



**First Presbyterian Church
of South Charleston**

**2011 Winter Congregational Meeting
January 30, 2011**

Prayer by the Pastor

Highlights from 2010

*You are invited to share your own personal highlights,
either about your family or about your church*

Memorial Service for those who passed away in 2010

*You are invited to share names of family or friends.
Persons may or may not have been members of the church*

Church Family

Jack Bates

Bill Catlette

Mildred Reger

Mary Shafer

Election of a Trustee

John Melton

Approval of the Pastor's Compensation

Closing Prayer (Back Page)

Pastor's 2010
Top 15 Highlights at the Church
in order of appearance

“Orphans of God” signed for Haiti Medical Mission
Ash Wednesday Worship Service
Youth Liturgical Ribbons & Signing at Easter
Martin Luther King Jr Male Chorus
Night of Music, introducing BluesTone
5th Annual Vandalia Worship Service
Presby Peelers at Pentecost
Journey to Egypt VBS
Youth to Triennium
30th Anniversary of Ordination (35th year of work)
Bluestone Weekend
Christmas Baskets and Shoeboxes
Lessons and Carols with Presby Peelers
Children’s Christmas Program Worship
Christmas Eve Candlelight Worship

Church Adult Membership January 2010	235
Church Adult Membership January 2011	233

Pastor

Baptisms	4
Funerals	3
Weddings	3
Sermons (Sunday Only)	42

Administration Committee

2010 Annual Report

Committee Members: Bruce Jefferies, Chair; Becky Davison, Co-Chair; and Tom Davis. Special thanks to Joyce Jeffries, Nadine Davis, Bob and Barbara Cruickshank, and Bob and Joan Eads.

Committee Purpose: The Administration Committee is to function as an arm of the Session with oversight of basic administrative matters in the church and with oversight and care of the church staff.

Current Staff: Full-time

Gary McGrew, Pastor,
Becky Smith, Information Services Director and Office Manager

Current Staff: Part-time

Dot Thomas, Director of Music Ministry and Church Accompanist
Mark Hornbaker, Chancel Choir Director
David and Janet George, Custodians
Lisa Calderwood, Youth Coordinator

Highlights:

- Committee members met with current staff members as needed to receive feedback and information
- Created job evaluation forms and obtained Session input on staff performance
- Conducted performance reviews with all staff, wrote final reports, and filed with church
- Hosted the annual congregational dinner in January, a staff recognition reception in May, and several Church Chats
- Oversaw the implementation of the staff Christmas gift
- Prepared the 2011 annual Administration operation budget
- Completed the Nominating Committee and Elder-elect selections
- Nominated a Clerk of the Session and a Church Treasurer

2011 Goals:

- Work within the established 2011 budget guidelines
- Review and revise administration policy and procedures as necessary
- Host the annual congregational dinner, the staff recognition reception, and several Church Chats

- Elect a new Nominating Committee for Elder-elect selections
- Nominate a Clerk of the Session and Church Treasurer
- Conduct annual performance reviews with all staff

We invite any former Elder or member of the church to join our committee and share their time and talents and become an active part of our church Administration Committee. Please accept this as your formal invitation to help make a difference. The Administration Committee meets the first Tuesday of the month.

Fellowship Committee

2010 Annual Report

Committee Members: Sandy Melton*, Pat Kent*, Malissa Smith*co-chairs, Jack Smith, Charlotte Raines, Roberta Cooper, and Rosemary Valentine. [*Members of Session]

We have celebrated many special events and provided opportunities for fellowship in many ways.

Church Chat provides a great fellowship opportunity every Sunday. Because of all the volunteers, our committee has been able to provide this important time largely independently of any pledge monies. We are grateful to Charlotte and Charlie Raines for their help in getting the Fellowship Hall ready every Sunday morning.

