
**FIRST PRESBYTERIAN CHURCH
- ARLINGTON**



2015

Annual Report

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PASTOR

Greetings to all and thank you for taking the time to read the following reports about what has happened in your church over the last year and what is planned for the current year.

First of all, a word of thanks to the lay leaders of First Presbyterian. The most distinctive part of Presbyterianism is our form of government which calls and ordains lay persons (non-religious professional) into significant positions of leadership in the church. The intent of this form of church government is to affirm a divine and equal calling of all of God's people (and not just the professionals), and to create a governing process in congregation that benefits from the wisdom of a broad spectrum of its members. The work that the members of the Session, Board of Deacons, Trustees and many others on various committees great and small is what defines First Presbyterian. Every Sunday volunteers unlock and open the doors of the church, teach Sunday School classes, welcome all who enter the church, hand out bulletins, prepare and serve communion, sing in the choir as well as in the pews, read the Scriptures, listen attentively to a sermon, put money in the offering plates, count and record the offerings, and then depart to serve God in many other important ways throughout the week. As Pastor, I have a unique perspective on all phases of what it takes for the church to be the church every week.

I also give thanks for the financial support of everyone for the church. I know that everyone has important financial obligations that require a careful stewardship of limited resources. From my own experience, I can also attest that every stage of life brings new financial challenges that are never easy to solve. But no matter what financial challenges we face, I truly believe that God honors our financial support of the church and blesses us with enough "daily bread" to meet our other obligations.

There are many other things about First Church for which I am thankful – a dedicated and talented staff, the many improvements that are being made to our facility, an incredible choir, our location in one of the most dynamic areas of Northern Virginia. Most of all, I'm thankful for each one of you who attend, worship and live out your faith in Christ every week.

I'll see you in church,

Pastor Bryan

CLERK OF SESSION REPORT

ACTIVE MEMBERS DECEMBER 31, 2014.....244

GAINS.....3

New Members:

Chip Benjamin
Anita Edgerton
Doug Pulak

LOSSES.....20

Letters of Transfer:

Carole Banks
Beth Outterson

Deaths:

Judie Armington
Marian Frederick

Inactive Roll:

Orin Andrus	Judy Judd-Price
Christine Abbott Boote	Diane Large
Amy Crotts	Shary Moose
Eleanor Dixon	Ryan Morse
Margaret Gerhardt	Susan O'Connor
Gianna Grimasuckas	Lolan O'Rourke
Mike Grimasuckas	Sharon Summers

Removed at Personal Request:

Bill Covin
Williell (Will)Thomson

RECONCILIATION WITH CHURCH REGISTER:

Add one (1) to total count

ACTIVE MEMBERS DECEMBER 31, 2015.....228

Submitted by,
Gloria Sochon
Clerk of Session

NOMINATING COMMITTEE

What we accomplished in 2015

The Nominating Committee had a busy spring in 2015, filling a greater-than-usual number of church officer vacancies. As always, the Congregation responded and provided a wonderful slate of officers.

What we plan for 2016

In 2016, Chair the Nominating Committee will seek nominees to fill church officer positions. You should see nominee forms in the bulletin soon, so be thinking about who you want to nominate for Elder, Deacon, and Trustee! (Remember you can always nominate yourself!)

The Nominating Committee

Nominating Committee members in 2015 included Jennifer Swanson (chair), Marty Orth, John Bauer, Andrea Longton, Kathryn McAbee.

Submitted by,
Jennifer Swanson
Elder, Nominating Committee

BOARD OF DEACONS

What we accomplished in 2015

- Provided care for the congregation through the Congregational Care Groups. Maintained regular contact with members with special needs and provided meals, transportation and other support as needed.
- Hosted Care Group Luncheons in the spring and fall as a means for members to get to know each other better.
- Hosted milestone birthday celebrations and farewell celebrations for members who moved away from the Washington DC area.
- Hosted a reception after the funeral for Judie Armington.
- Organized and coordinated the first annual Six for Supper in Spring / Summer 2015
- Held the annual Deacons' Ice Cream Social (was the Donut Fest) in September as a chance for the deacons to check in with their Care Groups.
- Hosted the church's Christmas Caroling event on December 13. Teams of carolers visited homes of church members and friends and finished the evening with a chili supper at the church.
- Organized and provided rides for church members and friends when they were not able to arrange other transportation.
- Contributed the Deacons' Beacon column to all eleven issues of the Scribe.
- Provided a Deacon representative to the Nominating Committee to select new church officers (trustees, deacons and elders) for the 2015-2016 year.
- Prepared and served communion at the 8:30 and 11:00 services and delivered worship service flowers to those celebrating a joyous occasion or in need of comfort.
- Sent out "thinking of you" cards to college students that are members of First Presbyterian Church to continue outreach to our young adults while they are away at college.
- Provided training to the Deacons on their roles and responsibilities regarding preparation and serving of communion and financial matters of the church as it pertains to the Deacons.
- Focused on an increase in communication between church teams to work collaboratively.
- Updated contact information in our database for members and friends.

Plans for 2016

- Continue caring for the congregation through the Congregational Care Groups.
- Host Care Group Luncheons as a means for members to get to know each other better.
- Host the annual Christmas Caroling event in December.
- Provide a deacon representative to the Nominating Committee.
- Prepare and serve communion monthly from September to May for the 11am services, weekly for the 8:30am services, and bimonthly during the summer for the 10am services.
- Deliver worship service flowers to those celebrating a joyous occasion or in need of comfort.
- Host the annual Ice Cream Social in the fall.
- Make sure church address lists are up-to-date and work with the Long Range Planning Team on matters related to our membership database.
- Continue our outreach efforts to less frequent attenders.

The Deacons wish to thank:

- Jennifer Beckwith, John Dobriansky, Hanna Eun, Ed Milton, Jeff Noble and Meg Sherwood for their faithful years of service on the Board of Deacons.
- Chip Benjamin, Dana Edwards, Joan Koenig, Ed Milton, Jeff Noble and Marianne Okal for accepting their nominations and joining the Board of Deacons.
- Dana Edwards for coordinating and planning the annual Christmas Caroling Event and everyone who supported the caroling through songs, food and fellowship.
- Those who helped to prepare and deliver meals for members who were sick or recovering, and for providing transportation to members in need.
- Those who provided food for the funeral receptions honoring our members who passed away this year.

