



Moxham Lutheran Church  
Congregation Annual Report  
2023

# Pastor's Message

Dear friends in Christ,

I can't say that entering ministry amid a pandemic was easy, but we have come out on the other side well-positioned for wherever the Spirit may lead us in 2024! It's difficult to believe that I have just completed my third year of ministry among you! I'm grateful for the love and care you have shown towards me during my initial years as your Pastor.

I have now "graduated" from yet another ELCA ministry requirement — First Call Theological Education (FCTE) — a three-year program for newly-rostered leaders — by attending various conferences, retreats, and bishop convocations.

As we close the books on 2023, I'm reminded of an article written back in January 2023 by Pastor Peter Marty, editor and publisher of the *Christian Century* magazine. I mentioned this article in my 2022 Pastor's report, but it bears repeating because Marty's suggestions for engaging people post-pandemic are still relevant. Here are a few of his suggestions [with some of my own wording] that have stayed with me...what about you?

- Keep our hearts wide open. Don't write off anyone's place in our community unless they insist on it.
- Despite the growing secularization of culture and rising religious indifference staring us all in the face, remember that *God has given the church a bigger and better hope than what the world lives by.*
- Love this Christian community *as you find it*, not merely as it was or as you wish it would be. There's no way to know Christ apart from Christian community!
- Welcome and accept all people for who they are.
- Share the joy that is evident here as we come together around a shared mission and purpose.
- Delight in every sign of this congregation's faithfulness!

Faithfulness abounds in this place! How do I know this? Well, this congregation has just recently embraced the idea of exploring a shared ministry arrangement with Christ Lutheran Church in Westmont. While this will be a lengthy process of discerning if the Spirit is leading us to a shared ministry arrangement, merely being open to exploration is a great example of your faithfulness as a congregation. As we move through 2024, may you continue to pray for the work of the advisory committee and keep your hearts and minds open to the stirrings of the Holy Spirit.

And now, here are some of my highlights from 2023:

#### Adult Education

- Facilitated Sunday Adult Class throughout the year — Holy Talk.
- Instituted a weekly Lectionary study.
- Instituted weekly Prayer Ventures.
- Facilitated an Adult Class — ELCA Social Statement: Sexism, Women, and Justice.

#### Congregational Vitality

- Distributed Congregational Survey.
- Pastor Kevin from Synod provided overview of survey results at our Annual Council Gathering in April.

#### Continuing Education

- Attended Women in Ministry retreat.
- Attended Festival of Homiletics.
- Attended continuing education program in WV "Mark on Mark."

#### Misc.

- Wrote article about mental illness for Lutheran Letter.
- Attended pastoral ordination for colleague.
- Preached and presided over Service of the Word @ Synodical Women's Gathering in Altoona.
- Moved out of parsonage in June.
- Attended congregation closing service @ St. Luke's Rockwood.
- Updated and distributed church member directory.
- Worked with a professional hired by the Kotzan's to create a streaming worship opportunity for members; we've hit some snags, but we're not giving up yet!
- Hired Minister of Music, Matthew Sprinkle in November.
- Celebrated Pastor Jim's 50<sup>th</sup> Anniversary of Ordination with worship and reception in June.
- Attended Victim Services Board meetings throughout the year.

*"There is no convincing anybody of their need for Christian community. They must want it. And their best chance for discovering that desire may come from observing the joy that's in you."*

Grace and peace from our Lord, Jesus Christ,

Pastor Rebecca

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# Current Staff Information & Contact Info

## Church Staff

The Rev. Rebecca S. West, Pastor  
Mr. Matthew Sprinkle, Minister of Music  
Mrs. Denise Ragan, Administrative Assistant  
Ms. Carol Harding, Faith Community Nurse  
Mrs. Kim Williams, Housekeeper  
Mr. Michael McCreary, Groundskeeper

## Contact Info

Moxham Lutheran Church  
500 Park Avenue  
Johnstown, PA 15902  
Phone (814) 539-8664  
Office e-mail: [office@moxhamlutheran.org](mailto:office@moxhamlutheran.org)  
Pastor's email: [pastor@moxhamlutheran.org](mailto:pastor@moxhamlutheran.org)  
Pastor's cell: 724-689-5996  
Website: [www.moxhamlutheran.org](http://www.moxhamlutheran.org)  
Office hours: Tuesday thru Thursday from 9:00 a.m. to 1:00 p.m.

