

*The*  
*Presbyterian Church*  
*of Mount Kisco*



2012 Annual Report

January 27, 2013



THE PRESBYTERIAN CHURCH OF MOUNT KISCO  
ANNUAL REPORT  
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**ANNUAL MEETING OF MEMBERS  
PRESBYTERIAN CHURCH OF MOUNT KISCO**

**January 27, 2013  
AGENDA**

**OPENING PRAYER**

**REVIEW OF THE MINUTES OF THE CONGREGATIONAL MEETINGS**

**ELECTION OF ELDERS, DEACONS, TRUSTEES AND NOMINATING COMMITTEE AT LARGE**

**RECOGNITION OF RETIRING ELDERS, DEACONS, TRUSTEES AND NOMINATING  
COMMITTEE MEMBERS**

**REVIEW OF REPORTS**

- 2012 Financial Report
- 2013 Budget

**APPROVAL OF THE PASTOR'S TERMS OF CALL FOR 2013**

**ADJOURNMENT WITH PRAYER**

**PRESBYTERIAN CHURCH OF MOUNT KISCO  
ANNUAL MEETING OF THE CONGREGATION  
January 29, 2012**

MSA - Motion made, seconded and approved

Prior to the meeting, the Annual Report for 2011 was distributed.

The Rev. Jack Lohr, Moderator, convened the meeting. A **MOTION** was made to call the meeting to order at 11:35 AM in the church sanctuary. **MSA.**

Moderator Lohr opened the meeting with prayer.

Announcement of a quorum – at least 10% of active membership (30).

A **MOTION** was made that the ecclesiastical and corporate meetings be held concurrently. **MSA.**

Moderator Lohr pointed out that the congregational minutes of January 30, 2011 and February 27, 2011, included in the Annual Report were previously approved by Session and attested to by the Clerk of Session, Sue Godshall.

A **MOTION** was made to approve the agenda as submitted. **MSA.**

The Moderator invited Deacon Linda Lewis of the Nominating Committee, to bring forward a slate of officers. Deacon Lewis presented the report of the Nominating Committee:

- 1) The Nominating Committee recommends that the congregation elect the following persons to the Session for a three-year term ending in January 2015:

Janet Duggan  
Joel Emery  
Vicki Fuqua  
Don Hopper  
Coz Procopis

- 2) The Nominating Committee recommends that the congregation elect the following persons to the Board of Trustees for a three-year term ending in January 2015:

Bert Fuqua  
John Hubbe  
Don Lucas  
Karl Milde  
Jim Moore

- 3) The Nominating Committee recommends that the congregation elect the following persons to the Board of Deacons for a three-year term ending in January 2014:

Anne Carpenter  
Kelly Marlow  
Nancy Osborne

And Karen McFeely to serve one year of an unexpired term ending in 2013  
And Laura Griffee to serve a one year term through 2013.

- 4) The Nominating Committee recommends that the congregation elect the following persons to the Nominating Committee for 2012:

Steve Bauer  
Sue Brancati  
Robert Hooley  
Linda Lewis  
Manton Martin  
Tanis Moore  
Ken Murakami

The committee will also welcome two representatives each from Trustees, Deacons, and Session who will be assigned later. The Nominating Committee will be chaired by a representative from Session.

No further nominations were offered from the floor. A **MOTION** was made and **APPROVED** to close the nominations and to cast a unanimous ballot for those nominated.

Moderator Lohr acknowledged the work of the Nominating Committee and thanked the outgoing committee.

Moderator Lohr acknowledged the retiring Elders, Deacons, and Trustees.

Moderator Lohr asked Trustee John Hubbe, Treasurer, and Trustee Ed Brancati to come forward to present the 2011 Financial Report and 2012 Budget. For a point of clarification, the congregation does not approve the budget. It is normally approved by the Session prior to the Annual Congregational Meeting.

Treasurer Hubbe presented the 2011 financials and tentative 2012 budget and took questions for clarification of information only. The Session will meet in the coming week to **APPROVE** the budget.

Since the Interim Pastor's contract is with Session, the congregation does not vote on compensation. Rev. Lohr and his wife left the room while Elder Rosemarie Gift, Chair of the Personnel Committee, moderated the meeting. She encouraged members to express their thoughts on "how Jack has been doing" and pointed out that this will be his final Annual Meeting with us before a new pastor is called. Rev. Lohr returned to moderate the meeting.

With a **MOTION** to adjourn at 11:45 PM, **MSA**, the meeting was adjourned with a prayer from Rev. Lohr and the singing of Natalie Sleeth's "Blessing."

Respectfully submitted,

Sue Godshall  
Clerk of Session

## REPORT OF THE PASTOR FOR 2012

One of the joys of living here in Mount Kisco is home delivery of the NY Times. I'm old fashioned enough that I still like getting the paper edition. One section of the Times that will never go to the recycle bin was "The Year in Pictures" in the December 30<sup>th</sup> edition of the "Sunday Review" section. That section captured the events of 2012 in NY and around the world in a way words could not, and I loved the behind-the-scenes pictures best. For example, rather than show Eli Manning holding the Vince Lombardi trophy, there was a picture of a child at the Super Bowl celebration parade last February. He was on his dad's shoulders looking up at all the ticker tape coming down (go 49ers this year!).

As I sit down to write my first annual report I am thinking of the highlights of the seven months of 2012 I was your pastor. Many of those events were captured in pictures which have been posted on our website, on my blog, or in our quarterly newsletter. I'm thinking of events like the rummage sale, the church picnic, joyful worship services, the Fall Family Festival, Trunk or Treat, the mission trip to Haiti, Terry's organ concert, the Christmas pageant and Christmas Eve services.

These memories are on the highlight reel, but there were many more good things going on behind the scenes. Like the photographer in the NY Times, I want to give you a little different perspective on the good things that are happening at our church.

First I want you to know what a great staff team we have here at PCMK. Worship planning with Terry Flanagan is not only professionally fulfilling—it is downright fun. I look forward to our weekly meetings. Sarah Lucas has become a friend and theological colleague as well as a trusted youth leader. Stephanie Boorman is a very competent office manager and she (almost) always greets me in the morning with a cheerful "Howdy, Doody." Linda Mones has a way of making even financial matters pleasant to discuss. We have had to say goodbye to three members of the staff team: Shina Abraham, Tim Moroch and Abi Gray. But we have welcomed onto the team, John Whalen (weekday facilities manager) and Elisabeth Southorn (children's choir director). Donald Wright is very helpful as weekend facilities manager and our nursery team of Alma Gooden-Stephens and Debi Giner make parents feel confident that their children are well cared for each Sunday.

PCMK has also been blessed with some key members of the staff team who have been able to work without receiving a salary. Lynn Lucas and Angie Kung have built a fabulous children's Christian education program that continues to draw young families. The Rev. Charles Barton as parish associate has been a valued colleague and mentor in ministry. Behind the scenes he gives very competent leadership to deacons and stewardship; and has assisted in worship leadership, pastoral care and confirmation. In addition we have a dedicated team of office volunteers who answer phones, prepare mailings and provide help as needed. Often they are able to join us for our weekly potluck lunch on Wednesdays with little Terence Flanagan at the head of the table.

Another key to our success is the excellent way in which our session, deacons and trustees conduct their ministries. I have thoroughly enjoyed working with this session. I can honestly say there has not been a moment of tension or conflict among us. We have had moments of honest discussion, but never has it been anything but a grace-filled conversation. The deacons carry on some amazing ministries of compassion and hospitality and are planning excellent workshops for 2013. The trustees manage our resources and facilities with diligence and creativity. I could not ask for a better leadership team.

There are many other things I do as your pastor that will never be caught on film, and I thoroughly enjoy every one of them. I visit members in the hospital and nursing homes; I read commentaries, journals, and, yes, newspapers for sermon preparation; I meet church leaders and staff for coffee (or other appropriate beverages) to discuss ministry and life; I attend meetings of the Presbytery of Hudson River and its Committee on Ministry; and I serve on the Chaplain's Committee at Northern Westchester Hospital.

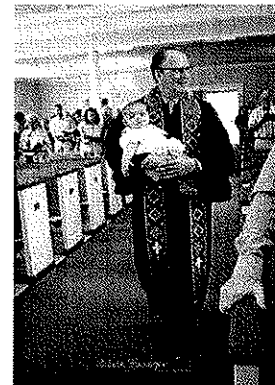
One pastoral duty that certainly does make it into pictures is the baptism of a baby. I have been blessed to have had three such memorable moments in seven months. I have also performed one wedding and one funeral since becoming your pastor.

Every day I begin my work by turning on the computer at my desk to check emails and turn on some music on Pandora (usually Mozart or Norah Jones). Each time the computer wakes up I smile because my screen saver picture is one of Elisabeth at Gedney Park where we held our annual worship in the park and church picnic last June. She has a sun hat on and is smiling at the sheer beauty of the day. It was our first worship service with you and it was a fun-filled day with lots of children, families and good food. It was also a day filled with joy and optimism, but I can honestly say I feel even more hopeful about our future together now than I did then. Back then I hoped and trusted that PCMK was a gifted church community that was ready to move forward together in faith; now I know that to be true because of these last seven months together.

But you don't need to take my word for it. Please take the time to read all the reports in this packet. You will read about balanced budgets, new members, and ministries that you see every Sunday, as well as those that are behind the scenes. I've read most of them already and they are very encouraging indeed. So, along with the NY Times of December 30, 2012; I'm going to keep the 2012 annual report of PCMK for a long time. It too is filled with highlights and memories I don't want to forget.

