

# Clinton Presbyterian Church Annual Report 2016

*Clinton Presbyterian Church  
is a welcoming congregation  
called to share Christ's love.*

91 Center Street, Clinton, NJ 08809

**Phone 908-735-5029 • Fax 908-735-0926**

*[www.clintonpresbyterian.net](http://www.clintonpresbyterian.net)*



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## Church Staff in Ministry

Pastor  
Director of Music Ministries  
Administrative Assistant  
Youth Fellowship Leader  
Seminary Intern  
Cleaning Services  
Accountant

Rev. Tracey C. Henry  
Gary Ross  
Diane O'Connor  
Maggie Bell  
Ian Clark  
Gabriella Pusztai  
Mike Kirsch

## Elders in Ministry

Bill Berson 735-3826  
Tom Brankner 537-7891  
Adrienne Hodulik (clerk) 537-9810  
Mark Holmsborg 713-1316  
Dave Kelly 391-6372  
Bill Kreutel 735-2511

Jenny Kunzman 996-4529  
Kerry Maslanka 534-5609  
Paul Morrissette 500-5092  
Cathy Nace 735-5382  
Mike Penyak 713-1499  
Rich Prakopcyk 735-5255

## Deacons in Ministry

Steve Battaglia 238-9648  
Judy Beck 823-0413  
Laurel Kelly 391-6372  
Lonnie Little 638-3111  
Sandie Lundeen 730-6958  
Nancy Paul 735-7758

Linda Schipmann-Pustai 732.764.9716  
Wendy Morrissette 500-4596  
Sharon Rosenberg 996-7440  
Martha Roth 730-9408  
Jeri Twigg 735-4182

Steve Battaglia and Laurel Kelly - Co-Moderators  
Linda Schipmann-Pustai - Secretary

## Clerk of Session's Report

### Membership

**Active Members**      **303 (2015)**  
**Total Active Members** **257 (2016)**

<b>Gains</b>		<b>Losses</b>	
17 & Under	0	Certified	0
18 & Over	0	Deaths	2
Certified	7	Other	51
Other	0		
<b>Total Gains</b>	<b>7</b>	<b>Total Losses</b>	<b>53</b>

**Total Adherents**    **257** (*Female Members: 144*)

### Worship Attendance

Average Attendance    101 (2015)  
Average Attendance    103 (2016)

### Baptisms

Child Baptisms    2  
Adult                0

### Christian Education

Ages 3 & 4	4	Grade 10	2
Kindergarten & Grade 1	4	Grade 11	1
Grades 2 & 3	6	Grade 12	5
Grade 4 & 5	7	Adult Sunday School	12
Grade 6	3	Men's Bible Study	10
Grade 7	3	Women's Morning Bible Study	12
Grade 8	4	Women's Evening Bible Study	12
Grade 9	6	Teachers	15

### In Memoriam

We remember before God these members of the congregation who have passed into the Church Triumphant, with thanksgiving for their lives among us, the witness of their faith, and their faithful service to our Lord Jesus Christ.

Tamas Pusztai, b. June 21, 1954, d. June 16, 2016

Alvin Petersen, b. December 15, 1928, d. September 27, 2016

May they rest in the peace and the joy of the Lord.

## Finance and Stewardship Ministry

The highlights of the past year are:

1. Assisted Session in the development of a more detailed/accurate operating budget, and descriptive narrative budget.
2. Online giving participation increased 60%.
3. Finished 2016 expense budget with a deficit of \$37,209, reducing more than 50% over year-end 2015.
4. Worked closely with Session and the various ministry teams to establish a 2017 operating budget with a focus on reducing operating budget deficit by 30% more than 2016 budget.
5. Developed capital budget process with Property with quarterly updates to Session to improve communications and understanding.
6. Participated in Presbytery Session on Stewardship and Generosity to grow this ministry.
7. The annual pledge program, themed "Soaring to New Heights", ran from September – November.
  - Thank you to program team members - Jessica Bruno, Carol Kotopoulos, Bill Kreutel and Kerry Maslanka.

Looking ahead we are most excited about:

1. Maximizing the church's financial gifts and resources.
2. Continuing our work to reduce the deficit.
3. Assisting ministry teams to plan and manage budgets.
4. Mike Penyak will chair Finance Ministry Team; Bill Kreutel will focus on developing Stewardship program.

**Members:** Bill Kreutel (chair, Finance Ministry), Dave Boyer, Karen Kursar (Treasurer), Mike Penyak, Liz Scannell and Janet Traphagen.

## Financial Summary

### CPC 2016 Financial Summary

The 2016 financial results are in and the actual operating deficit (\$37,209) shows a significant improvement compared to the 2015 operating deficit (\$78,473).

- CPC spent \$351,136 against an income of \$313,927 resulting in the operating deficit of \$37,209.
- Income was \$8,160 over budget, and expenses were under budget by \$34,620.
- The Ministry teams worked diligently to cut expenses this year whenever possible.
- Once again, we withdrew less from our Vanguard investments in 2016 than we have in previous years.

### Treasurer's Report Summary 2016

	<u>December</u>	<u>Jan - Dec. YTD Actual</u>	<u>Budget YTD</u>	<u>2016 Actual vs. Budget Variance</u>
Income	\$40,734	\$313,927	\$305,767	103%
Expense	<u>\$37,879</u>	<u>\$351,136</u>	<u>\$385,756</u>	91%
<b>Operating Deficit</b>	<b>\$2,855</b>	<b>(\$37,209)</b>	<b>(\$79,989)</b>	

### 2017 Budget

For the year 2017, your Session has approved an operating budget with a \$54,115 deficit.

