

**The Second Presbyterian Church of Baltimore**  
**Annual Report to the Congregation**  
for the period ending December 31, 2011

**Rejoice, Remember, Renew!**



**Second Presbyterian Church**

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## **FORM OF GOVERNMENT**

### **G-7.030**

#### **3. MEETINGS OF THE CONGREGATION**

### **G-7.0301**

#### **CONGREGATION**

The congregation is made up of all members on the active roll of a particular church. All such members who are present at a congregational meeting are entitled to vote.

### **G-7.0302**

#### **ANNUAL MEETINGS**

a. The congregation shall hold an annual meeting and may hold other meetings as necessary. The annual meeting may consider such business as electing officers, hearing reports of the session along with plans for the coming year, hearing reports from the board of deacons and other organizations of the church, and transacting other business as is appropriate. It shall review the adequacy of the compensation of the pastor or pastors upon report of the prior review by the session. (G-10.0102n) Public notice of the meeting shall be given on two successive Sundays.

### **G-7.0304**

#### **BUSINESS**

a. Business to be transacted at meetings of the congregation shall include the following:

- (1) matters related to the electing of elders, deacons, and trustees;
- (2) matters related to the calling of a pastor or pastors;
- (3) matters related to the pastoral relationship, such as changing the call, or requesting or consenting or declining to consent on dissolution;
- (4) matters related to buying, mortgaging, or selling real property (G-8.0500);
- (5) matters related to the permissive powers of a congregation, such as the desire to lodge all administrative responsibility in the session, or the request to presbytery for exemption from one or more requirements because of limited size.

From the *Book of Order*, PC (USA)

## **Agenda**

### **The 207th Annual Meeting of the Second Presbyterian Church of Baltimore, Maryland Sunday, February 5, 2012, Chapel**

10:00 a.m. Welcome, Call to Order, and Opening Prayer: The Rev. Dr. Tom Blair  
Establishment of a Quorum of Members in Attendance

Approval of the minutes of the Congregational Meeting: Leslie Owsley  
Presentation of Changes of ByLaws: Leslie Owsley  
The Nominating Committee report: Doris Silverwood

The Election of Officers: Elders, Deacons and Trustees  
Presentation of the 2012 Budget (Including Terms of Pastors' Call)

Call for Other Pertinent Business: Testimony  
Adjournment of Meeting, Closing Prayer

*Come to us, Lord, to broaden our hospitality and to deepen our conversations.  
Challenge us to be aware of you in the stranger who enters our midst.  
Come to our worship and our work, wherever we may be,  
to save us from being so absorbed with what needs to be done  
that our plans have no place for any hint of salvation.  
Share with us your vision, grace and openness to your future  
in what we dream and what we can do,  
so that your people may seek out this space and be inspired.  
Help us, daily, to share your love, mercy, beauty, wonder and welcome.  
Direct what we do so that our efforts may always be  
a faithful witness to our Lord and Savior, Jesus Christ.  
Amen.*

### **Call to Order of the Meeting of the Corporation of Second Presbyterian Church in the City of Baltimore, Maryland**

Opening Prayer  
The Trustees Report: Jim Hughes  
Other Pertinent Business  
10:50 a.m. Adjournment of Meeting and Prayer of Dismissal

## The Session

2012	2013	2014
Grace Blair	Eloise Bensburg*	Mark Felder
Rebecca Ferrell*	Tom Monahan*	Nancy Getter*
Robert Flower*		Jim Kucher
Gail Levy		
Jim Mayer		
Leslie Owsley*		
Sharon Pippert		
Scott Silverwood*		
Deborah Slingluff*		
James Woods		

Leslie Owsley, Clerk of Session  
The Reverend Dr. Thomas W. Blair, Moderator  
Leslie Owsley, Recording Clerk

## Board of Trustees

2012	2013	2014
Julie Darsie*	David Dardis*	Keith Getter*
Harry Kleiser**	William Kerr*	Paul Hume
R. Devereux Slingluff*	Cindy Levering*	Jim Hughes*
Robert Snyder*	JT Paulk	Mary Nickerson*

Jim Hughes, President  
R. Devereux Slingluff, Treasurer

## Deacons

2012	2013	2014
Jackie Blair*	Josephine Alston	Larry Budd
Clay Furtaw	Jaye Crooks*	Katherine Crosby
Malinda Hughes	Rebecca Dineen*	Fay Miller
Jung Geum Park*	Susan Mayer	Katherine Murphy*
Ryan Romkema	Rachel Mutinda	John Warnack*
Debbie Scott	Franklin Stout*	Allison West*
Jill Siegrist	Dayna Stueck	

Rebecca Dineen, Co-Moderator  
Clay Furtaw, Co-Moderator

\*Second term    \*\*Two-year term  
-As of December, 2011-

## 2011 Councils and Committees

### Advisory Council

Tom Blair  
Jenn DiFrancesco  
Rebecca Ferrell  
Jim Hughes  
Elaine Logan  
Jim Mayer  
Tom Monahan  
Leslie Owsley  
Sharon Pippert  
Mari Quint  
Scott Silverwood

Julie Darsie  
Jim Hughes  
Paul Hume  
William Kerr  
Elaine Logan  
John Lohr  
Cindy Mead  
Philip Olsen  
Leslie Owsley  
Holly Pool  
Lynda Riley  
Dan Shackelford

Fay Miller  
Doris Silverwood  
Deborah Slingluff

### Personnel Committee

Tom Monahan, Chair  
Tom Blair  
Susan Mayer  
Mary Nickerson  
Leslie Owsley  
Mari Quint  
Grace Serafini

### Caring, Fellowship & Membership Council

Rebecca Ferrell, Chair  
Cecilia Amaral  
David Blois  
Bob Flower  
Cindy Levering  
Eunice Maguire  
Ursula McLean  
Mari Quint  
Janet Short  
Laura Hobbins  
Krissie Verbic  
James Woods  
Joyce Zimmerman

### Labyrinth/Memorial Garden Committee

Harriette McPherson, Chair  
Larry Budd  
Margaret Budd  
William Kerr  
Mary Nickerson  
Mari Quint  
Janet Short

### Stewardship Council

Jim Mayer, Chair  
Tom Blair  
Mark Felder  
Gordy Hammann  
Chuck Harlan  
Holly Hoey  
Alix Rodman  
Cheryl Sunderland  
Mike Ward

### Christian Education & Youth Council

Sharon Pippert, Chair  
Jenn DiFrancesco  
Julie Evans  
Nancy Flower  
Nancy Furtaw  
Shay Herman  
Jill Karpovich  
J T Paulk  
Mari Quint  
Pam Russell  
Scott Silverwood  
Shana Ward  
Carol Williams

### Landscape Committee

Cindy Mead, Co-Chair  
Tm Mead, Co-Chair  
Margie Bookout  
Louise DeLaVergne  
Becky Ferrell  
Keith Getter  
Katherine Murphy  
Mary Nickerson  
Susan Shuey

### Worship, Music and Sacraments Council

Jim Kucher, Chair  
Eloise Bensberg  
Tom Blair  
Jaye Crooks  
Jenn DiFrancesco  
Cindy Leahy  
Philip Olsen  
Mari Quint  
Liz Sesler-Beckman  
Janet Short  
Franklin Stout  
Sarah Thober

### Mission Council

Andrew Birmingham  
Jenn DiFrancesco  
Susan Emrich  
Nancy Iliff  
Gene Leber  
Sue Leber  
Wendell Leimbach  
Mary Nickerson  
Mark Thober  
Anne Perry

### Facilities Planning Committee

Bruce Behrens  
Tom Blair  
Marjorie Bookhout

### Nominating Committee

Mark Felder  
Nancy Furtaw  
Keith Getter

## From Our Pastor The Rev. Dr. Thomas W. Blair

*“All the ends of the earth shall remember and turn to the Lord; and all the families of the nations shall worship before him.” Psalm 22:27*

How soon we forget... how good it is to remember... As I took some time recently looking through my digital photo album at some of the events of 2011, I was taken aback at the changes that I saw. Rarely does one year include so much dramatic change, especially so well planned and carried out. I hope as you read this annual report that you sense some of the energy and commitment of our congregation. Our resources and energies over the past three years have been directed at the physical changes throughout our buildings; the fruit of the 2007 Reaching Out - Drawing Near Campaign, the faithful work of our Facilities Planning Committee made possible by the gifts of so many generous donors.

Just a half a year separates us now from when we worshipped in Smith Hall, with childrens' Sunday School rooms all moved upstairs. How soon we all forget. I'd like this report to record for posterity the efforts of so many faithful members, especially of the Facilities Planning, Christian Education, Worship, Music and Sacraments Committees and our 'Clutterbusters' who made the transition a reality. Much of my digital photo library records the joys and celebrations we shared in worship and fellowship through those times. The records of the detailed meetings that took place, the arduous planning and the long days of moving everything back and forth to their appointed places, are now long filed away. But I want to renew my sharing of thanks once again to all who gave their time and energy to make it all happen so well.

October 2nd was the day long planned for; the pivotal day of the calendar between our "pre-renovated space" in Smith Hall and our return to our newly refurbished worship spaces in the Chapel and Sanctuary. Before that we had celebrated comfortably, wondrously and creatively in Smith Hall. Even those new members who had never worshipped in our 'old spaces' were content to remain there; we were able to adapt that well. (That says something about our congregation doesn't it?)

"Celebration Sunday" was indeed just that; a great day of music and sharing the bread of life on World Communion Sunday. Recognizing the gifts we share

with our "Impact-Outreach" Mission Partners was as fitting a worship experience as I've ever enjoyed.

How soon have we forgotten... how good it is to remember... This past year has also been filled with the important events of every church year, weddings (3), baptisms (4), new members (25), and the ordination and installation of new officers.

We have bid farewell and eternal blessing on four of our members who are now counted among the communion of saints in heaven: Bob Jones, Ruth Schott, Marian See and Sam Rittenhouse.

Through my eighth year of ministry with you as Pastor, I can report that we have a capable and faithful staff, and an officer corps steadily striving to renew our distinctive way of being Christ's people in Baltimore. We continue to be a hub of connections for worship, fellowship, education, music appreciation and mission in as many ways as we can, still "reaching out and drawing near" with all the resources God gives us.

Growing edges of our life together continue to emerge in our Session. Importantly, a new practice was adopted to help elders carry out their responsibility to be spiritual leaders. With the goal of spending less time on routine reports and more time on in-depth work discerning God's will and how best to carry out the church's calling, meetings have alternated monthly between an in-depth meeting with a particular council or board and focused work on discerning God's will for Second Presbyterian Church. This is new for us, but it is refreshing and very positive for all.

One of the lessons Jesus taught was that when we give of ourselves, we get so much more in return. It is by giving that we are drawn into the spirit of Christ. At the end of a wonderful year, and in the beginning of a brand new one, we can share our gratitude for God's goodness to us all. Through all of the images we can remember of this past year, we can all recognize that whatever we have given, we can give thanks in so many ways for what it is we have received in return.

I am thankful for all of God's blessings this past year, grateful for the support, encouragement and devotion of so many who are called to worship and serve as members of the Second Church family, and am looking forward with hope and anticipation to the times ahead, continuing to follow the path Christ sets forth for us all.

With you, in Christ's ministry, together,



## **From Our Associate Pastor**

**The Rev. Jenn DiFrancesco**

“We are journeying people. From the time we enter into the world until the moment we take our final breath we make our way as life unfolds before us. So it is with faith. It too is a lifelong journey. Along the way we encounter others, and at these crossing points we encounter the living God.”

~From *Crossings: God's Journey With Us*, confirmation resource.

Another year has come and gone. But what a joy it is to sit and reflect together on the journey we took together this past year together. I am ever grateful for the past five years of journeying with you as we encounter our living God in new and unexpected places.

### *We encounter the living God*

- ~as we watch the Session and other church officers
- ~through the Deacons sharing of Christ's love to the families and friends of Second
- ~as the Trustees care for our church building and finances
- ~as we discern how God calls us to serve Second Presbyterian Church

### *We encounter the living God*

- ~when we knit baby blankets or prayer shawls
- ~when the Deacons prepare meals for members of the congregation
- ~through our phone calls, emails, texts, and visits with neighbors and friends

### *We encounter the living God*

- ~as we tore purple cloth during Lent acknowledging those things that we let separate us from God
- ~through the words of the youngest among us during the Time with Children
- ~when we shared our joys and concerns with those in our church family
- ~in the singing of Christmas carols by candlelight
- ~through incorporating elements of worship into our daily living

### *We encounter the living God*

- ~when hands join together in the church kitchen to prepare meals for Our Daily Bread
- ~while collecting hundreds of bags of food for the CARES food pantry
- ~when we see inner-city youth using our building as place of summer learning
- ~through faithfully hearing and responding to the call for donations of time, talent and treasure

### *We encounter the living God*

- ~in the self-discovery and connecting of faith in Confirmation classes
- ~in the laughter of more than 75 children during Vacation Bible School
- ~when Sunday School teachers share their gift of time and creativity
- ~in participating in one of our Bible Studies or Adult Sunday classes

### *I encounter the living God*

- ~ in and through working in my Charles Village Neighborhood
- ~meeting and encountering others through my nine weeks of study leave for my doctoral program at San Francisco Theological Seminary
- ~while playing with my daughters, seeing the love of life and others in and through their eyes

May God lead and guide, Christ walk with us, and the Spirit hold us as we continue our journey in 2012.