As I look forward to 2013, I can only imagine what 'this year in pictures' will look like in December. Have your camera ready and I'll see you in church!

  
Pastor Dale





## REPORT OF PARISH ASSOCIATE THE REV. CHARLES R. BARTON

As the Parish Associate here at the Presbyterian Church of Mount Kisco, I serve at the invitation of our Pastor, the Rev. Dr. Dale Southorn, with the Session's approval. Hence, I am accountable to both Dale and the Session. While there is no job description and no salary for this position, my primary responsibility is to assist Dale when asked. This position affords me both the opportunity and the privilege to continue to be a partner in ministry with my PCMK brothers and sisters and to share the gifts God entrusted to me during 41 years of active ministry as a Pastor in the Presbyterian Church (U.S.A.).

During 2012, my functions have included: serving as Worship Liturgist; assisting in serving the Lord's Supper; preaching occasionally; providing Pastoral Care in Dale's absence; staffing both the Stewardship Team and the Board of Deacons; and on several occasions assisting our Sunday School Staff. During this coming year I will be part of the Confirmation Class leadership team. While it is not connected with my Parish Associate responsibilities, I serve as a Special Counsel to the Fellowship Hall Board of Directors.

Ruth and I are both blessed beyond our wildest imaginings to be part of the PCMK family.

Charles R. Barton

## Director of Music Annual Report 2012

This past year has been a very busy one with much change – expected and unexpected. The Worship and Arts Committee’s Annual Report lists specific events related to music this past year, so I will not re-list events but refer you to their report. For me, the key to these events is the practice and preparation beforehand, so, along those lines, I wish to first thank all of our volunteers who ensure the success of our music program. Much time and talent are given and I remain indebted to each and every one who plays a role in making every Worship Service and event happen. In addition, Allison Brancati, Anne Carpenter and Lisa Flanagan offer beautiful solos; Nelva TeBrake plays the violin and Gerard Carelli plays the trombone and supplies us with brass whenever we are in need.

Last year we saw the departure of Rev. Jack Lohr and the arrival of Pastor Dale Southorn and his wife Elisabeth. Dale and I needed to take time to get to know each other. Having worked with Dale for some months now, I am pleased to say that, from my standpoint, it is wonderful to have both Dale and Elisabeth with us. Another transition occurred with the unexpected departure of Abi Gray last fall. Fortunately, we were able to maintain the continuity of the new schedule for children’s music which had been talked about and planned for over the summer months. Elisabeth Southorn was instrumental in this transition by offering to work with our children to share her love and knowledge of the voice. She has also shared her vocal and instrumental talents with us during Worship. We are fortunate to have her in our midst! In addition, I wish to thank all of our bell ringers for their patience and commitment during this change. I could not and can not do this without each and every one of you!

Another big project for me was my first solo recording. The work began over last summer with practicing and preparation. Along those lines our “Water Organ” had to be in “tip-top” shape, with tuning and small adjustments. The timing of the project needed to be when outdoor and indoor temperatures were similar so that the use of our heating/cooling system was not needed, thus alleviating background noise. CD jacket design and program notes were prepared as well.

Last year I mentioned a project that had begun with our choral library and would like to offer a brief update. New filing cabinets were purchased this past year to replace the old ones. We now have room to grow, and, in addition, anthem folders continue to be replaced, anthems stamped and the texts entered into a database. This work should be completed this year. Work has now begun in the closet that houses our larger choral works. This work was interrupted slightly with the removing of items from and cleaning of the bell closets as the space was not being adequately used. In this process, it was discovered that one of our bell cases was badly damaged and so it was immediately replaced. One of the bell cabinets was labeled to help with the return of items and the other will be labeled as well. I wish to thank Maxine Gaddis for her enormous help behind-the-scenes with the libraries as well as proofreading and a host of other items too numerous to list here.

I find myself very busy these days at PCMK with my added responsibilities, but will offer what a pleasure it is as well as an honor to work at this church. I truly feel at home and look forward to each event, rehearsal, conversation or whatever I find myself occupied with. I am looking to the future with excitement and can not wait to see what is in store for us at PCMK!

Respectfully submitted,  
Terence J. Flanagan

**PRESBYTERIAN CHURCH OF MOUNT KISCO**

**2012 STATISTICS SUMMARY**

<b>Baptisms</b>	<b>6</b>
<b>Total 2011 Membership</b>	<b>257</b>
<b>New Member Class</b>	<b>22</b>
<b>Transfer Out</b>	<b>6</b>
<b>Removed from Rolls</b>	<b>7</b>
<b>Deaths</b>	<b>0</b>
<b>TOTAL 2012 ACTIVE MEMBERSHIP</b>	<b>266</b>

**NEW MEMBERS**

<b>February 2012</b>	<b>Vanessa O'Dea and Milania Van Cott</b>
<b>May 2012 Confirmation Class</b>	<b>Katie Alexander Isaac Bauer Bailey Foard Graham Blair Theo Coutsouros Lindsay Emery Jenna Kelly Juliet Kraus Alexa LaPierre Dylan Tai</b>
<b>June 2012</b>	<b>Becky, Merwin and Phoebe Foard</b>
<b>August 2012</b>	<b>Paul and Jessie Mignone Dr. Raymond Mutter</b>
<b>October 2012</b>	<b>Terry and Lisa Flanagan Diane Greble Shina Abraham</b>

## Report of Nominating Committee 2013

The Nominating Committee worked hard in 2012 and in January 2013. In December 2012, the Committee began working in earnest to replace the retiring 2013 class of Elders, Deacons and Trustees. An unexpired term for Deacons also needed to be filled.

The Nominating Committee recommends the following slate of officers for a three year term ending in February 2016 (except as noted otherwise):

### Elders for the class of 2016

Lami Adebayo  
Andy Bacon  
Cynthia Coutsouros  
Nancy Osborne  
Ron Pence

### Deacons for the class of 2016

Tom Britton  
Lisa Kitterman-Cohen  
Joan Durfee (to complete a one year term through 2014)  
Cheryl Milde  
Steve Griffee (to complete an unexpired term through 2015)  
Walter Schreiner  
Akin Adebayo  
Alexandra Kung

### Trustees for the class of 2016

Patti Jay  
Burn Lewis  
Rob Marlow  
Ken Murakami  
Rebecca Wassem

Members of the 2012-2013 Nominating Committee:

Many thanks to: Andy Bacon, Sue Brancati, Steve Bauer, Tim Byrne, Anne Carpenter, Robert Hooley, Linda Lewis, Ken Murakami, Tanis Moore, Manton Martin, and Chris Dalrymple (chair).

The committee nominates the following candidates for the 2013-14 Nominating Committee:

Proposed members from the congregation are Sue Brancati, Rudy Bauer, Chris Dalrymple, Robert Hooley, Tanis Moore, Lisa Murakami and Manton Martin. The committee will also welcome two representatives each from Trustees, Deacons and Session who will be assigned later. The Nominating Committee will be chaired by a representative from Session.

Respectfully submitted,

Chris Dalrymple

Chair, Nominating Committee 2012

**The Presbyterian Church of Mount Kisco  
2013 Operating Budget**

(\$ in thousands)	2012 Budget	2012 Actual	2013 Budget
<b>Income:</b>			
Pledges	\$404	\$402	\$410
Non Pledged Contributions	35	45	35
Bequests	25	152	35
Rent	101	102	109
Worship and Arts (musical events and flowers)	12	5	3
Fundraisers	28	36	28 *
Mission Fund	15	15	18
Loose plate, Interest and Other	5	9	5
<b>Total Income</b>	<b><u>625</u></b>	<b><u>766</u></b>	<b><u>642</u></b>
<b>Expenses:</b>			
<u>Ministerial Staff</u>	126	113	113
<u>Programs Staff</u>			
Director of Music, Bells & Jr. Choir, Christian Education	51	51	71
Director (new), Youth Director			
<u>Support Staff</u>			
Financial Administrator, Secretary, Custodial, Nusery and Security	<u>142</u>	<u>142</u>	<u>148</u>
<i>Total Wages for Ministerial, Programs &amp; Support Staff</i>	<u>319</u>	<u>306</u>	<u>331</u>
<u>Programs &amp; Giving</u>			
<u>Worship &amp; Arts</u>			
Choral Soloists & Guest Musicians	11	8	4
Supplies & Flowers	5	6	7
Instrument Tuning & Maintenance	6	6	7
<i>Total Worship &amp; the Arts</i>	<u>22</u>	<u>20</u>	<u>18</u>
<u>Social Justice</u>	<u>56</u>	<u>62</u>	<u>60 *</u>
<u>Christian Education</u>			
Curriculum	2	2	2
Special Events & Other	5	2	4
<i>Total Christian Education</i>	<u>7</u>	<u>4</u>	<u>6</u>
<u>Other Programs</u>			
Membership & Communication	2	2	3
Deacons	2	2	2
Stewardship	2	2	3
Personnel	1	1	1
Other (Pastoral Hosted Events and Fall Festival)	0	0	3
<i>Total Other Programs</i>	<u>7</u>	<u>7</u>	<u>11</u>
<u>Church &amp; Manse</u>			
Mortgage and Term Loan	46	46	48
Utilities	55	44	56
Maintenance (Church)	45	48	45
Insurance	16	20	16
Maintenance (Manse)	10	14	11
<i>Total Church &amp; Manse</i>	<u>172</u>	<u>172</u>	<u>175</u>
<u>General &amp; Administration</u>			
Office	22	20	27
Presbytery Assessment	9	9	8
Pastor Search	10	22	0
Audit	0	0	0
<i>Total General &amp; Administration</i>	<u>41</u>	<u>51</u>	<u>35</u>
<b>Total Expenses</b>	<b><u>624</u></b>	<b><u>622</u></b>	<b><u>637</u></b>
<b>Surplus/(Deficit)</b>	<b><u>1</u></b>	<b><u>144</u></b>	<b><u>5</u></b>