## Congregation Council

### Council Members and Officers in 2023

Kim Williams, President  
Randy Lear, Vice-President  
Scott Rugh, Treasurer  
Linda Carrier, Council Secretary (non-voting)  
Durwin Thomas  
Carol Harding, Faith Community Nurse (non-voting)  
Pastor Rebecca West

### Council Committee Liaisons

Pastor Rebecca West, Faith Formation  
Scott Rugh, Finance  
Kim Williams, Worship and Music  
Durwin Thomas, Property

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## Pastoral Acts

Sacrament of Holy Baptism — NONE

First Holy Communion — NONE

Affirmation of Faith — NONE

Rite of Marriage — NONE

### Deaths

12/16/2023 Anne Marie Fogle

11/02/2023 Sally Lou Taylor

03/30/2023 Barbara Kay Hollabaugh

01/04/2023 Margaret A. Heffner

04/4/2023 George Follmar (no service)

04/16/2023 Mary Ann Hrabosky (no service)

### Memorial Service

12/20/2023 Jean L. Akers

### Committal Service

06/10/2023 Regina M. and Dale E. Goss

## Membership Changes

### Received into membership

Lisa Miller

Kathie Cox

### Transferred Out

12/17/23 Kaitlyn Grose

### Removed per other reasons/statistical adjustment

Mary and Phillip Faranda

Ellen Shawley

Ken Hollabaugh

Tricia Cooper

Ann Foltz

Betty Jo and William Shaw

Becky Balog

Donald Fogle

Jeanna Foster

Barbara Jones

Roxann Jones

### Removed per member request

10/20/2023 — Beverly Mackel

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# Finance Committee

*Finance Committee, of which the treasurer shall be a member ex-officio, shall prepare a financial plan for the succeeding year, submit such plan to the Congregation Council for approval, and then present the plan at a meeting of the congregation for adoption. The committee shall exercise oversight of all financial affairs of the congregation to ensure they are being conducted with transparency and efficiency.*

The finance committee counts and records offering, pays bills, keeps financial records, prepares an annual budget, exercises oversight of all financial affairs of the congregation and prepares reports for the Congregational council.

The finance committee prepares a draft spending plan each year and exercises oversight of all financial affairs of the congregation and arranges for an annual audit of the accounts. The finance committee meets the second Tuesday of every month. At this meeting, the monthly financial reports are reviewed. Members of the finance committee are responsible for recording and paying all bills, invoices, and charges. All financial records are kept electronically.

Committee members maintain the financial records in the Church 360 software package. A transition to this financial software was made in 2022. 2023 was the first full year that this software was used. This software keeps records in two separate parts which are the Members and Ledger. The "Members" package is used to record individual contributions and deposits. The "Ledger" package keeps income and expense records. These records include: account balances for our checking and investment accounts, income, and expenses. Access to these confidential records is restricted.

In 2023 the council appointed Kathie McCreary as financial secretary. The financial secretary oversees and or participates in accounting of the offerings and the depositing of receipts. The financial secretary also ensures that two non-related people are present when counting offerings. The financial secretary also oversees the recording of contributions to the individual members' records and prepares annual statements for the contributors for tax reporting.

Some notable actions of the committee in 2023 are the following:

- At the beginning of 2023 an offering envelope supplier could not deliver the envelope packages. The committee decided to cancel the order and have the office print labels and make up envelopes available for members donations. This change saved us \$550.
  - December 2022, we opened a \$50,000 certificate of deposit with the Somerset Trust Company. This certificate was for a 12-month term and earned 4.5% interest. We transferred funds from our checking account which earns less than 0.1 % interest.
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- We investigated companies that have E-Giving (or on-line) options. Making on-line payments for utility bills and purchases is widely used outside of church. We looked at a few companies offering this service. We contacted a company called Vanco to find out what options are available. We liked Vanco's service in part because they can link on-line gifts into our Church 360 software. The Council approved making E-Giving an option in 2024.
- We continue to use Ross Tax and Accounting Services of Windber to issue direct payroll deposits, prepare payroll tax payments, W-2's, and federal and state payroll reports.
- Pastor Rebecca advised the council of a desire purchase a house in Johnstown and move out of the parsonage. We evaluated the monetary impact to add a housing allowance to the Pastor's salary, and at the same time we learned of a local Lutheran minister who was looking for a house to rent. Synod salary guidelines include \$ 1,314 per month housing allowance for a pastor without a parsonage. We were able to lease the parsonage to Pastor Doug Knupp and his family. They moved in June and began paying \$ 1,150 per month for rent and utilities.
- The church's Appraisal was updated in September 2023. The church building and contents are valued at \$ 7.887 Million. The church insurance policy is for \$ 10 Million. We have coverage for property, liability, and other categories.