- Based on pledges received to date, 2017 income is forecast at \$329,300.
- Budgeted expenses are expected to decrease by \$2,341, with total expenses forecast at \$383,415.

### Vanguard Funds

- ***Our 2016 weighted average return of 9.4% was just under the S&P 500 return of 9.5%.***
- Investment Allocation: 65% stocks, 26% bonds, 9% cash.
- As interest rates continue to rise, the Finance Committee will re-evaluate the investment allocation.
- CPC had net deposits of \$5,286 into our Vanguard money market fund. This fund is used to meet operating and capital expenses on an "as needed" basis.

### CPC Total Asset Values as of December 31, 2016

Bank Checking/Savings Accounts	\$ 60,166
Remaining Braselmann Annuities	\$ 127,994
Vanguard Investment Funds	\$ 616,346
Mary Louise Thornton Trust	<u>\$ 743,339</u>
<b>Total Value</b>	<b>\$1,547,845</b>

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**Mary Louise Thornton Bequest** – \$743,339 remains, managed by the trustee. Funds are disbursed to CPC at 5% per year, plus quarterly interest payments until 2018. CPC then receives the remaining balance.

**The Braselmann Bequest** – monthly annuity payments of \$2,509.68 will continue through March 2021. This money is deposited directly into our checking account to help cover operating expenses and is not invested.

**Stock Donation** – in 2016 CPC received a donation of stock. We opened a brokerage account with Vanguard and are now able to accept stock donations from individuals, estates and as part of a planned giving program.

*\* Please note that we do not include memorial/bequest gifts in our 2017 projected income.*

## Pastor's Report

We have taken another trip around the sun together as a family of faith and by God's grace we have wonderful stories to tell about our journey. This annual report is an opportunity for me not simply to reflect on all that has occurred but more importantly to give thanks for our continued partnership in this holy work.

As ever, throughout this year, the elders and deacons have gone about their respective ministries with dedication and faith, and have allowed me the privilege of walking alongside them. Many in our family have struggled with illness, injury and loss and the deacons have served and helped equip the rest of us to join them. As the elders have invested in their ministry teams much has been accomplished –

- renovations around the church, including the completion of the lift and the renovation of fellowship hall
- mission opportunities which connect us with local need, including a wonderful "Day of Service" which saw more than 60 of our members go gratefully to serve
- weekly worship and seasonal offerings which allow us to praise God, with a special thanks to Gary Ross and all our talented singers and musicians
- children and youth programming to accommodate our growing numbers (I know I am not alone when I say that my heart soars each Sunday as the chancel steps fill with little ones for our children's conversation!)
- Careful stewardship of our resources and prudent spending, by our staff, our leaders and others, has allowed us to continue to narrow the gap in the operating deficit, while generous giving from the congregation has allowed us to continue God's work from here in increasingly significant ways.
- Fellowship events have strengthened our bond as sisters and brothers in Christ.
- We have welcomed Ian Clark as a field education student from Princeton seminary for the 2016-2017 academic year. He has quickly jumped into many areas of our church life and I am encouraged not only by his ministry among us but also by the opportunity we have been given to be a part of the larger church as we support Ian and help him grow in his calling

It has been my privilege to weekly lead our church family from the pulpit. As we have walked with Isaiah, unpacked the Apostles' Creed, sat at Jesus feet on the Mount, and as we have engaged with each other in bible studies and other settings I pray that I have been faithful in helping each of us to connect our faith with daily living as his disciples. I am helped in this work by local colleagues with whom I gather weekly for prayer and study. I continue my connection to the Elizabeth Presbytery with my service on the Personnel Committee.

As new faces have joined our family I am aware of the deep responsibility which you have entrusted to me and I am grateful for the opportunity to be your pastor. Additionally, for the love with which you have surrounded by family as we welcomed little Davis as a member of our tribe, I am thankful.

As we look to this next year together, may we fix our vision on the One who leads us - "now to him who by the power at work within us is able to accomplish abundantly far more than all we can ask or imagine, to him be glory in the church and in Christ Jesus to all generations, for ever and ever. Amen." (Ephesians 3:20-21)

## Director of Music Ministry Report

This year has been another busy and productive year. Our choir has kept its numbers and continues to sing challenging music in 3 and 4 part harmony. They are dedicated group of people and always add to our worship service.

The Praise Team is also dedicated and is there week after week including the "off-season" Sunday's. They make my job not only easier, but together we all grow in our musical endeavors.

The bell choir also performed during the Christmas season and I hope to do a longer rehearsal schedule starting in February. Stay tuned!

The organ and the piano are both integral to the worship service and I oversee their maintenance. They are enjoyable to play, and must be maintained well in order to serve us for years to come. The piano is maintained on a weekly basis and is tuned 4 times a year while the organ maintenance is twice a year.

After many years of running sound for Sunday services, Matt Hodulik left for college. I am grateful for all he has done. The best way to remedy his absence is to run the Praise Team sound from the piano. You may have noticed some new equipment by the piano. This now makes it easier to concentrate on running the sound from the pulpit and work the projector. Lonnie Little has re-wired the system to have both systems work together and I thank him for that.

As a musician, it is important to me to continue to improve, so I continue to take study voice, piano, organ and trumpet. Music is a lifetime endeavor and it is a pleasure to work at a church that places value on music in their worship service and I would like to thank all those who give up their time to sing, play and ring.

My time here at CPC continues to be both enjoyable and rewarding. I am fortunate to be able to work with this church family.