\* includes \$26 for Womens Association in 2012 and 2013 budget and 2012 actual column

**The Presbyterian Church of Mount Kisco  
Cash, Investments and Debt**

(\$ in thousands)	<u>12/31/2011</u>	<u>12/31/2012</u>
<b>Reserves:</b>		
Church Preservation (ML)	\$80	\$229
Mortgage Reserve (HV)	<u>46</u>	<u>46</u>
<b>Total Reserves</b>	<u>\$126</u>	<u>\$275</u>
<b>Program Giving</b>		
<u><b>Mission:</b></u>		
Mission Fund - Cash (HV)	\$0	\$0
Mission Fund - Investments (ML)	<u>515</u>	<u>547</u>
<b>Total Mission Fund</b>	<u>\$515</u>	<u>\$547</u> <sup>1</sup>
<u><b>Memorial &amp; Endowment:</b></u>		
Money Market (HV)	<u>118</u>	<u>118</u> <sup>2</sup>
<u><b>Womens Association:</b></u>		
Operating (HV)	<u>\$12</u>	<u>\$15</u>
<b>Total Program Giving</b>	<u>\$645</u>	<u>\$680</u>
<b>Operating:</b>		
Operating (HV)	\$45	\$59
Payroll (HV)	<u>5</u>	<u>22</u>
<b>Total Operating</b>	<u>\$50</u>	<u>\$81</u>
<b>Other:</b>		
Money Market - Restricted (HV)	\$11	\$24
Money Market - Pastor Discretionary (HV)	<u>2</u>	<u>1</u>
<b>Total Other</b>	<u>\$13</u>	<u>\$25</u>
<b>Total Cash &amp; Investments</b>	<u><b>\$834</b></u>	<u><b>\$1,061</b></u>
<b>Long Term Liabilities:</b>		
Balloon Mortgage-5yr fixed 5.9%, due Jan 2022, Pymt \$3,975 Inception 1/31/2012, Option to Extend 5 years, \$600k	\$0	\$590
Balloon Mortgage 7.7%, due July 2011, Pymt \$3,600 Inception 5/17/1996, \$725k	394	0
Term Loan (Organ) 7.0%, due July 2018, Pymt \$2,916 Inception 7/25/2008, \$250k	<u>206</u>	<u>0</u>
<b>Total Long Term Liabilities</b>	<u><b>\$600</b></u>	<u><b>\$590</b></u>

**Footnotes:**

- 1 On September 30, 2012 the Mission Fund accounts were valued at \$540 (\$555 less \$15 for 2012). \$40 is available for 2013  
On September 30, 2011 the Mission Fund accounts (net unspent 2011 amounts) were valued at \$480.  
No additional amounts were applied to Social Justice in 2012 but \$15 was carried forward from 2011
- 2 Interest Income from this fund earned in 2012 will be used as income in the Church's 2012 operating budget.

## **ANNUAL REPORT OF TRUSTEES FOR 2012**

Your Trustees were very active in 2012 working to insure the continued financial viability of the Church, supporting programs and mission while maintaining our superb facility.

### **Facilities Use**

Income derived from the use of the Church is a significant responsibility of Trustees and falls to the Facilities Use Committee ably led by Jim Moore and Lit Anderson and includes Bert Fuqua and Session representative Ian Bradie. Stephanie Boorman provides daily coordination and liaison to all tenant groups.

The Committee actively engaged all tenants during the fall of 2012 to address common concerns and strengthen our relationships. The Committee strives to meet the competing goals of maximizing rental income while providing rates that enable our tenants to flourish and accomplish their mission, which are in synch with our mission at PCMK.

Jim and Lit led the charge to more formally track space usage of key tenants to ensure our rental agreements are fairly adhered to by all. PCMK and its key tenants are well served by clarification of usage terms. We also continue to monitor our insurance documentation to better protect our interest and our facility.

Currently we have nine agreements with tenants, three of which provide the bulk of rental income. Additionally we offer the facility on a "one off" basis to church members (at reduced rates) as well as various outside groups, typically for music concerts, which provide a very modest income.



We believe we have enhanced our rental agreements with two of our major tenants, Mt. Zion Apostolic Church and Jennie's School, and are working closely with our ecumenical friends of the Islamic School to improve our communication and revenue. Mt. Zion has agreed to a substantial increase in the basic monthly rental fee, which encompasses Sunday worship and activities. Mt. Zion is also a revenue generator of one time facility usage, but these can fluctuate annually.

We extend very modest rental rates to small groups providing meaningful social services, such as AA, Al-anon, Tree House (family bereavement counseling) as well as after school enrichment programs for small children by Pee Wee Picassos and older kids by Bits and Bytes, a computer based learning environment operated by our own Vivian Tai.

Rental income is projected to increase to \$109,000 for 2013 or about 17% of PCMK's operating budget.

### **Facilities Maintenance**

A core responsibility of Trustees is to provide a welcoming setting for all programs and mission while also supporting the needs of renters. Tenants have praised the care and maintenance we provide to the space they utilize and it certainly is a factor in our ability to attract organizations. Leading the Trustees in this effort are Dave Dobson and Rob Marlow. Unfortunately Dave's tenure with Trustees is ending. His hard work and commitment are immeasurable and the loss of his leadership and excellence will be a challenge for the future.

Our hardworking Facilities Managers Donald Wright and John Whalen daily contributions cannot be overestimated. It is easy to take for granted the appearance of our fabulous facility, but much work is required to make it so, and new challenges seem to abound. Recently our long serving Facility Manager Tim Moroch left our service to pursue other life interests. He will be sorely missed as his dedication, standards and work habits were reflected throughout the Church.

The following reflects significant maintenance activities for the year.

- Exterior painting of the church continued on schedule. Approximately 1/3 of the exterior painted surfaces were completed including doors, window frames, moldings and other trim.
- In an attempt to extend the life of all facility roof gutters they were cleaned and coated with a rubber sealant.
- Damaged (rotted) exterior paneling along the back entry parapet was replaced along with the ceiling over the lower back double doorway.
- Repairs were made to the sloped roof over the sanctuary. This roof was replaced in 2006. The leaks were caused by the plywood subsurface separating in two areas. The warranty did not cover this repair.
- Significant tree work was accomplished throughout the playground area, the manse and church grounds.
- Leaks in the sanctuary were discovered late in the year near the water organ. On the last weekend of the year a new rubber roof was installed in the steeple enclosure. Final finishing details will occur later this year.
- Motion light switches were installed in all bathrooms and several supply rooms to help control utility costs.
- Volunteers installed a drywall ceiling in the basement of the Manse.
- Volunteers also repaired/reset the bluestone walk at the Manse.
- Terry Flanagan has graciously led grounds care and beautification efforts. Many hours of his free time and hard work have made a noticeable difference.

A number of future repair and maintenance issues have been identified.

- The original sloped shingled roof over the west wing will be replaced this spring. An RFP was issued and a contractor has been selected at an anticipated cost of between \$17,000 and \$19,000.
- A volunteer project in the spring will help turn the dead space over the Akin room into a much needed 500+ square foot storage area.
- We are exploring new locking mechanisms and access systems for all doors to provide enhanced security and safety.
- The block wall around the outside of the Great Hall needs repair/resetting and the stone walkway needs the same.

- The macadam drive to the manse needs resurfacing.
- A number of sidewalks need repair or replacement.
- We continue to experience leaks in the big berth closet caused by heavy rains and improperly sloped/drained concrete parapet as well as other drainage issues during heavy rains with the volume of water coming off the hillside by the manse and running through Church grounds.

## 2012 Budget Review

For the year ending 2012, the Presbyterian Church of Mount Kisco had a surplus of approximately \$144,000. This was primarily the result of a bequest of \$150,000 which was received in December. We had anticipated a bequest of \$25,000 however that bequest has been held up pending the sale of certain estate assets. The bequest we did receive has been used to replenish the Church Preservation Fund which had been seriously depleted over the prior lean years. The Church Preservation Fund now stands at \$229,000.

The bequests received come from Kimberly Ann Pissara and Sandra Kroder and we have much to be thankful for those gifts.

During 2012 our mortgage and term loan were refinanced. Instead of paying a rate of 7.7% and 7% respectively, the loans were combined at a new rate of 5.9%. As a result of the refinance we received back certain loan costs that were paid in 2011. We have also received almost \$19,000 in 2013 pledges which are the main reasons our operating cash increased from \$50,000 to \$81,000.

Other factors impacting the budget included higher than anticipated non-pledge contributions, reductions in ministerial salary as the effects of reversing our prior payroll error are realized, and a very mild winter in 2012 that reduced utility expenses well below the operating budget. Offsetting these amounts were higher maintenance costs on the Church and Manse as well as increased costs associated with the Pastor search and relocation costs.

The Mission Fund had very favorable returns in 2012. We had \$47,000 in appreciation in the value of our mutual fund holdings. These gains will be used to fund social justice giving in future years which will be made at the discretion of the social justice committee and Session.