## **From Our Pastoral Assistant**

**Joyce C. Zimmerman**

As we reopened our renovated facilities this summer, I found some new interests, responsibilities, and duties. I still consider my priority to be my contact with our church members, especially the senior ones. Along this line, I continued to:

- work with the Board of Deacons setting up parishes and encouraging contacts with all members, especially those in need.
- coordinate flower deliveries almost weekly and especially at Easter and Christmas.
- coordinate memorial notations and donations for flowers weekly and at Christmas and Easter.
- lead Wednesday Fellowship, a monthly daytime fellowship, educational, and recreational time for adults.
- participate in the Caring and Fellowship Council, now known as Congregational Life.
- help with new member classes.
- serve on the board of Action in Maturity (AIM), our local community organization serving senior citizens in the northern part of Baltimore City.
- greet everyone I can at worship services and seek out visitors.

Otherwise I continue to:

- maintain the church statistical report
- work with the PA system
- proofread bulletins, the Tower and other materials and lists as requested

I've become more involved with maintenance issues and have a new appreciation for all the work Mary Nickerson has been doing behind the scenes. As our contractors were finishing their work, I tried to learn as much as I could about our new electrical systems (and timers) and our heating and air conditioning systems. I try to work with our current contractors on mechanical and building issues and appreciate the help and input of Jim Hughes, Paul Hume, Bill Kerr, and Mary along these lines. While Vernon was out this summer, I filled in for some of his work and even learned the secrets of replacing toilet paper and paper towels in locked dispensers.

I appreciate the variety of things I do each day and the support and encouragement I feel from other staff members and congregational members. I still look up at our tower each day I arrive and thank God for the opportunity to be here.

## **From Our Office Administrator**

**JoAnn Minarchick**

I have had the privilege and pleasure of working at Second Church as Office Administrator for the past eleven years. I am responsible for the day-to-day operations of the church office and providing support services to staff, officers, councils, and members of the congregation.

In addition, I maintain all aspects of the church's membership database and online directory. I also manage member financial records, (data entry, reporting and quarterly statements). I am responsible for the office equipment and supplies, as well as the church calendar and numerous additional duties.

I am fortunate to have been blessed to serve alongside exceptional colleagues and look forward to continued service to Second Presbyterian Church.

## **From Our Publications Coordinator**

**Julie Evans**

Time does indeed pass by quickly. I find it difficult to believe that I have now entered my second year at Second Presbyterian having taken over for Jessamyn McBrian when she stepped down in October 2010. The church welcomed me at a difficult time in my life when I found myself unexpectedly in need of work.

In my time here, I have done my best to support the work of the Second through communicating the church news, activities and events through the weekly bulletins and Friday Flyer e-mail blast, the monthly Tower newsletter, and the annual stewardship brochure and report to the congregation. I also provide some administrative support to the Christian Education Council.

In addition to my wonderful book club friends who are members of Second and alerted me to the position here, it has been a true pleasure to get to know a number of you along the way. Thank you for all that you do (in the midst of your busy schedules) to provide me with the good news of the congregation, mission activities, committee reports, etc.

As a lifelong Presbyterian, and member and Deacon at Roland Park Presbyterian, I have also enjoyed experiencing the workings of another church.

## 2011 ANNUAL STATISTICAL REPORT

### MEMBERSHIP AS OF JANUARY 1, 2011

ACTIVE:	474	
INACTIVE:	(175)	
AFFILIATE:	[7]	
ADD:		+24
Confirmands	0	
New members	24	
Members from Inactive List	0	
Members from Affiliate List	0	
DELETE:		-10
Death:	3	
Transfer:	7	
Request:	0	
Session Action:	0	
TRANSFER FROM ACTIVE TO INACTIVE LIST:		0

### MEMBERSHIP AS OF DECEMBER 31, 2011

ACTIVE:	488
INACTIVE:	(174)
AFFILIATE:	[8]
BAPTISMS:	4
BIRTHS:	8

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### INACTIVE ROLLS

INACTIVE MEMBERSHIP as of January 1, 2011	(175)
TRANSFER IN FROM ACTIVE ROLLS	0
DELETE	
Move to Active Rolls:	0
Death:	-1
Transfer:	0
Request:	0
Session Action:	0
INACTIVE MEMBERSHIP as of December 31, 2011	(174)

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### AFFILIATE MEMBERS

AFFILIATE MEMBERSHIP as of January 1, 2011	[7]
ADD:	+1
DELETE: Transfer	0
AFFILIATE MEMBERSHIP as of December 31, 2011	[8]

## Active Membership As of December 31, 2011

Shirley Alger	Gillian Budd	Susan Dulkerian	Scott Gummerson
Hannah Allen	Larry Budd	Garrett Duncan	Davis Hahn
Richard Allen	Margaret Budd	George Duncan	John Hahn
Verna Allen	Sandy Budd	Katie Duncan	William Hahn
Josephine Alston	Frank Burd	Jennifer Elisseeff	Christine Hammann
Nicolee Ambrose	Lauren Burd	Bruce Elliott	Jane Hammann
Richard Ambrose	Patrice Burd	Robert Elliott	Gordy Hammann Jr
Joy Anderson	Emily Calkins	Sarah Elliott	Geoffrey Hardin
Melissa Banister	Hugh Calkins	Vivienne Elliott	Stacey Hardin
Christi Barth	Juli Callahan	Chuck Emrich	Chuck Harlan
Tom Barth	Karen Chadeayne	Sarah Emrich	Mary Dell Harlan
Charlie Barton	Ted Chadeayne	Susan Emrich	Eugene Haupt
David Barton	Carol Clark	Katherine Euler	Margaret Haupt
Jane Barton	Kerri Classen	Sheldon Euler	Erica Hay
Rick Barton	Taylor Classen	Beth Felder	William Hay Jr
Joanna Beatty	Paul Clemens	Mark Felder	Leslie Herman
Chuck Beckman	Jean Coates	Rebecca Ferrell	Ray Herman
Michael Beckman	Stacy Coggeshall	Jen Figler	Ross Herman
Will Beckman	Cathryn Corey	Ed Figler Jr	Shay Herman
Bruce Behrens	William Corey	Carol Fitzpatrick	Neaville Herndon
Polly Behrens	Barbara Cox	Nancy Flower	Charles Herndon III
Eloise Bensberg	Bob Cox	Robert Flower	Rachel Hess-Mutinda
Meade Bernard	Jeff Craft	Lynn Flowers	Ann Hesselbacher
Whit Bernard	Meg Craft	Donna Foley	Rebecca Hesselbacher
Andrew Birmingham	Mike Craft	Grace Follmer	Pete Heumann
Sally Birmingham	Jaye Crooks	Caitlin Formby	Laura Hobbins
Grace Blair	Edwin Crooks Jr	Clay Furtaw	Neil Hobbins
Jackie Blair	Katherine Crosby	Nancy Furtaw	Caroline Hoesch
Matt Blair	Kit Dale	Shawna Garliss	Holly Hoey
David Blois	David Dardis	Todd Garliss	John Hoey
Jackie Boesel	Jennifer Dardis	David Gerhardt	Janet Hogle
Sally Boesel	Julie Darsie	Lida Gerhardt	Francis Hogle III
Steve Boesel	Frauke Davidsen	Keith Getter	Anne Holmes
Betsy Bond	Louise De Lavergne	Nancy Getter	John Horrigan
John Bond Jr	Carron DeGrass	Barb Gilliss	Lisa Horrigan
Marjorie Bookhout	Lynn DeWitt	Ed Gilliss	Ben Hoskins
Brittany Bramhall	Amy Dexter	Ned Gilliss	Sally Hoskins
Matt Bramhall	Brian Dexter	Tim Gilliss	Andrea Hughes
Joe Brant	Rebecca Dineen	Tom Gilliss	Anna Hughes
Jonathan Brant	Anita Dinwiddie	Dottie Girard	Caroline Hughes
Kay Brillinger	Chris Dudek	Harry Grace	Jim Hughes
David Britton	Jessica Dudek	Debby Graf	Malinda Hughes
Sharon Britton	Betsy Duer	Marty Grill	Jodi Hume
Alex Brown	John Duer	Philip Grill	Paul Hume
Ashlea Brown	Marshall Duer	Christine Gummerson	Bob Hurd
Kenny Brown	Peggy Duer	Ken Gummerson	Susan Hurd
Laura Brown	Jean Dulkerian	Pat Gummerson	Ruth Hurlock

**The Second Presbyterian Church of Baltimore · 2011 Annual Report to the Congregation**

Nancy Iliff	Elaine Logan	Will Murphy	Lynda Riley
Paul Iliff	John Lohr	Nicky Mutinda	Jim Risser
Barbara Jett	Rachel Long	Sandy Navaleza	Nicole Risser
Sam Jett	Seth Long	Joe Navaleza Jr	Alix Rodman
Michael Johnston	Bill Macon	Barbara Newbauer	Drew Rodman
Sally Johnston	Lynn Macon	Mary Nickerson	Jeff Rodman
Marianne Jones	Sara Magee	Leslie Owsley	Melissa Rodriguez
Nathaniel Jones III	Janet Marquardt	Joon Park	Ryan Romkema
Holli Jordan	Gretchen Martin	Jung Geum Im Park	Ann Rosenberg
Esther Jung	Ted Martin	JT Paulk	Mary Lou Ross
Hank Kaestner	Jeffrey Mayer	Ben Payne	Patsy Ross
Josie Kaestner	Jim Mayer	Emarie Payne	Kali Ruppert
Abraham Kandathil	Susan Mayer	Julianne Payne	Karen Ruppert
Tabita Kandathil	Alex McCrickard	Laurel Payne	Kierstin Ruppert
Jill Karpovich	Beth McCrickard	Wendy Perrow	Todd Ruppert
Harriet Kerr	Gray McCrickard	Anne Perry	Charles Russell
William Kerr II	Greg McCrickard	Betsy Petrelli	John Russell
Mary Kimmel	Willis McCrickard	Nick Petrelli	Nina Russell
Betty King	Claire McGagh	Cary Phelps	Pam Russell
Eliza Kleban	Karen McGagh	Tracy Philips	Peter Russell
Leslie Kleban	Nancy McIntyre	Hannah Pickworth	Stuart Russell
Maxwell Kleban	Anne McKusick	Rachel Pickworth	Tracy Russell
Harry Kleiser	Ursula McLean	Sharon Pippert	Fauzia Salman
Stephanie Kleiser	Bryce McMullen	David Pitz	Bonnie Sawyer
Paul Koch	Eileen McMullen	Jen Pitz	Bruce Sawyer
J Howard Kucher	Garland McPherson	Ed Poe	Jeff Saxton
Thom Kuhl	Harriette McPherson	Peggy Poe	John Saxton
Mary Landen	Cindy Mead	Clark Pool	Leslie Saxton
Daniel Latshaw	Tim Mead	Elizabeth Pool	Beth Schminke
Gayle Latshaw	Karen Meyers	Eric Pool	Jim Schultz
Bob Laubach	Bill Middleton	Holly Pool	Deborah Scott
Susan Laubach	Marge Middleton	Catherine Pope	Don Scott
Cindy Leahy	Katherine Miles	Matthew Pope	Nick Scott
Gene Leber	Blake Miller	Ann Porterfield	Sam Scott
Sue Leber	Bonnie Miller	Flo Porterfield	Jim Seba
Hyun Joo Lee	Fay Miller	Jim Porterfield	Rachel Seba
Sally Leimbach	Gail Miller	Jimmy Porterfield	Grace Serafini
Wendell Leimbach	John Miller	Virginia Porterfield	Liz Sesler-Beckman
Nancy Leppla	Sallie Miller	Mari Quint	Daniel Shackelford
Cindy Levering	Cindi Monahan	Nancy Rader	Gay Shackelford
Leonard Levering	Kelly Monahan	Nancy Railton	Barbara Sheldon
Sara Levering	Tom Monahan	Ameen Ramzy	Betti Sheldon
Bernard Levy	Tommy Monahan	Hunter Ramzy	John Sheldon
Gail Levy	Yong Hi Moon	Justin Ramzy	Bobby Shipley
James Lewis	Laura Morkowchuk	Meghan Ramzy	Jan Shipley
Keith Lewis	Amy Mullins	Sue Ramzy	Jimmy Shipley
Kim Lewis	Jeff Mullins	Barbara Reade	Roger Shipley
Lara Winn Lewis	James Murphy	Harry Reid	Janet Short
Nancy Lewis	Katherine Murphy	Shirley Reid	Meredith Shuey