Submitted by,
Alicia Perez-Arrieta
Moderator, Board of Deacons

**BOARD OF TRUSTEES
and
FIRST ROOTS CAMPAIGN UPDATE**

Introduction: Over the past year, the Trustees have taken on the work of implementing projects from the First Roots Campaign as well as continuing to maintain the grounds, facilities, and systems of the Church. We responded to urgent situations throughout the year, and provided two of our nine members to staff the counting room each Sunday.

All-Church Work Days: In May and November, the Trustees welcomed the congregation to join them in sprucing up the building and grounds. Everyone who showed up contributed their efforts to improving the building, whether by working in the garden, helping organize files, or applying elbow grease to projects inside the building. We plan to hold work days in the spring and fall of 2016, and we hope to see increased participation.

Fire System and Elevator: In 2015, we replaced our old, defunct fire alarm system. Because the elevator and fire alarm system are interconnected, completing these repairs allowed us to bring our elevator back online. We had experienced many frustrations in this process – mostly due to delays and miscommunications by County employees, so we are grateful for the congregation’s patience and are happy this project is now behind us.

Winter Weather: Several snow and ice storms took their toll on the landscape and our budget in the winter of 2015. Once snow reaches at least 2 inches, the snow removal firm performs their services. Our winter storms led to several thousand dollars in cost overruns. The Trustees are grateful to the ushers for their diligence in making sure that walkways are cleared and salted when needed.

Landscaping and Trees: First Church relies on a group of volunteers who beautify our grounds beyond the routine mowing and pruning that our contractor performs. They dedicate hours to planting, weeding, and general maintenance. As part of our work day in the spring, we laid mulch and weeded flower beds. In addition, throughout the year, the Trustees had the assistance of Norm Neureiter and others in sprucing up the grounds. Some of our trees – original to the church’s relocation to its current address in the 1950s – are no longer healthy; we had one overlooking the playground removed when it posed a hazard. Others will require significant pruning and removal in the years ahead.

Planning with APAH: Our neighbor across Carling Springs Road, the Arlington Partnership for Affordable Housing (APAH), is making great progress in rebuilding their facility. This required that an electrical transformer that serves the church be relocated. APAH paid for and supervised this work, and sealed and restriped the church parking lot and front drive at no cost to the church.

Other Work: The Trustees responded to other issues throughout the year. Several plumbing issues arose that required the skills of professional plumbers. We were fortunate to have the assistance of Joe Lederle on several projects. We are grateful to him and many others for their contributions.

Serving as a Trustee is a rewarding way to give back to First Presbyterian Church. Please ask any Trustee to learn more.

Submitted by,
Ben Vernia,
Chair, Board of Trustees

ADMINISTRATION MINISTRY TEAM

What We Accomplished in 2016:

Facility Use: The Team continued to work on stewardship in the use of our church facility. Janet Pence is our Facility Use Manager and has helped streamline and outline our facility use processes.

Church Insurance Policies: The Administration Team met conducted the annual insurance assessment with the church's insurance provider Joseph White to ensure the policy covers current, adequate coverage. We discovered that the church qualifies for a discount based on the installation of the new fire alarm.

Church Software: The Administration Team explored new church management software, which we will purchase in 2015. We hope the new system will provide better insight into church members' needs and talents!

First Roots and Trustees Issues: The Administration Team continued to work with the Trustees to sign purchase agreements and invoices for important things like the chillers and the new fire alarm system.

Security: Administration Team member Greg Morris and Church Administrator Valerie McCray manage access to the church and provide oversight for keys and security codes. We are continually working with the Trustees and other team members to look for new ways to keep the church secure.

Plans for 2016:

As we get ready for 2016, one of our goals is to do a Risk Management self-assessment. This is a program offered by our insurance provider that can earn the church up to a 5% savings on our premium. We also plan to continue to review the facility use contracts and update those as applicable to reflect current fair market rates.

Your Administration Ministry Team: John Bauer (Chair), Gloria Sochon (Co-Chair and Clerk of Session), Valerie McCray (Church Administrator), Kyle Longton (point of contact for the Board of Trustees), Greg Morris (Security), Frank Jaeger, Claire Noble (Website Manager), Janet Pence (Facility Use Manager), Kate Lassman (Library).

Submitted by,
John Bauer
Elder, Administration Team

ADULT SPIRITUAL GROWTH MINISTRY TEAM

First Church has an active program for Adult Education and Spiritual Growth (ASG). This includes activities on Sunday and other times of the week.

We have Church School for adults regularly on Sunday morning between the two worship services. During early 2015 Rev. Mickle led a series of classes based on a curriculum from “The Thoughtful Christian.” The many topics ranged from hospitality to racism to other current issues; we studied the Biblical writings on the topics and discussed how those writings inform our actions in everyday life. During the fall, Rev. Mickle led a class on the last book of the Bible: Revelation. This study helped us understand how we may decipher and understand God’s message in this unusual and fascinating book. From the end of November up to Christmas, the adult class focused on Advent with a study of Bible passages pointing to the coming of Christ and some of the hymns of the season.

During Lent 2015 a group of adults met each Wednesday evening to read and study the book *Soul Feast* by Marjorie Thompson on spiritual disciplines. Each week we studied / practiced a different discipline, such as fasting, Bible reading, journaling, meditating, and more. A different person in the group led the discussion and activities in the chapter for the week. The group continued to meet a few weeks after Easter. Wanting to continue with some spiritual discipline, the group agreed to ...

...A program of Reading the Bible in a Year. After promoting it for a few weeks, and finding that others in the congregation wanted to join, the group started reading on July 1. This group of 10 – 12 adults meets about one time per month to help keep everyone inspired and on track to complete the reading on June 30, 2016. They also discuss some of the major themes in the readings since the prior month. Many have noted that the reading habit has become such an important part of their lives that they miss it when they skip a day.

Two other groups of FPC adults continue to meet on a regular basis:

The Morning Men’s Study Group meets at 6:30 a.m. each Tuesday and is led by Rev. Mickle.