Our **Worship on Wednesday** (WOW) program has had a successful year, continuing to grow with catered dinners by R-3Cs (Robin Joseph, owner) and other great dinners cooked by committee members and other volunteers. By charging a modest price for the meals, we were able to serve about 40 individual meals per Wednesday using a small amount of pledge monies. In addition to the Bible Study led by Gary, the Adult Conversations Group met very informally in the Fellowship Hall. The Worship and Music and Missions Committees provided activities for the children including choir practice, an Easter celebration, a Fall Festival, and many weeks of Christmas play practice. CDC children were invited to the Easter celebration and the Fall Festival.

Some of the highlights of the year include:

- April 28—Martin Luther King, Jr. Male Chorus had dinner with us and performed for the WOW Grand Finale
- May 30- Memorial Day Weekend -- We hosted Church Chat after worship to meet and greet the *Vandalia Gathering* musicians who worshipped with us.

- May 16 we coordinated the **Pentecost luncheon**. The menu was chili (donated by members of the congregation), cornbread, salad and Birthday Cake.
- We coordinated the dinners for Bible School the week of June 27-July 1.
- July 10 was a fun night at a **West Virginia Power** baseball game.
- The Youth put on an informative Tech night for the opening of WOW Sept. 15.
- Church Picnic-September 26 – Despite the cool, rainy weather, many church folks enjoyed food, fun and fellowship at Little Creek Park with great music by Mark Nelson and friends.
- About 40 people attended the **Bluestone** Retreat the last weekend in October. This was an opportunity to get closer to God in the beautiful rural setting.

We look forward to continuing our mission of providing many opportunities for food, fun and fellowship in worship and service to God.

Property Committee

2010 Annual Report

Committee Members: Jim Lowe and Charlie Raines, Co-Chairs; Bob Cruickshank, Bob Lowe, Bob Eads, Jack Jones, Joe Cooper, George Brown, Ray Holley and John Powell. New members Brad Snyder and David Smith joined the committee in 2010.

Committee Purpose: The Property Committee is responsible for the care and upkeep of the Church Facilities.

Current Staff: Part time

David and Janet George, Custodians, with dual reporting roles to Head of Staff and the Property Committee.

Highlights:

- ❑ Completed our Annual in-depth Inspection and Survey of the Church buildings and grounds and published a report for Session review.
- ❑ Replaced the Sidewalks in front of the Church.
- ❑ Acted with oversight in the installation of the Day Care/Church Security System.
- ❑ Completed a very successful “Tom Sawyer” Day.
- ❑ Completed the Roof Replacement of the Furniture Ministry Building.
- ❑ Started a “Tool Donation” Project.
- ❑ Reorganized the Property Committee Storage Area.

- ❑ Completed Restroom Upgrades of toilets and automatic faucets.
- ❑ Life Safety upgrades were completed on Exit Lights, Security Lighting and Lighting in the Fellowship Hall.
- ❑ Worked collaboratively with the Child Development Center to complete the replacement of the Front and Rear Doors in the Education Building.
- ❑ Accepted the generosity of numerous church and committee members for various important projects/improvements in the Church.

2011 Challenges:

- ❑ Work with the Long-Range Planning Committee to develop a workable Capital Procurement Program.
- ❑ Complete an Annual “Tom Sawyer” Day Project.
- ❑ Fully develop the Kitchen Committee to insure implementation of the established Policy and Procedures, cleaning and equipment upkeep.
- ❑ Lighting of the outdoor “Marquee Sign” and continued “Curb Appeal” improvements to the Church exterior.
- ❑ Continue to address Items identified in the Annual Survey.

We want to thank all the Committee Members for their years of active and unselfish service in providing for the oversight, upkeep and care of the Church facilities. We continue to attempt to be good Stewards of the Property and Assets entrusted to our care. Please accept a standing invitation to share your time and talents and become an active member of our Committee. The Property Committee meets the first Tuesday of each month.