Susan Shuey	Joe Strauss	Will Young	Lucie Elliott
Jill Siegrist	Dayna Stueck	Joyce Zimmerman	Keith Emery
Billy Siems	Michael Stueck		Vivian Fenneman
Bob Siems	Eric Suan	<b>AFFILIATE</b>	Johanna Ferguson
Caryl Siems	Pamela Suan	Leslie Alspaugh	Meghan Ferguson
Joshua Siems	Cheryl Sunderland	Betsy Bang	Harris Ferrell IV
Doris Silverwood	Emily Sunderland	Ed Bernard	Jim Finney
Eric Silverwood	Richard Sunderland	Ellen Bernard	Caroline Fitzpatrick
Harry Silverwood	Ellen Troyer	Thomas Bowman Sr	Devin Fitzpatrick
Scott Silverwood	John Troyer	Eunice Maguire	Emily Flanigan
Bobby Singleton	Meb Turner	Ken Simmons	Meghan Flanigan
Drew Singleton	Dan Tuttle	Dave Zimmerman	Pierce Flanigan
Michael Singleton	Nancy Tuttle		Susan Flanigan
Missy Singleton	Brink Van Horn	<b>INACTIVE</b>	Thomas Flanigan
Robert Singleton	Jordan Van Horn	Alice Applebaum	Connie Gardiner
Sheri Slezak	Taylor Van Horn	Rita Bagby	Chris Gray
Anne Slingluff	Dan Verbic	Ashley Barton	Susan Grieco
Deborah Slingluff	Krissie Verbic	Meredith Barton	Jane Harlan
Dev Slingluff	Beth Vincent	Amanda Behrens	Charlotte Healy
Sarah Slingluff	Scott Vincent	Adolfo Blanco	Marilyn Healy
Aimee Smith	Mike Ward	Bill Bond	Richard Healy
Andy Smith	Shana Ward	John Bond III	Rosemarie Healy
Bob Smith	Heather Warnack	Betty Bradburn	Jenny Helle
Brendan Smith	John Warnack	Courtney Brent	Geoff Hengerer
Chris Smith	Meg Watkins	Elizabeth Brent	Melodie Hengerer
Jim Smith	Allison West	Holly Brent	Thomas Hogle
Judith Smith	Peggy Widman	Laura Brent	Francis Hogle IV
Lucy Smith	Amy Williams	Alison Brown	Peter Jackson
Meg Smith	Carol Williams	Julia Brown	Lehr Jackson Jr
Terri Smith	John Williams	Nancy Budd	Amy Jacobs
Bob Snyder	Ted Wilson	Jan Callison	Chris Jett
Katherine Snyder	Peggy Winfield	Jim Callison	Tom Jett
Paul Snyder	Ericka Wodka	Kathryn Cameron	Bob Jett Jr
Robert Snyder	James Woods	Polly Cameron	Betsy Johnson
Lori Southworth	Robin Wray	Tim Casgar	Jamie Johnston
Juanita Sowell	Jennifer Wright	Wendy Codd	Joe Johnston
Bob Spence	Nancy Wright	Jenny Furtaw Colwell	Roy Kelman
Cressy Spence	Christy Wyskiel	Linda Cooke	Sandy Kelman
Kevin Spence	Matt Wyskiel	Bonnie Cox	Beth Kennedy
Libby Stalfort	Stephanie Yates	Laura Lee Cox	Bill Kerr III
David Stallings	Max Yates-Personette	Kate Cramer	Myra Knowlton
Nicole Stallings	Ann Young	Nathan Cramer	Bettylou Koffel
David Stoll	Carrie Young	James Dulkerian	Margaret Kraus
Susan Stoll	Dorie Young	Jocelyn Dye	Gary Kriel
Franklin Stout	Emma Young	Charles Edwards	Norma Krijger
Andy Strain	Hank Young	Gretchen Edwards	Jane Lancaster
Eric Strain	Joe Young	James Edwards	Catherine Leahan
Kate Strain	Laura Young	Martha Edwards	Jamie Leber
Elaine Strauss	Stephen Young	Cindy Elliott	Page Leber

Keli Lenivy	Fran Schmidt
Bill Levering	Mark Schminke
Alice Levy	Patti Schminke
David Levy	Tucky Schweizer
Amelia Mackenzie	Jeanine Seidle
Chris Macon	Bill Sheldon
Stewart Macon	Christopher Sheldon
William Macon	Tommy Sheldon
Marion Malcolm	David Shull
Dianne McElroy	Meredith Shull
Jim McGill	Sandy Shull
Sylvia McGill	Bob Singleton
James McIntyre	Courtney Spence
John McIntyre	Catherine Steen
Phillip McIntyre	Jeffrey Stoll
Thomas McIntyre	Alex Tanton
Phil McLean	Bill Tanton
Rob McLean	Carter Tanton
Dan Middleton	Linda Tanton
Jamie Middleton	Zhanna Tesler
Abbie Mitchell	Ginger Thorne
Betsy Mitchell	Jesse Tischler
Charles Mitchell	Nick Tischler
Gail Moore	Doug Trotter
Ann Morgan	Kathleen Trotter
Carol Morris	John Van Horn
David Morris	Kristin Van Horn
John Morris	Chris VanderKolk
Laura Morris	Elliott VanderKolk
Colin Norman	Jonathan VanderKolk
Julie O'Donnell	Mary VanderKolk
Emeka Obilor	Eric Vogel
Erin Paff	Jean Vogel
Joan Patterson	Bill Wolfe
Tom Patterson	Deanna Wormuth
Liz Pauldine	Brucie Wright
Dod Poe	Tomoko Yamamoto
Chris Potocki	Betty Zink
John Potocki	Tommy Zink III
Kathy Potocki	
Lindsey Rader	<b>DEATHS</b>
Lyn Riefle	Robert Jones
Charles Roberts	Samuel Rittenhouse
Michaela Roberts	Ruth Schott
Gabriel Rocha	Marian See
Marcelo Rocha	Howard Ward
Walter Ross	
Cindy Salmond	
Amy Salotto	

**Minutes of the 206th  
Annual Congregational Meeting  
Second Presbyterian Church  
4200 St. Paul Street, Baltimore, MD  
21218  
February 6, 2011  
Smith Hall, 10:00 a.m.**

**Welcome, Call to Order, and Opening Prayer:  
Moderator Rev. Dr. Thomas W. Blair**

At 10:10 a.m., Moderator Rev. Dr. Thomas W. Blair welcomed members of the congregation and called the 206th Annual Meeting of the Congregation to order. Dr. Blair opened the meeting with a prayer for God's help in doing the work of reconciling the world, upbuilding the church, and doing God's will. Dr. Blair commented that we are living in a "crossing over" time, like being on the jetway from the terminal to the plane, and that we would be on it a while longer, but we trust that God's spirit is with us.

Dr. Blair expressed thanks to the staff who helped prepare for this day: Jenn DiFrancesco, Joyce Zimmerman, JoAnn Minarchick, Jessamyn McBrian and Michelle Hwang (who left during the year), and Chris Allison and Julie Evans (who joined the staff during the year).

**The Annual Report to the Congregation for  
the period ending December 31, 2010:**

**Connecting Christ & Community** was made available to everyone at the meeting:

The Annual Report contained the following information:

- Form of Government from Book of Order, PC(USA), G-7.0300 (Meetings of the Congregation), G-7.0301 (Congregation), G-7.0302 (Annual Meetings), G-7.0304 (Business).
- Agenda for 206th Annual Meeting of the Second Presbyterian Church of Baltimore, Maryland.
- Current officers – Session, Board of Trustees, Deacons, class years 2011, 2012, and 2013.
- Councils and Committees of the church including Chairpersons and members of each.
- Report from our Pastor, The Rev. Dr. Thomas W. Blair.
- Report from our Associate Pastor, The Rev. Jennifer DiFrancesco.

- Report from our Pastoral Assistant, Mrs. Joyce C. Zimmerman.
- Report from our Office Administrator, Ms. JoAnn Minarchick.
- 2010 Annual Statistical Report.
- Active Membership as of December 31, 2010 (including lists of Affiliate Members and Inactive Members and members who died during the year).
- Minutes of the 205th Annual Congregational Meeting, February 21, 2010.
- Minutes of the Special Congregational Meeting, June 6, 2010.
- Minutes of the Annual Corporate Meeting of The Second Presbyterian Church of Baltimore, February 21, 2010.
- Reports of the Second Church Boards:
- The Work of the Session in 2009.
- Trustees Report, including Expenses and Budget and Consolidated Endowment Funds.
- Deacons Report.
- Terms of Call for Pastoral Services of The Rev. Dr. Thomas W. Blair and the Second Presbyterian Church, as of February 6, 2011.
- Terms of Call for Pastoral Services of The Rev. Jennifer DiFrancesco and the Second Presbyterian Church as of February 6, 2011
- Council and Committee Reports:
  - ◊ Caring, Fellowship, and Membership Council
  - ◊ Christian Education Council
  - ◊ Facilities Planning Committee
  - ◊ Impact Outreach Project Updates
  - ◊ Labyrinth Memorial Garden
  - ◊ Landscape Committee
  - ◊ Mission Council
  - ◊ Nominating Committee
  - ◊ Personnel Committee
  - ◊ Stewardship Council
  - ◊ Worship, Music and Sacraments Council
  - ◊ Youth Choirs
  - ◊ Youth Council
  - ◊ 2010 Summary Financial Statement and Approved 2011 Budget
  - ◊ Mission Statement
  - ◊ The Staff of the Second Presbyterian Church of Baltimore

Leslie Owsley, Recording Clerk of Session, next addressed the congregation and noted the presence of a quorum.

### **Approval of Minutes of 205th Congregational Meeting.**

A motion was made and seconded to approve the Minutes of the 205th Annual Congregational Meeting, February 21, 2010. It was voted APPROVED UNANIMOUSLY.

Copies of these Minutes are included in the Annual Report to the Congregation for the period ending December 31, 2010.

### **Nominating Committee Report**

Moderator Thomas W. Blair expressed thanks to officers who are completing their terms of service:

- Elders Sharon Britton, Ann Hesselbacher, Cindy Mead, Ben Payne, Mari Quint, Alix Rodman, John Sheldon, Lucille Smith, Mark Thober.
- Trustee John Hoey.
- Deacons Nancy Flower, Stephanie Kleiser, Amy Williams, Carol Williams

The congregation joined in applauding these officers for their service.

Nominating Committee Member Nancy Furtaw, on behalf of Elder Sharon Britton, Chair of the Nominating Committee, who was not able to be present, thanked the members of the Nominating Committee for 2010: Elders Sharon Britton and Lucille Smith, Trustee David Dardis, Deacon Ryan Romkema, and Members-at-large Nancy Furtaw, Rachel Seba, and Dan Tuttle.

Ms. Furtaw then placed the following names in nomination:

- Elder: Mark Felder, Jim Kucher, and for a second three-year term, Nancy Getter.
- Deacon: Larry Budd, Katherine Crosby, Fay Miller, and for their second three-year terms, Katherine Murphy, John Warnack, and Allison West.
- Trustee: Paul Hume, and for their second three-year terms, Keith Getter, Jim Hughes, and Mary Nickerson.
- Nominating Committee: Deborah Slingluff, Chair; Elder Mark Felder, Trustee Keith Getter, Deacon Fay Miller, At-Large Nancy Furtaw, Doris Silverwood, and Dan Tuttle.

There were no nominations from the floor.

A motion was made and seconded to close nominations, and to elect the nominees for Elder, Deacon, Trustee, and Nominating Committee. It was voted APPROVED UNANIMOUSLY.

### **Report from Session**

Clerk of Session Leslie Owsley reported that during 2010, the Session had considered how best to carry out its role of discerning what God is calling Second Presbyterian Church to be and do in the current time and place. The Session met with Ed White, a consultant from the Alban Institute and family friend of Elder Sharon Pippert. Mr. White led the Session in a discussion of the differences between leadership and management, and the implications those differences could have for the structure of Session and Councils. Following the meeting with Mr. White, the Session appointed a small subcommittee to consider and make recommendations on the structure of Session and the Councils.

