

# 2013

**ANNUAL REPORT**

FOR THE TWELVE MONTH

PERIOD ENDING DECEMBER 31, 2013



## **FIRST PRESBYTERIAN CHURCH**

Grand Haven, MI

508 Franklin Avenue

Grand Haven, Michigan 49417

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## **AGENDA**

ANNUAL CONGREGATIONAL MEETING  
JANUARY 1, 2013 THROUGH DECEMBER 31, 2013  
FIRST PRESBYTERIAN CHURCH  
GRAND HAVEN, MICHIGAN

Date: February 2, 2014

CALL TO ORDER

CONVENING PRAYER AND SONG

APPROVAL OF MINUTES: 2013 Annual Meeting  
REPORTS:

**Pastor's Report**

Treasurer's Report

Approval of Terms of Call

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

## **Our Vision**

We are called to celebrate God's grace as a Christ-centered community of acceptance, growing in faith and living as Christ's hands to serve.

## **Our Mission**

As members of First Presbyterian Church we will:

- provide relevant and engaging worship that nurtures a growing community of faith.
- grow our faith by promoting quality educational opportunities to all.
- affect people's lives by creating a culture of acceptance where differences are valued and connections to one another are fostered in a Christ-centered church.
- remain a beacon in our community by building on our rich missional heritage as a church that serves locally, regionally and globally.

**MINUTES OF THE 2013 ANNUAL  
CONGREGATIONAL MEETING OF  
THE FIRST PRESBYTERIAN CHURCH OF GRAND HAVEN, MICHIGAN  
SUNDAY, FEBRUARY 3, 2013**

1. Rev. Dr. Thomas H. Cook declared that a quorum was present (minimum 111 - 163 were present) and opened the 177<sup>th</sup> Annual Meeting at 10:07 am with prayer. Rev. Cook appointed Cal Bosman, Clerk of Session, to serve as secretary to the meeting in accordance with the Book of Order, G-7.0307. Rev. Cook noted that notification of the meeting was in order and complied with Bylaws of First Presbyterian Church, Grand Haven and the Book of Order G-7.0302a.
2. a. A motion was made and seconded to approve the agenda as printed. The motion was passed with a voice vote.  
b. A motion was made and seconded to approve the minutes of the 2012 Annual Congregational meeting. The motion passed with a voice vote.
3. **Treasurers Report:** Treasurer Charlie Parker, reported that 2012 revenues of \$944,295 were below budget and expenditures of \$968,152 were also below budget which resulted in a deficit of \$23,847. A surplus of the prior two years permits entry into 2013 in good financial condition with anticipated revenues of \$980,686 and a 2012 year end general fund balance of \$49,659.93. Capitol Campaign surplus funds were used in 2012 to recarpet the lounge and replace window covering for the sanctuary windows.
4. **Terms of Call:** Elder Bob VanDyke reviewed the proposed terms of Call for Rev. Cook, Rev. Locke, and Rev. Robertson who had excused themselves from the meeting. The proposed Terms of Call are as follows:

**2013 Terms of Call – Head of Staff**

Salary, housing, FICA	\$107,560
Pension	11,832
Health, Dental, Disability, and Life Insurance	26,429
Continuing Education and Book Allowance	3,000
Reimbursed Expenses [Travel, Dues, etc.]	<u>6,200</u>
Total	\$155,021

**2013 Terms of Call – Associate Pastor**

Salary, housing, FICA	\$51,047
Pension	5,616
Health, Dental, Disability, and Life Insurance	11,230
Continuing Education and Book Allowance	2,000
Reimbursed Expenses [Travel, Dues, etc.]	<u>3,000</u>
Total	\$72,892

**2013 Terms of Call – Associate Pastor Family Life**

Salary, housing, FICA	\$45,000
Pension	4,950
Health, Dental, Disability, and Life Insurance	9,900
Continuing Education and Book Allowance	2,000
Reimbursed Expenses [Travel, Dues, etc.]	<u>2,000</u>
Total	\$63,850

Upon motion duly made and seconded, the Terms of Call were approved by voice vote.