#### 2013 Budget Items and Assumptions

We are currently projecting a budget surplus of \$5,000 for 2013. This surplus reflects the impact of our refinanced mortgage and bequests of \$35,000. Included in the 2013 budget are long overdue improvements to office equipment (computers) and we have assumed that the very mild weather in 2012 will not be repeated.



# 2012 Annual Report

CCE year runs September to June while the church calendar year encompasses January to December

*Tim Byrne, Chair*

Nursery		Preschool		Elementary School					Middle School				High School			
1's	2's	3's	4's	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>
1	2	4	7	2	8	6	6	9	10	8	5	5	12	2	5	2
Nursery - 3		Sunday School - 70										HS Youth -21				
Registered – Children’s Christian Education - 94																



Curriculum is led by volunteer teachers from after children’s time until 11:00

- We have 19 teams of teachers this year of which 9 of them are new pairings. We have 10 high schoolers signed up to teach or assistant teach
- This year (2012-13) we included children aged 3 and 4 into our Sunday School program (instead of remaining in Nursery). This resulted in many weeks where the nursery staff oversaw no children
- We lost 3 families (6 children) and added 7 new families (14 children) to our program.
- Christmas Pageant was brand new this year. Denise Schutz oversaw the new production. We had a record number of children participating (57). The Christmas pageant continues to be a main draw for the program.



Music has been moved to after worship time (11:15 – 11:45).

- Children’s Worship Choir (1<sup>st</sup> – 4<sup>th</sup> grades) is now led by Elisabeth Southorn instead of Terry Flanagan. Average of 8 participants.
- Youth Bell Choir (5<sup>th</sup> grade and up) is now led by Terry Flanagan. Average of 12 participants.
- Both groups performed approximately 6 times this year, including important church dates
- Eight of our youth participated in the Hudson Valley Young Ringer’s Festival hosted by PCMK.

### Children's Missions



- ESP – January, February & December – families donated the toiletry kits; youth groups made cookies; youth volunteered on the evenings to help
- Midnight Run – March and October – families contributed food items and the children made sandwiches and packed lunch bags
- One Small House – February and September/October – children made “tools” for donor names and donated money towards “blocks for Haiti Campaign”
- Mt. Kisco Interfaith Food Pantry – Souper Bowl of Caring Fundraiser (\$360 raised); Youth volunteered to prepack bags for Thanksgiving (2 youth) and Christmas (4 youth) distribution
- Lent – Living Water International’s ‘ H<sub>2</sub>O Challenge (\$602 raised), collection of gently used books for an elementary school (8 boxes), and One Great Hour of Sharing (\$68.82 raised)
- Advent Conspiracy – giving gift cards for Presbyterian Disaster Assistance & Living Water International

### CONFIRMATION CLASS

Jack Lohr confirmed ten 8<sup>th</sup> grade students in May of 2012 and Dale Southorn will confirm 10 students in a combined class of 7<sup>th</sup> and 8<sup>th</sup> graders this coming May.

- In addition to their confirmation classes, they also had to read scripture from the pulpit and cycle through the deacon duties of communion helper, usher/offertory, ministry taper, and coffee hour helper. The 2012 confirmands also went on a retreat.
- The 2012 confirmands led worship on the combined Youth/Confirmation Sunday.
- From September to December, the 2013 confirmation class has been reading scripture and performing Deacon duties.
- The 2013 confirmands will have mentors.

## YOUTH MINISTRY

This is Sarah Lucas and Shina Abraham's third year as youth leaders. At the end of December, Shina relocated to Florida for job opportunities so parents will now need to step up to be the 2<sup>nd</sup> adult helper for the class

- Middle School – meetings every week (11:45-1:00) – 23 registered – average 12
- High School – meetings twice a month (after children's time – 11:00) – 21 registered – average 6
- Outings included hiking at Teatown Lake Reservation, the annual bike ride on the North Country Trailways, and bonfire at the Lucas'
- Sarah and Shina were part of the group that traveled down to Haiti to assist Haitian rebuild after the devastation left by the Hurricane.



Developed and distributed Lenten and Advent devotional materials to 50 families. Family devotions bring the family together before God and also help children in their own devotional life and spiritual journey. This is also used to reconnect with families whose PCMK attendance has lapsed!



We are blessed to have Roe Gift facilitate a Darkness to Light training in November. There were 7 participants.



Communication is the cornerstone to the success of the Children's Christian Education program.

Parents and teachers are sent via e-mail a monthly 4 page newsletter, a weekly 1 page "happenings", event flyers and pertinent paperwork (calendar, registration forms, etc.) This year a CCE brochure summarizing all aspects of the program was created. All materials are available on the PCMK website. Lynn Lucas attends the weekly staff meetings and Angie Kung serves as a liaison between CCE and other PCMK committees.

Angie, the paparazzi, documented the year in pictures, including chronicling the confirmation process (especially the confirmands as their go about their Deacon duties). A children/youth picture directory was created to assist Pastor Dale Southorn with pairing names to faces.

Since the curriculum (Whole People of God) is on-line, teachers have access to a plethora of materials to engage the students!



Themed nights for families to get together for food, fun and fellowship

- Game Night – February – cancelled
- Reading/PJ Night – March – 16 participants
- Bowling – April – 42 participants
- Halloween – October – 70 participants
- Advent – December – 27 participants



We helped the Stewardship committee identify families with young children and 90 commitment cards were sent.

Twenty-one children returned their commitment cards with many requesting offertory envelopes.

## Special Events

Special events & activities the children/youth/families participated in this year included:

- March – Communion training for all students by Rev. Charles Barton (2 sessions)
- April – Easter egg hunt (filled and hid 28 dozen eggs with candy)
- May – Youth & Confirmation & Teacher Recognition & Farewell to Jack Sunday
- June – Organized games at the end of year worship in the park
- September – Inaugural Fall Family Festival
- October – World Communion Sunday
- December – Christmas Eve luminaries

Our children/youth participated in welcoming Pastor Dale & Elisabeth Southorn and saying farewell to Pastor Jack & Janice Lohr (memory book, bouquet of "flowers" & wreath)



Lynn Lucas and Angie Kung, after 11 years and 10 years respectively, will be resigning in June of 2013 as volunteer overseers of the

children's Christian education program.

- There will be a line item in the budget to hire a part time Christian Educator.
- Once the budget is approved, a committee will be formed to select the part time Christian Educator. Tim Byrne will chair this committee.
- The Christian Educator job description has already been created.

# Social Justice Committee

Louise Crawford and Paula Wiles Sigmon - Co-Chairs

*In 2012, the PCMK congregation was actively involved in social justice endeavors related to hunger and homelessness, in ministry to prison inmates, and in support of justice for LGBT persons. The Social Justice Committee conducted fund raising for one key housing mission. In addition, income from the PCMK Mission Fund made it possible for the church to support mission activities beyond those that could be supported by pledges.*

## Emergency Shelter Partnership

As in recent years, PCMK participated in the Emergency Shelter Partnership as a host congregation in 2012, offering a safe, warm place to stay as well as a hot evening meal, a brunch bag, and a friendly welcome to homeless guests from the community. We hosted from 12 to 19 guests per night for one week in January, one week in February and another week in December.

Dozens of adult PCMK members plus most of the Sunday School students participated in some way—by decorating the upstairs conference room as a dining area, by preparing toiletry kits for the guests; by making sandwiches, boiling eggs and providing other ingredients for brunch bags; by preparing and serving hearty evening

meals, and by sleeping over in the church as official PCMK overnight host.

In addition, we welcomed the collaboration of Mount Zion Apostolic Church, whose members prepared the meals and welcomed the guests for two nights each week. And in 2012 for the first time, representatives from the Islamic School that meets in our building also participated, preparing a meal for the guests in December.

Co-chairs for 2012 were Karen McFeely and Paula Wiles Sigmon, and Angie Kung organized the youth efforts in support of the mission. In addition to the youth and their families, more than 50 adult PCMK members volunteered their time to support our homeless guests.

In 2012, the Emergency Shelter Partnership organized as a 501(c)3 organization, and Paula Wiles Sigmon was appointed to represent PCMK on the Board.

PCMK also provided financial support to the ESP organization, to help fund the paid staff and the transportation costs associated with the program.



**Youth creating toiletry kits for families to purchase for our ESP guests**

## Mt. Kisco Interfaith Food Pantry

The year 2012 was a year of growth for the Mount Kisco Interfaith Food Pantry. The Pantry served 20,480 people: 12,692 adults, 6,494 children, and 1,294 seniors. Not only were Pantry client numbers up from 2011, when a total of 18,548 people were served, but also there was a significant rise in seniors (up from 915 the previous year), reflecting the success of the outreach and home delivery program.

MKIFP is the only area pantry that offers weekly distributions, offering the typical family of four enough groceries for three days worth of complete meals. Over the year, the Pantry continued to focus on two initiatives: reaching out to seniors, and encouraging nutritious choices for all clients. Last year, the Pantry further expanded its offering of fresh produce by partnering with Hilltop Hanover Farm.

Looking ahead, short-term goals of the Pantry include an effort to better address the needs of a diverse community. This means not only continuing to increase the numbers of seniors served, but also broadening direct outreach to

disabled persons. Longer-term goals are to meet the growing demand for food, while providing the same quantity and quality of groceries to each person and household that comes for assistance. Further, the Pantry hopes to expand food offerings and services to better meet the needs of those who are homeless or living in SROs without benefit of cooking facilities.