After many meetings of the small group and several discussions with Session, the small group presented three recommendations to Session:

1. The Small Group recommended that Session move to a nine-member Session. This will be done over time and require a change in the By-laws.
2. The Small Group recommended that Session immediately adopt a new structure for Session meetings. Meetings will alternate monthly between an in-depth meeting with a particular council and focused work by the Session on discerning God's will for Second Presbyterian Church.
3. The Small Group recommended that, at the end of 2011, Session should undertake an assessment of how this process has worked/is working.

The Session approved these recommendations at its January 2011 meeting. Session members are looking forward to spending less time on routine reports and more time on in-depth work determining how best to carry out the church's calling.

### **Report of the Facilities Planning Committee**

Elaine Logan, Chair of the Facilities Planning Committee, reported that in 2010, we stopped planning and started building. She noted that the work leading up to the present time had been ongoing for six years.

Ms. Logan reported that, in January, Ziger/Snead Architects, presented the Design Development drawings to a joint meeting of Session, Trustees, Deacons, staff and the FPC. Tom McCracken, our

Owner's Representative, presented the project schedule and budget. The Officers approved the concepts, which addressed previously decided priorities. Besides fulfilling specific programmatic and philosophical needs, the overall goal, in those decisions, was to leave the facility (at the end of Phase 1) totally intact and able to function until funds can be raised for Phase 2. Following approval of the contract with Lewis Contractors, construction work began on June 1, 2010. The construction is on budget and on schedule.

Ms. Logan noted that in 2010, we moved everything. This included changing Smith Hall to a worship space, changing the Manse into work spaces for the office staff, and moving Christian Education into the remaining spaces not under construction.

Ms. Logan thanked Rev. Dr. Tom Blair for his spiritual guidance during the project; the Staff for their grace in being displaced; the consultants for their talent, expertise, intelligence and the respect with which they have treated Second Presbyterian Church; church members who have given time and talents in planning, design, and moving; and the Facilities Planning Committee members.

Ms. Logan stated that the work will be complete within the next six months. In the next few weeks, the congregation will be invited to look at the spaces under construction, including the Chapel, the Christian Education and Meeting rooms, and the Sanctuary.

Ms. Logan thanked the congregation for their prayers and support.

### **Presentation of the 2011 Budget**

President of the Board of Trustees, Jim Hughes first reviewed the financial summary for 2010. He pointed out that Offerings and Collections had trended down over the past three years, along with the economy, although the decline from 2009 to 2010 was smaller than the decline from 2008 to 2009. He noted that collections during the last quarter of 2010 had been strong. The church dealt aggressively with the decline in collections by reducing Operating Expenses. The primary reductions were in Personnel expenses, as a result of Michelle Hwang and Jessamyn McBrian leaving voluntarily and being replaced by part-time staff. In addition, Council expenses were reduced. As a result, the church nearly achieved its goal of

reducing the 2009 deficit (taken from the Endowment) by half in 2010.

Mr. Hughes then presented the 2011 budget. Although the trend seems to be in the right direction, the Trustees concluded that a break-even budget for 2011 was a stretch. The budget aims for a further substantial reduction in the deficit. It assumes an increase in collections, while expenses remain essentially flat. Mr. Hughes stated that there is not much more room to cut program expenses. Mr. Hughes reported that the budget was approved by Session at the January meeting.

### **The Pastors' Terms of Call**

Dr. Blair and Rev. DiFrancesco excused themselves from the meeting for this discussion.

President of the Board of Trustees, Jim Hughes thanked the Personnel Committee for their work through the year and, in particular, on the terms of call for the pastors. Mr. Hughes presented the Terms of Call for Dr. Blair as of February 6, 2011 as fully reported in the Annual Report. He noted that there had been no salary increases in 2010 or 2009. The 2011 Terms of Call include a modest increase of just under three percent. This places Dr. Blair's salary at about the mid-point of the range determined by Presbytery for churches of our size.

A motion was made and seconded to approve the "Terms of Call for Pastoral Services of The Rev. Dr. Thomas W. Blair and the Second Presbyterian Church as of February 6, 2011," as detailed in full in the 2010 Annual Report to the Congregation. It was voted APPROVED UNANIMOUSLY.

Mr. Hughes then presented the Terms of Call for Rev. DiFrancesco as of February 6, 2011 as fully reported in the Annual Report. He noted that Rev. DiFrancesco's compensation had fallen below the minimum of the Presbytery's guidelines; as a result, her terms of call include an increase of about 12 percent. This places Rev. DiFrancesco's salary above the minimum, but below the mid-point of Presbytery's guidelines.

In response to a question, Mr. Hughes noted that the increase in Rev. DiFrancesco's compensation applied to her total effective salary; the division of total effective salary between salary and housing allowance is specified by the pastors.

A motion was made and seconded to approve the "Terms of Call for Pastoral Services of The Rev. Jennifer DiFrancesco and the Second Presbyterian

Church as of February 6, 2011,” as detailed in full in the 2010 Annual Report to the Congregation. It was voted APPROVED UNANIMOUSLY.

Dr. Blair and Rev. DiFrancesco resumed their places at the meeting to applause from the congregation.

### **Call for other pertinent business**

Dr. Blair expressed additional thanks to Elaine Logan for her work as Chair of the Facilities Planning Committee, to Jim Hughes for his work as President of the Board of Trustees, and to the prospective members who attended the meeting and will be joining the church later in February.

### **Adjournment and Prayer**

Dr. Blair closed this portion of the Annual Meeting of the Congregation with prayer. The Congregation stayed in place for the Meeting of the Corporation of Second Presbyterian Church, Baltimore, Maryland.

Respectfully submitted,

Leslie V. Owsley, Clerk of Session

## **Minutes of the Annual Corporate Meeting of the Second Presbyterian Church February 6, 2011**

*Call to Order and Opening Prayer:* Jim Hughes called the meeting to order at 10:47 a.m. and offered a brief opening prayer.

*Approval of Minutes:* The minutes of the February 12, 2010 Annual Corporate Meeting, found on pages 18-19 of the Annual Report, were approved.

*Trustees Report:* Before presenting the Trustees' report, Jim Hughes gave a brief description of the roles and responsibilities of the Board of Trustees. The Trustees' report was found on pages 25-26 of the Annual Report.

- Jim thanked Elaine Logan and the Facilities Planning Committee for all the work they have done to bring renovations to the facility to fruition.
- The General Endowment Fund is used to support the Operational Budget. The

Investment Committee set a policy to use four percent of a rolling three-year average, totaling about \$80,000 per year. The General Endowment Fund has increased from \$1,647,928 at the close of 2008 to \$1,857,313 at the close of 2010.

- Special Purpose Funds are used to support specific programs. The total in Special Purpose Funds has increased from \$733,436 at the close of 2008 to \$896,717 at the close of 2010.
- Capital Campaign Funds are designated for deferred maintenance, current renovations, Mission Impact projects, and building the General Endowment Fund. Capital Campaign Funds are conservatively invested. Jim Hughes emphasized that construction is underway, and the contractors will have to be paid in 2011. Capital Campaign pledges totaled \$6,489,000. Of that, \$1,428,428 is outstanding.
- Mary Nickerson pointed out that a separate sheet was available with a detailed list of fund balances.

*Closing:* The meeting closed at 10:53 a.m.

Respectfully submitted,  
Julie Darsie  
Secretary, Board of Trustees

## **REPORTS OF THE SECOND CHURCH BOARDS**

### **The Work of the Session in 2011**

The Session is composed of the Clergy and those elected, ordained Elders who are in active service. The Presbyterian Book of Order requires Stated Meetings of Session at least quarterly. As has been the custom of the Session of Second Presbyterian Church, Baltimore, we met regularly on the third Tuesday evening of each month, and at other times when called into Special Meeting. Twenty-three Elders served during 2011. A list of those who served is attached at the end of this report.

Senior Pastor, Rev. Dr. Thomas W. Blair, moderated Session meetings. Associate Pastor,

Rev. Jennifer A. DiFrancesco regularly attended meetings. Elder Leslie Owsley served as Clerk of Session. The President of the Board of Trustees, Jim Hughes, regularly attended meetings. Other guests and staff members were invited to present reports when necessary to matters under discussion.

The Advisory Committee (the Clerk, the Council Chairs, the Pastors, and the President of the Board of Trustees) met in many months to prepare a meeting agenda in advance of the meetings. Typically, the agenda included reports by the Pastors, the Trustees, and the Council Chairs. They also included reports from ad hoc committees and task forces assigned to special projects, and from the staff on program matters which needed to be brought to the Session.

Session meetings began with a time of worship, usually led by two Elders. The meetings also included time for discussion of spiritual or theological material, with the Elders asked to spend personal time in discernment in preparation for the meetings. A portion of each meeting was devoted to reviewing the pastoral care and concern list, then offering prayers, spoken and silent, for those in need. The meetings always closed in prayer.

The Session continued its efforts to inform the congregation about Session activities by including highlights of meeting minutes in the Tower. Approved Minutes of the Session meetings are stored in binders in the church office. Members of the congregation are welcome to attend Stated Meetings.

#### **Routine Matters before the Session**

In carrying out its responsibilities, the Session acted on routine, although important and interesting, matters including:

- Receiving and welcoming new members into the congregation of Second Presbyterian Church
- Welcoming newly-elected Elders prior to their Ordination and Installation
- Hearing monthly reports from:
  - ◊ The Board of Trustees about financial matters of the church
  - ◊ Caring and Fellowship Council, including statistical reports on membership
- Approving the 2011 budget, and reviewing the financial outlook for 2012 before presentation to the congregation at the Annual Meeting

- Hearing regular reports from:
  - ◊ The Pastors and other staff persons about their work and projects
  - ◊ Elder commissioners to the Baltimore Presbytery about ongoing work and issues
- Reviewing regular reports brought to Session by the following Committees and Councils:
  - ◊ Personnel Committee, about staff matters.
  - ◊ Facilities Planning Committee, about progress of renovations of the Second Presbyterian facilities
  - ◊ Stewardship, about its plans for and results of its campaign
- Approving scheduling and programmatic matters connected with the following Councils:
  - ◊ Caring and Fellowship
  - ◊ Christian Education
  - ◊ Mission
  - ◊ Worship, Music, and Sacraments
  - ◊ Youth

#### **Other Work of the Session**

The Session acted on many other matters regarding the life of our congregation during 2011. Among the actions taken were the following:

Reviewed progress updates from the Facilities Planning Committee and plans for returning to the renovated spaces. The Session also worked:

- on discerning how our renovated facilities could be used to benefit the life of the greater community.
- Approved creation of the position of Worship Leader for Second@Nine.

Reviewed the church rolls and transferred members from active to inactive status after contacting them to understand their wishes.

The Session also heard presentations from representatives of the Baltimore Presbytery concerning the new structure of the Presbytery and the new Form of Government approved by the General Assembly.

#### **Special Actions of the Session**

During 2011, the Session had the pleasure of welcoming new members into the Second Family, and of approving baptisms and weddings. The following actions were taken:

Approved baptisms:

- Jack Philip Romkema, son of Ryan Romkema and Dr. Mary Kimmel

- Catrin Lucile Williams, daughter of Amy and Gareth Williams
- Andrew Stirling Johnston, son of Kristin and Jamie Johnston
- Eli Turner Mutinda, son of Nicky and Rachel Mutinda

Approved weddings

- Jill Siegrist and Peter Thomas
- Laura Tschop and Neal Hobbins
- Elizabeth Griffin and Nicholas Petrelli

Received, accepted, and welcomed new members:

- Mrs. Brittany Bramhall
- Mr. Matthew Bramhall
- Mr. David W. Blois
- Mr. Thomas Bowman
- Mrs. Kerri Classen
- Mr. Taylor Classen
- Mrs. Shawna Garliss
- Mr. Todd Garliss
- Ms. Elizabeth Griffin
- Mr. Neal Hobbins
- Mr. Abraham Kandathil
- Mrs. Tabita Kandathil
- Ms. Sara Magee
- Mrs. Rachel Wiseman Long
- Mr. Seth Long
- Mrs. Gretchen Martin
- Mr. Ted Martin
- Ms. Yong Hi Moon
- Mr. Nicholas Petrelli
- Mr. Jim Risser
- Mrs. Nicole Risser
- Mrs. Elaine Strauss
- Dr. Joseph Strauss
- Ms. Laura Tschop
- Mrs. Margaret Watkins

**Spiritual Work of the Session**

In 2011, the Session adopted and worked to implement a new structure intended to help the elders carry out their responsibility to be spiritual leaders. The goal was to spend less time on routine reports and more time on in-depth work discerning God's will and determining how best to carry out the church's calling. The Session voted to reduce the number of sitting elders to nine (to be

accomplished over several years). Session meetings alternated monthly between an in-depth meeting with a particular council or board, and focused work by the Session on discerning God's will for Second Presbyterian Church.