The Church Ladies Book Club meets one Monday evening a month. They rotate meeting in the home of one of the participants and leading the discussion.

First Church is also a member of the Reformed Institute (RI). Its purpose is to help the churches in this presbytery live up to one of the basic principles of the Reformed Tradition – to ensure an educated laity. Two First Church members participated in the RI’s colloquy program on Pluralism over four week-ends during 2014 – 2015. The RI also offers a convocation program one Saturday in the winter. And then a spring program over four Saturday mornings in late winter/early spring. Several First Church members attended one or more of these programs in 2015. All of the courses are taught by clergy, professors, or others who are well trained in their subject matter. The RI courses provide a great enhancement to the programs that FPC provides.

The ASG Team conducted a survey of the First Church membership in the fall of 2015 to help determine what topics, class formats, and times of the week are good to focus on for future

ASG programs / events. The survey responses will help us plan classes and activities for 2016 and the future.

Submitted by,
Diana Warmann
Elder, Adult Spiritual Growth Team

CHILDREN AND YOUTH MINISTRIES TEAM

What we accomplished in 2015:

We continued to provide quality Christian education, mission, music, and fellowship opportunities for all of the children and youth in our congregation. Highlights include: three summer youth trips, the return of the Fat Sunday Breakfast, Easter Egg Hunt, Movie Nights, Summer Music Nights, Splash Night, ice skating, mini golfing, Mothers' Day music, Youth Sunday, Christmas Pageant, and children's choir offerings during the church service.

Changes that have happened this year:

Katherine Bryant, who had been Director of Youth Ministries for the past two years, resigned at the end of the 2014-2015 school year, and Ms. Michelle agreed to take on her duties. This resulted in creating a ¾ time Children and Youth Ministries position. Because Michelle teaches the confirmation class, we moved the Sr. High Sunday School class to Sunday evening. Senior High Sunday school attendance dropped off when it was offered Sunday afternoon/evening rather than in the mornings, so Panera mornings have been reinstated for 2016.

A few of our events have been so poorly attended that there were more adults than children or youth involved. This has led to the use of Sign up Genius requests for RSVP's, so that we know we have a critical mass of interested kids.

We have a lot of three year olds who had decided for themselves they were too old for the nursery, so Ms. Michelle and nursery staff member Ms. Jeaneth have agreed to include three year olds in Bridges to Worship. As a result, the nursery has far fewer kids and was consolidated into one room, freeing up the larger room for adult classroom or meetings, and allowing us to reduce the number of nursery workers needed each Sunday from four to three. Three year olds are also welcome in the 2015-2016 pre-k and K Sunday GodVentures class. Nursery age "Little Lambs" gather on the first Sunday of each month in the Rally Room for family fellowship during the Sunday school hour.

In October, the Session voted to offer Michelle a full time position for 2016, which would have included all of the children and youth ministries she already does, plus an added focus on small group ministries, congregational life as well as overhauling our social media presence (including our website). After prayerful consideration, she declined the full time position. Through close collaboration with CYMT, Personnel, and Pastor Bryan, the Session agreed to offer her a 15 hour a week position which she accepted. For her own financial reasons, she took a full time job teaching for Fairfax County. She will still be working closely with CYMT to implement Children and Youth programming and be physically present on Sundays and available via email at other times. She will also still be available during the summer for youth trips and for CYMT meetings. This decision reflects our belief that we have the right person in the job, and does not represent a cut in our commitment to our children and youth programming. We expect 2016 to be a year of growth, fun, fellowship, and learning to live a Christian life.

Thanks to: Personnel, Mission and Fellowship teams for collaboration, Sunday School Teachers AJ Hill, Michael Long, Chris Hulser, Chris and Julie Bosland, Ann-Bailey Lipsett, Caroline Green,

Ashley LaGanga, Yuko Takakusaki, Kathy Pericak, Laurel Bauer, Hanna Eun, Marianne Okal, Maura Lensink, and Sara Thompson, Janet Pence, Josh Jungman, Will Blake, Tim Graham and Children and Youth Ministries Team members Jen Allen, Blair Moorhead, Janis McCollim, Mona Blake, Leslie Hulser, Janis McCollim, Megan Underdown, Elizabeth Jungman (chair), and Michelle Abrahamson (Director of Children and Youth Ministries)

Submitted by,
Mary Jean Bruno
Elder, Children and Youth Ministries Team

ELDER AT LARGE

Accomplishments in 2015:

This is a new role on Session; one that is being defined. No goals for 2015 have been established other than to understand the goals of all of the ministry teams and work with them to understand where the Elder-at-large can be of help. So far, I have attended one meeting of the Worship Ministry Team.

2015 Plans Not Met:

Since this is a new role, no plans/goals were established for 2015.

Plans for 2016:

- Develop means for working with the ministry teams, as needed, to assist them in relating their work to FPC's stated mission goals of inviting the world, empowering the people, and embodying God's grace
- Develop means for working with the ministry teams, as needed, to assist them in relating their goals to the essential tenets of the Reformed Faith
- Develop means to be a real and identifiable spiritual leader within the congregation

Submitted by,
Doris Mabrey
Elder-at-Large

FIRST FELLOWSHIP MINISTRY TEAM

The Fellowship Team continued its goal of strengthening fellowship among First Presbyterian's members, friends, and visitors. Our team has been in transition over the last two years after the former Chair, Terry Meier, moved to Florida. Janis McCollim was elected an Elder in June, but actually began being Fellowship Chair after Terry's departure in April/May of last year before she was installed.,

Social Hour: The after-worship service social hours continue to be a weekly fellowship opportunity for the whole congregation. Attendance has been good throughout the year at both the 8:30 service in the Parlor and the 11:00 service in the Yount Social Hall. Louise Shutler and Sally Gousen have been instrumental in the weekly assembly of the 8:30 coffee. Our staff assistant, Adelaide Mejia, coordinates the 11:00 coffee. We continue to purchase and serve Café Justo (formerly Just Coffee). With the help of both Louise and Margaret Gregory, the 8:30 and 11:00 coffee hours are running smoothly. If they are NOT there, they have back-ups. You know who you are! Thank you to ALL who help with this effort.

