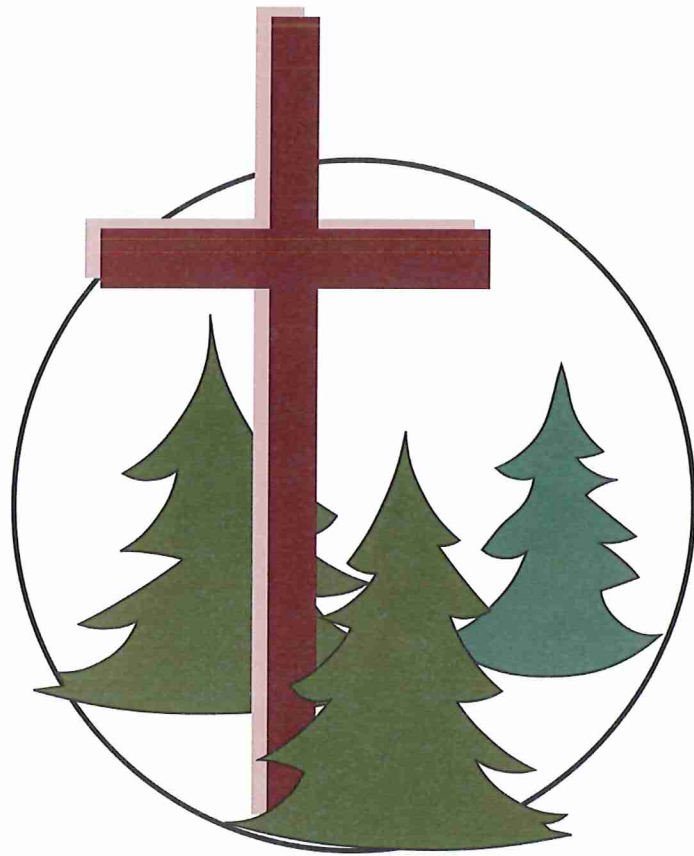


2023  
ANNUAL  
REPORT

Parkwood Presbyterian Church



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**2023 Annual Report  
Parkwood Presbyterian Church  
Jenison, Michigan**

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## **Annual Meeting of the Congregation and Corporation**

**January 21, 2024 | 11 a.m.**

### **Docket**

Opening Prayer

Declaration of a Quorum

Adoption of the Docket

Motion to approve the Minutes of the Annual Congregational Meeting of January 29, 2023

Motion to approve the Minutes of the Called Congregational Meeting of August 20, 2023

Motion to approve the Minutes of the Called Congregational Meeting of December 10, 2023

Clerk of Session Report

Pastor's Report

Financial Reports (See p. 25 and following)

- Motion to receive the 2024 Ministry Budget

Ministry Team Reports – Written reports

Other Business

Motion to adjourn with prayer

## Minutes

### **Annual Congregational Meeting**

Sunday, January 29, 2023 11:00 am

**Moderator** Rev. Sarah Juist

**Present** (Quorum) Congregation Members

#### **Opening Prayer**

The Christ candle was lit and Pastor Sarah opened with prayer. The meeting was called to order at 10:55 am.

#### **Approve Docket**

The docket for the **January 21, 2023** annual Congregation Meeting was approved.

#### **Approve Minutes**

The minutes from the **January 26, 2023**, annual Congregation Meeting were approved.

#### **Approve Called Congregational Meeting Minutes**

The minutes from the **December 19, 2021**, Called Congregational Meeting were approved.

#### **Clerk's Report**

The membership rolls were reviewed by Lynne Ploeg, Clerk of Session, and the breakdown was reviewed. A written report is in the packet for the congregation members to follow. The roll of remembrance was also noted.

#### **Financial Report**

The 2021 budget was summarized. The budget for the 2022 year was approved by the Session and a written report is in the packet for congregation members to follow. A motion was made to approve the Ministry Budget for the 2022 year. Motion carried. The Admin Team will continue to post a snapshot of the monthly financials in the Press.

#### **Pastor's Report**

When asked, Pastor Sarah stated she was happy with her salary and benefits package. Pastor Sarah also stated, in spite of the pandemic, Parkwood has accomplished a great deal this past year: the welcoming of Kathy VanderVelde as Administrative Assistant in January, the congregation came back together to celebrate Easter in the sanctuary, the hiring of a new music director, the hiring of a new accompanist, the welcoming of a family of four from Afghanistan (Parkwood is co-sponsoring the family with the Bread of Life Church and assisted by Bethany Services), and financial giving is stronger than ever.

#### **Ministry Team's Reports**

Written reports from each team/committee are included in the packet for the congregation members to read.

#### **Nomination Committee Report**

A written report from the Nominating Committee is included in the packet for congregation members to read.

#### **Motion to Adjourn**

The Annual Congregation Meeting was closed in prayer by Pastor Sarah. The Christ candle was extinguished, and the meeting was adjourned at 11:15 a.m.

Respectfully Submitted, Lynne Ploeg, Clerk of Session

**Called Congregational Meeting**

August 20, 2023

11:00 a.m.

**Moderator:** Rev. Sarah Juist

Pastor Sarah opened with prayer.

The meeting was called to order and Lynne confirmed a quorum was present.

The purpose of the meeting was to vote on terms for the Roof Replacement Project. Pastor Sarah provided background data provided by the Property Committee and also financing & payment information. Agendas were distributed to the congregation members to follow along with her.

A motion was made to Approve Congregational Resolution (see attached yellow sheet). Motion carried.

A motion was made to Move into Corporation Meeting (see attached yellow sheet). Motion carried.

A motion was made to Approve Corporation Resolution (see attached yellow sheet). Motion carried.

Pastor Sarah closed the meeting with prayer.

A motion was made to adjourn the meeting.  
Motion carried. Meeting was adjourned at 11:07 a.m.

Respectfully Submitted,

Lynne Ploeg  
Clerk of Session

**Called Congregational Meeting**

Sunday, December 10, 2023

11:00 a.m.

**Moderator** Pastor Sarah Juist

**Present** (Quorum) Congregation Members

**Opening Prayer**

The Christ Candle was lit and Pastor Sarah opened with prayer. The meeting was called to order at 11:00 a.m.

**Nominating Committee**

The elders nominees for the class of 2026 are Micaela Ayes and Pam Weston. They were unanimously approved by the congregation.

The committee nominates Doug Pretty for the Nomination Committee, class of 2026. Doug was unanimously approved by the congregation.

**Terms of Call**

Dick Cooley reviewed the Terms of Call for Pastor Sarah for the year of 2024. They are as follows:

Total Salary: \$58,406

Base Salary: \$28,406

Housing: \$30,000

Vacation Time: 5 weeks, including 5 Sundays

Continuing Education Time: 2 weeks, including 2 Sundays

Vouchered Expenses:

Continuing Education Allowance: \$800

Book Allowance: \$300

Professional Expenses: \$1,000

It was moved to accept the Terms of Call for Pastor Sarah. Motion carried.

**Closing Prayer**

Pastor Sarah closed the meeting in prayer. The meeting was adjourned at 11:20 a.m.

Respectfully Submitted,

Lynne Ploeg Pastor Sarah Juist

Clerk of Session



## Clerk of Session Report

### Membership Report January 1, 2023 - December 31, 2023

<b>Membership as of December 31, 2022</b>		<b>68</b>
<b>New membership received during the year</b>		
a. By Profession of Faith or Reaffirmation	2	
b. By Letter of Transfer	3	
c. Restored to active membership and transferred to another church	0	
<b>Total gains</b>	<b>5</b>	
<b>Members deleted during the year</b>		
a. By Letter of Transfer	0	
b. Resignation	0	
c. Necrology	0	
<b>Total losses</b>	<b>0</b>	
<b>Total Active Communicant as of December 31, 2023</b>		<b>73</b>

Marriages Members: 0                  Nonmembers: 0

Funerals Members: 0                  Nonmembers: 0

Baptisms: Adults: 0                  Children: 2

### The Roll of Remembrance

Members who were called from the Church Militant to the Church Triumphant in the year of our Lord 2023:

None

Friends who were called from the Church Militant to the Church Triumphant in the year of our Lord 2023:

None

Respectfully Submitted,

Lynne Ploeg  
Clerk of Session

## **Pastor's Report**

*Rev. Sarah Juist*

### **2023 At A Glance**

The year began with a celebration as we burned our mortgage! Because of the congregation's generosity in 2022, we paid off the entirety of the mortgage on this property several years early. That excitement continued with the Renew Campaign, which raised funds for a new roof, completed in August. We were blessed to receive both a loan and a grant from the Presbyterian Investment and Loan Program for that project!