PCMK is a vital member of the interfaith coalition that runs the Pantry. Both the Social Justice Committee and the Women's Association provide annual financial support. In addition, many members of our church are individual donors to the Pantry. The church also supports the Pantry with countless volunteer hours.

Sue Godshall, Kate Lombardi and Jim Durfee represent PCMK on the Pantry Board, with Kate serving on the Executive Committee. Church volunteers, including Ed and Sue Brancati, Cynthia Coutsouros, Joanne and Dave Dobson, Lynn Donnavan, Joan Durfee, Joan Finch, Steve Griffiee, Angie Kung, Linda Lewis, Sue Lubin, and Hugh Sigmon, also regularly help out at distributions. Many

younger members support the Pantry in different ways, helping to raise money through efforts like Souper Bowl Sunday and special food drives, and through individual initiatives.

## CROP Walk For Hunger

In October, under the leadership of Cynthia Coutsouros, PCMK participated in the annual CROP Hunger Walk. About 30 church families contributed \$1,950 for the benefit of Communities Responding to Overcome Poverty, the community hunger appeal of Church World Service. In addition, seven people walked during the actual event at Pound Ridge Reservation.



**Our team of CROP walkers**

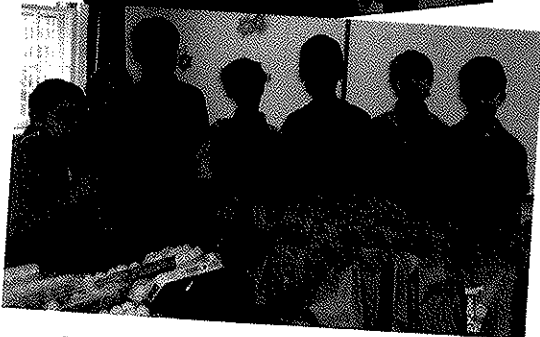
## Midnight Run

Continuing a tradition of over 25 years, PCMK participated in the Midnight Run, serving the homeless and hungry of Manhattan, on the third Tuesday of every month except for August. In 2012, the trend toward increasing concentration continued, so that we served the same number of people (about 80+ per night) but at fewer, more crowded locations, as fewer churches and parks allowed overnight stays for the homeless.

In addition to clothing, toiletries and food, the Midnight Run offered this highly challenged population something even more valuable—personal connection and conversation with the volunteers.

The effort has long been led by the dedicated efforts of Rob and Beth Zelony. PCMK volunteers went on the run and helped pack for the run during the course of the year. Love Wootten organized another team of cooks, who prepared the soup, pasta salad and hard-boiled eggs, and PCMK youth baked cookies and prepared lunch bags. PCMK member efforts were also supplemented by the efforts of individuals beyond the church who are dedicated to this mission.

Midnight Run volunteers in 2012 included Karen McFeeley, Gerard Carelli, Linda Lewis, James Seduski, Paula Wiles Sigmon, Rev. Dale Southorn, Beth Zelony, Taylor Zelony, Meghan Zelony and Rob Zelony, plus chefs Stephanie Boorman, Anne Carpenter, Louise Crawford, Joanne Dobson, Joan Durfee, Diane Fulves, Sue Godshall, Nancy Hooley, Laurel Hopper, Carol Lasher, Linda Lewis, Mary Mace, Linda Mones, Grace Procopis, Paula Wiles Sigmon, Cherry Talbot, Lois Vetare and Love Wootten.



**Children and Youth making sandwiches and packing food items into lunch bags for Midnight Run**

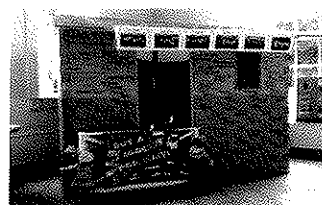
## Housing

In 2012 the Social Justice Committee spearheaded a substantial response by PCMK to the continued plight of the Haitian people devastated by the 2010 earthquake. Twenty volunteers from the PCMK family joined with 35 others from around the country and Canada to help in the construction of permanent homes for some of the estimated 300,000 families living in tent villages since January 2010. Three trips were completed by our volunteers, two in the spring of 2012 and one in the fall.

PCMK volunteers worked with The Fuller Center, the lead organization, One Small House, who organized the teams and raised the construction costs, and Grace International, a Haitian religious group



**October Team**



**PCMK Buy a Block**



**Completed October**

that managed the project on the ground. All told, ten new homes were completed in Lambi Village with substantial labor provided by PCMK volunteer team members.

Equally important was the financial help provided by the church family for construction materials and the cost of local labor. The importance of the PCMK Mission Fund in providing both the vision for a broader Social Justice outreach as well as seed funding cannot be overstated.

For the fall mission trip, a highly successful fund campaign called Buy a Block raised over \$12,000 for Haiti mission work. A very generous, anonymous donation of \$8,000 raised during the campaign will be used in 2013 to fund another new home at the Lambi site.

## LGBT Outreach

The Blue Book, our congregational resource which discusses issues of sexual orientation and gender identity, continues to be requested all over our nation. The purpose of the booklet is to reduce fear and estrangement within families and to help in the healing of broken relationships.

We are now distributing our 14th printing; almost 19,000 copies have been requested since the inception of the ministry on Palm Sunday in the year 2000.

This year The Blue Book has traveled to large and small towns in California, Minnesota, Washington, Arizona, Georgia, upstate New York, Kentucky, Maine, Pennsylvania and Canada. It has been requested by theology students and pastors (Methodist, Baptist and Presbyterian), by those seeking to advance the concept of equal civil rights for gay Americans, by family members of gay and lesbian people, and particularly by parents' advocacy groups.

As an example: We hear from a regional PFLAG (Parents and Friends of Lesbians and Gays) leader in the Pacific Northwest: "PCMK produces what I have found to be an invaluable resource for families of faith struggling to understand their children and

their faith. It is more comprehensive than most but also user-friendly and it is available in Spanish (which is greatly needed in our region of the country)."

A large number of copies (in both English and Spanish) were requested for the Faith Days booth at this summer's New York State Fair.

The resource is available in both languages in its entirety on our church website. Hard copies are also available on our Social Justice table and through our church office.

Guided by advocate Karen Kavey, the Social Justice committee continues to support two critical advocacy groups within our denomination: More Light Presbyterians and Covenant Network. In addition, this year we supported the local PrideWorks conference for gay youth and their allies --- both students and educators. This annual, well-attended (600+) event is organized through GLSEN (Gay, Lesbian and Straight Education Network) and through the local PFLAG chapter.

We strongly feel a 'sea change' as the nation moves forward in its understanding of gay people and their families, and we are grateful for the opportunity to be allies in this historic struggle toward full equality.



Other Outreach

**Mother's Day Cards for "Healthy Women. Healthy Families"**

In May we offered Mother's Day cards for sale and sent proceeds from the sale to PC (USA) in Africa. The mission project "Healthy Women Healthy Families" provides immunizations for children and education and support, including prenatal care, to mothers. These and other preventive and care services are provided through the health programs of our Presbyterian partner churches in Malawi, Democratic Republic of Congo, Ethiopia and Southern Sudan. We sold over 50 cards and raised \$350.

**Presbyterian Prison Partnership of Hudson River**

Four large boxes of Christmas cards and 2013 calendars were delivered to the Presbyterian Prison Partnership program this past November. The cards and calendars are distributed to various prisons in the Hudson River Presbytery so that inmates can send cards to their families at Christmas time. The Prison Partnership provided PCMK with a list of inmates names so that we could send cards to them during the holiday season.

**Carolina for Kibera**

Extending our international outreach from Haiti to Africa, the Social Justice Committee sent funding to Carolina for Kibera, a charity providing health care as well as social and financial services in Kibera, Nairobi, the largest slum in Africa.

**Youth & Women's Group Activities**

The youth group not only supported some of the missions noted above but also ran its own social justice activities, including Souper Bowl Sunday (raising \$350). See the separate report on youth activities.

In addition, the church made significant contributions to many organizations as a result of fund-raising efforts organized by the Women's Association. That giving is detailed in the Women's Association section of the annual report.

**Children's & Youth Mission**

Midnight Run is the most "hands on" mission the children participate in. Families donate food items (bread, cheese, luncheon meat, hard boiled eggs, fruit, granola bars, and water) twice a year for the children to make sandwiches and to pack lunch bags. Even the little ones get involved by decorating the lunch bags.

Baking and cooking is another way the youth lend a helping hand. They bake cookies for the homeless when PCMK hosts the Emergency Shelter Partnership. They make a large quantity of the Midnight Run "vegetarian soup" to sell for the Souper Bowl of Caring Fundraiser each February.

Families also create or donate money towards the purchase of toiletry kits. These kits are distributed to the Emergency Shelter Partnership guests when they sleep overnight at PCMK.

During Lent, in addition to collecting money for One Great Hour of Sharing, they also participated in Living Water International's H2O Challenge. \$602 was raised to fund projects to drill clean water wells in impoverished countries.

For the 2nd consecutive year, we participated in Advent Conspiracy. The congregation was reintroduced to alternative gift giving ideas - giving cards to PC(USA)'s Presbyterian Disaster Assistance and Living Water International.