5. Senior Pastors Report: Rev. Cook spoke of his seven years as Senior Minister at First Presbyterian and was looking forward to this coming year. As a result of the strategic planning in which Session was engaged, a decision was made for the need to increase the number and involvement of young families in the life of the church, which resulted in the Call to Rev. Scott Robertson as Minister of Family Life. Rev. Cook spoke of goals to have greater success in creating discipleship in our congregation and the importance of having people find commitment to Jesus Christ. Another goal is to have adults, families and youth learn and worship together.
  
6. Adjournment: Upon motion duly made, supported and carried, the meeting was adjourned with the congregation singing the Doxology. Time of adjournment, 10:25 am.

Attested:

Rev. Thomas H. Cook, Moderator

Calvin L. Bosman, Clerk of Session

## CHURCH STAFF

### MINISTERS:

Rev. Dr. Thomas H. Cook, Pastor Head of Staff  
Rev. Patricia H. Locke, Associate Pastor  
Rev. Scott Robertson, Associate Pastor of Family Life Ministries

### PROGRAM STAFF:

Maryanne Beery, Director of Music and Fine Arts  
Sally Segers, Joyful Noise Director  
Becky Yonan, Director of Children's Ministries

### SUPPORT STAFF:

David Anys, Night Host  
Sally Bryant, Communications Coordinator  
Dan Coulier, Maintenance Director  
Rob Hlebinsky, Organist  
Kelli Jullie, Church Administrator  
Karen Nienhouse, Membership Services Assistant  
Christina Ramones, Assistant to the Administrator  
Caleb Zokoe, Middle School Youth Director  
Patty Warner, Hospitality Coordinator

## Terms of Call

### 2014 TERMS OF CALL - HEAD OF STAFF

Salary, housing, FICA	\$107,351
Pension	11,014
Health, Dental, Disability, and Life Insurance	27,209
Continuing Education and Book Allowance	3,000
Reimbursed Expenses [Travel, Dues, etc.]	<u>6,200</u>
<b>Total</b>	<b>\$154,774</b>

### 2014 TERMS OF CALL - ASSOCIATE PASTOR

Salary, housing, FICA	\$51,047
Pension	5,615
Health, Dental, Disability, and Life Insurance	12,251
Continuing Education and Book Allowance	2,000
Reimbursed Expenses [Travel, Dues, etc.]	<u>3,000</u>
<b>Total</b>	<b>\$73,913</b>

### 2014 TERMS OF CALL - ASSOCIATE PASTOR FAMILY LIFE

Salary, housing, FICA	\$49,000
Pension	5,390
Health, Dental, Disability, and Life Insurance	11,760
Continuing Education and Book Allowance	2,000
Reimbursed Expenses [Travel, Dues, etc.]	<u>2,000</u>
<b>Total</b>	<b>\$70,150</b>

# CHURCH MEMBERSHIP STATISTICS

## Membership Statistics for 2013

Church Membership, December 31, 2012 **1109**

### **Gains in 2013**

17 years old and under (Confirmation)	13
18 years old and over	9
Restored to Active	1
Certified	4

**Total Gains in 2013      27**

### **Losses in 2013**

Transfers (certified)	2
Deaths	12
Other	9

**Total Losses in 2013      (23)**

**TOTAL ACTIVE MEMBERSHIP, DECEMBER 31, 2013      1113**

### **ADULT NEW MEMBERS**

Jay Bowers	Harold Gelderloos	Jan Gelderloos	David Ireland
Kristyn Ireland	Sandy LeVand	Tom LeVand	Greg Ransford
Chris Shuman	Karen Wheat	Brian Woline	Caleb Zokoe
Tori Zokoe			

### **CONFIRMATION CLASS**

Campbell Balk	Scott Bays	Luke Blauvelt	Zach Grove
Maisy Hoffman	Makenna Hurley	Anna Jullie	Brittany Jullie
Sam Moblo	A.J. Perrier	Logan Pofahl	Tristan Tongue
Carissa Yonan			