Gary Ross  
Director of Music

## Youth Fellowship Leader Report

Marking the end of 2016, this position is about a year and a half old and the young people of this congregation continue to impress me. 2016 was not without more learning curves, but the eagerness to learn and be in fellowship with each other, the willingness to be impactful members of our communities, and the desire to connect has always been and continues to be at the heart of our Youth Ministry program. Our students are constantly teaching me just as much as I teach them. With minor changes to our Sunday night CHAOS program, a new group of confirmands, and the growth of our Sunday Funday program, I can feel the impact our groups are making on our congregation and our surrounding areas. I am so excited to see where 2017 brings us and always look forward to spending time with our young people, learning and growing together in Christ!

Maggie Bell  
Youth Fellowship Leader

Below is a breakdown of events from November 2015 – December 2016; picking up where our last Annual Report left off.

November 2015 – Our youth participated in the Thanksgiving Basket assembly and delivery, an opportunity to serve those close to home. Students continued to connect weekly/bi-weekly with our Wolverton Wednesday and CHAOS events. We held our Totally Tube (sock)ular Flannel Fest Outdoor Movie Night! Our middle and high schoolers donated 120+ pairs of socks to help those we serve in Newark and New York City through The Relief Bus.

December 2015 – We brought in the holiday season with a huge crew come out for the annual Clinton Christmas Parade and students participated in the lighting of the Advent Candle of Peace during worship. Thanks to several congregation families, we gathered together shortly before Christmas to have a Reverse Progressive Dinner – lots of fellowship and lots of food! We also combined forces with Sunday Funday for a massive Christmas Party.

January 2016 – CHAOS nights continued with games, lesson and fellowship. Our high schoolers had a great time adventuring up to Lake Champion with Jes & Colin Bruno and Maggie Bell as leaders. We always have a great time at the lake!

February 2016 – We celebrated the Super Bowl CHAOS style in February, cheering on the Broncos & the Panthers. Due to Blizzard Jonas we had to postpone our Youth Sunday program to the spring. See May for details!

March 2016 – Our middle schoolers LOVED Lake Champion. Special thanks to Bill Berson and Ross Traphagen for joining as male chaperones. This was the student's first time at the lake! A handful of our youth participated in our CPC's Got Talent event – what a group we have!

April 2016 – Aside from preparing for Youth Sunday, CHAOS had fun with a Lock In and a really cool opportunity with The Compassion Experience at South Ridge Church. Other weekly and bi-weekly CHAOS events resumed as scheduled!

May 2016 – What a fabulous job our youth did at Youth Sunday on May 1! The prayers, songs and sermon were all a compilation of hard work and willingness by our middle and high schoolers. They continue to impress! We closed our CHAOS year with our *Tonight Show Starring Jimmy Fallon* themed night – it was so fun and a great success!

June/July/August 2016 – The Summer months for CHAOS always take on a life of their own! We kicked off the summer with our summer cook out at the manse and a Somerset Patriot's Game. A group of our high schoolers served again in the neighborhoods of Philadelphia, making the type of impact only they can make by teaching the children of North Philadelphia about Jesus. They love on those kids and it shows! Various other happenings included mini golf, movie trips, Shake Shack parties and coffee hang outs!

September 2016 – We kicked off the CHAOS year with ‘The Presby Games’! Our spin on The Olympics was so much fun, complete with candy bar medals. Sunday School activities resumed with our new HS Conversations program with Bill Berson and a new Confirmation class of six students. Our High School Leadership team was revamped to meet after our regular youth group nights to help plan special events for our youth and community.

October 2016 – We had a lot of excitement in October with our CHAOS nights – a Halloween party and introducing our intern, Ian Clark, to youth ministry! Confirmation class grew a bit with the implementation of our visiting teacher program alongside Leslie Hyman and Maggie Bell.

November 2016 – Once again, our youth helped pack and deliver Thanksgiving baskets to local families. Their hearts are always full and ready to help! We had a great time at our CHAOS nights. We packed “birthday bags” to deliver to our local food pantry and enjoyed visiting our fellow CHAOSers at work, coffee hang outs and bowling outings!

December 2016 – Our last month of 2016 was really exciting. Our confirmands participated in lighting the Advent Candle and continued to grow in their faith by engaging in the lesson plans mapped out by Leslie and Maggie. Our high schoolers were huge helpers with the Christmas pageant – leading our little ones in the telling of the story of Jesus’ birth. To close out the year, we held a joint CHAOS & Sunday Funday Christmas Party! WHAT a fun time! So many laughs, Christmas pajamas, games and writing 120 holiday greeting cards for the residents of Country Arch Care Center.

We are looking forward to what 2017 brings! Prayers for a year of growth and influence!

## Children's Ministry

The Children's Ministry Team continues to guide and encourage our CPC family by providing a biblically based, nurturing environment for Cradle Roll newborns through fifth graders.

Pastor Tracey has baptized 2 little ones this past year and we welcome them into our fold.

Cradle Roll supports the parents of children from birth through age three with quarterly resources. Judy Moller continues to do a faithful job coordinating the program as more (and more!!) little lambs are joining our CPC family. What a blessing for us all!

Nursery and Cooperative Care provides care for infants through fifth graders during the worship hour and for infants to two year olds during the Sunday school hour. We are dedicated to providing care and consistency to our wee ones. As our enrollment grows we are in need of more volunteers. If anyone is interested in helping in the Nursery, please contact Jeri Twigg.