2023 also saw new growth in many ways: we welcomed four new members (and several more unofficial friends of the congregation) and baptized two little ones, the Spirit Team was revived under the direction of Lee Schouw, the Artisan Market & Collected Treasures sale returned, the new Ruth Circle formed as a continuation of the jewelry sale ministry from Eastminster Presbyterian Church, and we held two well-attended community concerts in the second half of the year.

That's not to mention ongoing ministries, like the Men's Breakfast, Together in Service, Book Club, Stuff the Bus, Harvest Bags, special offerings, and our mission partnerships with organizations like Kids Food Basket, Love Your Neighbor, and Hand2Hand.

God has blessed us richly with an abundance of energy, intelligence, imagination, and love – and I have been so blessed this year to see it all come to life!

### **Ministry Moments**

A quick recap of some of my favorite God-is-at-work-here moments from 2023:

- Embracing liturgical and theological creativity in worship, including Christmas in July, a visual and interactive retelling of Genesis 1, a sermon series on the religious and cultural context of Jesus, and Lent and Advent sermon series focusing on individuals and how their stories intertwine with Jesus' story and ours.
- God in the Wild Bible Study – this group gathered throughout the warmer months at various nearby parks to study some of the wilderness stories in scripture and enjoy the beauty of creation with nature walks.
- Baptisms – for the first time in many years, we celebrated two infant baptisms in 2023! What a joy it is to welcome little ones into the family of faith.
- Sharing Holy Week services with our friends and siblings in Christ from Bread of Life Lutheran Church, including a joint choir piece, a beautiful Tenebrae service, and a service project making over a dozen pillows for Faith Hospice and several hygiene kits for Lutheran World Relief.
- Watching the Ruth Circle come to life, and seeing that ministry transition from Eastminster to Parkwood so seamlessly.

### **My Favorite Books In 2023**

One of the sections in my monthly pastor's report to the Session is "What I'm Reading." So here's a quick glance at my favorites from 2023!

- *The Book of Forgiving: the fourfold path for healing ourselves and our world* by Desmond Tutu & Mpho Tutu.
- *A Burning in my Bones: The Authorized Biography of Eugene Peterson* by Winn Collier
- *Reading While Black: African American Biblical Interpretation As An Exercise In Hope* by Esau McCaulley
- *Second Thoughts About the Second Coming: Understanding The End Times, Our Future, and Christian Hope* by Robert D. Cornwall & Ronald J. Allen

### **Continuing Education**

I took two online courses in 2023: Digital Marketing for Churches and Stepping Up to Supervision. In 2024, I hope to focus my learning in two areas: outreach/evangelism and teaching/Christian Education.

### **Looking Ahead**

2024 will, God willing, see us building up our capacities for outreach and growth, as well as deepening our relationships within the congregation.

## Ministry Team Reports

### Administration Team

#### Team Purpose

The committee is responsible for managing and recording all of the financial affairs for Parkwood Presbyterian Church. Some specific responsibilities include recording the current year's income and expense activity for each account and fund, monitoring the General Fund, organizing the annual Stewardship Campaign and communicating to both Session and the members of Parkwood regarding the financial status of our church.

#### Team Members

Financial Secretary/Chairperson	Linda Robbins
Treasurer	Becky Miner
Recording Secretary	Sue Cooley
Budgeting	Linda Robbins
Stewardship	Sue Cooley
Elder Representative	Doug Pretty
Member Representative/Payroll	Barb Topp
Check Signers	Becky Miner, Barb Topp, Lynne Ploeg
Pastor	Rev. Sarah Juist

Our 2023 General Fund income was \$132,843.26. We received 102.8% of our pledged income to the General Fund.

The following table shows the General Fund income for the last six years:

Year	Total Income
2018	134,332
2019	114,971
2020	114,936
2021	130,775
2022	124,375
2023	132,844

Our Current Asset balance on 12/31/2023 was \$ 55,048.04 and last year the Current Asset balance on 12/31/2022 was \$73,607.57. This is a decrease of \$ 18,559.53.

The Capital Replacement Reserve had a decrease for the year of \$8,127.57 to \$8,882.53. The total effect on the Special Offering, Designated and Restricted funds since last year was a decrease of \$6,082.23.

**Special Offerings Received during 2023:**

One Great Hour of Sharing	\$ 2,070.00
Peacemaking	1,135.00
Christmas Joy	1,180.00
Pentecost	1,070.00
Disaster Relief	250.00

The church started a Renewal Campaign in June to collect donations for a new roof. We were granted a loan from Presbytery for \$23,000 and they gave us a grant of \$10,000. As of 12/31/2023 The Renewal Campaign raised \$ 27,505.00 and the only liability we have is a balance on the loan from Presbytery of \$6,860.45. \$7,500 was paid from the Capital Replacement reserve fund for the roof.

In closing, the Administrative Committee would like to thank Rev. Sarah Juist, the Session and the entire congregation for their work, leadership and generous financial support.

Respectfully Submitted,

Linda Robbins, Chairperson

# Congregational Life Team

## Team Purpose

This committee provides development and coordination of activities and events of the fellowship life of the congregation.

## Team Members

- Chair: Cathy Radunzel
- Members: Kathy Bristow
- Kay Miller
- Becky Miner
- Lynne Ploeg
- Al Radunzel
- Linda Walters

## Team Activities

- February Sweet Soup Supper
- March Collected monetary donations and mailed College Care Packages to 2 students  
Finger Food Game Night
- April Palm Sunday Breakfast
- May Cleaned Kitchen  
Concert  
Lunch for Grubby Sunday
- June Kitchen Shower
- October Fall Flannel Fun Night
- December Chrismon Workshop and Lunch

## Other Responsibilities

- Plan, prepare and serve funeral/memorial meals as requested for services held at the church.

- Maintain a list of volunteers from the congregation who are willing to help prepare food and serve food at special events or funerals at our church.
- Monitor kitchen supplies

Anyone interested in being a part of the Congregational Life Team or who wishes to suggest ideas for events can contact any committee member. We meet on the first Tuesday of the month at the church at 6:30 p.m.

Respectfully submitted,

Cathy Radunzel, Chair

## Membership and Outreach Team

### Team Purpose

The team/committee is concerned with the development and oversight of programs, activities, and events leading to the incorporation of new members into the life of the church. It also assists the Session in membership management through review of rolls and membership status.

The members of this active group oversee and administer several programs for the members and friends of Parkwood.

### Team Members

Chair: Lee Schouw

Members:

Dwight Hillstrom  
Lynne Ploeg  
Kermit & Linda Robbins  
Betty Jo Stendel  
Linda Walters

### Activities in 2022

The members of the Membership/Outreach Team have been very active this past year in taking care of Parkwood members and reaching out to the community with programs and community participation to fulfill our church theme of “Share the Joy.”

**Betty Jo Stendel** handles the Card Ministry by sending Birthday, Anniversary, Get Well, Care/Concern and Sympathy cards to the membership. The church membership has been good about providing cards for this ministry and appreciative of the service.

Our call/contact ministry involves rotating call lists, every three months, provided to the Team members so they can stay in touch with homebound and other members who find it difficult to attend Worship services. Each month involves a phone call, card or personal contact. **Dwight Hillstrom, Lynne Ploeg and Linda Walters** have provided transportation for some members who are unable to drive.

