HVAC, lawn care, and snow removal.

The ministry team oversaw the usage of the building and grounds to ensure that requirements and regulations were met. Usages included those by church groups, events sponsored by individual members, and many other nonaffiliated persons and organizations.

The ministry team worked to remain within its budget. We continue to realize savings. A yearly review of our utility commodity contracts was made to insure we are paying the lowest rates. Several bids for our contracted work were received and some providers and suppliers were changed.

The ministry team met each month this year. The previous Session Ruling Elder committee members were Nathan Knopp, Kenna Altmeyer and Doug Mickey. Steve Masley headed this Ministry team. He has assistance from Jim Ellis & Jim Willison. Fix it Fellowship meets throughout the year to assist with repairs and several other church members assisted with various tasks that they have special skills and abilities.

The monthly and seasonal contracted services that the committee oversaw included:

Monthly: janitorial; pest control; floor mats; trash collection; paper recycling; fire alarm monitoring.

Seasonal: grass cutting/ trimming; snow removal; complete fire alarm system and components inspection, testing, and maintenance; HVAC inspection and maintenance; window cleaning, plumbing inspection (backflow valve test).

The ministry team also recruited volunteers for the removal of snow and salting of the Narthex entry sidewalks, Monday through Friday during the winter months.

The projects completed this year:

- Held the annual spring grounds cleanup/ mulching.
- Many lights were repaired/replaced in the fellowship hall, classrooms, and hallways.
- Trees and bushes were trimmed, pruned, or removed.
- Plumbing repairs to sink in preschool art area.
- Minor Repairs throughout the building

As we look ahead to the new year, many more projects that improve the physical appearance and function of our building are anticipated. Hopefully this helps the members and leadership of our church to follow through with our mission and enhance the experiences of anyone worshiping in or visiting our church.

The **Finance Ministry Team** Leslie Bogdon, our office manager, has the responsibilities of the church book keeping as well as the financial secretary. We owe many thanks to Carol Cowser & Chris Todd for getting the finances and taxes in order. Jim Hinerman continues to be our treasurer. Audits continue to be headed up by Ray Kells. Chris Todd & Charlie Previs has worked to put our budget together for 2019. For the first time in several years we have budgeted funds to each Pillar as well as mission directly.

The **Personnel Ministry Team** completed the yearly reviews of our church staff. They also updated the Personnel Policy Manual to be in line with our new pillar system. Thank you, Fred Page, Dan DePra & Nathan Knopp.

The **Stewardship Ministry Team** has had a successful stewardship campaign with an increase of over \$25,000 from last year pledges and continues to work together throughout the year. They keep our congregation aware of ways they can be involved with how God wants us to be good stewards of the gifts with which he has blessed us. Thank you, Rich Underwood, Felicia Woessner, & Pastor Jeff.

The **Endowment Ministry Team & Governance Ministry Team** meet as necessary. Thank you, Wayne Fast & Dan Zearley for being involved in the Governance Ministry Team.

The **Church Officer Nominating Committee** has worked hard throughout this year to get a full slate of volunteers to become Elders & Deacons for 2019. Thank you, Joe Smith, Elizabeth Brow, Charlie Previs, Debbie Fossick & Pastor Jeff.

## **ENDOWMENT TEAM ANNUAL REPORT – 2018**

The Endowment Ministry Team is a sub-committee of the Resource Pillar and responsible for providing guidance and recommendations for investing JMPC's endowment fund. The current Committee members are: Glen Siniawski, Doug Mickey and Gary Cartwright.

The goal of the endowment fund is to generate current income that will be given to a different church committee each year to spend on a special project of the committee's choosing. The funds are to be invested to generate an amount of income that is consistent with the goal of protecting principal, however small short-term fluctuations are acceptable.

Since December 2011, the funds have been invested in the New Covenant Income Fund. This is a conservative, income producing fund that makes investment decisions consistent with the social-witness principles adopted by the General Assembly of the Presbyterian Church (U.S.A.) and, accordingly, may limit investments in companies involved in gambling, alcohol and firearm related securities. During 2017 the committee reviewed investment options and recommended that the endowment remain invested in this fund. The Resource Pillar agree with this recommendation.