Thanks to the following members who contributed their time and talents to the finance committee: Pam McKendree, Kathie McCreary, Lisa Layton, Denise Ragan, and many others.

Please contact me if you have questions or suggestions for the finance committee.  
Scott Rugh, Treasurer

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# Mission Endowment Fund

In 2022, the congregation received a \$250,089.45 bequest from the William George estate. This generous bequest was used to start an endowment fund that could be used outside of the annual spending plan. A Bylaw establishing a Moxham Lutheran Church Mission Endowment Fund was approved at the November 2022 annual congregational meeting. The purpose of the endowment fund is to provide funds for internal ministries, mission work beyond the congregation and capital improvement projects. The endowment fund is used to support all three of these types of projects outside of the annual spending plan.

The organization of the Mission Endowment Fund is defined in the bylaw that was approved at the annual meeting in November 2022. The fund is managed by three trustees who were elected at that meeting. The terms of the trustees shall be up to three calendar years. Terms shall be staggered so that only one trustee is elected each year. That meant that in the first election one trustee had a three-year term, a second trustee had a two-year term, and a third trustee had a one-year term. The trustees or can be eligible to serve no more than two consecutive terms.

The trustees contacted local financial advisors to manage the investment. The trustees decided to work with Fred Thomas of Raymond James Financial Services. The trustees also decided to invest in fixed rate Certificate of Deposits and money market funds. Both types of investments are insured by the Federal Deposit Insurance Corporation (FDIC). The investments selected earn between 4.2 and 4.8% annually.

Income from the investments shall be used for designated purposes such as internal ministries designated by the congregational council. The 2024 spending plan included a transfer of \$ 10,100 in income to be made available to spend in 2024.

The 2023 Trustees are Dennis Kotzan, 3-year term; Dan Berkebile, 2-year term; and Phil Newbaker, 1-year term. Phil Newbaker requested to not be reelected. At the 2023 Annual Congregational meeting, Randy Lear was elected to a 3-year term beginning in January 2024.

— Submitted for the Trustees by Scott Rugh, Treasurer

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# Treasurer's Report

The attached Balance Sheet shows that our assets on January 1, 2023, were \$ 473,889.22. The Year-end balance on December 31, 2023, is \$ 462,579.26, a reduction of \$ 11,309.96. The Balance Sheet shows the funds in our various accounts which include restricted and unrestricted funds. In 2023 we received \$ 19,715.46 in restricted bequests gifts which helped increase the year-end balance.

In addition to a checking account, we have set up investment accounts to earn more interest income on our cash. These investments are with ELCA Mission Investment Fund and a 12-month Certificate of Deposit with Somerset Trust.

The attached Income and Expense Report shows the 2023 spending plan(budget) and actual expenses. The approved spending plan exceeded the anticipated income from giving. To "balance" the 2023 spending plan we planned to use \$ 13,524.74 from cash. At the end of the year the expenses exceeded giving and other income by \$ 26,600.07

We spent considerable time developing the 2024 Spending Plan. Each Committee, the Pastor and the office are asked to prepare a budget. We also projected other expenses such as insurance, utilities and salaries. The 2024 Spending Plan was approved at the Annual Congregational meeting on November 19,2023.

As treasurer, I also met with the Trustees for our Moxham Lutheran Mission Endowment Fund which was created at the annual meeting November 2022. There is a separate report on the Moxham Lutheran Mission Endowment Fund.

In summary, last year our congregation continued to get smaller. However, we can continue in our mission because you, our members, are generous and caring. We look forward to 2024.

Prepared by Scott Rugh, Treasurer

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# Human Resources

Human Resources Committee helps guide-staffing needs and is responsible in part for annual staff reviews and staffing recommendations. The committee helps keep staff up to date as to expectation and need of the congregation.

In February, we welcomed Kim Williams as the housekeeper for the church. A job description, evaluation form and task list were developed for this position. She received a 3 month and 6-month evaluation.

In April, we welcomed Mike McCreary as the Groundskeeper for the church. A job description, evaluation form and task list were developed for this position. He received a 3 month and 6<sup>th</sup> month evaluation.