The response of homebound members to receiving Christmas gifts in 2022 was so positive that the Team members decided to develop and deliver Easter Baskets. **Linda and Kermit Robbins** spearheaded the development of these gifts. We, as a Team, involve the congregation by having members sign cards for each homebound member and then help in assembling the gifts. Team members deliver them. Christmas gifts will once again be delivered in 2023.



On the Sundays that new members joined the church our Team provided a reception after the Sunday morning worship service. In the future, short, biographical paragraphs are to be in the Parkwood Press about these new members.

Several ideas for community outreach were discussed. Our Team members and three church members, Dennis Merizon, Rachel and Michelle Walters and Pastor Sarah, carried a sign and participated in the July 4<sup>th</sup> Parade in Jenison. We also sponsored two free concerts, open to the public, one in October, the Silvertones, and one in December, the West Michigan Opera Project. Snacks were served during intermission. Both were successful. The Team decided to purchase feather flags, COMING, SOON & CONCERT, to help advertise these and future projects/programs at Parkwood.

The scope of this Team has broadened to a point that necessitates splitting into a Membership Team and an Outreach Team. This will happen in 2024.

Respectfully Submitted,

Lee Schouw, Chair

## Mission Team

### Team Purpose

*“Truly, I say to you, as you did it to one of the least of my brothers you did it to me.”* Matthew 25:40

This has guided the general vision and purpose of the Mission Team, which oversees the mission outreach for Parkwood on a local and global level. Our objectives are to facilitate opportunities for Parkwood members to be involved in the community of faith and make a positive difference in people’s lives. None of this would have been possible without the generous support of the congregation.

### Team Members

Chair: Kathy Merizon  
Maureen Eckhardt  
Randy Eckhardt  
Dennis Merizon, Session Liaison  
Barb Topp, Together-in-Service Coordinator  
Sarah Juist, Pastor

The Team welcomes members who have an interest in extending the hand of Christ to others. Join us on the first Sunday of the month following worship or Christian Education class. The team meets around nine to ten times a year to determine how to promote various projects, offerings and make requests to Session regarding Mission needs.

### Communications

Regular announcements are posted in the Parkwood Press and in the church bulletin. Information is also given during “Minute for Mission” presentations during worship service. Mission recognition of services and letters are posted on the bulletin board by the office.

### Team Activities

#### Presbytery and Synod Special Offerings

This year we were again involved in all four special offerings organized by PCUSA. The amounts offered during 2022 were distributed as follows:

- |                             |            |  |
|-----------------------------|------------|--|
| • Christmas Joy             | \$860      | 100% to PCUSA  |
| • One Great Hour of Sharing | \$2,270    | 100% to PCUSA  |
| • Pentecost                 | \$1,320    | 60% to PCUSA<br>40% to Hand 2 Hand                       |
| • Peace & Global Witness    | \$1,198.50 | 50% to PCUSA<br>25% to Presbytery<br>25% to Arbor Circle |

### Love Your Neighbor

- **Food Pantry** (ONGOING throughout the year)

There is a labeled donation cabinet in the Library/Missions Collection Room (near the name tag table) where food and paper products may be left. When there are enough donations, items will be transported by a team member.

- **Stuff the Bus - Backpack Program**

Each August we support elementary, middle school, and high school students with needed school supplies and backpacks. These items are distributed to needy students in Grandville, Hudsonville, and Jenison school districts. Parkwood donated 8 backpacks; 4 boxes/9 bags filled with back-to-school items!

- **Harvest Bags**

The congregation filled 45 bags with food items for Thanksgiving and their pantry. The “handle” bags were generously donated by Family Fare on Baldwin and Jenison Meijer.

**Ronald McDonald House** This is another ONGOING Parkwood Mission Project. While the child is in treatment at one of the local hospitals, Ronald McDonald House provides housing and food for the families with sick children. The congregation supports this organization by collecting “pop top tabs” from canned goods, etc., which are then sold for scrap metal. The donations are stored in a labeled cabinet in the library.

**Kids’ Food Basket** The 3<sup>rd</sup> ONGOING Parkwood Mission Project has had a long-standing involvement in supporting the Kids’ Food Basket program. These donations provide a dinner meal for children who may otherwise not have an evening meal. The meal is given to the child at the end of the school day. In summer the sacks are distributed in the various communities’ park systems. Parkwood collects food donations and decorates the lunch bags for this program. Some children highly prize these decorated bags and even save them to decorate their room or living space. Donations may be placed in the labeled cabinet located in the library.

**Heartside Christmas Store** During the Advent season the mission Team encourages donations from the congregation for the Degage/Mel Trotter Ministries. The donated items are available to their clients to purchase (at a small fraction of their cost) as gifts for their family and friends. This past season Mission Team delivered 2 large (stuffed to the brim) boxes to Degage for their Christmas Store!

**Disaster Assistance** Heavy rains, floods, wildfires, tornadoes, and hurricanes devastated many areas of the United States. People were in desperate need for emergency aid and housing assistance. Many communities were completely destroyed. Our church participates in collecting money that is forwarded to the Presbyterian Church USA Disaster Assistance Program. Through Special Offerings during the year and Weekly Offerings Parkwood contributed \$355 to this program.

Respectfully submitted,  
Kathy Merizon, Mission Team Chair

## **Together in Service** *(Subcommittee of the Mission Team)*

Parkwood Together-in-Service Mission Group's purpose is women making items to aid women-in-need, creating items that are donated to Degage Ministries of Grand Rapids and to SEED of Hope Global Ministries for women in Dominican Republic and Uganda.

Members attending on 2023 Wednesday Mornings were: Barb Topp, Betty Headworth, Jane Craven, Kathy Merizon, Linda Tinker, Pam LeForge and Yanna Fassee. Working from home: Cathy Radunzel and Sue Pretty. In June we celebrated the beginning of our 10th year of being in-service, and a young man at Costco saw the cake being picked up to celebrate, which he somehow saw as I walked by. He thought that was a "very amazing happening." We are amazed, and we have to thank a lot of wonder women, who have been a part of the group both now and in the past. The year started out with our TIS funds at Zero and no longer able to run funds through the church. For many years the Mission Committee budgeted funds for TIS use, but we had funds raised by Annual Craft Sales during the Annual Cookie Walk. So knowing the annual budgets were always running in the red, we didn't want to use those budgeted funds; however, this year we did use those funds for the purchase of needed supplies to finish mission project items - such as items to fill various ditty bags [School bags, Personal Hygiene bags, Cooking Bags, Sewing bags, Garden bags]. We worked for 2 months finishing up some craft items, pricing, and organizing for the September Artisan Market/Craft Sale and then a Craft Sale during the Jenison Christmas Tree lighting in November.

We have been blessed to have had the budgeted funds and then the funds raised from the two craft sales. We will start 2024 on a more positive footing. These are the Mission Project items donated in 2023: To SEED of Hope Global: [12 - Garden Ditty Bags w/2 Hand tools, gloves and row markers [6 - Sewing Ditty Bags w/scissors, needles, pins and bag of fabric scraps [10 -Cooking Ditty Bags w/2 hot pads, 2 spoons, washcloth and towel [18 - Personal Hygiene Ditty Bags w/toothpaste, toothbrush, comb, bar of soap and facial tissues [18 - Feminine Hygiene Ditty Bags w/2 shields, 6 liners, 3 orange briefs, 2 knitted washcloths, bar of soap and 2 plastic bags [17 - School Ditty Bags w/notebook, pencil pouch, 2 pencils, eraser, pencil sharpener [12 - Sundresses [10 - Patchwork Blankets [22 - Recycled Plastic Bag Situpons [6 - Teddy Bears [1 - Sewing Teacher Fabric Bag w/miscellaneous tools. To Degage Ministries of Grand Rapids: [22 - Personal Hygiene Ditty bags w/toothpaste, toothbrush, comb, bar of soap and facial tissues [4 - Recycled Plastic Bag Mats

Respectfully submitted,  
Barb Topp, Spokesperson for Together-in-Service

## **Ruth Circle** (*Subcommittee of the Mission Team*)

**The Beginning:** After attending the last Vintage Jewelry sale at Eastminster Presbyterian church in Grand Rapids on June 3, 2023, gleaning all information possible from its leader Martha Chalmers, assessing the interest of members of Parkwood for involvement in this ministry and discussing the possibilities that such a ministry might inspire, it was decided to adopt this jewelry ministry from Eastminster. On Sunday, August 27, 2023, a very special “passing of the torch” from the ladies at Eastminster to Parkwood Presbyterian happened at the morning service. On July 23, 2023, with Nancy Halliburton in charge, and 10 very hard working dedicated ladies signed up, Parkwood held its first Ruth Circle meeting. After inheriting a large portion of jewelry, displays and necessary information to continue what Eastminster had begun, we were on our way!