Our curriculum continues to be from PCUSA, Growing in Grace and Gratitude. Growing in Grace and Gratitude is rooted in the foundation of Presbyterian identity where God's grace and our gratitude are the heartbeat of our faith, life, and worship; extends an invitation to discipleship that inspires children to learn and practice hospitality, generosity, and love; and reaches beyond Sunday morning, encouraging children to live their lives as an expression of God's grace. Each session is rooted in Bible stories that reveal God's grace.

Joanne Berson continues to improve communications with monthly Sunday school updates to parents and Kim Darcy reaches out to teachers and assistants with the upcoming schedule.

The children gather each week to participate in activities that reinforce the Bible story, to enjoy music under the direction of Gary Ross and take an active part in monthly mission projects.

Our mission projects last spring included a "Bank It for Babacar" challenge. The children dedicated their offering to support our friend Babacar. We challenged the children to bring in 200 quarters and by the end of the school year the students had collected 452!

Other projects throughout the year included collecting food to fill a wagon and building a cereal tower for the Open Cupboard Food Pantry, creating cards for the Thanksgiving baskets, decorating lunch bags and filling health kits. We also made valentines, which were delivered to Country Arch Care Center and our Sunday school families brought in treats for coffee hour, which we sponsored in January. We continue to look for ways we can encourage our youngest members to be involved in service and mission work.

Once again Little Monkeys, the parent-tot playgroup directed by Joanne Berson, met every Friday from January 9 through March 25. Little Monkeys was created as an outreach program to give families a warm place to play and make friends during the cold winter months. We had a tremendously positive response from our visitors with over 40 families participating during the 12-week program. As soon as we opened our doors, babies, toddlers and preschoolers arrived with their moms, dads, grandmothers and grandfathers to play in our classrooms. The playgroup was open to all members of our surrounding communities. We are blessed with such a wonderful building (and a whole lot of toys), and it was awesome to see it used to bring smiles to such little faces.

During the Lent season we implemented "Journey to Easter Passports", that encouraged the children to come to various CPC events throughout Lent and have their passport books stamped. We coordinated Palm Sunday children activities starting with the Children's Palm Procession during the service with the children singing. This was followed by a meaningful Sunday school lesson and ended with an Easter Egg Hunt with the help of our older youth and their teachers.

In preparation for Vacation Bible School and our upcoming school year we implemented the "Keeping Our Children Safe" policy. During the spring months the policy was reviewed and discussions took place on how to implement the policy for VBS, Sunday school, the nursery and our Youth Programs. This policy is now in force and background checks for key teachers and positions take place.

Vacation Bible School was a huge success as we embarked on Cave Quest from July 11 through 15. Enrollment was up from last year at 41 children and we had over 45 dedicated volunteers cooking dinners, teaching, and shepherding.

Collections filled a sled and donations were delivered to the Open Cupboard Food Pantry. We partnered with the ICS church loaning them our decorations and they in turn gave CPC a donation. Thanks once again to Kim Darcy, Cathy Edelsberg and Joanne Berson who form the team that makes CPC the place to be during this week in July. Sounds like a great team to be a part of, right? We are looking for a few people to join this organizing team. It is great fun and lots of laughs. If you think you might be interested in checking out this fun, please get in touch with Jenny Kunzman.

Sunday School began the 2016 school year with the annual Kick-Off Breakfast in September. We had fun reconnecting with our CPC family while creating painted tiles, which are now displayed in our renovated Fellowship Hall.

On October 23, children participated in the Children's Service. What a joy it was to see our youngest children greeting adults, reading from the pulpit, singing songs, asking certain adults to come forward for the "Adult Conversation" and being the main focus for our worship service. The third graders were presented with their bibles at this service as well.

On December 9 Children's Ministry hosted a Kids Nite Out and 20 children came in pajamas, with pillows and blankets to have fun together and watch "Santa Buddies: The Legend of Santa Paws". A "Dog" night was the theme! We started with a quick hotdog dinner (of course!), made dog ornaments and face masks, then watched the movie with a lot of popcorn and ended the night making special Christmas ornaments. It was a great way to spend a Friday night and assistance from Cathy and Lauren Edelsberg, Adrienne Hodulik, Jill Prakopcyk, Lonnie Little and Evie Lebron made it all possible.

December 18, the Nativity Pageant was held during our worship service. The children practiced their parts and joined in with songs and were able to retell this special story with our special narrators reading Bible passages and poems. This was a new script this year and we were very happy with the results as we had sheep coming and going (and coming back again), angels appearing, shepherds gathering and wise men following a special star to welcome baby Jesus!

It has been a busy year and it is with amazing joy and fantastic teamwork that the Children's Ministry Team continues to develop our Sunday school program and look to new ways to reach out to our church family and the community.

**Members:** Adrienne Hodulik (chair), Jenny Kunzman (chair), Joanne Berson, Kim Darcy, Cathy Edelsberg, Judy Moller and Jeri Twigg.

## Connections

Our Mission Statement: “The Connections Ministry is responsible for connecting with all God’s children, young and old. We host activities that both reach out to the community as well as our church family. We encourage all to participate whether it’s the omelet breakfasts or the Clinton Christmas parade. We maintain the member’s rolls as well as the website.

New members are always welcome! We meet on the 1<sup>st</sup> Monday of each month from 7:00 to about 9:00 pm.

## Membership

- Total active membership is currently 257. In 2016, we welcomed 7 new members. A Pictorial Church Directory was finalized and emailed to all members.