Fat Sunday Breakfast/Pancakes. We reinstated this year, under the excellent management and organization from Laurel Bauer, the Fat Sunday Pancake Breakfast. The entire church gets involved in this and we share the activity with other teams, especially the Children and Youth Ministry Team.

Palm Sunday Potluck: The Palm Sunday Potluck is so much fun. It is well attended both with members and visitors and well-appointed with excellent food and side dishes. The Easter Egg Hunt activities after the dinner add to the enjoyment of the day by the children and youth.

Summer Picnic: the All-Church Picnic was successful thanks to the Youth Group and many volunteers who carted tables, chairs, food, and beverages up and down the basement stairs (when the elevator was out of order) to the side lawn venue. The chicken is always good. The weather was excellent and the fellowship plentiful. Games were held including three-legged race and water balloon tossing.

Baseball Outing: Nationals baseball fan Margaret Gregory led a healthy group of FPC sports fans, both young and old, to Nationals Park. We had about 30 folks to attend this year the Sunday before Labor Day. It was warm, not only because of the heat and hot sun, but also with the fellowship of First Church family members and friends.

Thanksgiving Feast: 11 turkeys were roasted and all consumed. Excellent food and wonderful fellowship was enjoyed by many from the congregation and the neighborhood. The Yount Social Hall was filled to capacity, (over 170 people) where we had to set up extra tables at the last minute.

Benefit Concert: The Fellowship Team, again led by Margaret Gregory, provided support to the Mission Team in the form of a reception for the musicians and attendees in the Young Social Hall with kitchen staff, food preparation, set-up and service, and clean-up after the Benefit Concert. Additional food was provided by choir members and others in various areas around the church for the musicians in their rehearsal rooms prior to their performances. Proceeds this year went to **SAVE THE CHILDREN.**

Submitted by,
Janis McCollim
Elder, First Fellowship Team

LONG-RANGE PLANNING TEAM

The Long-Range Planning effort is new for Session. A natural outgrowth of the First Roots effort, our Long-Range Planning team will take steps to assess where we are as a church and chart a path for where we will go in the future.

So far, our effort has involved conversations with the full Session. We've also solicited some initial "temperature taking" feedback from other church leaders on the boards of Deacons and Trustees.

One major initiative for this team will be analyzing an improved system for maintaining information on visitors and members. In doing so, we hope to step up our church's communications and cross-team coordination.

First Church enjoys a plethora of strengths while offering – as with any organization – several areas for improvement. Through this effort, we will learn how to better play to our strengths and grow the church into one that is ever more vibrant, faithful, and welcoming.

Submitted by,
Peter Lipsett
Elder, Long-Range Planning and Communication

MISSION MINISTRY TEAM

Mission Statement

The purpose of the Mission Team is to lead, encourage, support and foster ministries of First Presbyterian Church that are consistent with the ministries listed in Matthew 25:35-36: “I was hungry and you gave me food, I was thirsty and you gave me something to drink, I was a stranger and you welcomed me, I was naked and you gave me clothing, I was sick and you took care of me, I was in prison and you visited me.”

Highlights of 2015

This year the team focused on “mini-missions,” engaging in many local activities to provide outreach and support in our community and to give more people a chance to be involved in mission activities.

Some of our activities included:

Partnering with Children and Youth Ministry Team to collect items for children of Arlington Food Assistance Center (AFAC) clients;

Volunteering at a kickball fundraiser event to raise funds for Arlington Bridges to Independence (formerly Arlington Coalition for the Homeless);

Taking a team of 40 volunteers to the Capital Area Food Bank where we bagged supplemental groceries for 2000 senior citizens in Maryland and Washington;

Providing financial support to the Children and Youth Ministry Team to support their ice cream social event;

Leading a team of volunteers to clean-up a section of Four Mile Run park;

Hosting the annual Crop-Walk, making First Presbyterian the base for this annual event;

Providing financial support to the Children and Youth Ministry Team to support their Trunk or Treat event;

Providing planning and staffing support for the annual fundraising concert put on by Carol Sikkelee. The concert raised over \$8,000 which was donated to Save the Children and specifically designated to children suffering from the Syrian refugee crisis;

Providing a \$15,000 check to ASPAN to help with the purchase of a car needed to make home inspections. The check was presented on November 22nd in conjunction with the annual Thanksgiving Potluck. Congregants were invited to participate in the event by bringing items to “stuff the car” with household items needed by ASPAN clients;

Hosting the annual Alternative Christmas Market which featured 18 vendors selling fair-trade items and items from which proceeds go to support those in need.

In addition to these activities, the Team continued its support and coordination of its regular activities:

Regularly collecting and donating non-perishable food items, and also donating produce from the First Presbyterian garden to AFAC;

Preparing bagged meals for the homeless in support of ASPAN;

Hosting and teaching ESL classes;

Regularly selling Just Coffee in support of fair-trade coffee producers in Mexico;

Providing facility and office space for Head Start, Arlington THRIVE and Meals on Wheels;

Continued support of many local and several international organizations;

Providing continued financial support to missionary Mark Adams;

Provide continued financial support to the Presbyterian Benevolence Fund.

A complete list of the financial support provided by the Mission Team to various organizations can be found in the financial section of this report.

Plans for 2016

The team has found the focus on local community and the sponsoring of “mini-mission” events to be very successful and plans to continue these types of events in 2016. The team would also like to participate in an international mission trip should that prove to be financially feasible.

All of the foregoing accomplishments were made possible due to the dedication and hard work of the Team: Austin Wiehe (Team Leader), Chip Benjamin, Ann Klofkorn-Bloome, Anne, Bill and Danielle DeLanoy, Dana Edwards, Juanita Jernigan, Andrea Longton, Audrey Morris, Barbara Radwan, in addition to the participation and support of our wonderful congregation and the leadership of Pastor Bryan. The team strives to carry out its activities for the benefit of others and to the glory of God.

Submitted by,
Debra Fowler,
Elder, Mission Team

OUTREACH TEAM

The Outreach Team (OT) is looking forward to building upon the foundation of prior year's efforts to recruit and retain members of our church in 2016.