**Next:** The decision was made to hold our first vintage jewelry sale benefiting Kids Food Basket on September 9 in conjunction with the Artisan Market being held that day. The group met on Mondays and Thursdays until the sale at which \$1,032.00 in jewelry was sold and became the major part of the first check to Kids Food Basket. Kyle Szuchs, from Kids Food Basket attended the last worship service in October to inform the Parkwood community just what Kids Food Basket is all about and to accept a check for \$1144 from Parkwood's Ruth Circle. After the September sale, the ladies of Ruth Circle decided to meet on Mondays twice each month to sort and price jewelry as it came in. Jane Craven became the secretary of the group with Sue Cooley taking charge of the finances. At the beginning of November the ladies decided that a one table sale of jewelry at the Cookie Walk would be a good idea. Session approved that idea along with the date of the next big Vintage Jewelry sale to be held on Saturday, April 27, 2024. That December sale netted a little over \$200 and held many wonderful and warm surprises for us.

**And Now....** To say that we are in learning mode is an understatement. We have our own workroom at church where jewelry is stored and Ruth Circle meets. We keep refining our mission and learning so very much about jewelry!! Vandenberg Jewelers in Cascade, Dekker Jewelers in Zeeland and Elders Jewelers in Grandville are supporters and they help us by accepting jewelry donations at their stores! Greg Vandenberg continues to be an incredible asset to our group and its mission. The most pressing need for this group continues to be adequate space for people to meet and proper storage of jewelry to be sold. When the entire group is there it is quite crowded in the room and we continue to search for the best containers for the jewelry that will then enable the set up of the sale to proceed as smoothly as possible. It is our hope to engage the interest of and involvement of other local churches and people in this ministry. What that might look like and how it gets done will be a part of what we do in 2024. The sale in April is a definite and we will determine the date of another sale after the April sale. Blessings abound as we work together and continue to learn about and care for one another. Kids Food Basket and what all we might accomplish for them is never far from our minds.

Respectfully Submitted,

Nancy Halliburton, Spokesperson for Ruth Circle

## Property Team

### Committee Purpose

The Property Committee has full responsibility for the supervision, care, maintenance, improvement and protection of properties, buildings, grounds, mechanical equipment and systems, office equipment and supplies, custodial equipment and supplies, furnishings owned, leased or rented by the church, and property/liability and worker compensation insurance.

### Committee Members

Chair: Dan Miner  
Elder Representative: Becky Miner  
David Milbourn  
Al Radunzel  
Steve Lyon

### Committee Activities

The Property Committee oversaw the quoting/installation of the church and garage roofing project, which was a major undertaking and took time to meet with the installation companies to select one to do the work. We are very happy with the results of the new roof. We also oversaw the spring clean-up and landscaping project by fluffing shredded bark in the flowerbeds, trimming shrubs/trees, washing outside church windows, and cleaning up the lawn. This was a major undertaking, and all Grubby Sunday volunteers are greatly appreciated! We would like to thank members of the Property Committee and members of the congregation who weeded the flowerbeds throughout the warm season and trimmed the plants at the end of the season. We would like to thank Steve Lyon for joining the Property Committee in December and look forward to working with him.

Completed projects include:

- We received four quotes for church and garage shingle tear-off/shingle install. After interviewing the four companies we narrowed it to one for the installation. Due to the funds needed to complete this project, we worked with PCUSA Investment & Loan Program to help in financing. The roofing project was completed August 28<sup>th</sup> – 29<sup>th</sup>.
- Purchased top covers for air conditioners and now install them during the winter months.
- Replaced seized lock on mailbox.
- Purchased three rechargeable lamps (located in the office) for use in bathrooms during power outage.
- Replaced faucet aerators in women's and family bathrooms to reduce the spray pressure. When washing hands, the spray would spray all over the counter and people's clothes. They were replaced in men's bathroom last year.

- During spring irrigation check, due to damage or failure, we replaced five large sprinkler heads and seven small sprinkler heads.
- Trimmed many low tree branches around drive and parking lot for snowplow truck clearance.
- Dan mowed May through August until we contracted with a new lawn care service.
- Added two new donated Hearing Loop headsets, for a total of four.
- Replaced failed 3-burner coffeemaker in kitchen with new donated 3-burner coffeemaker.

We are continuing to work with the trespassing neighbor to remove his rubber mulch from church property. The landscape irrigation system was started and maintained throughout the season. As we have known for some time, our irrigation system needs continual work, including replacing broken/non-working sprinkler heads, raising sprinkler heads, and other updating needed due to age of the system. The Property Committee recommends this be a project that will need attention again in the next year. We will also need to continue filling and sealing cracks in the parking lot pavement next summer to minimize future pavement breakdown.

Due to the age of the building, major repairs will be needed in the future for our HVAC systems. We are currently in the process of selecting a new company to maintain our HVAC systems. The Property Committee recommends that building repair funds continue to accumulate and grow as these repairs could present potential major expenses.

**We are low on volunteers for the Property Committee and are looking for volunteers to join!** We regularly meet the first Monday of each month at 7:00 pm, unless it is a holiday, then we meet the second Monday at 7:00 pm. Contact a Property Committee member if you are interested!

Respectfully submitted,  
Dan Miner, Chair

## **Worship Team**

### **Purpose**

The Worship Team continues to focus on meaningful worship for the congregation.

### **Team Members:**

Reverend Sarah Juist  
Lee Schouw  
Sue Cooley  
Rob Bristow  
Karen Albert  
Pat Milbourn (chair)

### **Activities:**

1. Provided pulpit supply during Reverend Juist's absences due to vacation or study leave.
2. Coordination with Karen Albert and Lee Schouw to provide choral, handbell music, and special music. Beginning in September, the Praise Singers sang once a month. Many thanks to Karen and Lee for their leadership!
3. Phil Holmes substituted as choir director, November and December, while Karen was on maternity leave.
4. Libbie Niewiada served as pianist on Sunday mornings and mid-week Choir rehearsals.
5. Offered recorded Sunday services through YouTube on a weekly basis and links were published in the Parkwood Press and on the Parkwood website.
6. In addition to regular Sunday services, provided Ash Wednesday, Lenten/Holy Week, Advent, Blue Christmas, All Saints Day, and 5<sup>th</sup> Sunday special services. Maundy Thursday and Good Friday services were shared with Bread of Life Lutheran Church.
7. Coffee hour after each service was provided by members of the congregation.
8. Communion preparers (thank you to Kay Miller!) and servers were scheduled for 2023.
9. Gained a year-long commitment from various members to be ushers; each taking one Sunday of the month.
10. Sanctuary Ministry Team fulfilled their responsibilities such as change of paraments, banners, etc.
11. Reinstated passing of the offering plates; communion procedure instituted during COVID scare remained the same.

### **Looking to 2024:**

The team is excited to have Paul Andresen joining the team in January as well as Sue Cooley serving as chair. Our goal is to continue engaging and thought-provoking sermons, Prayers of the People, offering a welcoming and caring environment, communion open to all and varying music and hymn choices.

