

# 2013 Annual Report

## Sleepy Hollow Presbyterian Church





**Sleepy Hollow Presbyterian Church**  
**ANNUAL MEETING AGENDA**  
February 9, 2014  
SHPC Sanctuary

<b>Opening Prayer and Introduction</b>	Rev. Beverly Brewster
<b>Presentation of Annual Report</b>	Ned Adamson, Clerk of Session
Committee Reports	Committee Chairs
Review of the Annual Budget	Finance Elder
Approval of Pastors Terms of Call	Finance Elder
<b>Election of Officers for 2014</b>	Rev. Beverly Brewster
Honoring outgoing officers	
Recognizing continuing officers	
Presentation of new Slate of Officers	Nominating Committee
Session 2014	
Deacons 2014	
Nominating Committee	
Election of Officers	
<b>Dedication of the Birthday Offering</b>	Sharon Adams
<b>Congregational Quiz</b>	Carolyn Goodman
<b>Closing Prayer</b>	Rev. Beverly Brewster

## CLERK OF SESSION REPORT

### Session for 2013

Ned Adamson, Clerk of Session (outgoing)  
Cathy Sarkisian, Worship (outgoing)  
Laurie O'Hara-Torres, Family Ministries (outgoing)  
Peg Maclise, Finance  
Linda Peltzman, Membership Nurture  
Liz McNamara, Building and Grounds  
Matt Ehlen, Mission and Social Justice

### Deacons for 2013

Sharon Adams, Moderator (outgoing)  
Cat Caldwell (outgoing)  
Carolyn Goodman  
Patti Eisinger  
Laura Taylor  
Nancy Elberg

### Participation for 2013

Membership - 75 ; Worship Service - 50-70 weekly avg, 75-120 special occasions

2013 will be remembered as a year of change. The efforts put forth by the SHPC community have altered the course of our growth in ways that will be felt for many years. Challenges were faced and the strength of many allowed us to meet them with courage and faith. The remarkable effort of the members of this church, guided by the leadership of Rev. Beverly Brewster, has transformed the grounds and financial health of SHPC.

Session worked this year to embrace the growing membership and diverse perspectives of our community. As current elders end their term, new elders will rise to serve the needs of the church to continue along the path that has been laid. The Master Plan Task Force will continue to prioritize the opportunities we have for the grounds; SHPC Mission and Social Justice will serve the needs of the greater community both new and far; our Worship services will welcome all comers to share in the beauty and joy that our musicians inspire, and the children of the church will find a sense of warmth and compassion that will sustain them through their years.

Looking ahead, we have new energy to support our mission, new faces to meet and share our spirit, and new ways to share our faith and bring joy into the world. Everyone contributes their individual gifts and together we recognize the abundance that is the life we share.

Thank you for the opportunity to serve and the privilege of your support and respect.

Respectfully submitted,

Ned Adamson  
Clerk of Session

## FINANCE COMMITTEE

Finance Committee: Peggy MacLise, chair; Chris Lopin, Alan Burr, Steve Derr, and Mark Sarkisian

We are pleased with another good year in the SHPC finance "department." Our Annual Stewardship Drive was a success with \$140,000 raised from 50 pledging households, including 6 new families. We love seeing these new faces joining our special Sleepy Hollow Presbyterian Church community. Thank you to all who pledged!

In 2013:

1. With the help of our \$75,000 Green Loan from the PCUSA Synod, we were able to remodel the bathrooms, put in new floors, paint, and add a beautiful fence for our new playground. This took more than just money but also countless hours by some dedicated members of our church family. We now have the preschool with the wonderful sound of happy children filling our church during the week. This added rental income helped with this year's budget.
2. We were able to maintain a small savings account to help with those little surprises that pop in the life of any church. This is always a comfort.
3. Our Mission committee was able to help with the REST winter shelters, Marin Inter Faith Council, and some local mission projects. This was in addition to our very successful Mexico Mission work.
4. We reviewed the Presbytery's report on pastor compensation, and we continue to work towards giving Pastor Bev a compensation package which will better match other ministers of small churches in our presbytery.