Social Justice Giving

Social Justice giving in 2012 was made possible by three different funding sources: The PCMK operating budget, the PCMK Mission Fund, and special offerings and donations designated for named organizations

From the PCMK operating budgets, the following donations were made:

Hudson River Presbytery Mission Fund	\$10,000
Mt. Kisco Interfaith Food Pantry	\$2,000
Emergency Shelter Partnership	\$2,000
Blue Book	\$500
Covenant Network	\$250
More Light Presbyterians	\$250
<b>Total</b>	<b>\$15,000</b>

From the PCMK Mission Fund, the following donations were made:

One Small House (Haiti Mission)	\$4,071
Carolina for Kibera	\$2,000
Prideworks	\$250

Additional donations from the PCMK Mission Fund were recommended for distribution in early 2013, to Mount Kisco Interfaith Food Pantry (\$3,000 for additional food, because of increased demand) and to Ossining Prison Ministry (\$2,000). Funding was also set aside for a youth mission trip in 2013.

Funds donated as special offerings or programs and passed on to targeted organizations included:

Haiti Rebuilding Mission (Buy A Block Campaign)	\$4,335
CROP Hunger Walk	\$1,950
One Great Hour of Sharing Offering (PC USA)	\$1,675
Peacemaking Offering (PC USA)	\$230
Pentecost Offering (PC USA)	\$226
Healthy Women Healthy Families	\$350

A donation of \$8,000 from an anonymous donor was set aside for the Haiti mission in 2013.

One Great Hour of Sharing Offering - Assist those affected by natural disaster, provide food for the hungry, and assist in helping to empower the poor and oppressed

Peacemaking Offering - Support PC(USA)'s efforts to promote peacemaking

Pentecost Offering - Support PC(USA)'s ministries for youth, young adults, and children at risk

# **MEMBERSHIP COMMITTEE REPORT 2012**

**Mission:** The Membership Committee, with strong guidance from the pastor is responsible for all aspects of Church membership from the initial recruiting/receiving of new members into the church to the important function of integrating these new members into the larger church body. The Membership Committee is also responsible for communicating with and finding new ways to better utilize the time and talents of the entire church membership and to encourage them to be active participants in as many of the church activities as their time and interest permit. Some of these tasks will be performed by special project teams assembled to look at programs that will benefit the entire membership. The Membership Committee is open to any member that feels the call to participate in growing the church membership.

**Committee Members:** Pastor Dale Southorn, Rady Bauer, Lisa Murakami, Gerard Carelli and Carmen Emery

## **ACCOMPLISHMENTS:**

**New Members:** In June welcomed by Interim Pastor Jack Lohr - Becky Baxter Foard & Merwin Foard. On August 12<sup>th</sup> welcomed by Pastor Dale and Elders Lisa Murakami and Don Hopper - Jessie and Paul Mignone by Profession of Faith, Dr. Raymond Mutter by Reaffirmation of Faith. On October 21<sup>st</sup> welcomed by Pastor Dale and Elders Lisa Murakami and Rady Bauer - Lisa Flanagan and Terence J. Flanagan by Letter of Transfer, Diane Greble by Reaffirmation of Faith, Shina Abraham by Profession of Faith. On January 13<sup>th</sup> welcomed by Pastor Dale and Elders Lisa Murakami, Gerard Carelli and Rady Bauer - Ted and Amy Holmes by Profession of Faith, Brian Blair and Kelly Mofield by Reaffirmation of Faith, and Ann Liao Lim by Letter of Transfer.

2012 Confirmands - Katie Alexander, Isaac Bauer, Bailey Foard, Graham Blair, Theo Coutsouros, Lindsay Emery, Jenna Kelly, Juliet Kraus, Alexa LaPierre and Dylan Tai

**Fellowship:** On March 10<sup>th</sup> the Membership Dinner took place which was slightly different than the last gathering when it was known as the Progressive Dinner. The uniqueness of the Membership Dinner was that the appetizers were enjoyed at the Church and all other courses took place in the homes of the participants.

**Changes:** Starting in February the committee continued work to contact members who were no longer attending church in order to have an accurate annual statistical report of our membership that could be provided to PCUSA. A letter was drafted by Gerard and edited by the committee which included Rev. Jack Lohr. About twenty five letters were mailed. To date the committee has received responses from about ten recipients clarifying their status. In December the session approved a stream-lined process for receiving new members. As the pastor becomes aware of people interested in becoming members, he and two elders will hold a brief meeting after worship to receive the new members upon profession of faith (answering the membership questions). The new members are then introduced in worship in a week or two. Later in the spring a new member class will be held for these folks and anyone interested in learning more about our church and how it functions. We are pleased that 12 new members (with 11 children) have joined under this format and all are active members already!

Rady Bauer & Lisa Murakami

Membership Committee Co-Chairs

## Communications Committee Report

**Responsibilities:** The Communications Committee of Session is tasked with ensuring – through publications such as the View From Session and The Bell Tower – that discussions among and decisions made by the leaders and elders of the Church are communicated clearly and regularly to the PCMK congregation.

**Committee:** Vicki Fuqua, with invaluable help from Herb Reinke, Stephanie Boorman and Pastor Dale Southorn.

Honorable mention also goes to Steve Griffee who has been hard at work at updating our web site.

Communications has published several editions of the Bell Tower in the past year full of such information as: new member profiles; congregant profiles; articles that review events such as the Fall Family Festival, Family Fun nights, social justice and youth missions, music news; the Christmas Pageant and lots of beautiful photographs.

A grant proposal was also submitted in concert with the Worship & Arts Committee. Although unsuccessful, it did start a conversation about how PCMK can more fully utilize the internet and social media to spread our message.

Respectfully submitted,

Vicki Fuqua  
Communications Committee  
January 17, 2013

## PERSONNEL ANNUAL REPORT 2012

Currently the committee members are: Andy Bacon, Jim Durfee, Rosemarie Gift (chair), Rev. Dr. Dale Southorn (ex-officio) and Barbara Zinke. The purpose of the committee is to ensure a respectful, supportive and safe work environment for all staff, lay and ministerial, consistent with the goals of PCMK. We accomplish this primarily through the establishment and maintenance of effective policy and practices. In the past at times this committee took an active role in policy implementation. Since June 2012 our role is mostly one of policy evaluation, recommendations, and oversight. Active implementation of policy is now firmly in the hands of supervisory staff. The committee does, however, continue to offer major support in hiring and contract processes.

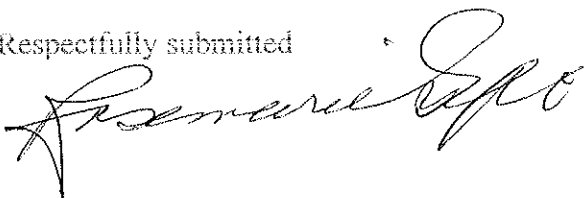
One of our major 2012 accomplishments, with Session approval, is the completion and introduction in April of the first Personnel Manual for PCMK. In the natural course of things, jobs change, we find typing errors and points that need clarification--so by year end we updated the manual. For example, the Manual contains an Appendix with ten job descriptions; these were reviewed and revised for the publication of the document and some needed updates later in the year.

Looking at staff and employee turnover, 2012 was quite a busy year. We experienced change: at the pastor level, needed replacements for two night security positions (weekday & weekend), respected weekday Facilities Manager, Tim Moroch retired, and Bell Choir Director, Abi Gray left for a wonderful position at Riverside Church. Therefore, Personnel worked with the PNC, conducted an Interim exit interview, placed appropriate ads for open positions, conducted numerous interviews (e.g., we had over 100 applicants for Facilities Manager), prepared contracts and revised some job descriptions. The resulting changes include: Terry Flanagan, Music Director, assumed responsibility of the two Bell Choirs; Elisabeth Southorn, who volunteered to backfill for Terry with the Youth Choir through the end of 2012, did such a fine job she will continue as a paid employee in 2013; two replacements were hired for night security; and while Tim is irreplaceable in many ways we did hire a capable, young man, John Whalen, who is doing a fine job as our Weekday Facilities Manager.

The change from interim Pastor to Pastor brought to our attention an unfortunate payroll error which resulted in an overpayment to our interim pastor. Personnel with Trustees were at the center of the investigative committee that provided information to the congregation (letter, email and meeting) and negotiated a settlement and contract for reimbursement. While we wish this never had happened, it did point out holes in our processes and fostered a thorough systems analysis which led us to several changes which should safeguard PCMK from future repeat errors.

This was a year of change, learning and action. With the grace of God, we met the challenges and now with our new Personnel Manual as a sound foundation, we look forward to 2013. It has been a pleasure to serve this congregation with the leadership of Session and the members of the Personnel Committee.

