



The One-Hundred Eighty-Second Annual
Meeting of the Congregation and Corporation
of the First Presbyterian Church
of West Chester, PA

February 28, 2016
11:30 a.m.

West Chester, PA

THE FIRST PRESBYTERIAN CHURCH (U.S.A.)

130 W. Miner Street
West Chester, PA 19382

**THE ONE-HUNDRED EIGHTY-SECOND ANNUAL MEETING OF
THE CONGREGATION AND CORPORATION**

11:30 a.m. February 28, 2016

1. Call to Order of the Annual Meeting of the Congregation of the First Presbyterian Church (U.S.A.),
West Chester, PA. Dr. Greg Stovell, Moderator
2. Call to Order of the Annual Meeting of the Corporation of the First Presbyterian Church (U.S.A.),
West Chester, PA. Beth Farcht, President, Board of Trustees
3. Opening Prayer Dr. Greg Stovell
4. Approval of previous minutes Mike Condon, Clerk
5. The necrology report and memorial moment Rev. Caroline Cupp
6. Financial Reports for 2015 Elder Steve Bitner
7. Presentation of the 2016 Budget Elder Steve Bitner
8. Approval of Terms of Call for Pastors Elder Kristy Douglas
9. Recognition of Retiring Officers Mike Condon, Clerk

Elders *Suzanne Bragg, Julie Claeys, Joan Deming-Murphy, Matt Hulbert, Robin Mason, Rob Wampler, Reid Willis*

Deacons: *Nicki Bruton, Barbara Dando, Bob Graham, Dave Hewett, Nancy Ohms, Kelly Pruden, Karen Schneck, Michelle Schwarting, Kathy Westhafer, Carol Wingerd*

Trustees: *Amy Brill, Henry Buchholz, Debbie Shryock, Carol Thomas, Rick Wentz*

10. Motion to Adjourn
11. Closing Prayer

2015 Results...

An overview...

We finished 2015 with a budget surplus for the first time since 2012. The surplus was primarily a result of a series of non-reoccurring reductions in personnel expenses primarily attributed to temporarily open positions in church staff. Actual income reversed a recent downward trend showing a year over year increase for the first time in many years. We continue to see positive momentum in this regard, as 2016 marks the first time since 2008 where we have experienced a year over year increase in pledge income from the congregation.

Key highlights are as follows:

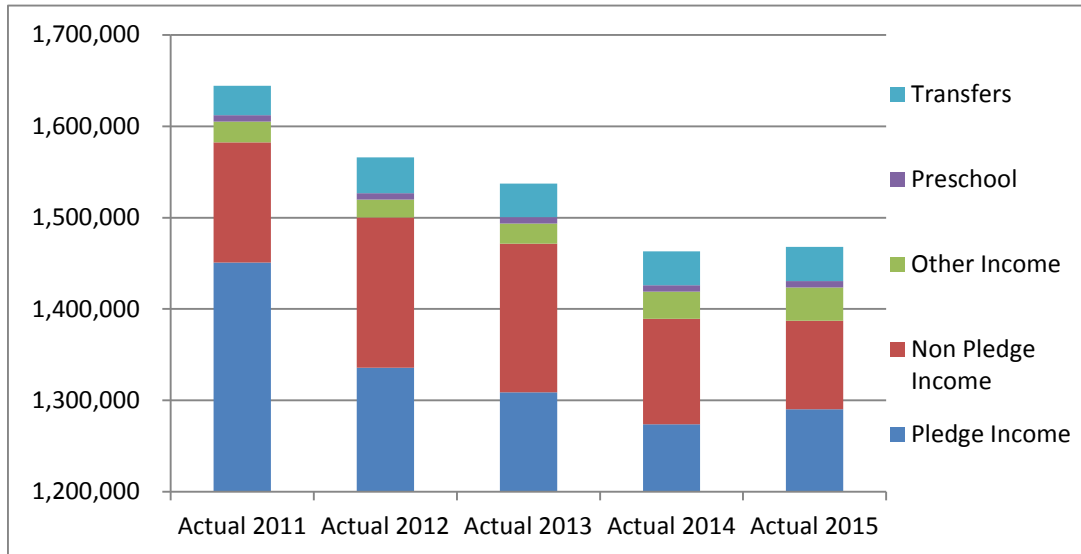
- *Actual income in 2015 exceeded actual expense by \$60,510, better than originally planned.*
- *Actual income of \$1,467,950 in 2015 was \$78,631 below budgeted amounts.*
- *Expenses in 2015 of \$1,407,440 were \$139,141 less than budgeted amounts.*