Worship Committee

2010 Annual Report

Committee Members Doug Calderwood, Mark Hornbaker, Dave Long, Gary McGrew, Mark Nelson, Graham Shook, Dot Thomas

Worship

The main goal of the Worship Committee during 2010 was to provide a meaningful worship service for the members of the First Presbyterian Church of South Charleston. This was achieved through special worship services, Gary’s motivational and inspiring preaching, and our talented musical groups.

Particularly special worship services in 2010 included Maundy Thursday/Easter worship with a wide variety of music, including original music composed by Dr. Mark Hornbaker, and guests, Vandalia themed worship service featuring “Bare Bones”, “Born Old” and John Goodman and friends, and Youth Sunday where the entire service was developed and lead by the youth group. This advent season was exceptional and included the Men of Praise, a service of lessons and carols with the Handbell Choir, and the Christmas Eve performance of selections from Handel’s “Messiah”, featuring the Chancel Choir and special guest musicians. The youth led a traditional Christmas Pageant and presented liturgical ribbons (under the direction of Lisa Calderwood). Other special worship services included Ash Wednesday, Palm Sunday, Mothers Day, Pentecost, Memorial Day, Christmas in July, Hymn Sing, Rally Day, Heritage Sunday, World Communion Sunday, Worship at Bluestone (which this year included Pastor McGrew), and Thanksgiving to name a few.

A beautiful addition to the Communion service began this year with the donation of large banners, depicting the elements, being placed on the podium for the morning worship. There are additional worship banners in the works.

Music

Our music program is one of the congregations’ greatest treasures and includes the Chancel Choir, Handbell Choir (under the inspiring direction of Mark Nelson), Men of Praise, and new for 2010, a women’s ensemble (FYI they are not the WOPS!). Our choir director Dr. Mark Hornbaker and music director Dot Thomas continue to bless us with their talents, dedication, and inspiration.

Through the benevolence of the Cruickshank Fund the choir purchased thirty new “Messiah” scores and additional Men of Praise music.

The choir intern program continued this year with the participation of Shuba Narasimhan and Hannah Stephen.

The tradition of dedicating a music selection to a member of the congregation who has had a large impact through the years on the music program continued in 2010. This year Graham Shook was honored with the dedication of “On Eagle’s Wings”.

The committee would like to give a special thank you to Wilson Byer for his maintenance and tuning of the sanctuary piano.

Behind the Scenes

In addition to Sunday morning services the Worship Committee was responsible for coordinating assisting elders, communion preparation, the altar guild, greeters, ushers, flowers, minute for mission, and pulpit substitutes. Worship and Music also participates in the Worship on Wednesday program providing Music and Drama for kids and youth.

2011 Plans

The year 2011 will be a wonderful time for Worship and Music at First Presbyterian Church of South Charleston. We will continue to build on our strengths, continue the traditions of congregation, and try new things. Please don't hesitate to tell us what is meaningful to you in our services, and other things you would like to see in the future.

Stewardship Committee

2010 Annual Report

Committee Members Hersha Brown; Carol Bryan; Greg Smith; Tom Titus; John Metzger, Elder; and David Davison, Elder & Chair

Items of interest in 2010:

1. The church's 2010 projected expenditures are close to the 2010 Budget.
2. Worked with the Shade Tree Committee to promote our endowment program of giving and review the appropriate committee composition.
3. Coordinated the 2011 budgetary process and Stewardship campaign.
4. Oversaw the disbursement of the Scholarship Fund
5. Greg Smith continued as Treasurer, working with the church staff to develop more book keeping and accounting capability in the Secretary's role. We want to recognize Greg's ongoing efforts.
6. Maintained the brochure holders around the church entrances. Carol Bryan provides this service.
7. Recruited Bill Miller to lead the 2010 audit.
8. Learned how to conduct Stewardship committee meetings via teleconferencing.
9. Provide newsletter articles to educate advertise the church programs.

We look to expand the 2011 activities to revisit our long range planning, continue to work with Property on asset life planning and continue to educate and encourage stewardship and opportunities to share our talents and treasure.