In addition, the team wants to focus on creative 5<sup>th</sup> Sundays, explore alternative ways to involve youth; find opportunity for members to share their faith journeys and stories of faith that have occurred within a church setting and/or outside of the church.



**To Note:**

The team feels that worship services during 2023 have been excellent! Pastor Sarah provides meaningful sermons through sermon series and stand-alone sermons. Her messages cause us to look deep into our hearts and minds as we take our individual journeys of faith. Pastor Sarah's "Prayers of the People" enhance the sense of community; a community of people who love and care for one another. We continue to be blessed to have her! We are fortunate to have music leaders such as Karen, Lee and Libbie who help enrich the services with music. The Team also wants to offer sincere thanks to Kathy V. for all the hours spent on preparing the weekly Sunday bulletins, assisting in needed schedules and the weekly reminders to all those involved in Sunday worship to name a few of her helpful contributions. And lastly, for members of the congregation who serve as ushers, communion servers and preparers, liturgists, coffee providers, breaking down and setting up, thank you for being an integral part of our worship times together!

Respectfully Submitted  
Pat Milbourn, Chair

**Spirit Team** (*Worship Committee*)**Members**

Jay Ayers  
Micaela Ayers  
Marie Andresen  
Aiden Bristow  
Mallory Bristow  
Carla Jillson  
Tom Jillson  
Libbie Niewiada,  
Skip Schouw  
Lee Schouw, Director

At the request of the Worship Team the Spirit Team was revived in June after a 5-year hiatus. They participated in the Christmas in July service on July 30<sup>th</sup>. This music ensemble made up of singers, guitarists and other instruments meets, plays, and sings monthly at worship services contributing songs of a more popular genre. The ten members reflect the diversity of the congregation with teens, millennials and retirees joining in music praising our Lord. The Team joyfully worshipped with music during a services five times this past year.

Respectfully submitted,  
Lee Schouw, Director

## **Handbells/Choirchimes** (*Worship Committee*)

### **Purpose**

The purpose of our handbell/choirchime program at Parkwood is to enhance and broaden the experience of worshipping our Lord with music. We encourage worshippers of all ages to practice and play together adding another layer of personal connection to their worship involvement. We have been meeting weekly for practice April-May and playing during the worship services monthly for handbells and quarterly for choirchimes.

### **Members**

Micaela Ayers  
Kathy Bristow  
Dan Miner  
Becky Miner  
Al Radunzel  
Cathy Radunzel  
Skip Schouw  
Lee Schouw, Director

Handbell players rehearse weekly and play monthly for nine months of the church year. A highlight of this year was joining with the Sanctuary Choir to present “Let There Be Peace On Earth” at the Celebration of Life service for Jane Stephenson in May. Solos, duets, quartets and sextets play music arranged for smaller handbell ensembles. During the Advent season, historically correct ‘change ringing’ patterns are played in the Narthex to welcome congregants as they enter for worship.

Choirchimes can be used interchangeably with Handbells when necessary. At Parkwood a separate program has been developed whereby, quarterly, a hymn selected for a regular church service is adapted by the handbell director for the members of the congregation using choirchimes. They ring the chimes while singing the special adaptations of the hymns for worship.

Respectfully submitted,

Lee Schouw, Director

## **Financial Reports**

On the following pages, please find:

- Balance Sheet
- General Fund Income Statement
- Other Funds Reconciliation
- General Fund Income Statement (3 pages)
- Special Fund Income Statement
- 2023 Budgeted & Actual Giving & Revenues/2024 Budgeted Giving & Revenues
- 2023 Budget/Actual and 2024 Budget (3 pages)



Parkwood Presbyterian  
Balance Sheet  
December 31, 2023

ASSETS

Current Assets		
Checking Account- Huntington	\$	13,934.72
Certificates of Deposit		41,113.32
		55,048.04
Total Current Assets		
Property and Equipment		
		0.00
Total Property and Equipment		
Other Assets		
		0.00
Total Other Assets		
	\$	55,048.04

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	850.00
FICA Payable		502.62
Medicare Payable		117.52
Federal Withholding		1,031.00
State Withholding		544.34
		3,045.48
Total Current Liabilities		
Long-Term Liabilities		
		0.00
Total Long-Term Liabilities		
Total Liabilities		
		3,045.48
Capital		
General Fund		21,476.05
Special Offering Fund		1,100.00
Designated Funds-Temporary		5,249.93
Restricted Funds-Permanent		24,176.58
Retained Earnings		12,882.47
Net Income		(12,882.47)
		52,002.56
Total Capital		
	\$	55,048.04

Unaudited - For Management Purposes Only

PARKWOOD PRESBYTERIAN CHURCH  
OTHER FUNDS RECONCILIATION  
12/31/2023

	Beginning Balance 1/1/2023	Received This Month	Received YTD	Total	Expenses This Month	Expenses YTD	Year-to-Date Total
<b>4190S Special Offering Funds</b>							
S1 One Great Hour of Sharing	200.00		2,070.00	2,270.00		2,270.00	-
S2 Peacemaking Offering	-	5.00	1,135.00	1,135.00	1,130.00	1,130.00	5.00
S3 Christmas Joy Offering	750.00	1,070.00	1,180.00	1,930.00		860.00	1,070.00
S4 Pentecost Offering	250.00		1,070.00	1,320.00		1,320.00	-
S5 Disaster Relief	130.00	25.00	250.00	380.00	355.00	355.00	25.00
<b>Total Special Offering Funds</b>	<b>1,330.00</b>	<b>1,100.00</b>	<b>5,705.00</b>	<b>7,035.00</b>	<b>1,485.00</b>	<b>5,935.00</b>	<b>1,100.00</b>
<b>Monthly Net Activity</b>			<b>(385.00)</b>				
<b>30525 Designated Funds-Temporary</b>							
11 Handbell Maintenance Fund	1,429.92		600.01	2,029.93		-	2,029.93
16A Together In Service	0.48		34.00	34.48		34.48	-
20A Edie Hillstrom Memorial Fund-11/2021	595.00		-	595.00		-	595.00
20C Mae Kruh Memorial Fund-11/2021	150.01		-	150.01		150.01	-
20D Dick Carlson Memorial (Radunzel)-12/2021	50.00		-	50.00		50.00	-
20E Sharon Bearinger Memorial-2/2022	2,000.00		-	2,000.00		-	2,000.00
20F Terry Ploeg Memorial-11/2022	625.00		-	625.00		-	625.00
20G Jane Stephenson Memorial-12/2022	25.00		-	25.00		25.00	-
20F George Tuinstra Memorial- 12/2022	25.00		-	25.00		25.00	-
20G The Renew Campaign	-		27,505.00	27,505.00	177.36	27,505.00	-
20H Artisan Market	-		3,576.71	3,576.71		3,576.71	-
<b>Total Designated Funds</b>	<b>4,900.07</b>	<b>-</b>	<b>31,715.72</b>	<b>36,616.13</b>	<b>177.36</b>	<b>31,366.20</b>	<b>5,249.93</b>
<b>Monthly Net Activity</b>			<b>-</b>				
<b>30535 Restricted Funds-Permanent</b>							
R1 Youth	1,502.95		-	1,502.95		-	1,502.95
R2 Deacon fund	6,442.52	25.00	295.00	6,737.52		-	6,737.52
R3 Capital Replacement Reserve	15,380.10	775.00	1,630.00	17,010.10	627.57	8,127.57	8,882.53
R4 Parkwood Mission	3,723.35		0.48	3,723.83		-	3,723.83
R5 Session Discretionary Fund-2019	2,250.00		-	2,250.00		-	2,250.00
R6 Funeral Meal Escrow Fund	793.34		76.67	870.01		76.67	793.34
R7 Worship Renewal	286.41		-	286.41		-	286.41
<b>Total Restricted Funds</b>	<b>30,378.67</b>	<b>800.00</b>	<b>2,002.15</b>	<b>32,094.41</b>	<b>627.57</b>	<b>8,204.24</b>	<b>24,176.58</b>
<b>Monthly Net Activity</b>			<b>172.43</b>				
<b>Monthly Totals for the Three Funds</b>	<b>36,608.74</b>	<b>1,900.00</b>	<b>39,422.87</b>		<b>2,112.57</b>	<b>45,505.44</b>	<b>30,526.51</b>