## Hospitality

- Assisted throughout the year with the numerous dinners and events, hosted fellowship time for month of April and November, assisted with funerals and fund raisers. Added a Pancake dinner before Lent and most recently, Hospitality collaborated with the Worship Ministry in successful casserole breakfast following the Christmas Pageant.

## Connections

- Planned and hosted the 8<sup>th</sup> Annual Church Picnic this year in the parking lot. Thanks to all that made this another successful event and the Hymans for BBQ'ing.
- Planned and hosted post Clinton Holiday Parade “Cookies & Cocoa” event. Added pictures with Santa and Mrs. Clause as well as a “snap chat” area.
- We held three outdoor movie nights and added DJ Dr. D to help get the kids excited.
- We had another successful Trunk or Treat in the CPC parking lot Halloween night with almost 20 trunks welcoming over 300 neighborhood kids.
- New this year was an adult event at Beneduce’s Vineyard for a night of fellowship and wine tasting. Even though it rained, we had over 15 couples attend.

We plan to continue to host events that involve the community and spread God’s message of love. Any ideas from the congregation would be great.

**Members:** Mark Holmsborg (chair), Shelley Brankner, Marsha Marasco, Jill Prakopcyk, are Sharon Rosenberg, Caleb and Christina Schlegel and Ino Sowder.

## Mission Ministry

The Mission Ministry has worked very hard this year to make known the love of Christ through CPC mission trips and events, and through local, regional, national and international giving. This is done through careful planning, prayer and allocations from our budget.

We continue to look for missions-minded people from our congregation to join our ministry team and are glad that our current Mission Ministry team works so hard to faithfully serve our mission outreaches and projects throughout the year.

In June, a group of 17 high school students and six adult leaders spent a week in Philadelphia serving the Lord. This week included partnering with Bible Club Ministries in North Philadelphia to bring God's word to local children each afternoon. Our group also served with various community outreach groups during the mornings. The 2017 Philly Trip is already being planned.

In October 2016, the CPC Mission Ministry hosted a Be the Church day of service. Over 60 volunteers served community with:

- Flemington Area Food Pantry
- Market Street Mission
- Safe Harbor Easton
- Friendship Center for New Beginnings
- Family projects at CPC
- Community projects in the Town of Clinton

Our effort to distribute Thanksgiving baskets to local families was very successful again last year. Many in the congregation donated food, packed baskets and made deliveries. Through your generosity and involvement, CPC was able to deliver baskets to over 52 local families which fed 312 family members. Thank you for being the hands and feet of Christ to our Hunterdon neighbors in need!

Once again the Christmas Giving Tree was very well received and your gifts were distributed throughout Hunterdon County and beyond. The participation level from the congregation was wonderful and these gifts will certainly make Christmas a time of joy for those in need.

The past year also saw an increased partnership with the New York City Relief Bus. The Relief Bus outreach consists of two former school buses customized into mobile resource centers that go out to the poor and homeless in NYC, Paterson and Newark. Volunteers serve food, pass out clothing and pray with the poor and homeless in these cities. CPC sent over 70 participants during our eleven outreach dates in 2016. CPC also donated over one hundred hygiene kits and many pairs of socks.

While we are thankful for a great 2016, we know that God has big plans for CPC in 2017. We are planning to offer another Be the Church Day in the Spring of 2017 – please check the church newsletter and the bulletin for details.

Please consider participating in a mission project, a Relief Bus outreach and/or a trip in the coming year.

Thank you.

**Members:** Dave Kelly (chair), Cindy Boyer, Rick Hyman, Sandie Lundeen and Robyn Meyh.

## Personnel Ministry

In support of the mission.....Clinton Presbyterian Church is a welcoming congregation called to share Christ's love ... As we step into God's future as a church family; we are each called to play a part. Through faithful stewardship of all our resources we will honor God. CPC needs to increase membership participation in relation to church activities, leadership and worship needs. CPC needs to ensure a staffing model which is compatible with our needs and our resources. CPC will perform yearly review of staffing model/needs and volunteer leadership base to ensure that ministry areas are well served.....**from the CPC 2013 Strategic Plan**

The Personnel Ministry Team membership has remained intact for the year 2016. We are looking to add new members to our ministry team for 2017 and if you are interested, please contact any PMT member.

Significant activities for 2016 were as follows:

- Staff Performance evaluations were completed in 2016 with input from Session and Deacon members. CPC is blessed to have such a dedicated staff. The PMT continues to evaluate the staffing needs of CPC.
- The PMT developed our "CPC Keeping our Children Safe Policy" with input from the youth and children's ministry teams and Session. It was approved by Session and implemented on June 1, 2016. This includes background checks which will be carried out by Verified Volunteers.
- The PMT has continued the process of reviewing/evaluating the CPC Employee Handbook to revise and/or develop new policies to ensure that CPC and the congregation has effective policies and procedures in place.
- Secured Temporary Pastoral Coverage for April 2016 by Pastor Kiran Young Wimberly.

If you have questions or comments about our ministry's work, or if you would like to join our ministry team, please contact Richard Prakopcyk (609.577.6309 or [Richard.prakopcyk@hdrinc.com](mailto:Richard.prakopcyk@hdrinc.com)).

Please feel free to contact any of the Personnel Ministry team members.

**Members:** Rich Prakopcyk (chair), Ralph Marsh and Tammy Warner.

## Property Ministry

### Overview

The CPC Property Ministry maintains 3 properties: 105 Center Street & 91 Center Street, and 19 Fairview Avenue (a rental), Clinton, NJ. We get funding from Session for maintenance/ repair and capital improvement, and report to the Pastor and Session. Projects are tracked through a single To Do list, have a written plan (if greater than 1 hour, 1 person and/or \$100) and executed with as many of the Congregation as possible in order to minimize costs.