The performance of the fund by year for 2018 and since the initial investment in the New Covenant Fund ( December 2011) is as follows:

	2018	Since Initial Investment
Beginning account value	\$103,905.83	\$0.00
Income	\$0	\$9965.17
Distribution of income	\$-1900.00	-\$8001.00
Change in value of principle:		
Investment Gain / loss:	\$149.64	-\$471.44
- Additional Contributions	\$5000.00	\$105,662.74
Ending account value	\$107,155.47	\$107,155.47

During 2018, income from the Endowment remained in the fund. To determine how to best use the income generated during 2018, Resource Pillar will work with Session Pillars to identify special projects or activities where the income can be used to advance our mission as God's people. The principle will remain invested and not withdrawn unless there are extraordinary circumstances.

The Endowment Ministry Team and the Resources Pillar will continue to monitor the performance of the Endowment to ensure it is invested appropriately to meet the stated goals.

The Endowment Ministry Team asks our church members to prayerfully consider making an investment in the future of our church through a donation in the name of a loved one, when preparing your estate planning, making a contribution from your tax refund or a general gift.



## **JMPC Personnel Ministry Team 2018 Annual Report**

***According to the PCUSA Book of Order (G-10.0102) "The session... has the responsibility... to provide for the administration of the program of the church, including employment of nonordained staff, with concern for equal employment opportunity, fair employment practices, personnel policies, and the annual review of the adequacy of compensation for all staff, including all employees."***

The Personnel Ministry Team (PMT) serves to advise the Resource Pillar of Session and Pastor Jeff, as head-of-staff, to provide an orderly, focused and considerate way to maintain a healthy work environment at JMPC. The PMT manages JMPC's employment-related issues such as recommending job descriptions, maintaining personnel files and policies, facilitating annual staff performance evaluations, recommending staff compensation to Session, encouraging professional growth and development, and acting as a support group for our pastors and other staff members.

This year, Fred Page welcomed two new members – Dan DePra and Nathan Knopp to the team. Dan previously served on Session's Building and Grounds Committee; and Nathan is currently serving on Resource Pillar and as liaison between the PMT and Session.

### **Notable 2018 PMT accomplishments include:**

- In preparation for Fred's "retirement" from the PMT in 2019, he trained Dan and Nathan to seamlessly deliver PMT services. This included a review of the personnel files, personnel budget recommendations, the Procedures and Policies Manual, the Sexual Misconduct Policy, the PMT annual duties calendar, personnel compensation, and the annual performance review process.
- Facilitated annual reviews of all JMPC staff including Senior Pastor, Associate Pastor, Accountant/Office Manager, Music Director and Organist.
- Submitted recommendations for staff pay increases to the Resources Pillar with sufficient time to finalize for 1/1/2019.
- Updated employer profile and salary and benefits selections for Senior and Associate Pastors with the Board of Pensions of PCUSA.
- Prepared and reviewed Pastor's Terms of Call for congregational meeting.
- Submitted an updated Temporary Pastor Contract for Matt Fricker to the Pittsburgh Presbytery's Commission on Ministry.
- Updated personnel files with current information.
- Provided 2019 salary information to office manager for payroll entry.
- Welcomed two new PMT members for 2019 – Kenna Altmeyer and Jim Polen.

Many thanks to all congregation members who provided such thoughtful and constructive feedback for evaluating JPMC staff. Also, thanks to Nathan Knopp, Doug Mickey, Kenna Altmeyer, Pastor Jeff and Pastor Matt for their cooperation, helpful suggestions, insightful discussions, and faithfulness throughout the past year.

Special thanks to Fred Page – his hard work and attention to detail has left us with an unbelievably clear and organized path forward... but we won't lose your number, just in case!

Yours in Christ,

Dan DePra - Chairperson, Personnel Ministry Team

## **The Spiritual Development Pillar Annual Report for 2018**

The Spiritual Development Pillar oversees many ministry teams in the areas of worship and Christian Education. These services and programs are made possible by many dedicated volunteers. We are so grateful for their time and energy. Our Pillar was facilitated by Elders Cindy Fast and Carol Cowser.

**The Christian Education ministry teams** provide studies, programs, and activities for children, youth and adults. We are blessed to have Pastors Jeff and Matt who take an active role in nurturing our knowledge and understanding of our faith and the Bible.

**Children and Youth** were served in a variety of ways:

\* **Church School**: This program provided education opportunities for age 3 through high school through May 2018. Many thanks to teachers Cheri Clark, Laura Waterstram, Heidi Todd, Lynn Willison, Carol Cowser, Ken Clark, Zach Smith and Caitlin Smith. We are also thankful for Peg Graeser and J.R. Harris, who helped as greeters and attendance takers.