Care Committee

2010 Annual Report

Mission Statement: "So I exhort the elders among you...to tend the flock of God; that is your charge, not by constraint, but willingly."

Committee Members: Von Carter, David Hoffman, Mary Patterson, Mary Beth Patterson, Lee Snyder; Chair: Barbara Cruickshank (Inactive, Corene Bryant, Marilyn Smith)

2010 Accomplishments:

Communication

- . Instrumental in changing cards for Visitor Information
- . Obtained Jesus Loves You cards to insert in cards sent out

Friendship Ministry

- . Delivered a loaf of Bread and Church Information to First-Time Visitors

Congregational Care

- . Sent Get Well, Thinking of You, Birthday, Congratulatory and Holiday cards to Members and Friends
- . Scheduled Transportation to and from Church to Various Members
- . Visits to Shut-ins

Other Activities

- . Hosted Church Chat February 28th and December 5th

2011 Goals:

- . Continue Card Ministry
- . Send Care Packages to College Students
- . Assist in Delivering Meals to Sick/Shut-ins
- . Make visits to Shut-ins
- . Refine Committee Responsibilities

Education Committee

2010 Annual Report

Committee Members Marchetia Bailey, Nancy Bennett, Lisa Calderwood, Chris Cobb, Liz Greene, Judy Lowe

2010 HIGHLIGHTS

- Our energetic Youth Group, always under the watchful eye of Lisa Calderwood, has been busy with monthly activities such as the Mother's Day program in May, the July Work camp in Batavia, Ohio and Presbyterian Youth Triennium at Purdue University, Tech Savvy Night in September, Zombie Night in October, Cardboard City in November, rounded out by Open-Mike night and Time Travel Night. Youth Sunday featured a giant mural pieced together at WOW evenings.
- VBS was a cultural and spiritual delight with a trip to Egypt to witness the gifts and promises of God through the life and experiences of Joseph. The music, crafts, and lessons were well received. Many volunteers made VBS a total success under the direction of Chris and Kim Cobb and Wendy and Mark Nelson.
- Our annual Spring and Fall festivals were well attended by our students as well as many visitors and CDC students. Easter crafts were the focus of the spring festival while the fall festival was all about the costumes. As usual volunteers made all the difference.
- Rally Day gave us an opportunity to refocus our efforts and to encourage all members to participate in a Sunday School class. Our students presented an Armor of God fashion show.
- The Elementary Sunday School has been slowly but surely growing. The elementary students have been concentrating their studies in the New Testament under the leadership of Paula McGrew. The Youth Sunday School is taught by Lisa Calderwood and Dave Long. The adults have two options for their Sunday School class. "Teach Yourself the Bible" is lead by Jim Lowe, and Tom Davis teaches a class using *Present Word*, a study series.
- The "Rejuvenation" of the children's third floor classroom and hallway continues, thanks to the volunteer spirit of our congregation. New additions are a colorful rug in the front of the room and several instructional posters.
- Lisa Calderwood is our outstanding Sunday Samaritan.

- 2010 closed with an inspiring Scriptural interpretation of the Birth of Christ with both the Youth and Elementary classes participating. Mark Nelson spent several Wow evenings to perfect the presentation.
- 2011 promises to be an exciting opportunity to spread the Good News among our children and members.

Mission Committee

2010 Annual Report

This past year has been an extremely busy year for the Mission Committee. As has been the custom, our congregation has participated in many different collections for the Presbytery and other organizations this year. These include One Great Hour of Sharing, Peacemaking, Pentecost, and Joy Gift, Thank Offering, Super Bowl Sunday, Blanket Sunday and 2 Cents a meal.

There was a Medical Mission trip to Haiti for one week. In addition our Youth Group participated in their own mission trip for a week. Some of our youth attended a 4,000 member Triennium Presbyterian Conference.

The Furniture Ministry has been very active this year.

In October we participated in the Heart and Hand Hike for Hunger. In addition we served as the anchor location and served food and drinks after the hike to those who walked.