### Organization

The Property Ministry has 2 active members, Amey Barnes and Tom Brankner. We hold a monthly meeting, a Property Workday (Sundays at 11:30, after Fellowship hour) and a Pastor & Property meeting (1<sup>st</sup> Tuesday at 7:30), as needed.

### Highlights

#### Fellowship Hall (FH) Renovation

Amey Barnes created a long-range comprehensive budget and plan for a complete renovation of Fellowship Hall. The final plan included the construction of a lighted storage closet, removal of unwanted features, ceiling repair, door replacement, floor installation, and painting. She oversaw the implementation of plan, with the assistance of Rich Prakopcyk and David Henry, who coordinated the flooring and painting.

#### Fellowship Hall (FH) Steps

Replace Fellowship Hall (FH) steps, remove sidewalk, remove the disable stairs to sidewalk, match the disable stairs to the front stairs, repair front steps and repair the lower, rear wall of FH. After drying the steps were sealed. The gutters protecting the front stairs were replaced.

#### Recycling

CPC's new, less expensive, trash hauler also recycles. CPC now has single stream recycling.

#### Mini Manse Trees

The 6 downed conifers and their stumps were cut, split and removed to CPC for Scout and Congregation use.

#### Stair (Disable) Lift

Bill Harclerode completed this effort resulting in a working, certified lift. The crippling paperwork and required follow-up was a Herculean effort by Bill. Many, many thanks to him. They will be missed.

#### Egress Lights

The fire violation for lack of outside egress lights was resolved in 2016. Paul and Wendy Morrisette lead the finish work and painting due to the installation of egress lights. The lights were upgraded to LEDs and outside emergency lights were added to all CPC doors.

#### Manse walkway, patio WIP

Amey Barnes continues the execution of the manse landscape project. After the 2015 completion of the second patio level (including the base for the deck stairs) and a blue stone garden retaining wall, in 2016 she completed the walkway (with help from Dave Henry and Noel Cowan (Tracey's dad)), creation of a garden bed and installation of plantings. In 2017, she plans to complete a retaining wall and sitting area around an existing fire pit. Her work, with the help of others, is a beautiful work reflecting effort and dedication. She also maintained CPC and Manse garden beds (weeding & mulching) and their plantings. And constructed a small garden wall, and the creation of a natural-style rock garden along the back of the Manse property.

## Manse EnergyWIP

Rich Prakopcyk leads this oil to gas conversion. The energy savings result in a favorable Return-on-Investment (ROI) for this project. Started by Bill Harclerode in 2016, implementation and completion of this project is scheduled for early 2017.

## Energy at CPC WIP

A NJ state funding delayed this project begun by Bill Harclerode, included in this project is CPC oil to gas conversion, new ACs and LED lights.

## Insulation WIP

Foam insulation, replacing the current, ineffective fiberglass insulation, will result in cooler summers and warmer winters in the Sanctuary, with less cost. This multi-year project is targeted to be materials only.

## Stained Glass WIP

The Sanctuary's Angel window will be renovated at no cost to CPC. The goals of the renovation include:

1. Repair/ cleaning of stained glass.
2. Reinforcement of lead in corroded &/or deflected areas. Prefer reinforcement with embedded metal (i.e., "hollow-heart" lead with straight steel when feasible).
3. Proper temperature/humidity regulation. The exterior protective glazing should protect the stained glass and maintain the same temperature as the air in the church. It should also eliminate condensation on the stained glass.
4. Framing of stained glass for stability (less vibrations & damage), security (weight transferred to framing) and the ability to quickly (< 1 hour) and safely remove all the stained glass.
5. Best viewing. Use glass that allows the best, clearest viewing.
6. Insulation. The exterior protective glazing should maximize the insulation of the window. There should be a barrier to stop cold/heat conduction through the framing.
7. Rededication plaque. The current dedication plaque will be removed. And a new plaque with an original summary and the new dedication will take its place

## Grounds Care Program

Although Ignacio Ramirez, Troop 121 Scout, lead and contributed with honor and dedication, the Scouts will not do grounds care at CPC in 2017. The Henrys continue Manse grounds care and the tenants will continue to take over the Mini Manse grounds care. Purchased/ donated equipment is to be used in 2017 but CPC will have to pay for grounds care in 2017.

## Annual Complete

<u>Title</u>	<u>Description</u>
Snow Removal	Sign contracts
Recycling	County Rpt on Recycling
Grounds	Grounds Care: Grass cut, trim & blow
Fire	Fire alarm (Protection 1) & inspections on all 3 properties Jack Daniels
Budget Est	Annual Budget Est
Property Report	Property Report
Pests	Need pest control
AC change out	Window ACs moved
Trash Contract	Review Trash Contract & Terms