In November, we welcomed Matthew Sprinkle as the Minister of Music. A job description, evaluation form and task list were developed for this position.

In December we talked with Sam Knupp, Pastor Knupp's son and hired him on a needs basis to shovel the snow from the parking lot gate to the steps and elevator Monday through Friday.

Denise continues here employment as the church administrative staff person. She has had her annual review.

With the hiring of our Ministry to Music we want to extend our sincere thanks for the time and talents of Louis Gonzalez, Sharon Berkebile, Karyn Verhovsek, and Susan Bullock.

In Christ's service

Carol Harding, RN, RT, ELPN

## Landscape Team (ad hoc)

The Church Council created the Landscape Team in 2022 as an ad hoc committee whose goal is to consider all landscape areas around the church and make recommendations to Council on ways to improve and maintain them.

In 2022, the team studied the landscaping areas and noted ideas on types of vegetation for each one, specifically considering looks, growth and care over time, and placement (soil, light, etc.). In late spring 2023, we met with Stuver's Nursery for ideas and proposals, then decided to postpone major landscaping until 2024.

Throughout 2023, all areas were cared for to some extent- weeding, trimming or pulling out plants, and mulching. Thanks to the Property Committee and other individuals who helped. After meeting again with Stuver's for specific designs and costs in 2024, our recommendations will be presented to Council.

Carol Klavuhn, Sharyn Spinelli, Jim West, Diane Rugh, Chair

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# Faith Formation Committee

The Faith Formation Team sought to meet and embrace our mission: There shall be a Faith Formation Committee which, in conjunction with the pastor, shall oversee the educational ministry of the congregation. It shall encourage selection of curriculum materials that are in accordance with the guidelines of the Evangelical Lutheran Church in America.

## Adult Faith Formation Opportunities

- Sunday Adult Learning: Holy Talk, by Pastor Harold Jacobson, throughout the academic year, with other topics intermittently
- Weekday Adult Study (days/time vary): conclusion of ELCA 2019 Social Statement: Faith, Sexism, and Justice started in 2022 – Lectionary Study – Prayer Ventures – Christian Nationalism (to be continued in 2024)
- Living Lutheran magazine: sent to all families in congregation until late 2023 when it became available only online.

## Children/Youth Faith Formation Opportunities

- Sundays: Children's Sermon included in Sunday services with children in attendance, forty-five-minute learning time
- Splash!, a monthly Augsburg Fortress publication plus annual CD, sent to a church family with a child under age 3, completed January 2023.

## Faith Journey Milestone Recognition

- Recognition of our two 2023 graduates in June (postsecondary degrees).
- Camping: Support for two youth, one ½ week each, at Camp Sequanota each, and support of one individual for Camp PARC

## Special/Seasonal Programs

- Lent: For the Beauty of the Earth

Luther Seminary devotionals (printed, online & sent to homebound) - recycling specific Styrofoam for Westmoreland Cleanways - bulletin inserts on creation & care of the earth - Change for Change collection for St. Mark's Episcopal Church Pet Food Pantry

- Reformation: display in Welcoming Area
- Advent/Christmas: Warming Basket for Early Head Start children, birth through age 3 - Luther Seminary devotionals (printed, online & sent to homebound) - Adult Advent & children's bulletin inserts - two Advent calendars - printed, take home nativity to color and cut out - kids Advent pages - Christmas tree blessing at 12/17/23 service, plus take-home tree blessing ornaments
- Camp Sequanota: Recycling aluminum cans for financial support of Camp Sequanota financially and as part of God's work, our hands care of creation.
- Partnerships: MLC/Professional Family Care Services (PFCS) agreement for Early Head Start use of nursery.

Our team asks for continued support of your time, talents and prayers as we proceed in our faith formation mission. New team members and ideas are welcome.

Linda Cover, Carol Klavuhn, Kathi Lepere, 2023 Council Liaison, Diane Rugh, Team Chair

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# Caring Ministry Committee

Caring Ministry includes the following: Social Service Ministry Team (including Growing in Faith Garden), Fellowship Team/Parish Life, and Faith Community Nurse

## Parish Life

During the past year Parish Life did the following:

- Prepared and served meals following weekday Lenten Service.
- Recruited volunteers to serve refreshments after summer services.
- Served a reception honoring Pastor Jim West's 50 years of ordination.
- Made arrangements for a catered meal in September.
- Made arrangements for a catered meal following the Annual congregational Meeting
- Prepared Birthday Bags for the Moxham Food Pantry to distribute.