Respectfully submitted,  
Peggy MacLise  
Finance Elder

## 2014 Budget Summary

<b>Income</b>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Plate	\$29,000.00	\$16,000.00	\$6,000.00
Gifts	\$2,100.00	\$12,000.00	\$8,100.00
Pledge	\$111,750.00	\$140,100.00	\$137,280.00
Manse Rent	\$45,000.00	\$45,600.00	\$48,000.00
Mex Mission	\$10,000.00	\$10,000.00	\$12,400.00
Other	\$8,000.00	\$9,500.00	\$5,000.00
LMP Rent		\$16,000.00	\$45,000.00
Roof Campaign	\$29,550.00		
Mission Giving - Extra	\$5,300.00		
<b>Total</b>	<b>\$240,700.00</b>	<b>\$249,200.00</b>	<b>\$261,780.00</b>

## Expense

Building & Grounds	\$33,000.00	\$45,800.00	\$46,150.00
New Roof	\$31,000.00		
Office	\$4,750.00	\$10,175.00	\$9,050.00
Mission	\$4,650.00	\$6,000.00	\$8,700.00
Presbytery Dues	\$3,000.00	\$3,100.00	\$3,375.00
Pastor Comp Package*	\$64,500.00	\$71,275.00	\$77,823.00
Education & Worship	\$8,350.00	\$11,600.00	\$14,450.00
Staff (Office + Music)	\$43,800.00	\$53,650.00	\$59,400.00
Deacons		\$550.00	\$500.00
Loans	<u>\$34,800.00</u>	<u>\$42,300.00</u>	<u>\$42,300.00</u>
<b>Total</b>	<b>\$227,850.00</b>	<b>\$244,450.00</b>	<b>\$261,748.00</b>

Pastor Comp Package*	<u>Min.- New</u>		
	<u>Call</u>	<u>2013</u>	<u>2014</u>
Pension & Medical	\$17,124.00	\$16,717.00	\$19,165.00
Professional Exp	\$2,700.00	\$2,700.00	\$2,700.00
Study Leave	\$1,200.00	\$1,200.00	\$1,200.00
Salary + Housing	<u>\$48,925.00</u>	<u>\$50,658.00</u>	<u>\$54,758.00</u>
<b>Total</b>	<b>\$69,949.00</b>	<b>\$71,275.00</b>	<b>\$77,823.00</b>

## **FAMILY MINISTRIES COMMITTEE**

Family Ministries Elder – Laurie O'Hara

### **The Children's Program**

The church has seen an increase in participation of families with children and youth and has grown in its offerings for families.

For the first part of the year Sunday School was run by Kelsey Lopin, a senior in high school. In August, the children saw Kelsey off to college with a special service. All the children had their photos in a beautiful photo book and signed their names in the book under their photos. The children also sang a delightful rendition of 'You Are My Sunshine' in church.

We hired Lora East, a second year student from SFTS, to replace Kelsey and take over the leadership of Sunday School. The weekly attendance has risen to 15 to 20 children and keeps growing. The regular assistants are Chad Gilmartin, Andy Eisinger, and Carter Stewart. Lora is using the new Quaker Earth Care curriculum, linking it to worship themes. Thirty children and youth presented a lovely Christmas Pageant on December 15th during the worship service. We were honored to include Nance Rosencranz's baby granddaughter as the baby Jesus.

There were two new special events involving the children and youth this year. The first was the planting of a small organic vegetable garden, called the "Wee Garden," which took place shortly after Easter. The second was the development of a children's choir which began this year under the direction of Hallie Foster. The children have performed during worship periodically. In November, after many weekly rehearsals, the children and youth performed "Shine! A Mini-Musical," an original musical written by Hallie Foster. It was a great success.

### **Junior High Program**

The church is seeking a junior high youth leader and would like to offer a confirmation class series this year.

### **Senior High Program**

Cathy Sarkisian led two Challenge Classes in March of 2013 for the Senior High on "Faith and Organized Religion." A Children and Youth Service was held on April 28<sup>th</sup> with over 30 participants and on July 28, there was a special service to Honor and Send off Students to college. Then, in November 2013, Alec Kenilvort led a discussion group for senior high students on "Youth and Ethics." In December, the senior highs baked for the Rotating Emergency Shelter (REST) program and helped serve the unhoused men at St. Rita's church. Some members of the senior high group regularly participated in the SHPC Singers. Other senior high members also participated in the adult education offerings of the church. Youth involvement in the Mexico Mission begins in March and runs through June.

**Adult Education** takes place in two venues. The first is Bible study. At the beginning of 2013, Bible Study was held on Thursday evenings, first at 7 pm and then at 6 pm. Later in the year, the time was changed to noon on Fridays. The second venue for adult education is on Sundays at 11 a.m. after worship and part of the fellowship time. In 2013, the church's second "Big Think" series was held during August and September. A specific sermon was presented on a topic and then discussions were held after worship. Topics included in the Big Think series were: "Sin and Salvation," "Christian Marriage," and "Where is God When Life Hurts?" The 11 o'clock hour also is the venue for speakers and discussion leaders from in and outside the congregation. In September the church welcomed a speaker from the Canal Alliance to discuss the "Human Cost of U.S. Immigration Policy," and Q&A followed at 11 a.m. In October, we had an opportunity for a Q & A with Doug Eisinger, an expert on climate change. We also had a Q & A with Pastor Bev about membership and pledging. In November, adults participated in a Mosaic Workshop with Charles Wei, making a beautiful mosaic piece of art. Adult education also encompasses leadership training for those adults who will be leaders on the Mexico Mission trip.