## To Do Tasks Complete

<u>ID</u>	<u>Title</u>	<u>Description</u>
11040623	Rummage Sale Garbage	Once rummage sale is over remove leftover items & extra garbage
11072508	Stair (Disable) Lift	Install lift for disabled access to FH
11072526	Kitchen Floor Replacement	Part of FH renovation
11110505	Manse Japanese Maple plantings	Create bed for Japanese Maple tree
12080603	Mini-Manse Trees	Trees need trimming & stumps need removing.
13060401	Tool Donation	Landscape tools donated
14060902	Property Praise & Recognition	Property Dollars
15020302	FH Steps	Repair/ Replace FH outside steps
15030301	CPC Gutters at FH	Ice issues
15040705	CPC Recyclables	Establish a recycling pgm
15052701	CPC Front Steps	Reset, point & seal
15100601	FH Floor	New floor
15120502	Egress Lights	Clinton Regulation for egress lights (w/ battery backup)
16011501	Missing Items	Missing: DVD player, FH folding chairs, FH sq Tbls
16030601	Locks for Wolverton	Pre renovation locks are broken
16053102	Tree Limb Cracked	Tree limb cracked near FH Kit
16060105	Sealing Cement	Seal cement & stairs
16062004	Lock	Disable Ramp door lock to auto lock when closed.
16070801	Driveway Patch	Asphalt added to end of CPC driveway
16071901	Vacuum Repair	Shark Rotator vacuum brush head not working
16072001	Finance Records	Finance needs to cleanup "old" financial records
16080110	FH Win Glaze	Replace & reglaze windows in FH
16082301	Branch	Manse tree branch fell & needs cleanup
16091001	Faucet Leaks- Boiler Room	Boiler Sink drips
16091002	Shutoff labels	Boiler Shutoffs labelled
16110101	Manse Dishwasher	Replacement
16110601	Leak in Kit	Pipe dripping in classroom below kitchen
16120101	Sand for Ice	Buckets with sand to address any ice issues

## 2017 Goals

To complete the WIP To Do's and the items Session funded for capital improvements.

**Members:** Tom Brankner (chair) and Amey Barnes.

## **Worship Ministry**

The charge of the Worship Ministry is to glorify God by supporting the pastor's work in providing meaningful worship events. We answer this call by scheduling liturgists, Communion stewards, Communion servers, ushers, and schedule supply pastors when needed for our weekly services. We assist the Pastor in arranging for special services during the Advent and Lenten seasons. We coordinate, with the congregations help, decorating the Sanctuary for the special services.

Gary Ross continues to be wonderful addition as our Music Director. In 2016, he reviewed the sound system and made several improvements, enhancing the beautiful music CPC has enjoyed throughout the year from the Chancel Choir, Praise Team, soloists, and the Bell Choir.

We enjoyed the Boy Scout's participation in our Worship service on February 7. They did a wonderful job and enhanced the worship experience. Thanks to all involved.

The Lenten season began with a Mardi Gras Pancake dinner on February 9 that also included fun activities for the children, followed by an Ash Wednesday worship service on February 10. Tracey led us in Lenten Vesper services on 3/9, 3/16 and 3/23, as well as a Maundy Thursday service and a Good Friday Tenebrae service. Lenten devotionals were made available to the congregation. The drapings for the outside cross were changed out as the Lenten season progressed. We celebrated Pentecost Sunday, May 15 with red balloons in the sanctuary and red cupcakes during coffee hour.

On September 11 we welcomed Ian Clark, our Princeton Seminarian. Ian has helped in the weekly Sunday services, he lead several Sunday morning Adult Bible Studies, and the Advent Vesper services.

On All Saints Sunday, November 6, we remembered our departed members with special prayers.

We are grateful and offer our thanks to all the congregants who helped decorate the Sanctuary and set up the outdoor Nativity after Sunday Worship on November 20 in preparation for the Advent season. Advent devotionals were made available to the congregation. The sanctuary Christmas tree was generously donated by Cherryville Farms. We are grateful for this donation and for David Henry and Mike and Castor Penyak who selected, cut, transported, and set up the tree. Pastor Tracey led a Blue Christmas service the evening of December 18 which was open to the community. Christian Education blessed us with a Christmas pageant during the December 18 Worship service. After the service we enjoyed a fellowship-filled breakfast coordinated by the Connections Ministry. Thanks to everyone who made this wonderful morning possible. A family-oriented Christmas Eve service was held at 5 pm and there was a second service at 11 pm. We express our heartfelt appreciation to Matthew Hodulik, Lonnie Little, and all the other volunteers who ensure that the AV needs are provided flawlessly each Sunday. Thanks also to Diane O'Connor and Gabriella Pusztai for all their contributions to successful worship.

The Worship Ministry Team would like to extend our thanks to all our congregants who provided help in many and varied ways throughout the year enhancing CPC's worship experience.

**Members:** Cathy Nace (co-chair), Judy Beck, Betty Ann Dhein, Lee Longell and Gary Ross.

## Youth Ministry

The Youth Ministry is focused on programs for 6<sup>th</sup> through 12<sup>th</sup> grade. This year, we are excited to continue the progress we've made over the past 18 months with the addition of two young adults to our team. Ross Traphagen and Emelia Maslanka bring their energy and ideas to meetings and help Maggie Bell, our Youth Fellowship Leader plan CPC youth activities. We continue to be blessed with a team of dedicated volunteers who are passionate about our youth and developing activities for them.

Our youth ministry has expanded greatly under the leadership of Maggie Bell, who oversees all programs and has motivated increased participation. The expansion of Maggie's role to include confirmation class responsibilities has been warmly received by the students and affirms our congregational commitment to this important Christian step for our young adults.

**Sunday School** programs for these ages are headed up by 6 leaders (Gwili Marsh, Bob Tombs, Bill Berson, Maggie Bell, and Leslie Hyman) who support and guide these teens and young adults on their individual faith journey. The 6th graders study the Old Testament and the 7<sup>th</sup>/8<sup>th</sup> graders study the New Testament. We've reimaged our High School group and recently renamed it EDGE (Every Day God Encounters). Students meet in Fellowship Hall and enjoy a variety of lessons, mission work, and provide support in classrooms for the younger kids.