There was fund raising year for Habitat for Humanity.

Christmas baskets were filled for 50 families and Christmas presents were bought for all children under the age of 12.

Christmas present were taken to Davis-Stuart. We participated in the Children's Fall Festival and Children's Easter Festival by providing food. We also sent many boxes to Operation Shoebox. Food has been donated to Manna Meals on several occasions.

An additional fundraiser was held this year by having a booth at the Mound Arts and Craft Festival.

It is because of the wonderful support of this congregation that every project that we participate in is very successful. Our church is a very giving and caring family and we hope to continue with these projects in the coming year.

Presbyterian Women

2010 Annual Report

The No. 1 Highlight of the Presbyterian Women is that even though their membership has decreased substantially the past few years, they continue to be able to contribute to many benevolences and mission projects.

\$400 Mission Pledge to PW of the Presbytery
\$ 80 Gifts for Missionaries
\$150 Davis-Stuart
\$100 Heart & Hand
\$100 Child Development Center
\$100 Christmas Gifts for Girls at Davis-Stuart
\$100 Christmas Gifts for Shut-ins
\$100 Bluestone, to be used for the repair and maintenance of our cabin.
\$ 25 was given to each of the following:
Church Family Mission Fund
Sojourners
Hike for Hunger
Manna Meals
Ring of the Bells for Heart & Hand

The PW hosted bereavement dinners or receptions for several families of deceased church members.

A baby shower was held at our picnic in June and all of the items were donated to Heart & Hand.

Most of you are aware of the mission projects during the Christmas season as many of you participated in them. These include: the Mitten Tree, Stocking Stuffers, and gifts bags for the girls at Davis Stuart. A total of 18 large gift bags were filled with miscellaneous items and then delivered to the girls.

A total of 24 goodie baskets were assembled and delivered to shut-ins and musical cards were sent to those out of town.

We rang bells for Heart & Hand once again. It was very successful again this year as \$601.57 was collected.

Three of our members attended the Presbytery's PW Fall Gathering at Clarksburg.

Oakhurst Child Development Center

First Presbyterian Church of South Charleston

2010 Annual Report

God continues to bless the CDC with a wonderful director and great staff to continue our mission to provide quality childcare in a Christian setting. We are at full capacity (72) with a waiting list.

- In May we purchased bus #1.
- We applied for the payoff of bus #1 and a second bus through Mountain Heart and received bus #2 in August. Because of this grant, we paid \$15,000 of our monies to acquire 2 \$40,000 buses.
- We received a grant from TGKVF for \$8600. About \$3500 has been spent on the storage building leaving \$5200 to spend on an outdoor water fountain.
- We contributed \$4500 to finish our kitchen pledge.
- We contributed \$12,000 to the church for use of the building.
- We purchased a new copier for \$3300.
- We purchased the new front doors to the Education Building for \$3430.
- We have allocated \$5900 for the three fire doors in the rear of the Education building.
- We started a Health Care Package for our director, Bonnie Logan.
- Director Bonnie Logan completed her Associate Degree in Early Childhood Psychology and Development at West Virginia State University.

Under the direction of Bonnie Logan, the Child Development Center has had an exceptional year.

Trustees

2010 Annual Report

State law does not allow church congregations to hold direct title to property. Instead, each congregation owns property through trustees it appoints or elects. The Trustees of First Presbyterian Church – South Charleston serve as fiduciary caretakers of the church's real and personal properties and of any permanent endowment funds.

The Trustees' role is in compliance with the Book of Order (G7.0402) which says they shall "... receive, hold, encumber, manage, and transfer property, real or personal, for the church; to accept and execute deeds of title to such property; to hold and defend title to such property; to manage any permanent special funds for the furtherance of the purposes of the church, all subject to the authority of the Session and under the provisions of the Constitution of the Presbyterian Church (U.S.A).” Trustees are also required to perform these real estate functions under provisions of article one, chapter thirty-five of the West Virginia Code.