Our summary results for the previous three years (together with the budgeted 2016 amounts) are as follows:

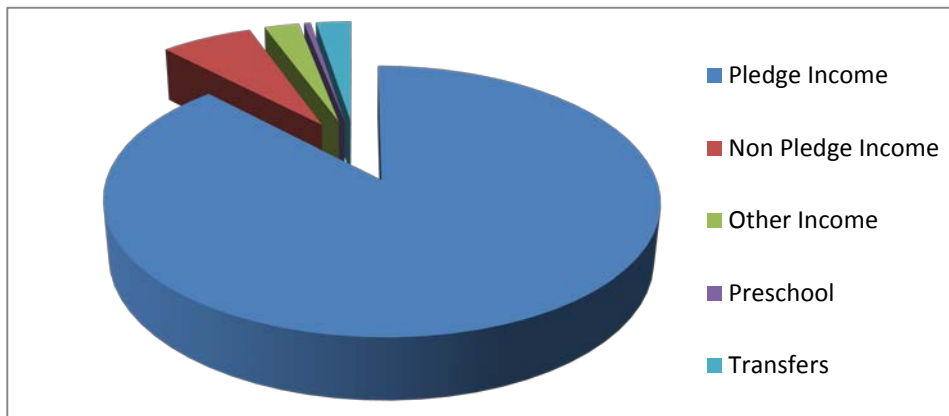
	<i>Actual 2013</i>	<i>Actual 2014</i>	<i>Actual 2015</i>	<i>Budget 2016</i>
<i>Average Weekly Attendance</i>	466	437	394	
Actual Income – Total	\$1,537,392	\$ 1,463,138	\$1,467,950	\$ 1,530,856
Actual Expense & Transfers	<u>1,591,459</u>	<u>1,558,972</u>	<u>1,407,440</u>	<u>1,530,856</u>
(DEFICIT)/ SURPLUS	<u>\$ (54,067)</u>	<u>\$ (95,834)</u>	<u>\$ 60,510</u>	<u>\$ 0</u>

2015 Results...

An overview... Our Gifts...