**Special Acknowledgements of the Session**

Heartfelt appreciation is given to all of the Elders who served on the Session in 2011, to the Council and Committee Chairs and members, to the Trustees and the Deacons, to our Pastor, Associate Pastor, and the Church staff, and to our faithful and committed congregation. We pray for the presence of God's grace and spirit, and for the continued guidance of Rev. Dr. Thomas Blair and Rev. Jennifer A. DiFrancesco, as we continue to strive to connect Christ and community.

Leslie Owsley  
Clerk of Session

**Elders Who Served on Session in 2011**

Eloise Bensberg  
Grace Blair  
Sharon Britton  
Mark Felder  
Rebecca Ferrell  
Robert Flower  
Nancy Getter  
Ann Hesselbacher  
Jim Kucher  
Gail Levy  
Jim Mayer  
Cindy Mead  
Thomas Monahan  
Leslie Owsley  
Ben Payne  
Sharon Pippert  
Mari Quint  
Alix Rodman  
Scott Silverwood  
Deborah Slingluff  
Lucille Smith  
Mark Thober

**Terms of Call for Pastoral Services of The Rev. Dr. Thomas W. Blair  
and the Second Presbyterian Church  
As of February 5, 2012**

**I. Duties and Responsibilities**

Dr. Blair's duties shall be those of Pastor, leading the congregation in worship, giving pastoral care to the congregation, administering the day-to-day operations as Head of Staff, moderating the meetings of the Session and Congregation, giving such teaching and spiritual programmatic leadership as is appropriate, and representing Second Church in community and ecumenical meetings. It is expected that Dr. Blair will deliver the sermon on a minimum of thirty-six (36) Sundays each year. He will be a faithful member of the Presbytery of Baltimore, attending regular meetings and serving on such committees as requested.

**II. Compensation**

As compensation for his services, Second Presbyterian Church shall pay annual compensation to Dr. Blair as follows:

Salary.....	\$66,490.83
Housing, Utilities & Furnishings Allowances.....	\$30,900.00
Dental Insurance.....	\$1,217.04
Total Effective Salary.....	\$98,597.87

**III. Benefits**

PCUSA Board of Pension Dues (31.5% of Effective Salary) .....	\$31,801.02
(for pension, medical insurance, life insurance)	
7.65% Social Security Offset.....	\$7,450.40
Travel/Automobile (Reimbursed for actual expenses).....	\$4,000.00
Education Allowance (Reimbursement of actual expenses).....	\$2,000.00
Book Allowance (Reimbursement of actual expenses).....	\$1,000.00
Cell Phone Allowance (Reimbursement of actual expenses).....	\$1,200.00

**IV. Additional Benefits**

Second Presbyterian Church has entered into a shared equity agreement with Dr. Blair by investing \$100,000 into a home purchased by him in the Baltimore area.

Second Presbyterian Church shall pay the premium of an additional \$100,000 supplemental life insurance policy for Dr. Blair.

Dr. Blair shall receive four weeks paid vacation annually. He also shall receive two weeks for study leave, as approved by the session.

In addition, Dr. Blair shall be entitled to a ten-week sabbatical leave after seven continuous years as Pastor of Second Presbyterian Church. The ten weeks will include the normal four week vacation allowance plus an additional six weeks. While on sabbatical leave, the church will continue to pay Dr. Blair's compensation. In addition, the church will accrue \$1,500 annually in a special fund to be used toward the cost (in addition to compensation) of this sabbatical leave.

**Terms of Call for Pastoral Services of The Rev. Jennifer DiFrancesco  
and the Second Presbyterian Church  
As of February 5, 2012**

**I. Duties and Responsibilities**

Rev. DiFrancesco's duties shall be those of Associate Pastor, leading the congregation in worship, giving pastoral care to the congregation, providing direction and guidance to the youth and Youth Council, giving such teaching and spiritual programmatic leadership as is appropriate, and representing Second Church in community and ecumenical meetings. It is expected that Rev. DiFrancesco will deliver the sermon on a minimum of twelve (12) Sundays each year. She will be a faithful member of the Presbytery of Baltimore, attending regular meetings and serving on such committees as requested.

**II. Compensation**

As compensation for her services, Second Presbyterian Church shall pay annual compensation to Rev. DiFrancesco as follows:

Salary.....	\$38,495.21
Housing, Utilities & Furnishings Allowances.....	\$30,000.00
Total Effective Salary.....	\$68,495.21

**III. Benefits**

PCUSA Board of Pension Dues (31.5% of Effective Salary).....	\$22,089.70
(for pension, medical insurance, life insurance)	
7.65% Social Security Offset.....	\$5,239.88
Travel/Automobile (Reimbursed for actual expenses).....	\$4,000.00
Education Allowance (Reimbursement of actual expenses).....	\$3,000.00
Book Allowance (Reimbursement of actual expenses).....	\$500.00
Cell Phone Allowance (Reimbursement of actual expenses).....	\$600.00

**IV. Additional Benefits**

Second Presbyterian Church has entered into a shared equity agreement with Rev. DiFrancesco by investing \$75,000 into a home purchased by her in the Baltimore area.

Rev. DiFrancesco shall receive four weeks paid vacation annually. She also shall receive two weeks for study leave, as approved by the session. Rev. DiFrancesco may accumulate up to six weeks of unused study leave and up to three times the annual education and book allowance for use at a later time.

For 2012 an additional \$2,000 will be allocated to the previously-established annual education allowance of \$1,000. The total \$3,000 expense allowance is designated to assist with expenses associated with Rev. DiFrancesco's doctoral studies.

## Board of Trustees Report

The duties of the Board of Trustees shall be those delegated by the laws of the state of Maryland, the Constitution of the Presbyterian Church (U.S.A.) and the Session of the church. Trustees manage the property, deeds, titles, and funds for the furtherance of the purpose of the church, subject to the authority of the Session, and upon the approval of the congregation. The following comments provide a brief overview of the activities of the Trustees during the year 2011.

### Expenses and Budget

In 2011, the Church made good strides in improving its financial situation. Revenues grew by \$15,258 and expenses decreased by \$13,755. As a result, the operating budget deficit, which ballooned to \$110,104 in 2009 due to the financial crisis, decreased to \$30,185 in 2011.

Expenses were devoted to four broad categories:

2011 Expenses	
Personnel	63%
Mission	10%
Maintenance	14%
Councils and Programs	13%

In 2011, offerings and contributions comprised 85% of the Church's revenues. The Church's endowment funds were the source of the remaining 15% of revenues. The 2012 Budget which follows this report projects continued modest growth in revenues and a slight reduction in expenses. By achieving these goals, we will be able to reduce our deficit to \$9,365.

### Consolidated Endowment Funds

The Church's Endowment is critical to its annual operating budget as well as its long-term sustainability. The Church has a General Endowment Fund, a variety of Special Purpose Endowment Funds, and the Capital Campaign.

#### General Endowment Fund

The General Endowment is principally used to support the Church's annual operating budget. The 2011 Budget included \$80,000 from the General Endowment. Unfortunately, we also had to use to

the General Endowment to cover \$20,000 of the Church's 2011 Budget Deficit. However, the General Endowment has experienced good growth over the past four years, nearly returning to its 2007 pre-stock market crash level:

	General Endowment Year-End Balance
2007	\$2,247,335
2008	\$1,647,928
2009	\$1,799,232
2010	\$1,857,313
2011	\$2,103,464

This progress is due to the wisdom of the Church's Investment Committee and generosity of contributors to the Capital Campaign – as discussed below, \$380,000 was transferred from the Capital Campaign account to the General Endowment in 2011.

#### Special Purpose Endowment Funds

The Church's 13 Special Purpose Endowment Funds have been created by members to support specific activities of the Church, including education, youth ministry, music, pastoral counseling, and maintenance:

Special Purpose Funds	Year-End Balances
Latshaw Disability Fund	31,137.42
Kerr Maintenance Fund	49,201.24
Nesbitt Land Fund	20,941.57
Pastoral Counseling Center	126,802.64
Pease Compassion Fund	24,753.92
Peterson Music	31,185.52
Sauer Education	51,517.97
Sauer Maintenance	106,500.78
Sauer Mission	63,629.21
Staff/Membership Special Needs	37,380.74
Wonderlic Music & Family	95,816.23
Youth Ministry	151,121.41
SPF Fund	99,034.09
<b>Total</b>	<b>\$889,022.74</b>

The total value of the Special Purpose Funds is unchanged from 2010.

Capital Campaign Fund

As detailed in the Facilities Planning Committee’s report, Phase 1 of the Master Plan is complete. We have paid for 100% of the construction costs, deferred maintenance, and administrative costs. Under the expert leadership of Elaine Logan and Bruce Behrens, these expenditures came in under budget.

In addition to paying for these vital renovations to the Church, the Capital Campaign’s goal was to support Mission Impact Projects and to contribute to the Church’s General Endowment:

	<b>Budget</b>	<b>Actuals</b>	<b>Difference</b>
Mission	\$648,900	\$525,000	\$123,900
Endowment	\$750,000	\$380,000	\$370,000

We still have \$535,098 in outstanding pledges to the Capital Campaign:

Pledged Income	\$6,489,000
Pledges Received	\$5,953,902
Pledges Outstanding	\$535,098

We will need to receive the vast majority of our outstanding pledges in order to fulfill our commitments to Mission and the Endowment.

Respectfully submitted,  
Jim Hughes

**Board of Deacons Report**

The congregation is divided into 20 parishes that are served by 20 deacons. The deacons are responsible for encouraging parish members to participate in church events.

For the past year, Rebecca Dineen and Clay Furtaw served as the co-moderators for the Deacon meetings and Josephine Alston was the recording secretary. Joyce Zimmerman helped organize the monthly meetings and shared current church events and concerns of the congregation. The Reverend Jenn DiFrancesco provided spiritual support to the deacons. Jung Geum Park was also very active helping the deacons to find more meaningful prayer for meetings and with our parishes.

The Board of Deacons met on the fourth Tuesday

of the month except for July and December. The meetings were organized to provide the deacons with information about current happenings in the life of the church, council updates, and the special needs of members with illness or bereavement. In addition to routine tasks, deacon meetings were designed to offer spiritual nourishment for the church. Deacon committees provided memorial service receptions, new member sponsorship, “food for thoughtfulness” meal deliveries, and deliveries of gift bags to new parents. Deacons greeted worshippers for the 11 a.m. service and delivered flowers to congregation members after church on Sundays and after Christmas and Easter.

Early in the year, the deacons held a retreat to examine the mission of the deacons and to actively engage new members. Participants worked through questions and concerns expressed in planning meetings including: *How do we connect with people who need us (other than on a superficial level)? How can we best use our individual gifts? How can we serve as deacons on a deeper level? How do we make connections with people who may not want to be connected? What is the best way to introduce ourselves to the people in our parishes? What do people look to deacons for? How do we market ourselves? How can we hear from the congregation about needs and expectations? How can we discern our role as deacons vs. others, e.g. Stephen ministers?*

Based on the discussion at the retreat, the deacons invited leaders from the Stephen Ministers to several monthly meetings to help brainstorm ideas for better connecting to parishioners and to help define the deacons’ role vis-à-vis the Stephen Ministers. In these sessions, the deacons identified the following goals for the next year: (1) to clarify the scope of the deacon’s role; (2) to develop new strategies for engaging members of the congregation; (3) to become more skilled in providing outreach to others; and (4) to be more responsive to the church community needs. Deacons agreed that to meet these goals, we need to establish face-to-face contact with each member of our assigned Parishes and to develop more creative ways to engage and serve members. Insofar as starting to define the specific role of the deacons, members agreed that we should: (1) provide support to members in times of need and in times of celebration; (2) assist with welcoming and serving

members; (3) help identify parishioners who may need additional emotional support; (4) make referrals to the Stephen Ministry program as appropriate.

The deacons helped celebrate the reopening of Second Presbyterian Church on October 2<sup>nd</sup>. We sent personal invitations to parishioners and helped with event activities such as the memory pages. Deacons also shared information about our role in the church and support we can provide to parishioners. Joyce posted parish lists on a tri-fold board with a photo of each deacon to help congregants identify their deacon.