### **IN MEMORIAM**

Betty Swikowski	Richard Race	William Roper	Cornelia Lawrence
Kenneth Kammeraad	James Wierenga	Darlene Boyer	Jaynie Leitner
Beverly MacLeod	Nancy Stoner	Carolyn Brink	Edward Bares

### **BAPTISMS**

Greyson Geren	Cayden Goldman	Zachary Grove	Henry Heritage
Clara Howard	Makenna Hurley	Harrison Mey	Sam Moblo
Tristan Tongue			

## OFFICERS CLASS OF 2013, 2014, 2015

### SESSION MEMBERS

Clerk of Session: Cal Bosman

<b>Class of 2013</b>		<b>Class of 2014</b>		<b>Class of 2015</b>	
Ron Albrecht (M)	846-4175	Cal Bosman (Clerk)	842-3085	Marge Coffey (AE)	842-7686
Dorothy Bennink (W)	842-5363	John Lepard (T)	846-4828	Andrew LeFurge (JN)	846-2575
Lee Brink (T)	296-0684	Lisa Luckey(S)	842-1758	Charlie Parker (Treasurer)	842-9586
Sandy Green (H)	231-798-9317	Ron Mass (W)	846-7576	Matt Olds (N)	638-1902
Donna Kober (Y)	847-9937	Michelle Potter (H2S)	846-1023	Dianna Sahr (CM)	510-8576
Guy Terrill (H)	847-9927	Bruce Spoelman (Y)	844-7026	Eric Snyder (Y)	844-0317
Bob VanDyke (P)	846-3068	Chris VanWieren (P)	842-6635	Scott Wagasky (S)	296-0621

### BOARD OF DEACONS

Chairperson: Jeff Terrill

<b>Class of 2013</b>		<b>Class of 2014</b>		<b>Class of 2015</b>	
Nick Bronsema	231-578-8667	Bob Brock	846-3006	Allan Fettig	231-747-7603
Sarah Bronsema	231-578-8667	Jan Brock	846-3006	Marge Fettig	231-747-7603
Bonnie Tammen	842-7208	Susan Joelson-Lentz	844-7260	Barb Nelson	846-4439
Daryl Tammen	842-7208	Tom Lentz	844-7260	Becky Steinhauer	844-2139
Jeff Terrill	607-9560	Jan Mayhew	846-7428	Frank Steinhauer	844-2139
Don Timmer	846-1772	Chris Saddler	846-3948	Alishia Terrill	638-1779
Trudy Timmer	846-1772	Carol Scanlan	847-1626	Mary VanDyke	846-3068
		Dan Scanlan	847-1626		

### NOMINATING COMMITTEE

Chairperson: Matt Olds	Gale DeKleine	842-9135	Katie Potter	846-1023
Co-Chairperson: Sid Disbrow	Sally Kenrick	842-8371	Doug VanderWall	842-2896
Deacon Representative: Don Timmer				

#### **Committee Abbreviations**

Adult Education - AE

Children's Ministry - CM

Hands to Serve - H2S

Hospitality & Outreach Committee - H

Joyful Noise Committee - JN

Mission Committee - M

Nominating Committee - N

Personnel Committee - P

Stewardship - S

Trustees Committee - T

Worship Committee - W

Youth Committee - Y



## Treasurer's Report

- At \$891,719 revenue was \$88,917 short of budget
- At \$932,177 expenses were \$47,823 below budget
- \$40,458 shortfall was covered with general operating funds (a 5% increase in revenue would have brought us to breakeven)
- Mission work totaled \$87,879, or roughly 10% of revenue
- New sanctuary roof was paid with capital campaign funds
- Upcoming sound and light cost will come from the memorial fund
- Omega fund earnings were taken to help fund the maintenance reserve
- Mission fund earnings were also taken this year
- We continue to have strong balance sheet
- Our facility is maintained in excellent condition
- We have started many new programs intended to grow the church
- We are budgeting at a level of \$940,000 for 2014 (+5.4%)
- As always, our goal is to break even