Parkwood Presbyterian  
General Fund Income Statement  
December 31, 2023

	Current Month Actual	Year- to- Date Actual	Annual Budget	Percentage of Annual Budget
<b>Revenues</b>				
Vacation Bible School Donation	\$ 0.00	\$ 0.00	0.00	0.00
Current Year Pledge-Bldg. Fund	0.00	0.00	0.00	0.00
Current Year Pledge-Gen. Fund	7,615.00	108,925.10	105,920.00	102.84
Plate (Loose) Offering-General	494.00	6,261.00	5,000.00	125.22
Prior Year Pledge Receipts	0.00	380.00	0.00	0.00
Prior Year Non-Pledge Receipts	0.00	0.00	0.00	0.00
Non-Pledged-Gen. Fund	3,790.00	10,845.00	11,000.00	98.59
Interest Income-Bldg. Fund-DNU	0.00	0.00	0.00	0.00
Interest Income-Gen. Fund	146.05	1,287.35	50.00	2,574.70
Raise Right Income	(97.31)	484.78	400.00	121.20
Fundraisers	0.00	2,032.71	1,500.00	135.51
Special Events	0.00	0.00	0.00	0.00
Shared Mission Designated	(730.00)	0.00	800.00	0.00
Miscellaneous Income-General	3.16	328.62	100.00	328.62
Rentals	0.00	0.00	0.00	0.00
Initial Offering	0.00	810.00	200.00	405.00
Per Capita	0.00	1,275.89	1,500.00	85.06
Miscellaneous In/Out	(205.60)	212.81	0.00	0.00
<b>Total Revenues</b>	<b>11,015.30</b>	<b>132,843.26</b>	<b>126,470.00</b>	<b>105.04</b>
<b>Expenses</b>				
<b>Mission Expenses</b>				
Shared Mission (PCUSA)	0.00	0.00	100.00	0.00
Per Capita	912.36	2,737.00	2,737.00	100.00
Mission Committee Expenses	19.80	69.80	100.00	69.80
Designated Missions	0.00	397.50	400.00	99.38
<b>Total Mission Expenses</b>	<b>932.16</b>	<b>3,204.30</b>	<b>3,337.00</b>	<b>96.02</b>
<b>Administration and Office Expenses</b>				
Office Operations	0.00	175.81	200.00	87.91
Computer	0.00	0.00	0.00	0.00
Software	118.60	586.36	450.00	130.30
Software Maint & Web Site	0.00	377.19	350.00	107.77
Postage	0.00	512.70	250.00	205.08
Paper	0.00	347.35	120.00	289.46
Telephone	191.71	2,183.76	1,850.00	118.04
Session Material	0.00	0.00	0.00	0.00
Printing	0.00	0.00	0.00	0.00
Equipment Maintenance	0.00	0.00	60.00	0.00
Copier-Maintenance Contract	0.00	1,145.55	1,100.00	104.14
Miscellaneous Expenses	16.01	387.25	250.00	154.90
<b>Total Adm. and Office Expenses</b>	<b>326.32</b>	<b>5,715.97</b>	<b>4,630.00</b>	<b>123.46</b>
<b>Christian Education Expenses</b>				
Curriculum & Books	0.00	0.00	0.00	0.00
Leadership Training	0.00	0.00	0.00	0.00
Vacation Bible School	0.00	0.00	0.00	0.00
Audio Visual	0.00	0.00	0.00	0.00
Youth Fellowship	0.00	0.00	0.00	0.00
Christmas Program	0.00	0.00	0.00	0.00
Adult Education	0.00	0.00	300.00	0.00
Gift Bibles	0.00	0.00	0.00	0.00
Graduate Gifts	0.00	0.00	0.00	0.00
Teacher Apprec./Orientation	0.00	0.00	0.00	0.00
Supplies	0.00	0.00	0.00	0.00
Library	0.00	0.00	0.00	0.00
Camp Scholarships	0.00	0.00	0.00	0.00

Parkwood Presbyterian  
General Fund Income Statement  
December 31, 2023

	Current Month Actual	Year- to- Date Actual	Annual Budget	Percentage of Annual Budget
<b>Total Christian Education Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.00</b>
<b>Retreat/Seminar Expenses</b>				
Leadership Training	0.00	0.00	0.00	0.00
<b>Total Retreat/Seminar Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Worship Expenses</b>				
Choir & Music Supplies	0.00	85.99	100.00	85.99
Bell Choir	30.50	82.97	75.00	110.63
Pianist Expense	0.00	0.00	0.00	0.00
Bell Choir Director Sub	0.00	0.00	0.00	0.00
Bulletins / Music Licensing	0.00	437.00	425.00	102.82
Seminars & Music Education	0.00	0.00	0.00	0.00
Worship Supplies	0.00	74.20	100.00	74.20
Soloist/Instrumentalist	0.00	275.00	300.00	91.67
Pulpit Supply	0.00	863.60	1,200.00	71.97
CD Ministry	0.00	61.06	200.00	30.53
Liturgical Dance	0.00	0.00	0.00	0.00
Music-Children & Youth	0.00	0.00	0.00	0.00
Handbell Maintenance Escrow	0.00	250.00	250.00	100.00
Music Equipment Maintenance	0.00	1,050.00	1,500.00	70.00
Organ Maintenance	0.00	0.00	0.00	0.00
Organ Music	0.00	0.00	0.00	0.00
<b>Total Worship Expenses</b>	<b>30.50</b>	<b>3,179.82</b>	<b>4,150.00</b>	<b>76.62</b>
<b>Stewardship Expenses</b>				
Stewardship Materials	0.00	0.00	0.00	0.00
Stewardship Programs	0.00	0.00	0.00	0.00
Offering Envelopes	0.00	191.80	180.00	106.56
<b>Total Stewardship Expenses</b>	<b>0.00</b>	<b>191.80</b>	<b>180.00</b>	<b>106.56</b>
<b>Membership/Outreach Expenses</b>				
New Member Materials	0.00	49.98	0.00	0.00
Advertising	0.00	0.00	100.00	0.00
Postage	0.00	0.00	150.00	0.00
Church Directory	0.00	0.00	50.00	0.00
New Member Fellowship	46.12	125.06	100.00	125.06
Outreach Materials	0.00	152.84	100.00	152.84
<b>Total Membership/Outreach Exp.</b>	<b>46.12</b>	<b>327.88</b>	<b>500.00</b>	<b>65.58</b>
<b>Property Expenses</b>				
Utilities	368.71	7,727.73	7,700.00	100.36
Repairs & Maintenance	75.00	621.45	1,180.00	52.67
Insurance (Property/Liability)	516.25	6,195.00	5,400.00	114.72
Insurance (Worker's Comp)	0.00	369.00	400.00	92.25
Snowplowing	600.00	2,910.00	2,400.00	121.25
Lawn Care	0.00	2,124.51	4,300.00	49.41
Trash Removal	0.00	524.00	492.00	106.50
Janitorial Services	220.00	2,860.00	2,860.00	100.00
Janitorial Supplies	250.63	250.63	300.00	83.54
Pest Control	49.00	500.00	492.00	101.63
Repair & Maintenance(HVAC)	0.00	101.78	1,000.00	10.18
Revitalization Costs	0.00	0.00	0.00	0.00
Landscaping	0.00	74.07	500.00	14.81
Fertilize Lawn & Shrubs	0.00	0.00	0.00	0.00
Brush Hog Lot	0.00	0.00	0.00	0.00
<b>Total Property Expenses</b>	<b>2,079.59</b>	<b>24,258.17</b>	<b>27,024.00</b>	<b>89.77</b>
<b>Congregational Life Expenses</b>				
Social Activities	0.00	579.92	800.00	72.49