\* **Creation Station**: This program provided a learning environment during the 11:00 am worship service through August 2018 for children age 3 through 2<sup>nd</sup> grade. Thank you to Caitlin Smith for coordinating and creating the lessons and for the assistance of various volunteers.

\* **Children's Church**: This program began in September 2018 to provide a special worship opportunity for children age 3 through 3<sup>rd</sup> grade. Thank you to Caitlin Smith, Cheri Clark and Carol Cowser for leading and for the assistance of various volunteers.

\* **Kids Club**: This Wednesday evening program includes lessons, recreation, and dinner for children in grades 3 through 6. Thank you to Judy Lipp for leading the program in the spring and to Joe Smith for leading the program in the fall. Thank you to Phil Dillon for leading the recreation time, Kenna Altmeyer and Connie Smith for registration and our kitchen crew including Karen Timpona, Barb Sherry and Joyce Ewing.

\* **Confirmation**: Pastor Matt and Ken Clark provided a wide variety of experiences for this year's Confirmands. After their 8 weeks of study, they and their parents were invited to dinner at the church with the Elders so they could share the summation of their learning.

\* **Youth Group**: Pastor Matt leads this Wednesday evening program for youth in grades 7-12 along with help from Caitlin Smith, Zach Smith, and Jimmy Dkystra.

\* **Youth Sunday**: Pastor Matt worked with the grade 7-12 group to provide a youth led Sunday Service.

\* **Christmas Pageant**: Heidi Todd and Betsy Gilbert led our participants to uncover the real meaning of Christmas in "The First Leon".

**Adult Christian Education Programs:**

\* ABC's of the Bible: This group meets on Sunday mornings at 9:30 am to explore God's Word. Thank you to Hugh Given, Susan Zearley and Dan Zearley as facilitators.

\* Discovery Class: This topical studies class met through May 2018. Thank you to Pastor Jeff for leading.

\* John Covenant Group: Thank you to Hugh Given for leading this group that meets on two Wednesday mornings each month during the school year.

\* Brown Bag Bible Study: Thank you to Pastor Jeff for leading this daytime Bible study that meets at noon on two Wednesdays per month.

\* After Dinner Bible Study: Beginning in September 2018, Pastor Jeff led a spin-off of the Brown Bag Bible Study that meets at 7:00 pm on two Tuesdays per month.

**The Worship Ministry Teams** focused on insuring meaningful worship each week at John McMillan Presbyterian Church through working with and effectively communicating with the pastors.

**Prayer Team:** Jim Ellis is the facilitator of this ministry team. He emails weekly notes regarding prayers needed to members of the team. The members of the prayer team regularly pray for those listed in Joys and Concerns, as well as addressing special requests.

**Worship the Way Task Force:** This group, chaired by Toni Sulkowski, met to share ideas as to how the worship experience at JMPC could be enhanced for those who come to church. The idea was to create a meaningful worship experience and meet the needs of an age diverse and church background diverse congregation and visitors. This group visited various congregations to see what worship styles were being used. A survey was provided to the congregation to gather data about worship habits and styles.

**Worship Ministry Teams:** There are many people who contribute to various aspects of the worship experience each week. We are blessed to have dedicated coordinators, as well as the volunteers they recruit throughout the year to help them to execute their responsibilities. Each Sunday, our various worship ministry teams ensure that there are greeters, ushers, childcare providers, and liturgists. The Chancel area is decorated with inspirational banners and beautiful flowers. These special touches are to enhance our worship experience and to further our mission statement to "Know, Serve, and Glorify God."

Thank you to the following coordinators, as well as to the many volunteers who help them!