Trustees currently hold title to the grounds, buildings and building contents of the Church bound by First and Second Avenues and B Street in the City of South Charleston. Trustees also hold title to the two new buses and an older passenger van used primarily by the Oakhurst Child Development Center. All this property has recently been appraised in excess of three million dollars. The Trustees have obtained adequate insurance coverage by the Cincinnati Insurance Company on all this property as well as coverage for liabilities that may arise from operation of the Church and the Child Development Center.

Trustees manage seven distinct funds on behalf of the Session. This management of funds derives from the *Charter for Trustees of First Presbyterian Church - South Charleston* ratified by the Congregation on August 16, 1987, and from the *Book of Order*. The seven funds currently invested and managed are the: Scholarship Fund, Cruickshank Fund [music], Manse Fund, Mission Service Fund, FPC Fund [formerly Oakhurst Fund (proceeds of the sale of Oakhurst Presbyterian Church)], Mullen Fund and Unrestricted Fund. Fund management was recently changed from Merrill Lynch to Hilliard-Lyons, Inc. The total amount of money in these funds on December 31, 2010 was \$559,514.51.

With the help of Church Office Manager Becky Smith and the Property Committee, the Trustees maintain the inventory of the Church's real and personal property.

The *Charter* requires Trustees to be elected by the Congregation to serve six year staggered terms with one Trustee's term expiring every two years. Recent amendments to the Book Of Order change that to three-year terms. The current terms of the Trustees expire on the following dates:

John R. Melton	-December 31, 2010
Norman W. "Bill" Miller, Jr.	-December 31, 2011
P. Dwight Sherman, Jr	-December 31, 2012

2011 Operations Budget

Income

Tithes and Contributions	208,000
Loose Offerings and Gifts	8,500
Sunday School	1,500
Child Development Center	26,000
Investment Dividends	6,000
Total Income	250,000

Expenditures

Pastor

Pastor	39,000
Housing	8,000
Utilities	3,000
Education	1,000
Car Allowance	2,000
FICA	4,000
Equity	1,000
Medical & Pension	16,000
Total	74,000

Administration

Office Manager	26,400
Office Supplies	4,000
Technology	12,000
Staff Benefits	11,000
Worker's Comp	1,400
FICA Matching	5,400
Total	60,200

Education

Youth Worker	3,800
Supplies/Curriculum	500
Vacation Bible School	400
Youth	600
Total	5,300

Stewardship

Session	300
Resources	300
Total	600

Evangelism

Mission PCUSA	2,055
Presbytery of WV	6,345
Local Mission	2,000
Total	10,400

Care

CD Ministry	800
Devotional Booklets	300
Outreach	100
Total	1,200

Worship

Director of Music/Organist	10,400
Director of Chancel Choir	10,000
Guest Clergy	300
Choir	300
Worship	300
Total	21,300

Property

Custodial	19,800
HVAC	7,200
NHVAC	7,000
Kitchen	3,000
Utilities	34,000
Insurance	15,000
Total	86,000

Fellowship

Gatherings Wednesday	400
Gatherings Sunday	600
Total	1,000

Recurring Expenditures	260,000
Deficit	10,000

Loving God, I do know that You are
with me every moment of every day.
You are my food, my drink,
my sunlight, and the air I breathe.

You are the Ground that steadies me
and the Glory that rejoices my heart.
I give thanks to You at all times,
for showing me the path of life.

Even in the dark of a starless night,
Still I abide in your perfect Love.
In your Presence there is fullness of joy,
And blessedness, forever and ever.

In your kindness and holiness may I walk.
Today and in the life to come, may I walk.
With beauty before me, may I walk.
With beauty behind me, may I walk.

With beauty above me, may I walk.
With beauty below me, may I walk.
With beauty within me, may I walk,
Until all in heaven and on earth is beauty.

First Presbyterian Church of South Charleston
South Charleston, West Virginia