**Confirmation Class** includes a combined group of 9<sup>th</sup> and 10<sup>th</sup> graders and is being taught by Maggie Bell and Leslie Hyman, using the same successful curriculum as in our prior class. It will conclude in May, 2017 with six youth being confirmed as adult members of the church. We look forward to kicking off a combined 9<sup>th</sup> & 10<sup>th</sup> grade class in 2016.

**Youth Group** has combined into one for our Sunday night activity with both middle and high schoolers together. Students play games, share a lesson and even participate in community enhancing activities. The group has continued to gain momentum. Group meets on the 2<sup>nd</sup> and 4<sup>th</sup> Sunday nights each month. Special thanks to Maggie Bell, for spearheading these activities. Additionally, Emelia Maslanka kicked off a new program called Sunday Funday for 3<sup>rd</sup>-5<sup>th</sup> graders that just can't wait another 1-2 years to join Youth Group. This program has become very popular and now meets the same Sundays as our older students.

**Special Events** for the youth are held at least monthly. From fun and games to movie nights there is always something going on. Activities in 2016 included the lock-in, a youth only Relief Bus trip, progressive dinner, Lake Champion, Middle School retreat, and Wolverton Wednesday study groups; just to name a few!

**Youth Leader:** Maggie Bell

**Youth Group Leaders:** Maggie Bell, Emelia Maslanka

**Sunday School Teachers:** Maggie Bell, Bill Berson, Leslie Hyman, Gwili Marsh and Robert Tombs.

**Members:** Bill Berson, Maggie Bell (co-chair), Jessica Bruno, David Henry, Gwili Marsh, Emelia Maslanka, Kerry Maslanka (co-chair), Paul Morrissette and Ross Traphagen.

## Deacons' Ministry

The deacons of CPC are blessed to serve the physical and spiritual needs of the congregation and the community. And we are doubly blessed when we reach out to you, members of the congregation for help, and you respond with generous and joyful hearts.

With God's help, and through the power of the Holy Spirit, we were able to give **practical** assistance by providing rides for medical needs or to Sunday worship, meals for those who were ill or recovering from surgery, and visits to those who needed friendship and encouragement.

We looked to the needs in the **community** by hosting three Gift Card Sundays in February where we asked you to donate gift cards from Shop Rite, Walmart or local gas stations in order to provide emergency assistance for those in need. You regularly bring donations for the Food Bank, which many folks in the **community** rely on for food, clothing and personal hygiene supplies. We also served the broader community by holding our second Alternative Gift Market, where congregation members purchased Christmas gifts, which benefited global service organizations.

**Spiritually**, we continued our prayer ministry, meeting and praying with members of the congregation who needed concentrated and focused prayer support. We continue to offer you opportunities to reach out to other members of our church family who need encouragement, comfort, or care through the greeting cards you find on the Table of Well Wishes during Fellowship Hour each Sunday.

We look forward to seeing how God will lead us in these and new areas of service in 2017.

**Members:** Steve Battaglia, Judy Beck, Laurel Kelly, Lonnie Little, Sandie Lundeen, Wendy Morrissette, Nancy Paul, Sharon Rosenberg, Martha Roth, Linda Schipmann-Pustai and Jeri Twigg.

**Thanks to Members who departed in 2016:** Bill Harclerode and Jan Kreutel

**Co-moderators:** Steve Battaglia and Laurel Kelly

## **Nominating Committee**

The Nominating Ministry team began its work in January 2016 by looking at our current classes of Elders and Deacons.

We reviewed the number of openings and discussed the openings in specific ministry teams.

At our Congregational Meeting on June 5, we presented candidates for a vote and were happy to receive congregational approval for the following:

### **Elders**

#### **Class of 2019:**

Adrienne Hodulik  
Richard Prakopcyk  
Paul Morrissette  
Mike Penyak

### **Deacons**

#### **Class of 2017:**

Sandi Lundeen

#### **Class of 2019:**

Sharon Rosenberg  
Martha Roth  
Judy Beck  
Nancy Paul

We currently have 1 opening on the Deacons Ministry Class of 2018.

The Nominating Ministry Team will begin their work early in 2017 in order to begin conversations with congregational members regarding serving as an Elder or Deacon.

**Members:** Jenny Kunzman (chair), Linda Schipmann-Pustai (Deacon Representative), Dave Boyer, Cathy Edelsberg and Lisa Miller.

## Presbyterian Women of CPC

### Our Stated Mission:

*Forgiven and freed by God in Jesus Christ, and empowered by the Holy Spirit, we commit ourselves:*

- *to nurture our faith through prayer and Bible study*
- *to support the mission of the church worldwide*
- *to work for justice and peace*
- *to build an inclusive, caring community of women that strengthens the Presbyterian Church (U.S.A.) and witnesses to the promise of God's kingdom*

This year we continued our long tradition of planning and managing our Spring Rummage Sale. The rummage sale provided the opportunity for us to gather and disburse clothing and household items to local families in need as well as through IHN, The NYC Relief Bus and CPC's Boy Scout Troop 121. We also shipped several boxes of adult and children's clothing to our friends in central Maine. We are particularly grateful to the Boy Scouts for their assistance in both the set up and clean-up of the sale.

PW provided support to a local family in the form of gift cards for food and gas and we provided craft supplies to the women at Anderson House. We also provided camper scholarships enabling children in rural Maine to attend Camp at The Eastward, a Presbyterian summer 'sleep away' camp.

We look forward to hearing and answering God's call to serve in the coming year.

Respectfully submitted,

Leslie Hyman, Moderator