Greeters-Marion & Bob Lyles
Ushers-Dave Dowdell
Communion Servers-Susan Zearley
Communion Preparation-Cindy Fast and Judy Gaudelli
Communion Bread Bakers – Judy Gaudelli, Nancy Page, Sue Clark
Flowers for Sanctuary-Cindy Fast

Flower Chart Designer-Steve Masley
Flower Caller(Reminder)-Cindy Fast
Liturgists-Susan Zearley
Bulletin Covers-Susan Zearley
Child Worship Clipboards-Laura Waterstram
Nursery-Peg Graeser
Special Flowers-Easter & Christmas-Jane Voligny
Special Decorations/Candles-Jane Voligny
Advent Candle Lighters-Annarie Cartwright
Banners-Jane Voligny
Prayer Team-Jim Ellis
Wedding Coordinator-Suzanne Ellis (2018)
Children's Music for 2018-Heidi Todd, Betsy Gilbert, Debbie Fossick
Baptism Coordinator-Cindy Fast
Funeral Coordinator

**Music Ministry Teams:** Music plays a very important part of our worship experience at JMPC. We are thankful for the talents of our staff members, Carolyn Brow and Elisabeth Jeffries. Carolyn Brow oversees the various music ministries, as well as directing the Adult Choir and the Celebration Bell Ringers, soloists, several special instrumental and small singing groups. The music program here at JMPC, clearly a source of pride and joy, continues to excel in providing weekly inspiration. Many JMPC members, as well as youth, have participated and share their love of praising the Lord through music at our many worship services, as well as the special Christmas Concert. Thank you to all of our musicians!

Submitted by,  
Carol Cowser and Cindy Fast, Spiritual Development Elders

## Music Director's Annual Report

For 2018

This year has seen two major changes in the JMPC music ministry. One of the biggest changes and the hardest decision for me to make was to eliminate the weekly children's choir programs and to offer the opportunity for all the kids to participate in two annual musical programs. The first was our Christmas pageant directed by Heidi Todd and Betsy Gilbert which was very successful with a large participation rate of children of members and non-members. The second program will take place in early spring with Betsy and Heidi directing. The children also participate in the Christmas Concert.

The second big change to the music ministry was to discontinue the praise band due to lack of participation and personal challenges of our members. This was also a difficult decision for me but I'm hoping that we can reorganize our band with some younger members in the future.

The Celebration Ringers is our multi-generational musical group with members from ages eleven to sixty-something. This bell choir has beginners as well as advanced ringers and we try to accommodate all levels playing. Our more advanced ringers tutor our beginners. We play one or two times each month and more during Advent.

The Chancel Choir continues to rehearse and sing every Sunday with astounding participation of its members. JMPC is very blessed to have such a robust choir for the size of our congregation. Many churches with five hundred plus members don't have a choir like ours. This group of wonderful, dedicated people is the heart and soul of our music ministry.

Our organist, Elisabeth Jeffries, is an asset to our church. She is a great help to me and does a wonderful job accompanying the choir and providing worship music.

I feel very blessed to be able to serve JMPC as the music director. I hope that we can bring the congregation into a closer walk with God through the singing of hymns and musical selections sung by the choir and soloists and rung by our bells.

Respectfully,

Carolyn A. Brow,

Music Director

## **2018 Annual Report - Columbarium**

During 2018, there was one interment service (Cathi B. Mahony on March 4, 2018). At the end of 2018, 22 of the 70 niches are reserved and ten persons have been interred in the Columbarium.

The Columbarium Board of Wayne Fast, Judy Gaudelli, and Steve Masley was approved by Session in 2015. The Columbarium Board manages the operation of the Columbarium, sale of niches and oversight of the Columbarium funds for perpetual care.

Through the generous gift of a former JMPC member, the Columbarium was dedicated on July 7, 2013 and provides JMPC members the opportunity to be memorialized.

Blessings,

Wayne Fast (on behalf of the JMPC Columbarium Board)

## **Board of Deacons**

The Board of Deacons attempts to fulfill the responsibility to "wait on" others which is the translation of the Greek word for Deacon. We concentrate on ministering to those members who are suffering from sickness, grief, or loneliness as well as congratulating graduates or new parents.

The Deacons are to provide and/or serve funeral lunches to members who would require the service. We did not provide any lunches this past year, but we are willing to continue to do so.

We have nine Deacons and a 18-Month Deacon. The Deacons sign-up to be Deacon of the Month where that person becomes the main contact and coordinator of assistance to the congregation. The Deacon of the Month must also send an interface article to the secretary, attend the Session meeting to report on Deacon activities, activate the calling chain for members who do not have email addresses, call or contact members on the prayer list, take the memorial flowers to a shut-in if the giver does not take them, and update the funeral book as needed. If soup or food is needed by a hospitalized member, the Deacon of the Month is to coordinate the meals and delivery.