Respectfully submitted,  
Laurie O'Hara  
Family Ministries Elder

### WORSHIP COMMITTEE

Worship services at Sleepy Hollow continue to be planned by a committee that meets weekly on Thursday mornings in the Pastor's office. Worship Committee members are Pastor Bev, Music Minister Stephen Iverson, outgoing Worship Elder Cathy Sarkisian, and incoming Worship Elder Jody Schmetz.

Services are planned around a variety of themes derived from current events, seasonal celebrations, the life of the church, and the Lectionary. Pastor Bev handles the majority of the preaching – sans notes most of the time! – occasionally assisted by seminarians Bentley Stewart and Rachel Pence, as well as guest preachers and lay speakers from the community and congregation. Often the sermon topic is previewed in a Friday afternoon Bible study led by Pastor Bev. Communion is served during worship at least once a month, and Sleepy Hollow continues its long tradition of Birthday and Two Cents a Meal Sundays.

Music Ministers Stephen Iverson and Michael McCarty provide preludes, chants, hymns, anthems and special music – much of it original – along with special guests such as flutist Sophie Ehlen, autoharpist Dr. Ron Bean, violinist Peter Chase, harpist Emily Lawrence, trumpeter Kevin McLaughlin, the Meg Eldridge String Quartet, Charlotte Phillips and the SHPC Singers.

The Singers recently increased their rehearsals from twice a month to weekly, and now rehearse at the church every Thursday evening from 7:30 -8:30 p.m. The intergenerational group has expanded its repertoire from folk and pop to include traditional SABT arrangements and original music written by Hallie Foster. This year's Christmas Melodies, the annual holiday show produced by The Singers, included guest artists The Blenders (a barbershop quartet) and Grandma Millie's Sol Food Jamboree (the Millar family's bluegrass band).

The Liturgical Artists and Flower Guild members work to visually and creatively support the seasonal celebrations and weekly services. This past year they repeated the use of the "Sacred Journey" art piece for Lent and Easter. For Christmas they supported the theme of "Light of the World" with a Star of Bethlehem and lighted trees and back drop designed by Jody Schmetz. The Flower Guild, led by Patti Vance, contributes flowers and plant life for the enrichment of the congregation each week. Also this year, Margaret Thorp created a special lighted art piece, "Acts of Kindness", which was installed in the narthex.

The Worship Committee planned special services for Christmas and Easter, as well as for Dr. Martin Luther King, Jr.'s (and Bev's) birthday and other occasions. Attendance at these special services averages 75-120, while attendance on regular Sundays averages 50-70 people.

Respectfully submitted,  
Cathy Sarkisian  
Worship Elder

## **BUILDING AND GROUNDS COMMITTEE**

Committee: Richard Peltzman, Mark Sarkisian, John Sanders, Dennis Latta, Ned Adamson, and Liz McNamara

2013 was another extremely busy year as we upgraded the building and grounds and welcomed our new tenant, Little Mountain Preschool, which began its lease in August of 2013.

Here are some of the improvements that were made:

Fellowship Hall:

- Removal of room dividers
- New paint
- Replacement of refrigerator
- All new laminate flooring
- ADA ramp installed

Bathroom Hallway/Electrical Room

- Completely redesigned to accommodate 2 adult ADA bathrooms and 1 children's bathroom;
- Installation of new tankless water heater
- Installation of new fire alarm system

#### Narthex and Sanctuary

- Art installation in the Narthex
- Paint in the Narthex
- Repair of windows in the sanctuary

#### Outdoors

- Installation of fencing
- Repair and replacement of overhang
- Installation of new lighting
- Extensive revamping of entry including planting and new sprinkler system
- Water and electrical conduits placed throughout the property
- Removal and clean up of all trees on the property including the Manse

A special thanks to the many many people who volunteered countless hours to make all of the above possible.

#### Cinco de Mayo Work Day

A great turn out with teams of people cleaning, digging, sweeping and generally improving the state of the building inside and out. Sadly I missed most of this as I did a face plant into the wee garden and had to be taken to the ER. But many thanks to all (including my personal angels) and for the feast provided by our incredible deacons.