Thank you for your support

### First Presbyterian Church - Grand Haven, MI Comparative Balance Sheet

	12/31/2013	12/31/2012	12/31/2011
<b>Assets:</b>			
Cash and Cash Equivalents	610,481.89	750,053.99	782,174.35
Other Assets	--	--	947.07
Fixed Assets (at cost)	<u>5,231,268.03</u>	<u>5,231,268.03</u>	<u>5,231,268.03</u>
Total Assets	<u>5,841,749.92</u>	<u>5,981,322.02</u>	<u>6,014,389.45</u>
<b>Liabilities</b>			
Prepaid Pledges	-	-	1,928.00
Bank Loan Payable	-	-	-
Other	<u>29,873.08</u>	<u>52,592.00</u>	<u>7,162.24</u>
Total Liabilities	29,873.08	52,592.00	9,090.24
Fund Equity	<u>5,811,876.84</u>	<u>5,928,730.02</u>	<u>6,005,299.21</u>
Total Liabilities & Fund Equity	<u>5,841,749.92</u>	<u>5,981,322.02</u>	<u>6,014,389.45</u>

**First Presbyterian Church - Grand Haven, MI**  
**Comparative Statement of General Fund 2012 and 2013 Revenue and Expenditures**  
**with 2012 and 2013 Budgets [and transfers in from Special Funds]**

	2012	2013		2014
	Actual	Actual	Budget	Budget
<b>General Fund Revenue:</b>				
Adult Giving	925,866.84	866,634.76	954,686.00	882,000.00
Loose Plate	7,580.75	7,969.20	8,000.00	8,000.00
Per Capita, Youth, and Other	<u>10,847.21</u>	<u>17,114.55</u>	<u>18,000.00</u>	<u>18,000.00</u>
Total of all "Giving"	944,294.80	891,718.51	980,686.00	908,000.00
Transfer from designated funds <sup>1</sup>	-	-	-	<u>47,000.00</u>
Total General Fund Revenue	<u>944,294.80</u>	<u>891,719.00</u>	<u>980,686.00</u>	<u>955,000.00</u>
<b>General Fund Expenditures:</b>				
Personnel	625,915.76	647,466.02	659,023.00	650,658.00
Missions	106,543.55	87,478.74	100,000.00	90,000.00
Session & Per Capita Assessment	30,809.66	30,842.26	30,520.00	28,225.00
Trustees [operating expenses]	152,245.02	129,346.02	133,886.00	129,131.00
Hospitality	9,830.85	7,617.05	10,000.00	7,000.00
Youth Ministries	4,995.84	4,942.68	14,992.00	13,950.00
Worship	20,281.09	14,277.00	19,500.00	15,000.00
Children's Ministries	9,867.51	4,002.14	4,500.00	10,900.00
Adult Education	2,118.32	1,888.46	2,500.00	2,500.00
Stewardship	5,155.20	3,693.55	4,079.00	4,500.00
Hands to Serve	<u>214.50</u>	<u>622.72</u>	<u>1,000.00</u>	<u>-</u>
Total General Fund Expenditures	<u>967,977.30</u>	<u>932,176.64</u>	<u>980,000.00</u>	<u>951,864.00</u>
General Fund Operating Revenue over/ (under) General Fund Expenditures	(23,682.50)	(40,457.64)	686.00	3,136.00
Incr./(Decr.) in General Fund Balance	(23,682.50)	(40,457.64)	686.00	3,136.00
Beginning of Year Fund Balance	<u>73,517.53</u>	<u>49,835.03</u>	<u>49,835.03</u>	<u>9,377.39</u>
End of Year General Fund Balance	<u><u>49,835.03</u></u>	<u><u>9,377.39</u></u>	<u><u>50,521.03</u></u>	<u><u>12,513.39</u></u>
<sup>1</sup> Children's Designated Fund \$43,000, Youth Designated Fund \$4,000				
<sup>1</sup> Transfers from Special Funds were used to cover General Fund operating losses.				