The Deacons set up the Caring Table each month so that members can send messages to someone in need or in celebration of a happy event. We also send cards to our high school and college graduates with wishes from the congregation.

For members who are grieving the loss of parents, children, or spouses, a booklet called "Journeying through Grief" is sent periodically to support them in their grieving process. There are additional pamphlets in the Narthex for other difficulties as well.

The Deacons continue to take turns cleaning the kitchen and pantry before our meetings four times each year. When most of the members are there, the task is quickly completed.

The Deacons also remember our college students twice a year with gift cards during finals week to let them know that we are praying for them. We also send cards to members who need prayers and cheer.

In addition to these activities, we also maintain the AED and First Aid kits and the planters by the back entrance to the church. We donate to the Bethel Park Fire Department and EMS each year.

We are blessed to be able to help others and hope that God continues to bless us so that we can continue to bless others at JMPC.

Respectfully submitted,

Donna Kovell,  
2018 Moderator of the Deacons

**John McMillan Preschool  
Annual Report 2017-2018  
Lori Feldmann, Director**

The preschool is celebrating its 45<sup>th</sup> year of providing a nurturing early childhood education to the children of Bethel Park and surrounding communities. The information in this report summarizes the time period from September 2017-May 2018.

**Staffing:**

Katie Strickland was the Teacher and Enid Campos the Assistant Teacher of our Pre-Kindergarten children, Brooke Dudjak was the Teacher of our MWF Four-year olds, and Rachelle Edwards was the Teacher and Becky Miehl the Assistant Teacher of our Two Day and Three Day Three-year olds. Each day they brought new energy and meaningful learning activities to their classrooms, and always modeled God's love to their students.

**Enrollment and Programming:**

We had 41 children enrolled in morning preschool sessions as follows:

Pre-K – 16

4's – 10

3's – 15

Our teachers develop their lesson plans following a theme based curriculum guided by the PA Learning Standards for Early Childhood. Each day includes free play time, circle time, story time, center based learning, fine and gross motor play, prayer and snack. It is our goal to foster independence and self-esteem in each child as we guide them in developmentally appropriate learning. But always, we want them to know that each one of them is uniquely created and loved by God.

**Pre-K and 4's:** Lessons are planned to foster the development of specific skills that are essential for success in kindergarten. Children practice writing and cutting every day. They work on identifying upper and lower case letters and their sounds, as well as writing them. They learn to recognize the numbers 1-20 and write 1-10. The introduction of common sight words began in November. Hands-on science exploration and discovery occurs weekly. Language and communication skills are used throughout the day and modeled by teachers. Field trips and visitors help to connect the curriculum to the world. And, by instilling a strong sense of classroom and school community, children develop a sense of citizenship and social responsibility at John McMillan Preschool that will later lead to a sense of responsibility to the world around them.

**Two-day and Three-day 3's:** The focus of our 3's curriculum is socialization and learning through play. Play and learning go hand in hand as the children choose from centers with learning activities (matching, counting, fine motor enhancement), building blocks, dramatic play and dress-up, art projects, manipulatives, musical instruments, etc. Children will learn shapes and colors, practice cutting, and work on identifying their names and recognizing the letters in their names. Exposure to the alphabet begins in January, as well as learning to write their first names. As the teachers interact with the children they will be intentionally modeling socialization throughout the day. Circle time is a chance to share and listen to others, and to ask questions. Gross motor time is a time to learn about taking turns, and snack time is a time to talk with friends and enjoy food together – very important social skills to learn. Play provides rich learning experiences which in turn build a foundation for success in school and life.

All year, we offered afternoon **Enrichment classes** that were very well received. These classes were offered one day a week for a various number of weeks and were open to different age groups. Classes started at 11:45am and ended at 2:15pm (includes 1 hour for lunch/play). With a full range of topics, there was something for everyone:



**Fall 2017:** Kids Can Cook, Jumping Beans, Dino Discovery, Fun with Spanish, It's a Small World, and Countdown to Christmas

**Winter 2018:** Kids Can Cook-Part 2, Music & Motion, Alphabet Adventures, Preschool Book Club

**Spring 2018:** Once Upon a Time, Fun with Spanish, Preschool Explorers: Math & Science

Children bring a peanut/tree nut free lunch from home and eat with their friends under a teacher's supervision. They also participate in gross motor play before their enrichment class.