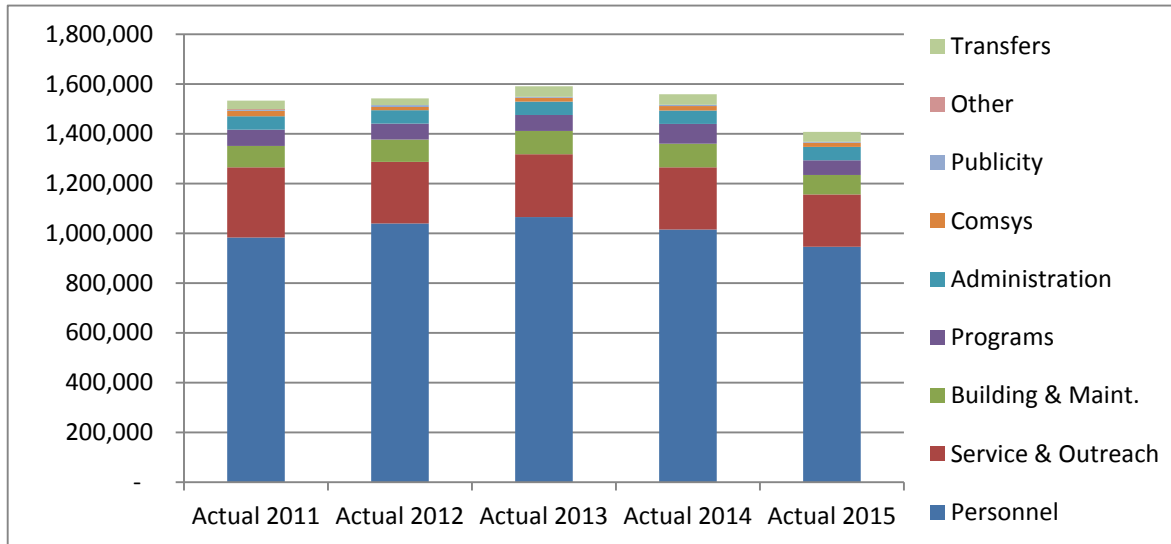
- **Income increased in 2015, reversing a long standing downward trend.** Total income (including transfers) in 2015 was \$1,467,950; up from \$1,463,138 in 2014.
- **88%** of our general operating fund gifts resulted from congregational pledges. This is up over the last few years (returning to levels last seen in 2011) as we have made a conscious effort to decrease our reliance on using reserves to fund the general operating budget.
- Non-pledge income represented only 7% of our total income in 2015. This is slightly lower than what we have seen over the last few years (5-year average of 9%). We will continue to evaluate this trend, especially as it relates to future budgeting exercises.



These statistics do not begin to quantify the efforts and many hours our members contribute to the Church and our many Ministries!!

2015 Results (cont.)...

An overview... Use of Our Gifts...



- **67.2%** of our expenses were used to fund personnel related costs in 2015. This represents a slight increase from **65.1%** in 2014, but generally in line with the 5 year average of **66.2%**.
- In 2015, **Service and Outreach** expended **\$209,794**, excluding Special Mission. This net amount represents 14.9% of our total expenses in 2015, representing a decrease from \$250,451 expended in 2014.
 - Service and Outreach, including Special Mission activity, represented just over **20%** of our total expenditures in 2015, in line with previous years.
 - The 2016 Ministry Plan will place a greater focus on using the success of special mission activities to further supplement the Service and Outreach budget.
- Building and Maintenance, Programs, and Administrative costs remained relatively consistent over the three years in the aggregate.

Our Historical Results...

The details...Our Income and Expenses

Fiscal Years 2011 through 2015 (unaudited)

	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015
Pledge Income	\$ 1,451,034	\$ 1,335,752	\$ 1,309,001	\$ 1,273,951	\$ 1,290,474
Non Pledge Income	131,214	164,426	162,449	115,365	96,606
Other Income	22,896	19,473	21,933	29,814	36,687
Preschool	7,000	7,000	7,000	7,000	7,000
Transfers	<u>32,150</u>	<u>39,246</u>	<u>37,009</u>	<u>37,008</u>	<u>37,183</u>
INCOME	<u>1,644,294</u>	<u>1,565,897</u>	<u>1,537,392</u>	<u>1,463,138</u>	<u>1,467,950</u>
Personnel	983,830	1,039,228	1,065,165	1,015,000	945,915
Service & Outreach	281,092	248,132	253,308	250,451	209,794
Building & Maint	86,581	89,663	92,617	94,640	78,714
Programs	64,907	64,111	64,069	79,394	58,706
Administration	54,437	53,891	54,429	53,455	54,321
Comsys	20,968	13,140	14,190	17,900	16,172
Publicity	5,487	6,611	4,471	5,632	3,817
Other	1,404	-	-	-	-
Transfers	<u>34,733</u>	<u>28,000</u>	<u>42,500</u>	<u>42,500</u>	<u>40,000</u>
EXPENSES	<u>1,533,439</u>	<u>1,542,776</u>	<u>1,591,459</u>	<u>1,558,972</u>	<u>1,407,440</u>
(DEFICIT)/SURPLUS	<u>\$ 110,855</u>	<u>\$ 23,121</u>	<u>\$ (54,067)</u>	<u>\$ (95,834)</u>	<u>\$ 60,510</u>

The above analysis represents activity in our general operating fund, and excludes certain bequests/ gifts and other activity. The above amounts also exclude special mission activity and do not reflect approved uses of reserves to cover budget deficits. These financial statements are subject to final adjustment and classification. Full financial statements are prepared and reviewed by an independent accountant by June of each year, and may result in certain adjustments and reclassifications. Please contact the Finance and Stewardship committee with any questions.