Throughout the year, Joyce continued to share a weekly update and concerns bulletin with deacons to alert us of new events/concerns in individual parishes and other church needs. Second Presbyterian Church welcomed many new babies throughout the year and the deacons delivered a number of meals and baby bags for the new parents.

Overall this was a year of significant transition in the church. As members settle into the renovated space, the deacons will also be renewing our role and commitment to Second Presbyterian Church.

Respectfully submitted,  
Rebecca Dineen and Clay Furtaw, Co-Moderators

## 2011 COUNCIL AND COMMITTEE REPORTS

### Caring, Fellowship and Membership Council

The Caring, Fellowship and Membership Council is actively involved in the life of the church by providing its members and friends with opportunities throughout the year that encourage a spirit of Christian community. Listed below are the highlights from 2011.

The year began with Dinners for Eight with approximately 100 participants and for the first time, designated hosts opened their homes to families with preschoolers. The Easter Brunch, coordinated by James Woods, was a continental breakfast that included many homemade pastries and cakes. The annual spring dinner in June was hosted by Leslie and Tom Owsley at their home with everyone enjoying the lovely spring evening on their patio. Our congregation celebrated Thanksgiving in Smith Hall with approximately 90 people enjoying this catered luncheon featuring the traditional turkey and stuffing.

Movie Night, coordinated by Krissie Verbic, began with pizza and featured *The Chronicles of Narnia – the Lion, the Witch and the Wardrobe*, a huge success attended by about 30 of our elementary school age children and their friends. The annual Christmas Party at the home of Polly and Bruce Behrens ushered in the Christmas season as 80 members brought dishes to share and enjoyed the fellowship of our Second Family.

Second Presbyterian's Stephen Ministry hosted a regional workshop on November 12, led by Amity Haugk, daughter of the founder of Stephen Ministry. 121 people from 25 congregations in Maryland, Washington, DC, Virginia, and West Virginia attended. Second Presbyterian Elders, Deacons, Stephen Ministers and others helped greet and register participants, manage the AV, and make Stephen Ministry publications available for purchase. This was the largest Stephen Ministry Workshop in 2011. The Stephen Ministry at SPC, led by Mari Quint, continues to provide distinctively Christian one-to-one care to those in our church and in our community who are experiencing all kinds of life events and needs, providing a safe place for care receivers to explore their problems and concerns in complete

confidence.

Anne Perry continues to bring our congregation closer together with her insightful interviews resulting in the member biographies that appear bi-monthly in the Church Tower. The Prayer Shawl Ministry, headed by Tracy Russell, continues to create tangible expressions of concern that are distributed to members and friends who need a "warm hug" and a reminder that their Second Family cares for them. The Good News Column that appears monthly in the Church Tower enables us to share in the joys of our congregation as it highlights the life events, the awards, both big and small, and those occasions that put a smile on our face.

Pete Heumann, heading up the Employment Networking Group (ENG), continues to be available to those individuals who are underemployed or are seeking employment and to send out communiqués several times a week to those who are interested, focusing on job searching techniques. In the spring, a Yoga group began meeting on Tuesday afternoons in Smith Hall with a certified Yoga instructor.

After considerable discussion, the *Caring, Fellowship and Membership Council* voted unanimously on December 7, 2011, to change the Council's name to "**Congregational Life Council**" as of January 1, 2012. The council felt that the boundaries between a caring activity and a fellowship activity were blurred, that both components are present in almost every undertaking and that "*Congregational Life*" is a more inclusive reference to its work and more accurately reflects the Council's stated purpose in its charter.

Submitted by Rebecca Ferrell, chairman

### Pastoral Counseling and Care Ministries

The Counseling center at Second Presbyterian Church continues to make a meaningful contribution to the overall mission of the Congregation and to the Pastoral Counseling and Care Ministries (PCCM). In 2011, clinical services have been provided for members of the Congregation, residents of the local geographical communities and surrounding counties. 990 hours of therapy included treatment for adults in

individual, couples, family and group formats. The Center is used on a weekly basis for 25-30 clinical hours. The endowment set up as a financial resource for those seeking treatment has provided approximately \$6,160.00. These funds have been a meaningful response to clients who are dealing with issues related to employment, major medical expenses, and pressures brought about by life's challenges. The opportunity to participate in therapy has provided each client with the resources that lead to reduction of emotional distress, clarity about personal choices, and healthier relationships. All of this contributes to the living out of the Gospel values that Second Church and Pastoral Counseling and Care Ministries foster. On behalf of the clients, my colleagues, our Board of Directors and me, please accept our gratitude for the blessings that being part of Second affords.

Respectfully submitted,  
Cecilia H. Amaral, MS Clinician and Executive  
Director of Pastoral Counseling and Care  
Ministries

## **Christian Education Council**

*"So that Christ may dwell in your hearts"*  
*Ephesians 3:17*

The beginning of 2011 felt very much like a continuation of 2010 for the Christian Education committee. While it was a new calendar year, the committee continued to work to find creative ways to share the Word of God with our children, youth and adults.

This Winter/Spring we continued our intergenerational time in Smith Hall and all Sunday School classes studying the same scripture texts each week. During January and February, we did the series "**Flawed but Called: Biblical Superheroes?**" focusing on Adam and Eve, Jacob and Esau, David, Jonah, Mary and Martha, and Peter. In March and April, we studied "**Divine Intervention: Jesus' Miracles**" focusing on Jesus calling the first disciples through the miracle of filling their empty nets with fish. (Luke 5:1-11), Jesus calming the storm (Matthew 8:23-27), Jesus feeding the thousands (John 6:1-14), Jesus healing a blind man (Mark 8:22-26), Jesus healing a man who calls himself Legion (Mark 5:1-20).

This was the fifth year to co-sponsor Vacation Bible School (VBS) at First English Lutheran Church. Each day, 70 children ages 3 to completed

5th grade experienced a different Bible Story through an interactive combination of music, art, science, games, worship, and drama. None of this year's VBS successes would have been possible without numerous helpful hands. Our council thanks all those VBS teachers who gave us their mornings (and evening planning time), decorators who made our "Shake It Up" Café come to life, mission day helpers who made sandwiches, youth helpers who escorted many a child to the potty and wiped away tears, and the great kids who made VBS 2011 a big success.

Over the summer, we were thrilled to hear the news that our Sunday School spaces were ready for us. All we needed was to have the movers move us back in and try to remember what we had packed away over a year ago. A big thanks to those who came on "Move Day" and those who spent the time going through boxes, weeding out more unnecessaries and putting away all the supplies. How wonderful it is for all our Sunday School classes to be on campus again (Many thanks again to the Felder family for hosting our Senior High class each Sunday from Sept '10 to May '11 in their living room!)

September usually means Rally Day, but this year we teamed up our resources to make our Celebration Day (reopening of our renovated spaces) a huge day of fun. Thanks to Sally Hoskins and Rachel Seba for coordinating this day. While the weather was not as warm as hoped, the day was full of crafts and fun including our kids making fleece blankets for a local Children's Hospital.

This fall we changed our focus from a theme-based scripture study to a lectionary-based study. Our hope is to follow and expand upon the texts we hear preached upon during worship each Sunday morning. We are excited about both the kids and adults being emerged in the Word of God and about the conversations that might arise over Sunday lunches and dinners.

Also this fall, we began plans for our winter musical, "Moses and the Freedom Fanatics". With the hiring of a director, Kara Zimmerman and the music leadership from Liz Sesler-Beckman and Phil Olsen, this will surely be a fabulous worship experience

Advent wreath-making happened again this year, back in its usual spot, Smith Hall. And the annual Christmas Pageant became again a Christmas Tableaux. Our many actors and

actresses from pre-k to high school led us on a journey through different classrooms sharing the miraculous birth of Christ. Each room, unique in itself, shared a special moment in the story complete with song from our Chancel choir members.

You might remember a few stories from your Sunday School classes as you get older, but what you remember most are those who taught and had discussions with you. Many thanks to the CE council members, staff, Sunday school teachers, adult discussion leaders, set designers, actors and actresses, writers and the many others who gave of their time and talent to make 2011 another memorable and life-changing year.

As we enter into 2012, may Christ's spirit continue to dwell deep within our hearts guiding, sustaining, and challenging us to rely on God's grace.

### **Youth**

The Youth Council, now part of the CE Council, continues to support our youth in their quest to know our Lord and Savior, Jesus Christ, and understand His plan for their lives. Our youth never have to worry about "fitting in;" they always have. The Youth Council, Senior High teachers, and our pastors are committed to supporting and guiding our youth and enabling them to serve the church.

In February 2011, seven of our youth, along with three chaperones, took their annual ski trip to Massanutta Springs, Virginia. After a full day of skiing on all of Massanutten's snow-covered trails, we enjoyed an evening of fellowship over dinner, a devotional exercise, and making s'mores. We attended services at the nearby Massanutta Presbyterian Church the following Sunday before returning home with no injuries.

In April, church members of all generations participated in preparing college care packages for our college students to let them know that the church is thinking of them as they are preparing for final exams and, more importantly, that they will always have a home at Second Presbyterian. Although one of the Youth Council's more costly activities, this biannual event is the one that is most appreciated.

The Youth Council recognizes and supports the individual needs of Second Presbyterian's youth

and supports them wherever needed. The Council is developing new programs for 2012 by sponsoring a trip to Faith in 3D at Disney World in January, the annual ski trip to Massanutten in February, and a summer mission trip in June. Our goal is to take advantage of our youth's talents to build and strengthen their ministry and leadership for tomorrow.

Submitted by Scott Silverwood

### **Facilities Planning Committee (FPC)**

This was the year that the Facilities Planning Committee (FPC) was able to complete their task: implementing Phase 1 of the Master Plan. It was the culmination of almost seven years' effort, beginning with earlier committees who developed the program, engaged professionals to design a master plan, and refined the phasing and budget for the first half of the project.

During 2011, the FPC continued to monitor the work of our Owner's Representative, Tom McCracken; the architectural firm, Ziger/Snead Architects and their consultants; and the general contractor, Lewis Contractors and their sub-contractors. They were respectful of this holy space and proved to be exceptionally skilled in their various professions, crafts and trades – god-sends, in fact.

We continued to strive for ways in which we could focus more on this work as an opportunity for the congregation's growth and renewal, and less on renovation efforts as ends in themselves.

### **Renovation Work**

Through the first half of the year, renovation went on concurrently in all parts of the facility except the original structure, the Smith Hall Building – the part that was built in 1926 and links the other portions of the complex. Activities and events went on unabated, but in other places, such as the library in the manse and in the classrooms which served multiple functions all year. Worship for both Second at Nine and the eleven o'clock services were held in Smith Hall with re-located liturgical furniture and the new chairs intended for the chapel upon its completion.

- **Sanctuary**

This area was the focus of much attention from the acoustical engineer and the organ-

builder as well as the architects and Lewis' best finish carpenters. The overriding goal was to retain the original architectural intent of this Palmer Lamdin sanctuary building, while making necessary improvements.

Scaffolding dominated the space while the ceiling was replaced with acoustically-designed coffers in a vaulted configuration. Then the chancel area was rebuilt with a new tiered platform for the choir and a new wood-surfaced platform to accommodate various needs for worship services and for musicians in the Community Concert series. The organ console was upgraded and made moveable, the pipes cleaned, stored and replaced – one at a time with kid gloves.

All plaster was repaired and painted; new fire-resistant draperies and pew cushions were provided. Existing light fixtures were rewired, and upgrades to the audio systems, accessibility and life-safety were added.

- **Chapel**

Work in the Chapel included hazardous material abatement, an entirely new ceiling and audio/visual systems with twin projection screens, a new configuration of the chancel area to permit more creative uses during worship, a new piano, ramped access, light and glare control, new carpet and seating. The chancel area was paneled with rift-cut oak and new, minimal, liturgical furniture was produced. This was another area that received special attention from the acoustical engineer and the audio/visual contractors.

- **Classroom Level**

The main effort here was eliminating hazardous materials in floor and ceiling – new materials – including new rubber flooring and new ceiling grid with built-in lighting – were installed. The floor also has additional waterproofing as part of its installation. Sinks, counters and kid-size toilets were added, and everything was painted. Several modifications were made to the existing floor plan, as well.

- **Meeting Room Level**

The entire wing that was added in 1960 was gutted to remove hazardous materials. New,

slip-resistant porcelain floor tile was installed in the corridor and Stratford Road Lobby; the rooms were carpeted. The new configuration provides a meeting room, a “crying room,” a meditation room and a project work room.

New accessible toilet facilities for men and women were added, as was a kitchenette for coffee hours and light food for events and meetings.