### **Special monthly classes:**

**Chapel Time:** Each month Pastor Matt Fricker teaches a Bible story to the children in the Sanctuary. The teachers reinforce this lesson in the classroom through art projects and re-telling the story throughout the month. Stories included Creation, Gideon, David and Goliath, the Nativity, David and Jonathan, King David, the Easter Story, Deborah, and Zacchaeus. These were read from the Beginner's Bible, which was given to every newly enrolled student in October as a gift from John McMillan Presbyterian Church.

**Music:** Courtney Heath shares her musical talent with our children each month. The children learn songs, play instruments, learn simple musical concepts and participate in movement activities. These lessons culminated in a music program at our Music Fest & Ice Cream Social in the spring.

**Library:** Heather Anderson of the Bethel Park Library brought story time to our Pre-K and Four-year olds each month. She based her book selections and activities on our curriculum.

**Science:** Verna McGinley brought her hands-on Creative Environmental Education program to our preschoolers six months of the school year. The children learned about the wonderful world God created through topics such as Fall Leaves/Mother Nature, Native Americans, Hibernation, the Human Body, Pond Life, and Birds.

### **Field Trips:**

In October, we took a fun schoolwide family field trip to Simmons Farm for a hayride, pumpkin picking, farm activities and apple cider.

In May, the 3's, 4's and Pre-K took a family field trip to the Springhouse Dairy in Eighty-Four and got to milk a cow and have an ice cream cone! We ended the year with a schoolwide picnic at Peterswood Park and the children had fun playing on the new playground there.

### **School Visits:**

In March, the Bethel Park Police Department visited the 3's, 4's and Pre-K. Detective Gorman talked to the children about being a police officer and then showed them a real police car.

In March, the Bethel Park Fire Department visited all of the classes. Firefighter Eva talked to the children about fire safety and they got to sit in the fire truck!

In May, the Bethel Park School District Transportation Dept. gave the Pre-K and 4-year olds a ride on a school bus and talked to them about school bus safety in preparation for kindergarten.

### **Family Open Houses:**

In October, we held an Autumn Open House. Our Preschool families visited their child's classroom to see all their work, and afterward shared fellowship and apple cider with other preschool families. In April, we held a Spring Open House and again, families visited classrooms, had lemonade and this time watched a slideshow of Preschool pictures from throughout the year.

**Graduation:** The last week of school we held our graduation celebrations. All our families were invited. The children sang songs and were presented with certificates.

**Board of Directors:**

The Preschool Board is traditionally made up of John McMillan Presbyterian Church members and Preschool parents. Nicole Webb, a current and past Preschool parent, served as President. Hugh Given, Church member, served as Treasurer. Rachel Joslin, a current and past Preschool parent, served as Secretary. Toni Sulkowski, Church member; Pam Dobos, Church member; Devon Serena, Church member and Preschool parent; and Lynn Willison, Church member and former Preschool parent make up the remainder of the Board of Directors. The Board generally meets the second Tuesday of the month from September to May, with the exception of December and March.

**Budget and Finances:**

As a non-profit organization, our goal is to end the year without a significant surplus or deficit. The preschool once again showed a surplus in the financials dated June 30, 2018, and we were able to make some major improvements to the preschool: we purchased 60 new classroom chairs, 4 new air conditioners for the classrooms and preschool office, new mulch for the playground, and a key fob access security system for the preschool hallway. Please see the 2017-2018 Preschool Audit Report for more information.

In November, the Board approved tuition rates for the 2018-2019 school year. Annual tuition rates were increased by a small amount. The registration fee remained at \$50 per child, or a maximum of \$75 per family. The rates were decided upon after an in depth review of tuition rates of preschools in the area.

In keeping with the tradition of past Christmas seasons, the teachers once again came up with a "Wish List" for the preschool. Generous gift donations from our families allowed us to purchase wooden shakers like the ones Miss Courtney uses in music class, an additional Magna Tile set, a portable storage bag for playground balls, a puppet holder and shape punchers.

We were so grateful for the generous donation from the Christmas Affair Committee that went toward scholarships and the purchase of Beginner Bibles for newly enrolled students.

We have faith that God will continue to guide us in our work and decision making, and that John McMillan Preschool will continue to grow and prosper in His name.

**Fundraisers:**

Our Autumn Open House included an Usborne Book Fair for families to browse and make purchases. The preschool received \$250 in free high quality books as a result of the generous purchases made by our families at the Book Fair.