Parkwood Presbyterian  
General Fund Income Statement  
December 31, 2023

	Current Month Actual	Year- to- Date Actual	Annual Budget	Percentage of Annual Budget
Fellowship Hour Supplies	0.00	0.00	0.00	0.00
Receptions	0.00	0.00	0.00	0.00
Kitchen Equipment	0.00	0.00	0.00	0.00
Collegiate Ministry	0.00	2.38	50.00	4.76
<b>Total Congregational Life Expenses</b>	<b>0.00</b>	<b>582.30</b>	<b>850.00</b>	<b>68.51</b>
<b>Mortgage/Capital Reserve</b>				
Mortgage Principal	228.67	228.67	0.00	0.00
Mortgage Interest	33.30	33.30	0.00	0.00
Capital Replacement Reserve	0.00	0.00	0.00	0.00
<b>Total Mortgage/Capital Reserve</b>	<b>261.97</b>	<b>261.97</b>	<b>0.00</b>	<b>0.00</b>
<b>Personnel-Pastor Expenses</b>				
Salary-Pastor	2,930.00	35,160.00	35,160.00	100.00
Salary- Interim Pastor	0.00	0.00	0.00	0.00
Housing/Utilities	1,750.00	21,000.00	21,000.00	100.00
Pension/Disability/Health Ins.	1,666.26	19,995.12	21,903.00	91.29
Pastor Nominating Committee	0.00	0.00	0.00	0.00
New Beginnings' Costs	0.00	0.00	0.00	0.00
Pastor Moving Expense	0.00	0.00	0.00	0.00
Transition Costs	0.00	0.00	0.00	0.00
Travel Allowance	0.00	0.00	0.00	0.00
Continuing Education	0.00	384.00	800.00	48.00
Book Allowance	15.89	35.58	300.00	11.86
Professional Expenses	0.00	117.02	1,000.00	11.70
Social Security/Medicare	0.00	0.00	0.00	0.00
Interim SS & Medicare	0.00	0.00	0.00	0.00
Intern	0.00	0.00	0.00	0.00
Intern FICA	0.00	0.00	0.00	0.00
<b>Total Personnel-Pastor Expenses</b>	<b>6,362.15</b>	<b>76,691.72</b>	<b>80,163.00</b>	<b>95.67</b>
<b>Personnel-Support Expenses</b>				
Administrative Assistant	992.00	12,514.54	12,896.00	97.04
FICA/Medicare-Adm. Assistant	75.88	957.34	986.55	97.04
Professional Dev, Admin. Asst.	0.00	0.00	300.00	0.00
<b>Total Personnel-Support Expenses</b>	<b>1,067.88</b>	<b>13,471.88</b>	<b>14,182.55</b>	<b>94.99</b>
<b>Personnel-Programs Expenses</b>				
Director of Music	1,333.32	7,999.92	8,000.00	100.00
Professional Dev.-Music Dir	(666.66)	0.00	270.00	0.00
Accompanist	800.00	9,100.00	7,500.00	121.33
FICA/Medicare-Music Director	0.00	510.00	612.00	83.33
<b>Total Personnel-Programs Expenses</b>	<b>1,466.66</b>	<b>17,609.92</b>	<b>16,382.00</b>	<b>107.50</b>
<b>Total Expenses</b>	<b>12,573.35</b>	<b>145,495.73</b>	<b>151,698.55</b>	<b>95.91</b>
<b>Net Income</b>	<b>\$ (1,558.05)</b>	<b>\$ (12,652.47)</b>	<b>(25,228.55)</b>	<b>50.15</b>

Parkwood Presbyterian  
Special Fund Income Statement  
For the Twelve Months Ending December 31, 2023

	Current Month	Year to Date
<b>Income</b>		
Misc. In/Out-Special Offerings	\$ (385.00)	\$ (230.00)
Heifer Fund	0.00	0.00
	<hr/>	<hr/>
<b>Total Revenues</b>	<b>(385.00)</b>	<b>(230.00)</b>
	<hr/>	<hr/>
<b>Expenses</b>		
Miscellaneous	0.00	0.00
	<hr/>	<hr/>
Total Expenses	0.00	0.00
	<hr/>	<hr/>
<b>Net Income</b>	<b>\$ (385.00)</b>	<b>\$ (230.00)</b>
	<hr/> <hr/>	<hr/> <hr/>

# Parkwood Presbyterian Church

## 2023 Budgeted & Actual Giving & Revenues

### 2024 Budgeted Giving & Revenues

	2023		2024
	Budgeted Estimate of Giving & Revenues	Actual Giving & Revenues	Budgeted Estimate of Giving & Revenues
Pledged	\$ 105,920.00	\$ 108,925.10	\$ 107,680.00
Prior Year Pledges		\$ 380.00	
Prior Year Non Pledge			
Less 2% Contingency for Unfulfilled Pledges	\$ (2,118.40)		\$ (2,153.60)
Non Pledge	\$ 11,000.00	\$ 10,845.00	\$ 10,250.00
Plate Loose Offering	\$ 5,000.00	\$ 6,261.00	\$ 5,500.00
Interest Income	\$ 50.00	\$ 1,287.35	\$ 1,300.00
Special Events (Concert Series)	\$ -		\$ -
Per Capita Contributions	\$ 1,500.00	\$ 1,275.89	\$ 1,300.00
Raise Right Income	\$ 400.00	\$ 484.78	\$ 400.00
Shared Mission Designated Income	\$ 800.00	\$ 850.00	\$ 700.00
Initial Offering	\$ 200.00	\$ 810.00	\$ 200.00
Miscellaneous	\$ 100.00	\$ 541.43	\$ 100.00
Fund Raising Events	\$ 1,500.00	\$ 2,032.71	\$ 1,500.00
<b>Total Estimated Revenue</b>	<b>\$ 124,351.60</b>		<b>\$ 126,776.40</b>
<b>Without Contingency</b>	<b>\$ 126,470.00</b>	<b>\$ 133,693.26</b>	<b>\$ 128,930.00</b>



# Parkwood Presbyterian Church

## 2023 Budget / Actual and 2024 Budget

Expenses	2023 YTD			2024
	Budget	Actual	Variance	Budget
<b>Missions</b>				
Shared Mission (PCUSA)	\$ 100.00		\$ 100.00	\$ 100.00
Per Capita Apportionment	\$ 2,737.00	\$ 2,737.00	\$ -	\$ 2,723.40
Committee Expenses	\$ 100.00	\$ 69.80	\$ 30.20	\$ 100.00
Designated Missions (Together in Service)	\$ 400.00	\$ 397.50	\$ 2.50	\$ 400.00
Designated Missions (Ruth's Circle)				\$ 100.00
Total Missions	\$ 3,337.00	\$ 3,204.30	\$ 132.70	\$ 3,423.40
<b>Administration &amp; Office</b>				
Office Operations	\$ 200.00	\$ 175.81	\$ 24.19	\$ 200.00
Computer			\$ -	
Software, Realm	\$ 450.00	\$ 586.36	\$ (136.36)	\$ 1,200.00
Software Maintenance	\$ 350.00	\$ 377.19	\$ (27.19)	\$ 400.00
Postage	\$ 250.00	\$ 512.70	\$ (262.70)	\$ 300.00
Paper/Stationery	\$ 120.00	\$ 347.35	\$ (227.35)	\$ 200.00
Telephone/Data Service	\$ 1,850.00	\$ 2,183.76	\$ (333.76)	\$ 2,300.00
Session Material			\$ -	
Printing			\$ -	
Equipment/Maintenance	\$ 60.00		\$ 60.00	\$ 60.00
Copier Maintenance Contract	\$ 1,100.00	\$ 1,145.55	\$ (45.55)	\$ 1,100.00
Miscellaneous	\$ 250.00	\$ 387.25	\$ (137.25)	\$ 250.00
Total Administration & Office	\$ 4,630.00	\$ 5,715.97	\$ (1,085.97)	\$ 6,010.00
<b>Christian Education</b>				
Curriculum & Books				
Leadership Training				
Vacation Bible School				
Audio Visual				
Youth Fellowship				
Christmas Program				
Adult Education	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
Gift Bibles				
Graduate Gifts				
Teacher Appreciation/Orientation				
Supplies				
Library				
Camp Scholarships				
Total Christian Education	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
<b>Retreat/Seminar</b>				
Leadership Training	\$ -			\$ -
Total Retreat/Seminar	\$ -			\$ -
<b>Worship</b>				
Choir & Music Supplies	\$ 100.00	\$ 85.99	\$ 14.01	\$ 100.00
Bell Choir	\$ 75.00	\$ 82.97	\$ (7.97)	\$ 75.00
Pianists' Expense			\$ -	
Bell Choir Director Sub			\$ -	
Bulletins/Music License	\$ 425.00	\$ 437.00	\$ (12.00)	\$ 450.00