- **Mechanical Improvements**

The entire year saw much work in the expanded boiler room which will greatly improve the heating, cooling, plumbing and wiring in all areas under renovation. The infrastructure was either original or at least 50 years old. The chimney was relined as part of the replacement hot-water system, as well.

Of even greater importance, was improvement to the drainage system along Stratford Road. The entire foundation on the 1960 wing was dug up, new drainage pipe laid, waterproofing added to the walls and then re-landscaped. Interior moisture levels were monitored daily during construction; sump pumps were updated.

A wayfinding and room-designation signage system was also designed and installed.

The renovated areas now meet current life safety codes – you'll note many more bright red alarms, light, exit signs, extinguishers, panic hardware – all designed to bring the facility into compliance.

- **Deferred Maintenance**

Although the work on deferred maintenance was completed before this calendar year, that comprehensive effort enabled the new renovation work to proceed without a hitch. For example, the roof, gutter and down-spout repairs, exterior painting, brick pointing, and masonry repair.

## **Communication**

The FPC continued to communicate on several fronts with members of the congregation. Articles were written for each issue of the Tower; notes about progress often appeared in the worship bulletins on Sundays. We offered several tours to see the work in progress.

Members of the staff took photographs of the construction, and of various workmen, and posted these frequently on the web-site.

### **Budget**

A special benefit of having a professional owner's representative was that we were able to keep the project on time and on budget. As reported to the Session and Trustees in April 2011, even after accounting for the inevitable "scope creep" of renovation projects, we were able to come within \$20,000 of the \$5,000,000 budget that included deferred maintenance, soft costs and construction. In addition, because of the way the contract was written with Lewis Contractors, there was unspent money on their books, which resulted in close to \$100,000 being saved on their contract – very close to the original projection.

### **End Result**

The church has a successful renovation with updated physical plant, improved life-safety systems, enhanced areas for teaching and seminars, as well as aesthetic and acoustic improvements to both worship spaces.

This concludes Phase 1. As originally intended, the improvements can stand on their own until Phase 1 may, someday, commence. It has been a remarkable project of excellent team work and cooperation, keen minds and imagination, and a fully-realized vision for Second Presbyterian Church.

### **Special Thanks**

We are grateful for the inspired leadership of Steve Ziger, FAIA, Hugh McCormick, AIA, Joe Celucci, AIA, of Ziger/Snead Architects of Baltimore and their consultants; to the Owner's Representative, Tom McCracken, AIA, of Baltimore; and to the builders, Lewis Contractors of Owings Mills, Jeff Brown, Job Superintendent and Fred Svec, Project Manager, and all their subcontractors.

Throughout the process, we had cooperation and encouragement from the Guilford Neighborhood Association, the city agencies, and offices of several city council persons. Our neighbors were patient and tolerant of noise, mud and traffic.

Of special concern at every step was the effect this had on our staff and their ability to function. They couldn't have been more flexible, helpful and

supportive – nor did they lose their sense of humor.

The congregation was remarkable throughout the process – insightful, encouraging and enthusiastic. They often said they were praying for the FPC, and there was never a time when we didn't feel that reassurance.

The sub-committees of diligent workers (Clutter Busters, Interiors Committee, Moving Committee, Church Keepers, Christian Ed and Worship, Music and Sacraments Councils, Celebration Committee) worked willingly to make detailed arrangements and gave significant amounts of their own time and to make this happen. We are grateful for every one of you.

### **Prayer and Gratitude from the FPC**

We mentioned this last year, but it's worth repeating: an important aspect of this project was something that the FPC began with Tom Blair's guidance right at the beginning – prayer was part of each meeting. When the committee finally celebrated a job complete, and a job well-done, it was significant that we could note we had, indeed, surmounted every one of our worst fears.

Tom Blair recently suggested to the FPC that building a church is a way of giving a home to Christ's presence – a manifestation of God on earth. Speaking for all of us, we were grateful to have the opportunity to help with that venture.

Submitted by Elaine Logan

## **Impact Outreach Project Updates Educational Opportunities Program (EOP)**

Second Presbyterian Church supports the EOP program at Lake Clifton's campus by funding the salary of the full time mentor who works with 50 randomly selected students through four years of high school. Our fifty students are now seniors. The goal of the program is to graduate as many of the 50 students as possible. The fifty students continued to be tracked by the mentor, Mr. Shelton Skinner, a dedicated retired teacher. As of the 1<sup>st</sup> Quarter grade reports, 96% of the program's children are on track for graduation. This contrasts with only 64% of students on track for graduation this year from a random control population.

Beyond providing funds for this program, Second tries to be actively involved in supporting the mentor and the students. In the Fall of 2011 the

EOP committee held a school supply collection drive. The program mentor and the students were grateful to receive the supplies. The committee is excited along with the mentor and students for their upcoming graduation in June. We hope a few of the church members will attend the students' graduation to celebrate with them and wish them the best.

### **CARES Career Connection Continues To Successfully Serve Its Clients**

One of Second Presbyterian Church's Impact Mission programs, CARES Career Connection (CCC), reports excellent progress in its third year of operation. Located at St. Mary of the Assumption Catholic Church on York Road in Govans, CCC works with program participants one-on-one to find employment. Comprehensive job search services include assisting clients with resume and cover letter writing, online job search and job applications, interview preparation, connections to training programs, and strategies to overcome barriers to employment such as lack of education, a disability, or a criminal record.

From January 1, 2011 to year-end, CCC volunteers worked with 180 active participants seeking employment throughout the Baltimore area. During the past year, volunteers have helped clients prepare 148 resumes, and 87 people have secured full-time jobs. That is 35 more jobs obtained than the year prior. Given the ongoing, challenging job market facing all members of our community, CCC has done an excellent job serving their target population by helping many of their clients obtain and maintain employment and ultimately self-sufficiency.

In addition, CCC recently started a GED tutoring program. Volunteers work one-on-one with students to prepare for the GED test. Currently, two students are working toward their GED, and CCC plans to expand this new initiative in the coming year.

CCC continues to strengthen its program by increasing the number of individuals they serve, developing more connections with prospective employers, and identifying well-run training programs.

Submitted by Nancy Getter

### **Labyrinth Memorial Garden**

The Labyrinth Memorial Garden continues to be the lovely outdoor space on the church property. It is beautifully landscaped and offers the church community as well as the community at large a wonderful meditative opportunity. To date, sixteen niches have been licensed and seven are occupied. In 2011, only one niche was sold and there were two inurnments.

In the coming year, it is hoped that more members and their families of our church community will choose Second as their final resting place. In total there are 153 niches and each niche accommodates the remains of two persons. Half niches are also available in designated areas. Whole niche licenses are available for \$3,000 and single niches are \$2,000. This fee includes the cost of opening and closing as well as embossing the plaque. Following the repayment to the endowment for the Garden's construction, the funds remaining will provide perpetual maintenance income for the labyrinth and the columbarium.

The Memorial Wall that completed the Labyrinth Memorial Garden is available for remembering friends and loved ones, particularly those whose remains may be elsewhere. Plaques can be purchased for \$500 each.

If you are interested in receiving more information about obtaining either a columbarium niche or a memorial plaque, please call the church office or Harriette McPherson, Labyrinth Memorial Garden Chair.

### **Landscape Committee**

The Landscape Committee is appointed by and reports to the Board of Trustees. The primary responsibility of the committee is to assess and evaluate the status of the landscaping and grounds and to make recommendations to the Board of Trustees.

With the newly finished renovation project, this was a busy year for the committee. We obtained proposals for new landscaping around the chapel and along the old office wing. Following the installation of the new plantings, soaker hoses were set under the mulch to help the plants get through the summer.

We also redesigned the Frey-Cox Garden in front of the sanctuary in time for our "grand

opening". The garden includes an area which we will use to plant seasonal flowers. The grass around the construction areas has been re-seeded and the on-going ivy removal continues.

Regarding routine maintenance, several trees and shrubs have been pruned and the plantings with winter snow damage repaired.

As a bonus we welcomed two new enthusiastic members to our committee. Many thanks to all who worked so hard to make our grounds so beautiful.

Submitted by Tim & Cindy Mead, Co-Chairs

## **Mission Council**

The vision of Second Church is to connect Christ and Community which the Mission and Community Outreach Council help actualize. Numbers cannot and do not show it all, as they don't show how many lives were touched and transformed because of the time and resources we donated over the past year. The numbers can and do show our financial commitment to making our community – local and beyond local -- places where God's transformative Spirit is on the move.

This past year \$90,829.72 passed through the hands of Second Presbyterian to both international and local missions. That means we gave more than 10% of our budget to help do God's work out, through, and in our community.

Acts4Youth (A4Y) shared this touching story with us. A4Y is an afterschool program that intervenes through academics to bring a private and Christian school experience to at-risk boys, equipping them to become good students, citizens, and teammates. "Darrius, a 5<sup>th</sup> grade boy who attended our academy last year, recently pleaded with his mom to not change schools, so he can come back this year. In 4<sup>th</sup> grade, he struggled relating to his demanding teacher, keeping up with school work and dealing with negative peer pressure. An Acts4Youth teacher, Antoine Payne, and also a devoted Christian man who lives near Darrius, intervened by creating a vision for success and providing frequent encouragement, accountability, and instruction. Darrius improved in school and by year's end developed a sense of belonging and membership with his A4Y classmates. NO wonder he can't wait to come back to Guilford School. With the support of Mr.

Antoine and other A4Y staff, Darrius is ready to have a great year."

Darrius is just one of the 80% of boys that A4Y works with that live without a present father in a low-income, high-crime area. These are the types of differences our mission dollars are making. Mission takes many forms, and a sampling of the many forms it took because of the community of believers at Second Church during 2011 is below.

**PCUSA and Presbytery of Baltimore** – The community contributed \$29,000 for mission and new church development

**Special Offerings** – The community contributed \$17,863 for Souper Bowl of Caring, One Great Hour of Sharing, World Communion, Thanksgiving and Alternative Gift Market

**Baltimore-Based Missions** – The community contributed \$35,761 to organizations like Acts 4 Youth, Baltimore Youth Alliance, Franciscan Center, GEDCO, Greater Homewood Community Corporation, Guilford School, McKim Community Center, Presbyterian Home of Maryland, Stadium Place and Westminster House.

**Mission Collections** – The community contributed canned food to CARES, Christmas presents to McKim Center and Westminster House, clothing and personal items to the Franciscan Center, Halloween candy to the Baltimore City Exchange Program, school supplies and clothing to the Education Opportunities Program (EOP), and toiletries for Epiphany House.

**Hands-on Mission Work** – The community contributed through Second Church's 4<sup>th</sup> Annual Mission Day where we cleaned Stony Run Stream, made sandwiches for Our Daily Bread, and played Bingo with Westminster House. During the year we also made casseroles for Our Daily Bread through the work of Helping Hands; harvested vegetables at First Fruits Farm in Parkton, Maryland; ran and walked at the Acts4Youth Fun Run at Guilford Reservoir; made blankets for Mt. Washington Pediatric Hospital; served dinner and joined residents for Thanksgiving at GEDCO's Harford House and Micah House; and tutored at Guilford School.

**Making our Church Space Available for Mission Work** - The community hosted six weeks of summer camp for Baltimore Youth Alliance, Boy Scout Troop 5, meetings for AA, Guilford Association, Community Concerts at Second, REACH (Saturday morning tutoring), and a Holiday Party for My Sister's Circle.

### **Nominating Committee**

The Nominating Committee respectfully submits the following nominees for officers of the Class of 2015.

**Session:** Mari Quint, Sarah Slingluff, and Bob Smith. Dan Shackelford will serve a one year term.

**Deacons:** Tom Bowman, Kay Brillinger, Abraham Kandathil and Nicole Risser

**Trustees:** Harry Kleiser, Ted Martin, Sally Hoskins, David Blois. Neville Herndon will serve a two year term.

**Nominating:** Mark Felder, Becky Ferrell, Keith Getter, Garland McPherson and Katherine Murphy.

Submitted by Deborah Slingluff

### **Personnel Committee**

The Personnel Committee in 2011 was composed of Tom Monahan (Chair/Elder), Mari Quint (Elder), Mary Nickerson (Trustee), Susan Mayer (Deacon), Leslie Owsley (Clerk of Session/Elder), Grace Serafini and Dr. Tom Blair (Pastor). The Committee met monthly. Early in the year, an ad hoc subcommittee headed by former Personnel Committee Chair Gail Levy completed a comprehensive study of the Administrative Staff and offered an analysis of the functions and various staffing models for the church office. The Committee addressed any personnel concerns throughout the year, particularly those created by the completion of the renovations and the temporary medical absence of the sexton. In the fall, all staff participated in an Annual Evaluation process which included interviews and feedback with Personnel Committee members. The Committee also worked with our benefit consultant to adopt a health insurance plan with a Health Savings Account component. Finally, the Committee concluded the year by carefully reviewing the budget for all church personnel and

submitted several alternative proposals to the Trustees.