In November, with the help of many volunteers from the Church and Preschool, we held our 13<sup>th</sup> Annual Preschool Rummage Sale and raised \$3,138. All unsold items were donated to First Presbyterian Church of Duquesne, Goodwill and Society of St. Vincent de Paul.

In December and March, our Sarris Candy Sales were successful due to purchases made by Church members and Preschool families. The profit from the Christmas candy sale was \$2,051 and the profit from the Easter candy sale was \$1,075. Again, we thank all who participated.

In March, we held our 24<sup>th</sup> Annual Music Fest & Ice Cream Social. The children sang and everyone had ice cream sundaes! We were able to fill 16 baskets with donations from local businesses, our families, and the Board. And, we had five big ticket items to raffle off, as well. It was a very fun evening and a profit of \$2,365 was made. We are so thankful to all who helped to make this event a success.

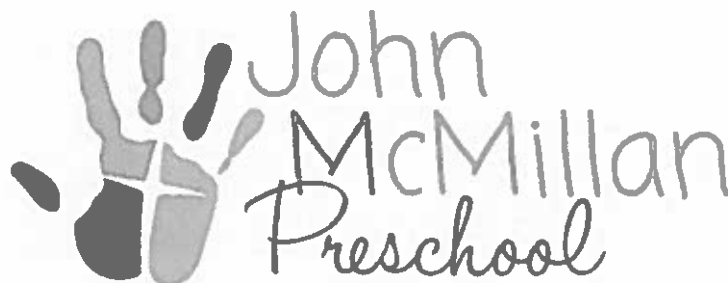
**Outreach:**

In an effort to teach our preschoolers the importance of helping others who are less fortunate, we participated in a monthly community service project. A committee of preschool parents were involved in the planning to collect and deliver items each month:

- September - \$177 to Hurricane Victims
- October - 185 pairs of socks to Light of Life Rescue Mission
- November - 180 food items to SHIM
- December - 89 gently used toys and 43 gently used books to Duquesne Food Pantry
- January - 670 school supplies to the Education Partnership
- February - Food items/donations to SHIM – Souper Bowl of Caring
- March - 4 boxes of wish list items to South Hills Pet Rescue
- April - 100 new toys and 49 party supplies to Beverly's Birthdays (see the attached thank you letter)
- May - \$73.46 to Duquesne Kid's Club

Our preschoolers also decorated Thanksgiving and Valentine's cards that were delivered to two local senior living facilities.

Once again, it was an uplifting and wonderful year for me. I am so grateful for the opportunity to work with the wonderful families and teachers of John McMillan Preschool, and the supportive JMPC staff. I'm also thankful for the continued support and kindness of John McMillan Presbyterian Church members. As we move forward into the next school year, I am confident that God has great plans for us all as we work together to make John McMillan Preschool the best it can be!



## 2017 – 2018 John McMillan Pre-School Audit

On September 28, 2018, I met with Hugh Given to review his records for the pre – school year of 2017 – 2018. Due to the volume of detail maintained by Hugh, I determined that we would review the records for the periods ending December 31, 2017 and June 30, 2018. As the result, we reviewed the Balance Sheets, Income Statements and Expenses for those periods. In addition, I reviewed the bank statements and their reconciliations.

For accounting purposes, the income is recorded on an accrual basis and the expenses are on a cash basis. As of June 30, 2018, there is \$11,050 in Advance Tuition (2018 – 2019 school year) and \$2,929 in the playground reserve primarily for the mulch that was purchased in August 2018.

81% of the expenses are salary related, however the pre-school did incur some one-time expenditures for several improvements. They purchased 60 chairs, (3) window air conditioners, and upgraded the security system. The cost of these improvements was approximately \$6,600. JMPC was also reimbursed \$3,700 for building usage which is significantly more than the past years.

We also reviewed the tuition for the school years 2017–2018 & 2018-2019 and the number of students enrolled at year end and beginning of the new year.

The schools cash position is strong and continues to grow. This growth reflects the hard work of the staff and the curriculum that is being offered.

Thanks to Lori Feldmann, the teaching staff and the board for all the hard work presenting this program that attracts so many to the “CHURCH ON THE HILL” and allows JMPC to reach out to so many of the youth in our area.



*Ray Kells*

**Ray Kells**