Respectfully submitted



**Annual Report to the Congregation  
Worship and the Arts Committee  
January 27, 2013**

The Worship and the Arts Committee met four times during 2012. Key activities were as follows:

- 1. TRANSITIONS:** One key task of the Committee was to support the smooth transition of our new Pastor, Dale Southorn. The Committee met with Dale when he arrived at PCMK in June to discuss the traditions of the congregation in worship and music and to listen to Dale's experiences in working with Worship and Arts Committees. The Committee also discussed and supported the transitions in the Fall when Abi Gray (Bell Choir Director) left to accept a new position, and Terry assumed responsibility for the Bell Choirs, and Elisabeth Southorn volunteered her time to replace Terry as the children's choir director.
- 2. MUSICAL EVENTS:** The Committee planned to form a Musical Events Subcommittee to plan and organize special musical events. While many people were willing to work on this subcommittee, no one has been willing to chair the Committee. The Committee decided to support individual musical events, but not to pursue a large scale program at this time. The Committee discussed and supported the following special events:
  - a. Concert to celebrate Jack Lohr's 65<sup>th</sup> birthday on Saturday, January 15 at 7PM
  - b. Hudson Valley Young Ringer's Festival at PCMK on Saturday, March 10 at 4PM
  - c. Organ Recital by Paolo Bordignon given on Saturday, March 24<sup>th</sup> at 7:30PM
  - d. AGO Concert on May 20 at 4 PM
  - e. An evening of Music on the Beckerath with Gwendolyn Toth on June 16 at 7:30 PM
  - f. Fall Concert (Kick off for Organ CD) by Terry Flanagan on Sunday, November 18 at 7:30 PM
  - g. Christmas Pageant (The Christmas Quiz Show) on Sunday December 16, during the service
  - h. Lessons and Carols on Saturday, December 22 at 8:00 PM
- 3. ORGAN CD:** The Worship and Arts Committee provided oversight and support for the Organ CD Recording project. Walter Schreiner, Wayne TeBrake, and others worked to record and produce a CD of Terry Flanagan on the Water Organ. Terry selected the music and addressed the copyright issues. Lisa Flanagan designed the CD cover and insert. The CD was recorded in October, and copies were ready for sale by mid-November. A concert was held in November to "kick-off" the CD sales. They were also sold via the PCMK website, at the Christmas Bazaar, after worship and at other events. To date, 182 CDs have been sold (our goal is to sell 360), and private donations in the amount of \$4400 have been received to help finance this project. Marketing efforts continue. There has been no cost to PCMK.
- 4. WORSHIP:** The Committee discussed the changes in the order and the flow of worship that Pastor Dale has implemented. The Committee offered support and positive feedback on the following: beginning with gathering music, followed by a welcome and announcements and special presentations (minute for mission, stewardship, etc), and then using the organ prelude that follows as a way to get ready for worship; singing the anthem before the sermon; having

children from the confirmation class serving as readers in worship; involving Youth (who have been confirmed) as communion servers; and the use of the “greeting” of one another in worship on an occasional basis.

- 5. FLOWERS:** The Committee discussed the “scaled back” flower arrangements that we have had and noted that even though they are less extravagant (and less expensive) than in the past, they are very nice.

Respectfully submitted,

Andy Bacon, Chair

### **Worship and the Arts Committee - 2012**

**Membership:** Andy Bacon (Chair), Ruth Barton, Gerard Carelli, Cynthia Coutsouros, Joanne Dobson, Carmen Emery, Roe Gift, Ken Godshall, Linda Griffiee, Denise Schutz, Karen Seduski, Hugh Sigmon, Nelva TeBrake, Jack Lohr (Interim Pastor & member until June), Terry Flanagan (Music Director), Abi Gray (Handbell Choirs & member until October), Dale Southorn (Pastor & member since June).

**Mission:** The Worship and Arts Committee supervises all aspects of corporate worship in accord with the Form of Government G-10.0102, and the Directory for Worship, including music, and other artistic expressions of the human spirit in the life of the church. The goal is to provide worship and aesthetic experiences that will encourage meaningful responses to the love of God.

### **Responsibilities:**

Provide an atmosphere conducive to the worship of God.

Coordinate the elements of worship with various church committees.

Oversee the use of the Sanctuary, Narthex, and Great Hall, including the decoration of these spaces in preparation for worship.

Support the worshipful celebration of the sacraments and coordinate the serving of the Lord’s Supper.

Arrange for a pastor and a lay reader for each service.

Work with Deacons for ushering, greeting, communion elements.

Study and develop new approaches for worship.

Be responsible for the worship bulletin and other worship resources, including Audio visuals.

Develop a budget for all aspects of worship and the arts, subject to session approval.

Work with the Music Director and Pastor to develop, support and maintain a music program that fills the needs of the congregation.

Work with and support the Music Director and Congregational Choir in teaching and supporting healthy congregational singing and building a repertoire of music to be sung in worship.

Encourage and support the continuing development of the music program and expansion beyond worship by offering concerts.

## Stewardship Committee Report

*“Blessed to be a Blessing”* was the theme for this year’s

Stewardship campaign. The theme tied in with the Stewardship team’s desire to show the congregation the wide array of blessings we have right here at PCMK. Feedback from the campaign was positive and generally well received. Herb Reinke’s beautiful graphics, seen in the mailings, along with the thematic buttons were exceptional. The Stewardship team was made up of Charles Barton, Steve Bauer, Becky Baxter-Foard, Ian Bradie, Ed Brancati, Chris Dalrymple, Joel Emery, Herb Reinke, and Rebecca Wassem. The turn out for the luncheon hosted by the Stewardship committee on Stewardship Sunday was high as was the number of pledge cards, and the food was good (thanks go to Charles). The Stewardship committee would like to thank all of you for making it a successful campaign.

As for the numbers, here is where we stand as of 1/22/13\*:

	<u># of pledge</u>	<u>2012</u>	<u>2013</u>	<u>Difference</u>
<b>Both Years Zero</b>	53	\$0	\$0	\$0
<b>No Change</b>	28	\$141,850	\$141,850	\$0
<b>Decrease</b>	16	\$58,590	\$47,315	-\$11,275
<b>Increase</b>	42	\$184,382	\$202,126	\$17,744
<b>New</b>	20	\$0	\$13,021	\$13,021
<b>Awaiting pledge cards/stopped</b>	<u>16</u>	<u>\$29,640</u>	<u>\$0</u>	<u>-\$29,640</u>
<b>Grand Total:</b>	175	\$414,462	\$404,312	-\$10,150
<b>Average Amount</b>		\$4,063.35	\$3,814.26	

\*Please note, as of 1/20/12 we stood at \$403,162 and finished at \$414,462, and we would expect a similar conversion of pledges awaiting submission in 2013 for a final pledge estimate of \$416,000.

Submitted,



Joel Emery

Chairperson, Stewardship Committee



## REPORT OF THE BOARD OF DEACONS 2012

The 2012 Board of Deacons was comprised of 15 individuals whose stated mission is to do God's work to the best of their ability in serving the church family and the surrounding community. As written in the Book of Order, it is the duty of the Deacons, first of all, to minister to those who are in need, to the sick, to the friendless, and to any who may be in distress.

Deacons have cared for the congregation in many ways this year. Deacons have brought food and empathy to members of the congregation who are grieving or sick, delivered communion and visited members of the congregation at home, coordinated transportation, sent cards and distributed the church altar flowers on Sunday after the service. Deacons provided bereavement support by helping families with arrangements for gatherings in the Great Hall.

The Board of Deacons developed and updated various programs this year. In order to stay connected with the younger congregants, the Deacons instituted an annual luncheon for returning college students and high school seniors over the Christmas holiday. It was well attended.

The Deacon page on the PCMK web site has been updated to reflect our ministries and step into the electronic age to communicate and reach out to new people. The Deacons have also reinstated hearing devices for those during services.

A new ministry has been added to Deacons: Life's Tough Decisions: Planning for the Future. This ministry is to help educate and ease the burden of tough decisions that we face for ourselves and extended families. Our goal is to help our congregation get information and prepare now for some of life's tough decisions.

The Deaconate was integral to the success of the third combined picnic and worship at Gedney Park. The Deacons, with the Membership and Worship Committees, successfully provided food, hospitality and games for the well attended event.

In preparation for the worship service, Deacons have organized the ushering teams, scheduled greeters at the door, prepared and helped to serve communion, taped the worship service, and planned for a coffee hour after each service. We have maintained the church kitchen and linens and the listening system. The Deacon's have updated the taping system which allows for more clarity over the PCMK web site.

Deacons have also served PCMK and the larger community by participating in the Midnight Run, The Emergency Shelter Partnership, Fellowship Hall, the Jennie School for Little Children, the Rummage Sale, the Women's Holiday Bazaar, Christian Education and family fun nights. Deacons also teach Sunday school and several sing in the choir. We are a committed and active group.

The Deacons would like to thank all of the non-Deacon congregants who have supported the Board and thereby served our church family through their willingness to usher, greet, serve communion, cook, drive, deliver flowers, tape services, and sate our hunger at coffee hours. We could not provide the mission that we do without our enthusiastically willing congregant helpers.

The Deacons, with your sustained support, will joyfully continue to try to be God's hands, to put a face on God's love in this church and in this community, with care to all and particular ministry to those who are suffering or in need.

Respectfully submitted,

Deacon Co-Moderators  
Suzy Condit and Brian Gray

Special Advisor: Rev Charles Barton

Allison Brancati	Carmen Emery	Carol Lasher
Michael Brewster	Brian Gray	Kelly Marlow
Tom Britton	Laura Griffiee	Dina Salmon
Anne Carpenter	Steve Griffiee	Karen McFeely
Susan Condit	Lisa Kitterman-Cohen	Nancy Osborne

## **JENNIE'S SCHOOL FOR LITTLE CHILDREN ANNUAL REPORT 2012**

Jennie's School for Little Children is an inter-denominational not-for-profit school for three, four and five-year-old children that is chartered by the Board of Regents of the State of New York. It has been in continuous operation since 1989.

Carol Coteus, a long time teacher at the school, is the current Director of the School. For the 2012/13 school year, there are four teachers and four assistant teachers.

Current enrollment is 40: 17 three-year-old, 14 four-year-olds, and 9 five-year-olds.

Current annual tuition is as follows: \$4,800 for students attending three days a week, \$5,200 for students attending four days a week, \$5,300 for students attending five days a week and \$5,500 for students in the K-Link program.