Jeanne Fleegle, Chairperson

## Faith Community Nurse

The very nature of Moxham Lutheran Church is to be a healing community. Moxham Lutheran Church Parish Nurse recognizes health as encompassing the whole person; body, mind and spirit. Therefore, she dedicates herself to providing ministry, which embodies this concept and allows for the integration of faith and wellness for every person. Visited many parishioners' homes this year.

Provided Home Communion on a monthly basis to three different families.  
Helped several persons with needs for help in the home with outside sources.  
This year I held a program one Saturday monthly from April through October. The program was entitled "Tending Our Faith" from 10am to noon.

Some of the areas covered were:

- Rest and Sleep
- Praying in Color
- Enjoying the Beauty of the Earth
- Breathing and Relaxation

Speakers included:

- Pastor Rebecca
- Jackie Oravec from the Sleep Lab at Conemaugh
- Sister Cindy from the Carmelite Nuns
- Erin Escherich a relaxation specialist

All AED's checked monthly. NARCAN® naloxone nasal spray as an over-the-counter opioid overdose treatment has been located in the hallway outside of the Finance/Nurses office.

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I am a member of several organizations in the Johnstown, Cambria County Area.

- Cambria Residential Service secretary of the board
- 1889 Foundation and the Community Hub
- Women's Cancer Support Group Facilitator
- Westmont Family Ministry vice president board of directors
- Advisory Board for the Area on Aging
- Advisory Board for Senior Life and arbitrator for grievances.
- Board of Victim Services
- Walk of Hope member and reviewer for Children are Precious Fund

On the Professional side

- I carry my own insurance for liability
- I have obtained my 32 hours of continue education
- My nursing license is current
- I am a member of the National Lutheran Parish Nurse Association

Respectfully submitted, Carol Harding, RN, LFCN

## Growing in Faith Garden

Begun in 2016, Moxham Lutheran's Growing in Faith Garden continues in its mission to serve those in need with fresh vegetables. All produce is delivered to Goodwill's Moxham Food Pantry on Central Avenue, open on Tuesdays and Thursdays. The number of individuals and families served there increased again in 2023.

This year's garden included beets, broccoli, green, yellow, and burgundy beans, sweet peppers, Brussel sprouts, zucchini, summer squash, and tomatoes. Rye grass was planted in the fall will be tilled and turned over in spring as a nutrient to the soil.

Thanks to all who helped this year. In 2024, we look for more individuals to become involved in this mission. Please contact us if interested, for just one or a few times, or off and on throughout the season: planting, watering, weeding, picking, delivery of produce to the Food Pantry. Instruction provided.

— Scott and Diane Rugh

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# Fellowship

Committee members: Pam McKendree, Linda Carrier, Kathi Lepere, Kathie McCreary, Jeanne Fleegle, Sue Shumar, Carol Klavuhn

January 26th: The Friendly Fellowship Ministry Committee met on this date and the following was discussed. Teddy Bear Ministry will now offer Stuffed Lambs due to unavailability to purchase unstuffed bears for this ministry.

Jeanne Fleegle offered a new Ministry for the Moxham Food Pantry. Birthday Bags will be made and offered at the food pantry for folks having a Birthday. Included in the bags will be a cake mix, can of frosting, Birthday plates, napkins, tablecloth and candles. We also opted to include in the bag a Birthday Card. They will be delivered to the food pantry and offered to folks having a Birthday. Valentine cards were sent to our homebound.

February 23: Start-up of Friendly Fellowship was discussed and planned. A visit to WJAC TV and visit with Tony Martin was planned.

March: We did not meet.

April: We did a visit to WJAC TV for a visit with Tony Martin. Toured the studio and observed the production of News and Weather

May 25: First Fellowship gathering. Barb Penna from Senior Life; planned Mother's Day and Father's Day gifts for our Congregation.

June 22: Old Times Game Day and Picnic Planned for July 50's Reunion

July 20: 50's Reunion Games, Music, and Lunch

Aug 24: Movie Day - Snacks and Movie Dolphin Tail

Sept. 28: Tracy Kovach from UPMC Community Health Choices and Waiver Program; Discussed and made ready to obtain articles for Stockings for Torrence

Oct 26: Game Day.