2016 Ministry Plan

	Budget 2015	Actual 2015	Budget 2016
Pledge Income	1,325,025	1,290,474	1,235,339
Non Pledge Income	113,150	96,606	127,000
Other Income	64,223*	36,687	118,003
Preschool	7,000	7,000	7,000
Transfers	<u>37,183</u>	<u>37,183</u>	<u>43,514</u>
INCOME	<u>1,546,581</u>	<u>1,467,950</u>	<u>1,530,856</u>
Personnel	1,065,445	945,915	1,105,956
Service & Outreach	210,458	209,794	191,614
Building & Maintenance	92,200	78,714	88,500
Programs	94,142	62,523	86,491
Administration	54,520	54,322	54,321
Comsys	16,900	16,172	16,172
Use of Designated Funds			(32,198)
Transfers	<u>40,944</u>	<u>40,000</u>	<u>20,000</u>
EXPENSES	<u>1,574,609</u>	<u>1,407,440</u>	<u>1,563,856</u>
SURPLUS / (DEFICIT)	<u>(28,028)</u>	<u>60,510</u>	<u>0</u>

NOTES –

The above budget is provided for the Congregation's information. This budget has been approved by Session, and is subject to possible updates / changes as the year progresses based on events and needs of the Church.

Other Financial Reports:

- *Condensed Balance Sheet Information and Capital Campaign (which includes Rental Properties) and Special Giving/Restricted Fund activity*
- *2015 Special Mission Activity*
- *2015 Support for Service & Outreach Partners*
- *Pastors Salaries and Benefits - 2016*

Our Financial Position...

A snapshot as of December 31, (unaudited)

	2012	2013	2014	2015
Cash and Investments	1,504,289	1,795,309	1,892,697	1,963,412
Building and Long-Term Assets	1,914,120	2,112,713	2,300,988	2,247,403
Total Assets	3,418,409	3,908,022	4,193,685	4,210,815
Accts Payable and Accrued Exps	20,518	13,004	5,907	13,481
Prepaid Pledges	31,314	22,251	29,118	43,943
Mortgage Payable	-	-	-	-
Designated Funds, Reserves and Other	242,353	242,791	416,935	361,643
Total Liabilities	294,185	278,046	451,960	419,067
Unrestricted Fund Balance	2,859,282	3,281,909	3,092,898	3,113,147
Temp. Restricted Fund Balance	55,229	138,354	439,113	468,888
Perm. Restricted Fund Balance	209,713	209,713	209,713	209,713
Total Fund Balance	3,124,224	3,629,976	3,741,724	3,791,748
Total Liabilities and Fund Balance	3,437,653	3,908,022	4,193,685	4,210,815

Income and Expense (2014 and 2015) for Capital Campaign and Special Giving

	<u>Capital Campaign/ Rental</u>		<u>Special Giving</u>	
	<u>Prop.</u>			
	2014	2015	2014	2015
Total Income	88,619	85,903	89,395	27,338
Total Expense / Transfers	46,803	32,560	31,137	41,390
Surplus	41,816	53,343	58,258	(14,502)

- *The above comparative balance sheet information represents activity and balances of all of our funds (consolidated). Full financial statements are prepared and reviewed by an independent accountant by June of each year, and may result in certain adjustments and reclassifications. Please contact the Finance and Stewardship committee with any questions.*
- *The summary fund information for Capital Campaign includes rental income and related expenses. Special giving amounts include unrestricted bequests and gifts.*

Special Mission Activity...