In the area of retention, the Deacons do a wonderful job of making members feel welcome, remembered and supported during times of plenty and times of need. Without the work of the Deacons, the normal church member attrition would have been abnormally greater in 2015. In 2016, the OT will work more closely with the Deacons to highlight their service to the church as a part of church member recruitment.

Specifically, in the area of recruiting new members, the OT will host a minimum of three (3) "Discover First Church" events to provide a forum for visitors to engage Elders, the Pastor and other members of the church about church membership. The OT will also design, implement and share processes for recruiting new members including:

- Greeting new visitors during church services
- Recording new visitor contact information
- Following up via email or telephone (as available)
- Adding visitors to the Scribe newsletter
- Presenting new visitors for inclusion in the church-wide database
- Welcoming new visitors to the fellowship hall after services
- Introducing new visitors to other members of the church
- Involving new visitors in mini-mission opportunities

The OT will work with all members of the Session to improve communication and database management through the use of technology; some of it heavily discounted or free for non-profit organizations.

Finally a major triumph for the OT will be documenting our experiences for future committee and Session members.

Outreach – both in retaining current members and recruiting new members – is a challenging yet wonderful opportunity to contribute to the life of the church at large. We will build our committee this year and look forward to unprecedented progress.

Submitted by,
Jason Howell
Elder, Outreach Team

PERSONNEL MINISTRY TEAM

What we accomplished in 2015

The Personnel Team has been hard at work in 2015. We implemented new Staff Personnel Policies and Position Descriptions and coordinated with ministry teams in hiring church employees. In the fall, we turned our attention to conducting annual staff assessments, ensuring that we are meeting our mutual expectations.

In October, we conducted time audits for all staff, which led to some changes in hours and Position Descriptions. The Personnel Committee developed new position descriptions for the Office Administrator (20 hours a week) and Director of Children and Youth Ministries (15 hours a week). In December, we finalized a new way of doing staff assessments. Hopefully this model can serve the Personnel Team in the future. The Session approved both of these position descriptions and terms. The other positions of Head of Staff (Head Pastor), Organist and Music Director continue with the same responsibilities.

Plans for 2016

In 2016, a primary goal is reviewing Personnel Policies of the church to keep up with changes in our staff and make them more streamlined.

We will also complete the streamlining of the position descriptions and contracts with all employees. It's important to note that except for the Head of Staff who is employed by the National Capital Presbytery, all other employees at our church are employed on a one-year contract, hired by the Session. Every contract employee enters into a one-year contract with the Session that may be renewed at the end of each contract period if the terms are mutually agreeable.

Throughout the year, we will work with the employees and the ministry teams to help us all meet the needs of the congregation and pray that through our actions, God will be glorified!

Team members include Jennifer Swanson, Hanna Eun, (the incomparable) Marty Orth, Alicia Perez-Arrieta, and Bryan Mickle. Many others helped in the 2015 assessments as well.

Submitted by,
Jennifer Swanson,
Elder, Personnel Committee

STEWARDSHIP AND FINANCE MINISTRY TEAM

Stewardship and Finance Team Responsibilities

The Stewardship and Finance Team (SFT) is responsible for overseeing the financial affairs of First Church. The annual stewardship pledge campaign and the preparation of the annual operating budget for submission to the Session for approval are our principal efforts. Among other responsibilities, the SFT also is responsible for monitoring income and expenses and making appropriate budget modification recommendations to the Session, managing First Church's reserve and endowment funds and setting investment policies, and auditing First Church's financial books and accounts.

2015 Accomplishments

The SFT began 2015 by presenting the 2015 operating budget approved by the Session, which projected a deficit of approximately \$68,000, to the congregation at the annual Congregational Meeting. Given the magnitude of the projected deficit, the SFT committed to a mid-year review of First Church's finances and recommending budget adjustments to the Session if appropriate. This review was conducted in late summer, and the SFT and Session presented the results to the congregation in an informational meeting on the first Sunday of October. Subsequently, the Session also approved budget adjustments intended to keep the year-end deficit in line with the originally projected deficit. Although the 2015 books are not yet closed, as of this writing, the SFT projects that the actual year-end deficit will be in the neighborhood of the originally projected \$68,000 deficit.

During the fall of 2015, the SFT once again led the annual stewardship campaign to support the 2016 operations of First Church and prepared draft 2016 operating budgets for consideration by the Session. As part of the stewardship campaign, the SFT arranged for "Minute for Stewardship" conversations led by Jennifer Swanson, Rob Tobiassen, Pastor Mickle, Lynette Yount, Tajin Rogers, and Dana Edwards during worship services in the weeks leading up to Dedication Sunday. In addition, the SFT prepared a letter summarizing First Church's ambitious aspirations for 2016 and detailing First Church's current financial picture that was sent to members and friends encouraging participation in the annual stewardship campaign. As of January 31, 2016, the annual stewardship campaign had generated 93 adult pledges and 5 children/youth pledges totaling \$367,422 in support of the 2016 operations of First Church.

As required by the Book of Order (G-3.0113), the SFT led the efforts of a committee of members versed in accounting practices to audit the 2014 financial books and accounts of First Church. Results of this audit, when complete, will be presented to the Session in early 2016.

Throughout 2015, the SFT also oversaw the Financial Secretaries and Trustees counting the Sunday service collections, attempted to provide increased transparency about the finances of First Church, hosted an educational meeting for members and friends about First Church's endowment funds and planned giving opportunities with a representative from the Presbyterian Foundation, wrote handwritten thank you notes to members and friends who pledged in support of the annual stewardship campaign for 2015 or made gifts of financial support to First Church, and made recommendations to the Session for the approval of special offerings, fundraising events involving or related to First Church, and uses of money from the Memorial Fund. During 2015, the special

offerings were the Initial (\$1,011.50), Per Capita (\$1,439.85), Pentecost (\$625.00), One Great Hour of Sharing (\$3,577.85), Peacemaking & Global Witness (\$890.00), Christmas Joy (\$1,999.81), and General Disaster (\$313.00) Offerings, and the Session authorized the use of money from the Memorial Fund to purchase new paraments for the sanctuary, new pew ropes, and new LED candles for the Christmas Eve services, and to fund the reframing of the portraits of First Church’s pastors to achieve a more uniform appearance. The SFT also worked with the Presbyterian Foundation to better understand the restrictions on the use of income from the Bitner Fund, which is held in trust by the Presbyterian Foundation for the benefit of First Church, ultimately receiving the Presbyterian Foundation’s endorsement of the use of income from the Bitner Fund to support youth participation in summer mission and retreat trips.