Nov. 16: Stockings for Torrence assembled for delivery to Mt. Calvary Lutheran Church; Bandana Pumpkins were made

Dec. 14: Christmas Gathering was held. \$5.00 gift bingo was played. Light Lunches were served at each Fellowship at no cost to attendees.

Pam McKendree, Chair

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# Property Committee

Property Committee shall see to the proper maintenance and protection of all property of the congregation and shall take care that the same is kept in good repair.

This report highlights completed work by Property Committee 2023.

- Repaired and painted walls in Finance Office.
  - Put Christmas decorations away.
  - Changed oil and greased snowblower.
  - Did walk around thru Church with Pastor Rebecca to not potential jobs.
  - Hinkle Plumbing checked garbage disposal.
  - Purchased new garbage disposal for parsonage.
  - Put away painting materials from job in finance office.
  - Met with Hinkle Plumbing to prepare estimate for heat pump in parsonage. Also had Tech check and clean boiler and repair leaking faucet.
  - Finished cleaning up paint job in the Finance office and put furniture back.
  - Installed garbage disposal in parsonage.
  - Adjusted door at back entrance to church.
  - Met with Shaffer Electric to prepare estimates for automatic door opener to elevator and a new 200-amp service and rewiring parsonage.
  - Primed sealing that was repaired on Ohio Street side of main entrance.
  - Cleaned spots on carpet in Fellowship Hall.
  - Put up Cross for lent.
  - Replaced lightbulbs.
  - Hung container for Narcan outside Finance office.
  - Salted sidewalk entrance for Ash Wednesday service.
  - Cleaned carpet in Finance office and Fellowship Hall.
  - Repairing walls on the back stairway from basement to second floor.
  - Reset surveillance cameras.
  - Cleaned and salted sidewalks.
  - Reset clocks on thermostat and timers.
  - Primed repaired areas on the back stairway.
  - Painted back stairway from basement to second floor.
  - Purchased mop and vacuum for Kim.
  - Water Company installed cellular reader on water meter.
  - Repaired hole in parking lot.
  - Repaired pulley system for banner behind alter.
  - Mowed.
  - Replaced garden boxes.
  - Put mushroom mulch in garden and garden boxes.
  - Straightened out parking lot stops.
  - The gas company checked the meter.
  - Replaced bulbs in parlor.
  - Rototilled garden.
  - Heated and place cold patch asphalt in parking lot.
  - Repaired wheelbarrow.
  - Cleaned up garbage.
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- Cleaned up garage.
  - Took down big Cross.
  - Installed AC unit in parsonage dining room.
  - Contractor installed automatic door opener at elevator.
  - Hung Cross on back wall behind altar.
  - Hung Pentecost banner.
  - Took down easter wreaths.
  - Repaired table in office for Denise.
  - Matched keys with door locks.
  - Cleaned big garage for renters.
  - Turned back heat for summer.
  - Moved refrigerator to basement of parsonage for renter.
  - Cleaned up garbage in parsonage basement.
  - Cleaned more space in big garage for renter and brought picnic table for them to use.
  - Repaired window on stairway to balcony.
  - Set up tables and chairs for Pastor Jims reception.
  - Removed loose paint on wall in nurse and Grove St. entrance and primed with waterproofing.
  - Repaired vacuum.
  - Cleaned up garbage at garage.
  - Met with Brandon Hoffman for an estimate to repair back stairway.
  - Spackled walls in nursery and Grove St, lower entrance.
  - Trimmed limbs on tree at back entrance.
  - Defrosted parlor refrigerator.
  - Watered garden.
  - Had Dennis Calhoun checked the hallway door. Found faulty power supply.
  - Sprayed hornets' nest front porch parsonage.
  - Repaired kitchen door latch parsonage.
  - Moved small refrigerator to Pastors study.
  - Checked noisy radiator in Pastors study found bad solenoid valve.
  - Replaced control cable on mower, changed oil, sharpened blade replaced sparkplug.
  - Power washed the front steps and sidewalks.
  - Cleaned drains on church.
  - Met with another contractor (Seth) for estimate on back steps.
  - Took lawnmower to Stouffers Mobil Repair for repairs.
  - Moved trophy case to Fellowship Hall.
  - Repaired toilet paper holder in restroom by office.
  - Replaced broken window in parsonage.
  - Trimmed pear tree.
  - Contractor started step repair 9/19/23.
  - Blocked off top of steps hung sign on door and put orange cones in front of door.
  - Painted repaired window in parsonage.
  - Repaired solenoid valve in Pastors study.
  - Repaired cement on ramp.
  - Hauled away limbs and pears from tree trimming.
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- Primed and painted new step pans.
- Emptied dehumidifiers.
- Cleaned and repaired rain spout on garage.
- Moved desks from offices.
- Pour concrete into new step pans.
- Checked leaf vacuum.
- Set up plow markers in parking lot.
- Sealed new steps.
- Painted all metal around new steps.
- Moved furniture to Music Minister office.
- Reset timers for outdoor lights.
- Refastened outdoor receptacle Ohio St side of church.
- Started and checked snowblower.
- Repaired leaking faucet laundry sink in parsonage.
- Replaced leaking expansion tank on hot water tank parsonage.
- Removed table from outer garage for church.
- Painted music ministers' new office.
- Put up Christmas trees and helped decorate.