Jennie's School has nine members on its Board of Directors, seven of whom are members of PCMK. Current officers are Susan Carmichael and Maryanne O'Connor, Co-Presidents; Lisa Flanagan, Secretary and Deborah Hubbe, Treasurer. Other members include: Danielle Tavalacci, Karen Seduski, Robyn Weindel, Laurel Hopper and Susan Byrne.

In an effort to attract more students, the Jennie's School has engaged in a number of exciting initiatives, including:

- The reintroduction of its pre-K program in September 2011. The program, which is called K-Link, has been very well received.
- Introduction of an on-site garden; increased parent involvement in all aspects of the program and modification of the Schools' specials.
- Introduction of a separate class for three-year olds attending only three days/week, which has enabled the School to enroll more students in the five-day program.

Many thanks to the Church for its continued support and for the help of the custodial staff.

## WOMEN'S ASSOCIATION ANNUAL REPORT 2012

The Women's Association is an important part of the faith community at PCMK. Every woman of the church are members of the Women's Association and everyone is encouraged to participate in the various activities and programs. The planning council of the Association consists of approximately 15 members who meet regularly to plan the events and programs that occur during the year. The council planned the following activities during 2012.

**WOMEN'S ANNUAL DINNER:** The Annual Women's Dinner was held January 27 at Travelers Rest in Ossining with over 35 women in attendance. This was a wonderful opportunity for women in the church to experience fellowship and friendship in getting to know one another better. Thank you to Lois Vetare for helping to make the Dinner a great success.

**CHILDREN'S VILLAGE PROJECT:** In March, 100 back packs filled with children's pajamas, flip flops and toiletries were assembled to be taken to Children's Village in Dobbs Ferry. The back packs were given to children in the TRAC program, young people in the country illegally who have been detained by Homeland Security pending resolution of their status. The children live in cottages at CV and receive education classes while staying at the facility. Thank you to Joanne Dobson for chairing this project. Several women in the church got together to assemble the back packs and, hopefully, we were able to make a small difference in the lives of these children.

**LADIES SPRING TEA:** On Sunday, May 6 the Annual Ladies Spring Tea was held with over 80 women attending from PCMK congregation, Islamic School and Mt. Zion congregation. The theme of the Tea was "Lessons Learned from our Mother/Mother Figure". Suzy Condit (PCMK), Yumna Piracha (Islamic School) and Sandra Romero (Mt. Zion) spoke about the special mother figures that have been special to them in their lives. Mt. Zion organized a raffle which raised \$130 and given to Hope's Door in Pleasantville to help women in crisis. Thank you to Tanis Moore for doing a wonderful job coordinating this special event.

**JUNE RUMMAGE SALE:** The Annual Rummage Sale was held Friday, June 8 and Saturday, June 9. Thank you to Suzy Condit and Kelly Marlow for chairing this event. The Thursday night pre-sale and party was held for volunteer workers which generated over \$2,000 in sales. The Great Hall was again transformed into a beautiful area containing furniture and many other items. Thank you to all the men and women who volunteered their time and talent to make the Rummage Sale a huge success enabling PCMK's Women's Association to distribute over \$20,000 to local and global charities.

**CHRISTMAS FAIR:** The Fair was held Saturday, December 1 and Sunday, December 2 at coffee hour. There were many hand crafted items sold as well as white elephant items, Christmas wreaths and baked items. Special tables consisted of items from Sri Lanka with proceeds going to Aiding Children Together. Hand bags and jewelry were sold with proceeds going to Grow Smiles Worldwide helping children in Tanzania, Africa. Olive oil, olive tapenade and za'atar were sold as fair trade items from Palestine. The money received went directly to the olive farmers.

36 Christmas gifts were given to the Head Start Program of Mt. Kisco. Proceeds from the Fair amounted to over \$3,500 which will be distributed to local charities. Thank you to Maria Simkins for chairing the Fair and to the many volunteers who helped make the Fair a great success..

**BENEVOLENCES:** Funds raised from the June Rummage Sale and the Christmas Fair enabled the Women's Association to distribute charitable contributions totaling \$24,100 to 31 organizations who help women and children.

The Women's Association thanks everyone in the congregation for supporting our projects which enables various charities to receive much needed funds.

Respectfully submitted,

*Louise Crawford, Chair*

As a result of its fund-raising activities, the Women's Association was able to make charitable contributions totaling \$20,100 to the following organizations:

<b>Organization Name</b>	<b>Amount</b>
ACT - Aiding Children Together	\$1,000
ARCS (AIDS-related Community Services)	\$400
Bedford Hills Correctional Facility - Children's Center	\$750
Bereavement Center of Westchester - Tree House Program	\$200
Boys & Girls Club of Northern Westchester	\$750
Bridge Fund of Westchester	\$400
Camp Viva, Family Service of Westchester	\$400
Children's Village	\$500
ECPAT	\$500
Emergency Shelter Partnership	\$500
FISH of Mt Kisco	\$250
Food Bank for Westchester	\$1,000
Good Shepherd Presbyterian Church After-school Program	\$300
Hospice Care in Westchester & Putnam, Inc.	\$500
Interfaith Food Pantry	\$1,500
Lexington Center for Recovery	\$400
Making Headway	\$250
Maria Ferrari Children's Hospital	\$250
Mount Kisco Child Care Center	\$1,750
Mt Kisco Head Start	\$1,250
My Sister's Place	\$500
Open Door Family Medical Centers - Mt Kisco	\$1,000
Ossining Children's Center	\$500
Reach to Recovery	\$200
Senior Nutrition Program	\$1,000
Superkids - Gladney Center for Adoption	\$400
Support Connection	\$400
The Caring Circle	\$400
The Friends of Green Chimneys	\$850
Hope's Door	\$1,000
Westchester Institute for Human Development	\$1,000
	\$20,100

## **Fellowship Hall, Inc. ~ Annual Report**

**Fellowship Hall, Inc. founded by the Presbyterian Church  
of Mount Kisco, New York in 1962.**

**Fellowship Hall is a self-managed Mitchell-Lama State Housing  
Co-operative consisting of seventy-one Units for  
Senior Citizens ages 62 years and above.**

### ***Board of Directors***

The board of Directors consists of fourteen members; seven church members: Bill Beck, Ed Brancati, Tom Britton, Lisa Kitterman-Cohen, John Hubbe, Paul Meyer and Cozz Procopis, Special Advisor Charles Barton and six resident members: Helen Barrett, Priscilla Beranger, David Bubser, Sandy Rosenhouse, Dorothy Shaughnessy and Sheila Carroll.

The years 2011/2012 saw some trying times and significant accomplishments here at Fellowship Hall. As previously reported in 2011 Fellowship Hall originally working with several different Engineer firms has procured the services of Salvatore Triano of Crossland Engineering. Mr. Triano is responsible for putting together a scope of work the attic & crawlspace project along with bid information.

Fellowship Hall working closely with Mr. Triano and Nestor Kryitisis the Engineer from the NYS-DHCR, have been diligently working to see that this project gets completed. Unfortunately the original Contractor James Giordano of Showcase Waterproofing defaulted on the contract after completing the Attic portion and part of the Crawl Space work in the contract. This ended up costing Fellowship Hall approximately another \$130K finish the project. Mr. Triano helped Fellowship Hall secure contracts with A Quality Contractor Company, for the main portions of the Crawl Space project, KMK Insulation, which wrapped all heating and water supply pipes in the six buildings and boiler rooms and Makar Electric which is working on completing the electrical component of the Crawl Space Project. We are hoping this project will be totally completed by the end of January 2013.

Fellowship Hall owes Mr. Triano of Crossland Engineering a great deal of thanks for his unwavering support not only on the original Crawlspace/Attic Project but the many others such as the constant plumbing issues, boiler issues, consulting on internal Owner Unit issues and even lending Fellowship Hall his personal generator which we had Makar Electric hook up to the Community Room and Building #7 so that our seniors had a warm

place to come with lights, hot water, electricity and a place to cook during Super Storm Sandy when we lost power for 5 days.

Super Storm Sandy left us with another mess entirely. A tree from an adjoining property came down and hit the side of Building #4 and did some damage but that wasn't the worst of it because the building was covered by insurance. Unfortunately we were not as lucky with all the down trees which were not covered as they didn't hit anything thus leaving a very large bill due to the tree company.

Fellowship Hall has also been lucky to work with Gambro Plumbing on our many projects from emergencies due our aging pipes here at Fellowship Hall to Mr. Gambro working with Burnham Boiler Representatives to replace at least two boilers and a few hot water heaters that were still under warranty thus saving Fellowship Hall a lot of money.

Fellowship Hall has been looking into getting a permanent generator for Building #7 and has received pricing and it actually working with Senator Greg Ball's office to hopefully get a grant for the generator and possibly hard wired smoke/CO detectors for buildings #1, #2 and #6 which did not get them during the County grant funding.

Last July 1, 2012, Fellowship Hall received the first of a two step maintenance increase of 7.5% for each year. This finally came 10 months after the Board of Directors had requested a two step 7% increase mainly due to the rising costs in oil and utilities.

The Staff and Board here at Fellowship Hall work very diligently at keeping costs as low as possible so that any increases that are deemed necessary remain low and affordable to all our Residents.

The Board of Directors, along with Lauren Majdanski our Office Manager and Dave McCabe our Superintendent, deserve a great deal of credit for the day to day operations and continues to strive for another year filled with accomplishments.

Respectfully submitted,  
Fellowship Hall, Inc.

*Constantino Procopis*

Board President