For 2015...

Name of Special Mission Giving

Act in Faith	\$250
Christmas Joy	\$4,366
Disaster Relief	\$6,098
Guatemala Medical Mission	\$60
Habitat for Humanity	\$31,098
Heifer Project	\$3,350
Interfaith Housing	\$250
Israel/Palestine Mission Network	\$500
Migrant Ministry	\$830
MiRefugio	\$1,000
Mission Market	\$265
Mthatha (through Presbytery)	\$1,585
NAPHTALI	\$6,225
One Great Hour of Sharing	\$10,584
Operation Christmas Child	\$7
Peacemaking	\$1,205
Presbytery Emerging Welfare	\$110
PW Mission Giving	\$3,451
Stop Hunger Now	\$23,685
Tools of Hope/Blanket Sunday	\$1,415
Undesignated Mission Giving	\$50
UNICEF (Preschool)	\$91.51
VBS Donations	\$325
West Chester Food Cupboard	\$120
TOTAL	\$96,921

*In 2015, Mission Market checks were written to the ministry of choice & included in its total

** In 2015 Operation Christmas Child sent directly to Samaritan's Purse

Service and Outreach...

For 2015...

Local Service & Outreach	
ACT in Faith	\$ 1,000
Bridge of Hope	\$ 3,000
Chester County Migrant Ministries	\$ 5,700
CC Opportunity Industrialization Center	\$ 1,000
Community Care Assistance Team	\$ 6,000
Domestic Violence Center	\$ 2,000
Exchange Club Family Center	\$ 2,000
Friends Association	\$ 3,250
Good Works	\$ 4,500
Habitat for Humanity	\$ 5,000
Interfaith Housing Assistance Corporation	\$ 3,800
Legal Aid of Southeastern Pennsylvania	\$ 1,000
Maternal & Child Health Consortium	\$ 1,500
Meals on Wheels of Chester County	\$ 1,500
Presbyterian Disaster Assistance	\$ 5,000
Radio Broadcast Ministry	\$ 4,885.99
Safe Harbor of West Chester	\$ 5,300
Salvation Army Railton House	\$ 1,000
The Barn at Spring Brook Farm	\$ 1,500
The Hickman	\$ 1,250
The Village	\$ 2,200
West Chester Area Senior Center	\$ 5,500
West Chester Food Cupboard	\$ 1,000
Frederick Douglas Christian School	\$ 5,000
Subtotal Local Service & Outreach	\$ 73,885.99

Other	
Per Capita	\$ 62,040
Special Mission	\$ 96,921.53
Subtotal Other	\$ 158,961.53

Total Service & Outreach Support \$ 209,793.99

National Service & Outreach	
Synod Unified	\$ 2,500
Donegal Unified	\$ 18,950
Camp Donegal	\$ 1,000
La Iglesia New Church Development	\$ 2,500
Naphtali	\$ 1,000
Oromo Ethiopian New Church Development	\$ 1,000
Subtotal National Service & Outreach	\$ 26,950

Global Service & Outreach	
General Assembly (GA) Unified	\$ 13,418
PCUSA Missionaries	
Smith (Argentina)	\$ 2,825
Boyd (Congo)	\$ 2,825
Lim (East Asia)	\$ 2,825
Sommers (Malawi)	\$ 2,825
Hare (Haiti)	\$ 2,825
Buck (Peru)	\$ 2,825
Collins (East Central Africa)	\$ 2,825
Fujii (Thailand))	\$ 2,825
GA Extra Commitment	
Getsemani Church	\$ 2,500
Non-PCUSA Global	
Harrar (Wycliffe Bible Translators)	\$ 2,700
Snyder- Intl. Health Services	\$ 1,700
Subtotal Global Service & Outreach	\$ 42,918

Projects	
Youth Mission Trips	\$ 3,500
Adult Mission Trips	\$ 500
Subtotal Projects	\$ 4,000