# Parkwood Presbyterian Church

## 2023 Budget / Actual and 2024 Budget

Expenses	2023 YTD			2024
	Budget	Actual	Variance	Budget
Seminars & Music Education			\$ -	
Worship Supplies	\$ 100.00	\$ 74.20	\$ 25.80	\$ 100.00
Soloist/Instrumentalists	\$ 300.00	\$ 275.00	\$ 25.00	\$ 300.00
Pulpit Supply/ mileage	\$ 1,200.00	\$ 863.60	\$ 336.40	\$ 1,200.00
CD Ministry	\$ 200.00	\$ 61.06	\$ 138.94	\$ 200.00
Liturgical Dance			\$ -	
Music-Children & Youth			\$ -	
Handbell Maintenance (Escrow '07)	\$ 250.00	\$ 250.00	\$ -	\$ 375.00
Music Equipment Maintenance	\$ 1,500.00	\$ 1,050.00	\$ 450.00	\$ 1,500.00
Organ Maintenance			\$ -	
Organ Music			\$ -	
Total Worship	\$ 4,150.00	\$ 3,179.82	\$ 970.18	\$ 4,300.00
<b>Stewardship</b>				
Stewardship Materials				
Stewardship Programs				
Offering Envelopes	\$ 180.00	\$ 191.80	\$ (11.80)	\$ 210.00
Total Mission Int. / Stewardship	\$ 180.00	\$ 191.80	\$ (11.80)	\$ 210.00
<b>Membership/Outreach</b>				
Membership Materials/Stamps/Cards		\$ 49.98	\$ (49.98)	
Advertising for Events	\$ 100.00		\$ 100.00	\$ 150.00
Postage	\$ 150.00		\$ 150.00	\$ 150.00
Church Directory	\$ 50.00		\$ 50.00	
New Member Fellowship	\$ 100.00	\$ 125.06	\$ (25.06)	\$ 200.00
Outreach Materials	\$ 100.00	\$ 152.84	\$ (52.84)	\$ 500.00
Total Membership/Outreach	\$ 500.00	\$ 327.88	\$ 172.12	\$ 1,000.00
<b>Property</b>				
Utilities	\$ 7,700.00	\$ 7,727.73	\$ (27.73)	\$ 7,700.00
Repairs & Maintenance	\$ 1,180.00	\$ 621.45	\$ 558.55	\$ 1,180.00
Insurance (Property/Liability)	\$ 5,400.00	\$ 6,195.00	\$ (795.00)	\$ 6,400.00
Insurance (Worker's Compensation)	\$ 400.00	\$ 369.00	\$ 31.00	\$ 400.00
Snowplowing	\$ 2,400.00	\$ 2,910.00	\$ (510.00)	\$ 3,700.00
Lawn Care	\$ 4,300.00	\$ 2,124.51	\$ 2,175.49	\$ 3,350.00
Trash Removal	\$ 492.00	\$ 524.00	\$ (32.00)	\$ 540.00
Janitorial Services	\$ 2,860.00	\$ 2,860.00	\$ -	\$ 2,860.00
Janitorial Supplies	\$ 300.00	\$ 250.63	\$ 49.37	\$ 300.00
Pest Control	\$ 492.00	\$ 500.00	\$ (8.00)	\$ 492.00
Repair & Maintenance (HVAC)	\$ 1,000.00	\$ 101.78	\$ 898.22	\$ 1,000.00
Landscaping	\$ 500.00	\$ 74.07	\$ 425.93	\$ 500.00
Fertilize Lawn & Shrubs			\$ -	\$ 1,600.00
Total Building and Grounds	\$ 27,024.00	\$ 24,258.17	\$ 2,765.83	\$ 30,022.00
<b>Congregational Life</b>				
Social Activities & Fellowship Hour	\$ 800.00	\$ 579.92	\$ 220.08	\$ 800.00
Fellowship Hour Supplies			\$ -	
Receptions			\$ -	

# Parkwood Presbyterian Church

2023 Budget / Actual and 2024 Budget

Expenses	2023 YTD			2024
	Budget	Actual	Variance	Budget
Kitchen Equipment			\$ -	
Collegiate Ministry	\$ 50.00	\$ 2.38	\$ 47.62	\$ 50.00
Total Congregational Life	\$ 850.00	\$ 582.30	\$ 267.70	\$ 850.00
<b>Roof Loan</b>				
Loan Principal		\$ 228.67	\$ (228.67)	\$ 5,020.19
Loan Interest		\$ 33.30	\$ (33.30)	\$ 251.77
Capital Replacement Reserve				
	\$ -	\$ 261.97	\$ (261.97)	\$ 5,271.96
<b>Personnel -- Pastor</b>				
Salary- Pastor	\$ 35,160.00	\$ 35,160.00	\$ -	\$ 28,406.42
Salary Interim Pastor			\$ -	
Housing/Utilities	\$ 21,000.00	\$ 21,000.00	\$ -	\$ 30,000.00
Pension/Med/D&D/Dental	\$ 21,903.00	\$ 19,995.12	\$ 1,907.88	\$ 22,778.50
Pastor Nominating Committee			\$ -	
Dental Coverage			\$ -	
Pastor Moving Expense			\$ -	
Transition Costs			\$ -	
Travel Allowance (vouchered)			\$ -	
Continuing Education (vouchered)	\$ 800.00	\$ 384.00	\$ 416.00	\$ 800.00
Book Allowance (vouchered)	\$ 300.00	\$ 35.58	\$ 264.42	\$ 300.00
Professional Expenses (vouchered)	\$ 1,000.00	\$ 117.02	\$ 882.98	\$ 1,000.00
Social Security/Medicare Allowance			\$ -	
Interim Pastor SS & Medicare			\$ -	
Intern			\$ -	
Intern FICA			\$ -	
Total Personnel -- Pastor	\$ 80,163.00	\$ 76,691.72	\$ 3,471.28	\$ 83,284.92
<b>Personnel -- Support</b>				
Administrative Assistant	\$ 12,896.00	\$ 12,514.54	\$ 381.46	\$ 13,312.00
FICA/Medicare	\$ 986.55	\$ 957.34	\$ 29.21	\$ 1,018.37
Professional Development, Admin. Asst.	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
Total Personnel -- Support	\$ 14,182.55	\$ 13,471.88	\$ 710.67	\$ 14,630.37
<b>Personnel -- Programs</b>				
Director of Music	\$ 8,000.00	\$ 7,999.92	\$ 0.08	\$ 8,000.00
Professional Development, Director of Music	\$ 270.00	\$ -	\$ 270.00	\$ 270.00
Accompanist	\$ 7,500.00	\$ 9,100.00	\$ (1,600.00)	\$ 7,500.00
FICA/Medicare, Director of Music	\$ 612.00	\$ 510.00	\$ 102.00	\$ 612.00
Total Personnel -- Program	\$ 16,382.00	\$ 17,609.92	\$ (1,227.92)	\$ 16,382.00
	\$ 151,698.55	\$ 145,495.73	\$ 6,202.82	\$ 165,684.65