Finally, although not technically the SFT’s responsibility, the SFT also occasionally reviewed the income and expenses incurred in connection with the First Roots capital campaign. The chart below provides a summary of the “preliminary” figures for First Roots income and expenses since the beginning of the campaign in 2013:

Year	Income	Expenses
2013	\$161,685.78	\$0
2014	\$177,476.93	\$165,803.58
2015	\$126,472.08	\$80,899.51
Total	\$465,634.79	\$246,703.09

Plans for 2016

The SFT has four principal goals for 2016.

First and foremost, the SFT is committed to leading another successful annual stewardship campaign to support the 2017 operations of First Church and to continue the SFT’s objective of driving towards a balanced operating budget. Among other efforts, this will involve working to align First Church’s annual programs and ministries with expected income, which principally comes in the form of pledges.

Second, the SFT plans to prepare professionally printed educational materials with information about First Church’s endowment funds and planned giving opportunities for members and friends interested in learning more.

Third, the SFT expects to improve the process for auditing the previous year’s financial books and accounts and to complete the audit of the financial books and accounts for 2015 earlier in the year than in recent years.

Finally, the SFT is focused on recruiting additional members.

Thanks

During 2015, the SFT benefited from the dedicated service of many people. SFT members for 2015 were Rob Tobiassen, Church Treasurer Kathy Kobe (who literally and figuratively keeps First Church’s lights on and whose efforts deserve special thanks), Pastor Mickle, and Andy Foy.

The SFT also is very grateful for the Financial Secretary services generously contributed by Clint Brass, Juanita Jernigan, Gloria Sochon, Bill Freeborne, and Lynda Hill. In addition, the SFT appreciates the very able assistance of Church Administrator Valerie McCray and the Trustees, who dutifully count the collection each week. The SFT also extends special thanks to Diana Warmann for her assistance with the audit of the 2014 financial books and accounts.

Finally and most importantly, the SFT wishes to thank the members and friends of First Church for their incredible generosity and support of First Church.

Submitted by,
Andy Foy
Elder, Stewardship and Finance Team

WORSHIP MINISTRY TEAM

Worship Ministry Team

The Worship Ministry Team (WMT) planned for the many regular and special services held at FPC over the past year. Below are some of the highlights.

In 2015, WMT was able to:

- Update FPC's wedding policy to be more inclusive, in response to change in churchwide policy and state law;
- Draft a new fire alarm policy;
- Procure new sets of white and purple paraments;
- Conduct usher training;
- Provide devotional materials for Lent and Advent (prepared by FPC children and youth);
- Decorate for the church seasons, including Easter and Advent/Christmas;
- Introduce non-flammable personal candles to the Christmas Eve services;
- Provide special music for many services, including Easter and Christmas Eve; and
- Adjust worship services and bulletins to be more welcoming to guests.

WMT planned to but did not:

- Offer new worship opportunities, like Taize services, beyond Sunday mornings; or
- Finalize a team manual.

In 2016, WMT plans to:

- Build a worship connection with the Hispanic congregation that meets in our building;
- Explore use of 'Glory to God, the Presbyterian Hymnal' published in 2013;
- Initiate a First Presbyterian Church of Arlington Heritage Sunday; and
- Finalize a manual of procedures for preparing for each season of the liturgical year.

Thanks to:

Outgoing team members: Chair Wells Burgess, Kay Foy and Halsey Rogers; Michelle Abrahamson and Rev. Madeline Jervis for guest preaching; Jocelyn Bauer for overseeing liturgists; Kay Foy for overseeing weekly chancel flowers; Darla and Peter Hause for Palm Sunday and Thanksgiving decorations; AJ and Lynda Hill for changing banners; Anita LaSalle and Georgine Neureiter for baking communion bread and overseeing paraments; Lynda Martin for overseeing special Easter and Christmas flowers; the children and youth for creating an Advent devotional; the Deacons and Elders for assisting with communion; the liturgists; the ushers; and all of the many wonderful musicians who enhanced our worship services.

Submitted by the Worship Ministry Team: John Antonelli, Chief Usher; Barry Hemphill, Music Director; Bryan Mickle, Pastor; Georgine Neureiter; Doug Pulak, Chair; Carol Sikkelee, Organist; and Jean Vallianos

TREASURER

Highlights of 2015

The 2015 preliminary budget deficit is \$49,386. The 2015 budget after the changes voted by Session late in December 2015 anticipated a budget deficit of approximately \$61,000. While this is not as large a deficit as was expected, it is still unsustainable.

Preliminary church-wide revenues totaled \$467,781 in 2015, a decline from 2014. Of that amount, \$44,475 was corporate income related to building use fees.

The non-corporate expenses totaled almost \$375,589, about 1% below the (revised) budgeted amount. The reduction in expenses compared to budget was mostly due to careful conservation of funds by several of the teams after a budget review at mid-year. Corporate expenses totaled \$141,553 or about 12% over the (revised budget) mostly due to significant costs related to snow removal, an excessive water bill that is still in dispute with Arlington County and larger than expected fuel bills when our new heating and cooling systems did not prove to be as efficient as we had expected.

The balance sheet reflects church assets exclusive of the building and grounds. The church has no mortgage or other loans. However, the impact on the balance sheet of the large operating deficits is being masked to a certain extent by the money that is coming in for the building fund.

As directed by the Stewardship and Finance Team in 2013, the balance sheet also reflects the three internal permanent endowment accounts directed toward specific uses. In addition, reserves have been sent to the Presbyterian Foundation to create a general endowment fund there. While the funds at the Foundation can no longer be called on directly by First Church, the church will eventually receive a flow of interest from that account.

Goals for 2016

Keeping the church solvent and its bills paid.