— Respectfully Submitted, Rick Kirk, Scott Rugh, Randy Lear, Durwin Thomas

### **2023 message from the property chairperson**

The Property Committee had a very busy year in 2023. First off, I want to thank my team members, Scott, Durwin, and Randy for their dedication and hard work. Thanks also to Mike McCreary for his help in completing various projects.

Some of the major projects we completed this year were the cleaning of the carpet in the basement social hall, painting one of the classrooms for the music director's office, repairing plaster and painting the back hallway from the basement to the second floor, and also several jobs at the parsonage for the renters.

Our biggest project was to rebuild the pans, paint, pour concrete and repaint the steps off of the parking lot. A job well done by all.

A goal for 2024 is to fix the plaster and paint the front stairwell off the front entrance. I would like to thank everyone for their patience with our projects; many of them were time-consuming.

Yours truly, your brother in Christ,  
Rick Kirk

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# Worship & Music Committee

Worship and Music Committee shall assist the pastor in seeing that the services of God's house are conducted regularly and in accordance with the liturgical guidelines of the Evangelical Lutheran Church in America. All items pertaining to the worship life of this congregation shall be the responsibility of this committee.

- In January, we went back to using glass communion cups, more cost effective.
- January 22<sup>nd</sup>, Pastor Robert Kaltenbaugh presided over the service.
- February 5<sup>th</sup>, Pastor Kevin Schock was the guest pastor.
- Ash Wednesday service was held in the sanctuary at 11:00 a.m. There was only one service.
- Mid-week Lenten Services were held in the Parlor 11:30 a.m. and 6:00 p.m. The Lenten theme was Beautiful Creation.
- Palm Sunday, the procession started in the overflow area.
- Maundy Thursday Service with the stripping of the altar was held at 7:00 p.m. in the sanctuary.
- Good Friday Service was held in the sanctuary at 7:00 p.m.
- Easter Sunday Service was held at 10:00 a.m. Sharon Berkebile played the organ.
- Pastor David Clement and Pastor Richard Nuernberger were the supply pastors during Pastor West's vacation in July.
- August 27<sup>th</sup>, Kathie McCreary gave a temple talk on the Altar Guild.
- October 1<sup>st</sup>, we went back to 10:30 a.m. worship services with Faith Formation at 9:30 a.m.
- In October, the committee recommended that we purchase new chairs for the fellowship hall from the money designated from the Trash to Treasures sales.
- November All Saints Sunday we honored Margaret Heffner, Barbara Hollabaugh, George Follmar and Mary Ann Hrabosky.
- In November the committee recommended we hire Matthew Sprinkle as organist and Music Director. Due to prior commitments Matthew started playing every Sunday December 10<sup>th</sup>.
- With Christmas Eve falling on a Sunday, there was no 10:30 a.m. service. Christmas Eve service with candle light was held at 4:00 p.m. Matthew Sprinkle directed a hand bell choir prior to the service starting.
- On December 31<sup>st</sup> a Carols and Scriptures service was held. Led by Kathie McCreary, Mark Koch and Susan Bullock.

The Committee would like to thank Sharon Berkebile, Luis Gonzales, Karen Verhovsek and Susan Bullock for sharing their talents and supplying the music for worship until an organist was hired.

Committee members: Pastor Rebecca West, Matthew Sprinkle, Sharon Berkebile, Susan Bullock, Kim Williams and Kathie McCreary

Submitted by chairperson: Kathie McCreary

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