Respectfully submitted,  
Liz McNamara  
Building and Grounds Elder

#### **MISSION AND SOCIAL JUSTICE COMMITTEE**

Mission Committee – Matt Ehlen, Chair; Kit and Luke Argilla, Wil and Betty Swalberg, Patty and John Sanders, Steve and Nancy Derr, Nancy Elberg, Birgit de Frondeville, Robin Holway, Nance Rosencranz and Janel Stewart

This year we contributed nearly \$7,000 to charitable organizations, nearly doubling 2012's giving. Recipients included:

- The Marin Interfaith Council
- The Marin Street Chaplaincy
- 2 Cents a Meal
- Ceres
- Presbytery Disaster Relief

The **Mexico Mission** marked its 16th year building homes for impoverished families in Mexican border towns, led by Chris Lopin and Mark Sarkisian. Approximately 40 youth and 10 adults participated. The Mexico Mission unites key elements of Mission ideals: participation from our local community, team building, hands-on work, interacting with those we are helping, and informing our youth about the nature of poverty and inequity.

For 2014 we are adding some paid help to organize and coordinate the administrative underpinnings of the program. Having a hired hand helps “institutionalize” program, with the idea that it has a greater chance of long-term success if the entire structure doesn’t rest on a handful of the same volunteers year after year. We hope that in the future not only can the Mexico Mission’s income cover the administrative cost, but excess funds beyond that can eventually be used to fund grants and scholarships.

We continued to participate in the **REST** program this year (Rotating Emergency Shelter) under Kit Argilla’s leadership. The REST program feeds and shelters unhoused men and women during the cold Fall and Winter months. We had hoped to continue to offer space at Sleepy Hollow for the men’s program, but we felt that it was a little too early in the tenancy of Little Mountain Preschool to ask them to share our community hall for this purpose. Fortunately, St. Rita’s church was able to offer space, and we have partnered with them, using their space and our volunteers once a month. We hope that this partnership with St. Rita’s is the first of many. We continue to provide monthly food and fellowship to the homeless women at the San Rafael Wellness Center.

This year we started working with **Ceres**, a fantastic charitable organization that delivers fresh healthy meals to individuals and their families suffering from serious illness. The food is prepared by teens under the guidance of a master chef. Many thanks to the Derrs and the de Frondevilles for volunteering their time.

The **Food Barrel** program continues under the stalwart leadership of Wil and Betty Swalberg, sending hundreds of pounds of donated food to our local food bank. The church contributed \$2,868 to the **2 Cents a Meal** this year, and Patti Sanders pointed out that this was largest donation made by any church in the Presbytery this year. We also participated in the annual **CROP** walk which was spearheaded by Robin Holway.

We continue to grow food in our **Community Garden** (“Wee Garden”), offer the produce in our community hall, and any donations collected go to our hunger fund. Thanks to Liz McNamara for her green thumb.

We are committed to continuing to grow our activities in 2014, and encourage everyone to participate in some Mission activity, or even create one of your own.

Respectfully submitted,  
Matt Ehlen  
Mission and Social Justice Elder

### **MEMBERSHIP NURTURE COMMITTEE**

Membership Nurture Committee: Linda Peltzman, chair; Jeri Rayford and Jan Ardell

The membership nurture committee has been busy in the first year of this new committee’s existence, establishing a new role. Our committee has recognized the need to welcome new folks during coffee hour. In addition to this, we try to bring people of like interests together. To further facilitate the feelings of a nurturing community, we have plans to have another church picnic this year. The picnic at Samuel Taylor Park last summer was a fun outing. We have gathered some info about a church overnight at Westminster Woods thanks to Lori Lopin and Sue Burr. These events would be in the spring or summer more than likely. We will get dates of school vacation days in the community and try to coordinate any events with this in mind. We continue to send cards, make birthday connections and build the data base of dates. If there is a need for other communications, we are trying to fill this important niche as well. Our needs as a church community are varied and we each have special gifts to share with each other. As elder of a new position on the session, I am working on this and open to suggestions.

Respectfully submitted,  
Linda Peltzman  
Membership Nurture Elder

### **THE BOARD OF DEACONS**

We started the year welcoming new Deacons Laura Taylor and Carolyn Goodman. Nancy Elberg, Patti Eisinger and Cat Caldwell were returning. We redistributed the parishes to equalize and added new families. Deacons notified their parishes. We divided up the months of fellowship duties through February of 2014.

In March we planned our Easter fellowship as well as Cinco De Mayo/workday.

The fall led into our Deacon dinners which were hosted individually or combined with another parish. These were well attended also and a good way for our families to get to know each other outside of Church. We also hosted the Fall Festival. Deacons provided the main dishes and parish members provided the sides. It was a beautiful day and enjoyed by all.

Lastly we supplied cookies and cider for the *Christmas Melodies* music event which, as usual, was well attended.

New members were added throughout the year to various parishes with the intent to keep the parishes as equal in size as possible. Fellowship is hosted each Sunday by our membership. It was hard to hold monthly meetings as everyone has such busy schedules but there was lots of communication through e-mails and meetings as needed.

Respectfully submitted,  
Sharon Adams  
Moderator, Board of Deacons