Thanks and Appreciation

My thanks and appreciation go to the Assistant Treasurer, Chris Taylor; the financial secretaries: Clint Brass, Juanita Jernigan, Gloria Sochon, and Lynda Hill; Bill Freeborne for his work as financial secretary and trustee before he moved; Valerie McCray for all of her assistance, Kelli Corts for her work in maintaining the books; Andy Foy for his oversight of the financial functions and all the trustees who count the money each week. I also appreciate John Leeper, who is still always willing to lend a hand and provide advice.

Submitted by,
Kathy Kobe, Treasurer

FIRST PRESBYTERIAN CHURCH**Balance Sheet-Preliminary
December 31, 2015****GENERAL FUND****Assets****Checking Accounts**

Wells Fargo Checking Account (money market fund)	200,525
Wells Fargo Corporate Checking	7,304

Investment Accounts

Vanguard Fund	
Prime Money Market Fund	<u>139,566</u>

Total Assets 347,395

OTHER LIABILITIES AND DEDICATED ACCOUNTS 85,061

BUILDING FUND NET (Received minus expenditures) 227,505

Net Operating Assets 262,334

LONG TERM FUND**Assets****Investment Accounts***

Reserves		
Vanguard 500 Index Fund	222,116	
Vanguard Inflation Protected	107,457	
Vanguard Intermediate Term Treasury	94,811	
Vanguard Prime Money Market	<u>38,223</u>	
		462,607

Permanent Endowment for Building and Grounds		
Vanguard 500 Index Fund	28,252	
Vanguard Inflation Protected	12,959	
Vanguard Intermediate Term Treasury	12,244	
Vanguard Prime Money Market	<u>9,999</u>	
		63,454

Permanent Endowment for Christian Education and Worship		
Vanguard 500 Index Fund	22,738	
Vanguard Inflation Protected	10,812	
Vanguard Intermediate Term Treasury	10,031	
Vanguard Prime Money Market	<u>7,388</u>	
		50,968

Permanent Endowment for Mission		
Vanguard 500 Index Fund	23,136	
Vanguard Inflation Protected	10,889	
Vanguard Intermediate Term Treasury	10,063	
Vanguard Prime Money Market	<u>7,441</u>	
		<u>51,530</u>
Total Investment Accounts		<u>628,558</u>
Mortgage Loan to the Mickles		<u>28,626</u>
Total Long Term		<u><u>657,184</u></u>
NET WORTH		<u><u>919,518</u></u>

* The Permanent Endowment Fund of First Presbyterian had a market value of \$50,016 on 9/30/2015. The principal of that account is not accessible to us but we will receive interest payments in the future.

FIRST PRESBYTERIAN CHURCH
Budget for 2016

	Preliminary 2015 Results	2015 Budget	Adjusted 2015 Budget	Approved 2016 Budget
INCOME				
Contributions				
Current Year Pledges	372,281	365,000	365,000	350,000
Plate Offerings	41,365	38,000	38,000	32,000
Per Capita Payments	1,440	1,000	1,000	1,000
Initial Offering	<u>1,012</u>	<u>340</u>	<u>340</u>	<u>340</u>
	416,098	404,340	404,340	383,340
Interest Income	868	1,000	1,000	1000
Miscellaneous Income	<u>6,340</u>	<u>1,938</u>	<u>1,938</u>	<u>2,000</u>
Income of the Noncorp Entity	423,306	407,278	407,278	386,340
EXPENSES				
Mission				
Presbyterian Benevolence Programs	20,728	20,728	20,728	12,500
ESL and Immigrant Ministries		500	500	
Fair Trade		500	0	
Frontera de Cristo	2,000	2,000	2,000	
Haven of Rest	500	500	500	
Mission Trip		2,000	1,500	
Missionary Support	2,000	2,000	2,000	
New Initiatives		500	0	
Special Mission-International	400	1,500	1,500	
Special Mission-Community	2,279	2,000	2,000	
Mission Theme of the Year	31	1,000	500	
Local Mission	<u>4,305</u>	<u>7,500</u>	<u>7,500</u>	
	32,243	40,728	38,728	31,625
Stewardship				
Stewardship Campaign	279	150	150	150
Stewardship Planned Giving Brochure				300
Stewardship Expenses	<u>677</u>	<u>600</u>	<u>600</u>	<u>600</u>
	956	750	750	1050
Worship				
Choir Robe Upkeep	213	600	213.3	600
Devotional Material	580	300	580.2	400
Funeral Organist		400	0	300
Guest Ministers	1,100	800	1,000	1200
Maintenance-Organ/Piano/Audio	3,319	2800	2,800	2800

	Preliminary 2015 Results	2015 Budget	Adjusted 2015 Budget	Approved 2016 Budget
Music Program	2,548	3200	2,836	2800
Sanctuary Materials	515	750	328.07	400
Worship Events		-	-	<u>350</u>
	8,275	8,850	7,758	8,850
Children/Youth Education				
Confirmation -- Chaperones (retreat)		0	0	500
Confirmation -- Confirmands (\$40 subsidy)		0	0	500
Confirmation -- Curriculum Materials		0	0	300
Confirmation -- Gifts for confirmands		0	0	150
Confirmation -- Luncheon with Session		0	0	150
Confirmation-- Local trips				150
CYMT - Classroom Supplies	512	550	550	550
CYMT- Mission	186	250	250	250
GodVentures - Bibles for Second Graders	60	60	60	60
GodVentures - Computers		250	-	0
GodVentures - Curriculum Materials	520	600	600	500
Middle School -- Bibles (6th graders)		168	168	
Middle School -- Chaperones	752	690	690	1000
Middle School -- Curriculum Materials	305	400	400	300
Middle School -- Trips, Activities, Gas	279	150	150	1500
Middle School--Mission activities				200
Music (formerly "Children's Music)	115	260	160	260
Middle/Senior--Fund raising expenses				200
Senior High -- Chaperones (events)		350	350	
Senior High -- Chaperones (summer trip)	9	558	558	500
Senior High -- Curriculum Materials	120	0	0	300
Senior High -- Fellowship/SOS		0	0	1000
Senior High -- Incidentals		300	300	
Senior High -- Transportation, Gas (summer trip)	1198	1200	1200	1500
Special Events (Christmas/VBS)	920	1000	1000	1000
Volunteers - Child Protection Policy	80	400	400	100
Volunteers - Teacher Training/Support	320	500	500	500
Young Children - Curriculum Materials		50	50	0
Young Children - Nursery/Bridges	67	100	100	100
Young Children - Worship Bulletins	<u>39</u>	<u>100</u>	<u>100</u>	-
	5,483	7,936	7,586	11,570
Adult Spiritual Growth				
Classroom Supplies	36	50	150	50
Curriculum Materials	37	50	100	100
Guest Teachers	50	500	50	500
Publicity	20	25	-	-
Reformed Institute Sponsorship	500	500	500	500
Small Groups Development		50	-	-