In 2012, the Personnel Committee would like to add two more members.

Submitted by Tom Monahan

### **Stewardship Council**

2011 was a year of contrasts. Our total pledges for the year were significantly lower than previous years, perhaps reflecting the continuing uncertainty in the economy. On the other hand, total collections for the year, as you will see from the Trustees report, were substantially the same as the last two years. We thank God and our members for the gifts Second Presbyterian Church received in 2011 which enabled us to continue all the programs you will read about in other council reports.

Our 2012 campaign, which has not been completed yet, has started out strong with our members responding from their hearts. Our theme this year of "Remember, Rejoice, Renew", focused on remembering our past, which is incredibly rich with a strong base established by those many members who have gone before us, to the present and future with the possibilities before us for building on that foundation and providing the resources for that future. As of the date of this report, our pledges have exceeded last year's pledges in dollar amount and we believe there are still pledges outstanding that we trust we will receive in the near future. We have established a good foundation that will allow us to continue Christ's work in Baltimore and throughout the world in 2012.

Once again for our 2012 annual campaign, the council was fortunate to have the assistance of many members of our congregation telling their stories and their enthusiasm for Second Church. The council expresses its sincere appreciation to all those members who had the courage to stand up and tell their personal stories. We believe that the more we talk about stewardship among ourselves the stronger our commitment to stewardship becomes. The testimony of our members served God and our church well during the annual campaign.

As this report is being published, we are still receiving pledges for 2012 and encourage anyone who has not submitted a pledge to do so as soon as

they can. You can pledge online through the Second Presbyterian website, by placing a pledge card in the offering plate any Sunday or by mailing it to the church. Pledging represents a commitment by each member of the church to his or her faith. A pledge, no matter the dollar amount, is a statement of commitment by a member that Second Church has meaning in the member's spiritual life. We remain convinced that stewardship is important to each member in his/her spiritual growth and provides a member with a sense of belonging to the community of believers at Second.

Members of the council are in the process of calling those who have not yet pledged. If you receive a call, we trust you will accept it in the spirit in which the call is made—an offer to extend your commitment to Christ and to your church by making a meaningful (to you) pledge that makes you more a part of God's community. We also encourage our members to follow through on their pledges, and, if later circumstances warrant, increase the amount of gifts to help the Church reduce its reliance on the endowment in 2012.

The council also engaged with the Session in a review of the work and programs of the council during 2011. The comments of the Session were helpful and informative to the council in planning future activities.

As chair of the Stewardship council, I would like to thank all the members of the council who have worked so hard all year to help our members hear the message of stewardship. Those members are: Mark Felder, Gordon Hammann, Chuck Harlan, Holly Hoey, Jim Hughes and Cheryl Sunderland with the able, and regular, participation by Rev. Tom Blair. Without their faithfulness, commitment and unique ideas, the council could not have functioned as well as it did. If other members are interested in joining us in 2012 in helping Second Church meet its goal of serving Christ, we always welcome new members.

### **Legacy Society Committee**

Under the sponsorship of the Stewardship Council, the Legacy Society is being revived in 2012 to strengthen our endowment and investment funds to insure the future of our Church for later generations. As the work of the Legacy Society Committee proceeds, more information will be made available to the congregation. We are ever conscious of our obligation to ensure the programs

and facilities of Second Presbyterian Church for future generations of members and the City of Baltimore. An investment for the future through legacy gifts is part of that obligation and we trust our members will respond positively to the outreach.

Respectfully submitted, Jim Mayer

### **Worship, Music, and Sacraments Council**

The work of the Worship, Music and Sacraments council for the last year has been focused on the transition into our newly renovated worship spaces and the many details that needed to be worked out as we got acclimated to these new facilities. From traffic patterns for the choir to seats for the band to usher procedures and thousands of other matters, the efforts of dozens of volunteers have gone into making this transition as seamless as possible.

While this has taken a lot of work, it has also brought great joy as we marvel in new sounds, new looks and new ways to enhance cherished traditions.

Looking forward to 2012, we have several new initiatives under way or in development. Thanks to the leadership of Holly Pool, we have a new group called "churchkeepers" that is actively looking after the worship spaces and the materials we use to support our services. The council has set a goal to develop a regular pattern of joint services so that our entire congregation can be together at one time. The next time we will do this is Sunday, February 12, 2012 – when we will gather together to enjoy Moses and The Freedom Fanatics. We are also actively working to develop new formats that bring fresh experiences to our worship while holding our traditions in profound reverence. The recent hymn sing on Christmas morning and Jenn's innovative New Year's Day service in Smith Hall are two great examples of this initiative.

As we continue to try new things, your feedback is vital. Please do not hesitate to let me know what works for you, what bothers you and what inspires you.

I cannot submit a report to the congregation without publicly thanking the dozens of folks who give so freely of their time to arrange flowers, fill communion goblets, hand out bulletins and take up offerings, make so many wonderful sounds and so much more. Their work makes it possible for us to focus on worship, and we are most grateful for each and every one of them. By the way, we can always

use more help, so please don't be shy about asking if you can join one of our many subgroups. Finally, I need to thank each of you who give so freely to support our efforts.

Soli Deo Gloria, Jim Kucher

## Youth Choirs

The Cherub and Youth Choirs enjoyed practicing together and singing God's praises in 2011. We had many participants in both Youth Choir (gr. 3-5) and Cherub Choir (ages 4-grade 2). The children sang in services at both the 9 and 11 o'clock services including Christmas Eve and Palm Sunday, as well as other several times during the year.

Choir members came together to practice on most Sunday mornings from 9:55-10:15. We have been fortunate to have the remodeled Chapel available for our choir rehearsal immediately following the [Second@9](#) service. In addition, we sometimes work in Smith Hall and in a basement classroom for special projects like the current production of Moses and the Freedom Fanatics. We learned new songs relating to various themes and holidays each week.

I am thankful for the ongoing support of Chris Allison, Jung-Geum Park, Laura Garvin (Christmas Eve 5 p.m. service), Kim Lewis, Philip Olsen, the Second@9 Band, the W&S and CE committees, our pastors, and most importantly the children and families of Second Presbyterian Church!

Submitted by Liz Sesler-Beckman

**Summary Financial Statement & 2012 Budget Draft**

	A	B	C	D	E	F	G
	2009	2010	2011			2012	
	Actuals	Actuals	Actuals	Budget	Variance	Proposed Budget	Vs. 2011 Actuals
<b>OFFERING &amp; CONTRIBUTIONS</b>							
1 General Offerings	658,484	648,471	681,448	700,000	(18,552)	700,000	18,552
2 Mission Offerings, Contributions & Receipts	26,162	24,202	17,895	16,000	1,895	16,000	(1,895)
3 Gifts for Use in Current Year	43,521	48,683	25,503	50,000	(24,497)	30,000	4,497
4 Receipts Less Expenses	0	-	-	-	-	-	-
5 Other and Rental Income	19,847	5,282	5,492	7,700	(2,208)	7,700	2,208
<b>6 OFFERINGS &amp; CONTRIBUTIONS</b>	<b>748,013</b>	<b>726,637</b>	<b>730,339</b>	<b>773,700</b>	<b>(43,361)</b>	<b>753,700</b>	<b>23,361</b>
7							
8 Annual Endowment Support	82,300	75,900	80,000	80,000	-	84,000	4,000
9 Other Support - SP, R & RIO Funds	20,370	23,826	31,282	21,500	9,782	21,500	(9,782)
10 Endowment Deficit Spending	109,730	56,174	20,000	20,000	-	9,500	(10,500)
<b>11 INVESTMENT FUNDS SUPPORT</b>	<b>212,400</b>	<b>155,900</b>	<b>131,282</b>	<b>121,500</b>	<b>9,782</b>	<b>115,000</b>	<b>(16,282)</b>
12							
<b>13 TOTAL FUNDS FOR OPERATIONS</b>	<b>960,413</b>	<b>882,537</b>	<b>861,621</b>	<b>895,200</b>	<b>(33,579)</b>	<b>868,700</b>	<b>7,079</b>
14							
<b>15 OPERATING EXPENSES</b>							
<b>16 Personnel</b>							
17 Administration	157,676	162,207	147,978	154,488	(6,510)	153,205	5,227
18 Christian Education	65,491	27,800	5,613	27,688	(22,075)	17,472	11,859
19 Maintenance	55,491	41,827	47,205	44,220	2,985	39,029	(8,177)
20 Music	86,707	82,297	82,525	78,826	3,699	79,969	(2,557)
21 Pastoral	253,983	261,472	269,253	270,817	(1,564)	273,839	4,586
<b>22 Total Personnel</b>	<b>619,348</b>	<b>575,603</b>	<b>552,575</b>	<b>576,039</b>	<b>(23,464)</b>	<b>563,514</b>	<b>10,939</b>
23							
<b>24 Councils and Programs</b>							
25 Administration	38,170	39,273	37,183	34,000	3,183	30,600	(6,583)
26 Caring and Membership	6,971	5,821	6,119	8,500	(2,381)	7,000	881
27 Christian Education	16,989	9,931	7,644	14,500	(6,856)	10,800	3,156
28 Denominational Assessment	15,235	16,207	16,249	16,249	-	15,381	(868)
29 Maintenance	121,053	105,909	117,856	113,200	4,656	113,200	(4,656)
30 Mission (incl GEDCO)	104,876	96,281	90,830	88,000	2,830	89,770	(1,060)
31 Music and Worship	6,709	7,017	9,610	8,000	1,610	7,200	(2,410)
32 Pastoral	16,781	20,888	22,095	20,800	1,295	20,600	(1,495)
33 Session and PNC	2,842	942	246	1,500	(1,254)	900	654
34 Stewardship	3,274	697	1,021	2,000	(979)	450	(571)
35 Youth	5,447	3,622	5,851	6,000	(149)	6,000	149
36 Marketing	3,092	3,370	3,846	3,500	346	3,150	(696)
37 Other (Celebrations)	0	-	681	3,000	(2,319)	-	(681)
<b>38 Total Councils and Programs</b>	<b>341,439</b>	<b>309,957</b>	<b>319,231</b>	<b>319,249</b>	<b>(18)</b>	<b>305,051</b>	<b>(14,179)</b>
39							
<b>40 TOTAL OPERATING EXPENSES</b>	<b>960,787</b>	<b>885,560</b>	<b>871,805</b>	<b>895,288</b>	<b>(23,483)</b>	<b>868,565</b>	<b>(3,241)</b>
41							
42							
43 OPERATING NET GAIN (LOSS)	(374)	(3,023)	(10,185)	(88)	(10,097)	135	10,320
44 Endowment Deficit Spending	(109,730)	(56,174)	(20,000)	(20,000)	-	(9,500)	10,500
<b>45 Total Net Gain (Loss) and Deficit Spendin</b>	<b>(110,104)</b>	<b>(59,198)</b>	<b>(30,185)</b>	<b>(20,088)</b>	<b>(10,097)</b>	<b>(9,365)</b>	<b>20,820</b>

## **Mission Statement**

The mission of Second Presbyterian Church is to joyfully serve God as a Christian community. We are committed to being spiritual and practicing Christians through worship, mission, education, stewardship, and fellowship. Guided by the counsel of the Holy Spirit and Scripture, we at Second Church strive to be an invigorated and diverse congregation that nurtures the spiritual growth of our members and, individually and collectively, serves the needs of others. We reaffirm our goal to be a church of solace and comfort that shares the joy of life in Christ.

### **The Staff of the Second Presbyterian Church of Baltimore**

The Rev. Dr. Thomas W. Blair, Pastor  
The Rev. Jennifer DiFrancesco, Associate Pastor  
Mrs. Joyce C. Zimmerman, Pastoral Assistant  
Ms. Cecilia Amaral, MS, Pastoral Counselor  
Mr. Philip Olsen, Music Director  
Ms. Liz Sesler-Beckman, Associate Music Director  
Ms. Sarah Thober, Handbell Choir Director  
Ms. MaryJo Gibson, Bookkeeper  
Ms. JoAnn Minarchick, Office Administrator  
Mr. Chris Allison, Electronic Media Coordinator  
Ms. Julie Evans, Print Publications Coordinator/Christian Education Assistant  
Mr. Vernon Wise, Sexton