	Preliminary 2015 Results	2015 Budget	Adjusted 2015 Budget	Approved 2016 Budget
Special Events/Retreat		150	-	100
Young Adult Ministry	<u>15</u>	<u>50</u>	<u>25</u>	<u>100</u>
	657	1,375	825	1,350
Congregational Life				
Coffee Hour-Setup	1,360	1,500	1,500	1,600
Fellowship Events	1,416	1,300	1,300	1,700
Hospitality Supplies	414	800	800	900
Event Set-up	<u>220</u>	-	-	<u>300</u>
	3,410	3,600	3,600	4,500
Evangelism				
Church Advertising		1,000	-	-
Banners & Signs	90	1,000	450	300
Discovering First Program		700	-	700
Website	<u>192</u>	<u>950</u>	<u>192</u>	<u>950</u>
	282	3,650	642	1,950
Pastor				
Books		500	500	-
Continuing Education	1,500	1,500	1,500	1,000
Discretionary - Pastor	2,600	2,600	2,600	2,600
Housing	60,544	60,544	60,544	60,544
Pension-Medical-Disability	34,246	32,008	32,008	34,246
Salary	28,182	28,182	28,182	28,182
Self Employment Tax	6,787	6,787	6,787	6,787
Travel	<u>1,675</u>	<u>1,900</u>	<u>1,900</u>	<u>1,900</u>
	135,534	134,021	134,021	135,259
Staff				
Bookkeeping/Payroll/Bank Fees	6,828	6,980	6,980	6,980
Choir Director	16,919	16,919	16,919	16,919
DCE-Books/Continuing Education/Discretion	1,289	1,500	1,500	-
Continuing Education-Organist	200	200	200	200
Continuing Education-Youth Minister	455	500	500	-
Director of Children's Ministry	35,632	28,000	28,000	-
Director of Youth Ministry	4,555	13,083	13,083	-
Director(s) of Children's and Youth Ministry				30,000
Nursery Attendants	9,293	10,000	10,000	8,200
Church Administrator	41,626	42,756	42,756	26,000
Transportation Benefit	1,560	1,430	1,430	1,430
Health Insurance	1,732	1,500	1,500	-
Office Staff Training		300	300	300
Organist	28,103	28,103	28,103	28,103
Social Security	10,593	10,664	10,664	8,355.49
Substitute Organist	<u>3,175</u>	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>
	161,959	164,135	164,135	128,688

	Preliminary 2015 Results	2015 Budget	Adjusted 2015 Budget	Approved 2016 Budget
Administration & Finance				
Office Equipment - New		300	300	300
Office Equipment Service	9,331	5,000	5,000	7,000
Office Supplies & Printing	2,549	2,500	2,500	2,500
New Software	310	400	400	200
Per Capita Apportionment	9,284	9,284	9,284	9,150
Postage	1,060	1,000	1,000	1,200
Session Discretionary/Officer Training	547	300	300	300
Telephone-Internet	<u>2,604</u>	<u>2,500</u>	<u>2,500</u>	<u>2,600</u>
	25,684	21,284	21,284	23,250
Deacons				
Postage and Cards	142	212	212	212
Congregational Lunches	226	308	308	308
Communion Supplies	77	77	77	77
Christmas Caroling		58	58	58
Celebrations, Receptions, Other Activities	<u>661</u>	<u>346</u>	<u>346</u>	<u>346</u>
	1,106	1,000	1,000	1,000
Capital Campaign				
		-		
Noncorporate Expenses	375,589	387,329	380,329	349,091
Churchwide Expenses	517,167	514,445	507,445	480,041
Churchwide Receipts	467,781	446,433	446,433	426,225
Churchwide Net Income	(49,386)	(68,012)	(61,012)	(53,816)

FIRST PRESBYTERIAN CHURCH CORPORATION
Budget for 2016

	2015 Budget	Adjusted 2015 Budget	Approved 2016 Budget
Income			
Building Use			
Arlington Thrive (AMEN)	2,040	2,040	1,900
Head Start	26,622	26,622	26,100
Meals on Wheels	2,040	2,040	2,000
Townes of Ballston	75	75	75
Twelve Step Program	490	490	360
Watercolors Class	460	460	350
Al-Anon			100
Iglesia Cristiana	6,000	6,000	8,000
Other	<u>1,428</u>	<u>1,428</u>	<u>1,000</u>
Expenses			
Administration & Finance			
Incorporation and filing fees	500	500	350
Trustees			
Building Cleaning	25,695	25,695	25,800
Building Maintenance	8,000	8,000	9,000
Capital Reserve Fund	15,000	15,000	
Cleaning/Maintenance Supplies	2,500	2,500	2,700
Electricity	17,000	17,000	19,000
Elevator Maintenance	4,800	4,800	5,000
Security System Maintenance	2,400	2,400	2,700
Fire Alarm Maintenance			1,000
Fuel (Natural Gas)	9,000	9,000	11,000
Grounds	6,150	6,150	10,000
HVAC Service	13,000	13,000	15,000
Insurance	9071	9071	7,500
Lawn	5,900	5,900	6,900
Trees	1,500	1,500	3,000
Pest Control	1,100	1,100	1,000
Plumbing Repair			2,000
Electrical Repair			2,000
Building Discretionary			
Grounds Discretionary			
Water-Sewer-Refuse	<u>5,500</u>	<u>5,500</u>	<u>7,000</u>
	126,616	126,616	130,600
Total Expenses	127,116	127,116	130,950
Corporate Deficit	(87,961)	(87,961)	(91,065)