

Starmount

PRESBYTERIAN CHURCH

CALLED TO WORSHIP, EMPOWERED TO SERVE.

3501 West Market Street
Greensboro, North Carolina

A congregation of Salem Presbytery



2017 Annual Report

***Called to Worship
Empowered to Serve***

We will build a church family that invites and welcomes others who seek to know and serve God; discovers and develops both individual and collective gifts and talents; and equips individuals for service in our church, the community and the world.

*Approved by Session
January 31, 2018*

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**ANNUAL CONGREGATIONAL MEETING
AND ANNUAL MEETING OF
STARMOUNT PRESBYTERIAN CHURCH, INC.**

February 4, 2018

AGENDA

MISSION STATEMENT

Called to Worship, Empowered to Serve.

VISION STATEMENT

We will build a church family which:

- Invites and welcomes others who seek to know and serve God;
 - Discovers and develops individual and collective gifts and talents; and
 - Equips individuals for service in our church, our community and the world.
1. Call to Order/Quorum
 2. Motion to run the corporate and ecclesiastical annual meetings concurrently
 3. Highlights of 2017 – Kathryn Campbell, Acting Moderator
 4. 2017 Finance Report – Kathie Tiedeman, 2017 chair of Finance Committee
 5. Motion to approve the Session proposed 2018 compensation packages for the pastor and associate pastor - Kim Dawson, chair of Personnel Committee
 6. Acknowledgement of 2018 budget – Jack Barry, 2018 chair of Finance Committee
 7. Motion to elect 2018 Congregational Nominating Committee:
Drake Dowler, Matt Winters, Cuyler McKnight, Betty Wade, Betsy Bullard,
Debbie Stubbs, Isabelle Gustafson.
 8. Adjournment

**STARMOUNT PRESBYTERIAN
2017 STAFF**

Ministers: All the Members of the Church
Rev. Ray Mims, Transitional Pastor (through 4/30/17)
Rev. John Muse, Bridge Interim Pastor (6/5/17–1/9/18)
Rev. Dr. Kathryn G. N. Campbell, Associate Pastor
Rev. Dr. Ken Meeks, Jr., Parish Visitor
Rev. Dr. George C. Carpenter, Pastor Emeritus
Becky Deakins, Communications Coordinator
Cindy Lee, Preschool Director and Children's Ministry Director
Robert Overman, Director of Worship Arts
Michael Parker, Organist/Pianist
Laura Roberson, Lillian Steele Resident for Youth & Young Adults (effect. 8/25/17)
Lauren Shook, Youth Assistant (through 8/2017)
Billie Toney, Accounting Clerk
Brenda Triplett, Administrative Office Manager
Leslie Webb, Director of Congregational Fellowship (through 12/31/17)
Libby Wilson, Director of Finance & Administration
Mem 'Y, Custodian
Edoh Folikouevi, Bus Driver

2017 SESSION MEMBERS

Barbara Newbauer, Clerk of Session

COMMITTEE CHAIRS AND LIAISONS

2017

Cynthia Dixon, Worship & Music
Connie Fowler, Worship & Music
Frances Gallagher, Fellowship
Josh Nelson, Personnel
Jennifer Overman, Evangelism & Mbr.
Gai Riak, Preschool
Kathie Tiedeman, Finance

2018

David Buchanan, Worship & Music/Youth
Austin Campbell, Faith Formation
Kim Dawson, Personnel/Asst. Clerk
April Hamilton, Evangelism & Mbr
Anna Lewis, Youth
Mary Vigue, Faith Formation
Chris Wilson, Evangelism & Mbr

2019

Drake Dowler, Building & Grounds
Elaine Gustafson, Endowment/Fellowship
Barbara Newbauer, Clerk of Session
Susan Porter, Faith Formation/Youth
Lauren Shook, Caring Ministries
Matt Winters, Mission/Cong. Nominating

Officers of Starmount Presbyterian Church, Inc.

David Buchanan, President
Drake Dowler, Vice President
Barbara Newbauer, Secretary
Kathie Tiedeman, Treasurer

¹BYLAWS

STARMOUNT PRESBYTERIAN CHURCH
GREENSBORO, NORTH CAROLINA

APPROVED BY THE CONGREGATION ON MAY 22, 1994

Article I: Statement of Mission

Called to Worship, Empowered to Serve

Article II: Our Vision

We will build a church family which invites and welcomes all who seek to know and serve God; discovers and develops individual and collective gifts and talents; and equips individuals for service in our church, our community and the world.

Article III: Relation to the Presbyterian Church (U.S.A.)

Starmount Presbyterian Church is a member church of the Presbytery of Salem in the Synod of Mid-Atlantic of the Presbyterian Church (U.S.A.).

Article IV: Governance of the Church

This church shall be governed in accordance with the *Constitution of the Presbyterian Church (U.S.A.)*. Consistent with that constitution, these bylaws to the extent that the same be consistent with the provisions of the current edition of the BOOK OF ORDER (Part II) which is hereby deemed paramount in the event of conflict, shall provide specific guidance for this church. Robert's Rules of Order shall be used for parliamentary guidance.

More detailed information regarding specific committees of the church and the organization summary of the Session is contained in the "Starmount Presbyterian Church Organizational Summary" which may be amended, as needed, by the Session.

Article V: Meetings of the Congregation

There shall be an annual meeting of the congregation on or before the last Sunday in February for the transaction of any business properly coming before such meeting.

Special meetings of the congregation may be called by the Session. Public notice of the time, place, and purpose of all meetings of the congregation shall be given at least ten (10) days in advance, which shall include two successive Sundays.

¹ Revised: September 9, 2012 and September 24, 2017

A quorum shall consist of the moderator, secretary, and one-tenth of eligible voters. The secretary shall determine that a quorum is present.

All members on the active roll shall be eligible to vote at all congregational meetings. Voting by proxy is not allowed.

The pastor shall moderate the meetings. If the church is without a pastor, the moderator of the Session, as appointed by the presbytery, shall preside. If the pastor is unable to be present or if it is otherwise expedient, a member of the Session may be invited to preside.

The clerk of the Session shall be secretary of the meetings of the congregation. If unable to attend, an assistant clerk from the Session shall be the secretary. If both the clerk and assistant clerk are unable to attend, the congregation shall elect a secretary for the specific meeting. The minutes of the meeting recorded by the secretary shall be attested by the moderator and secretary and posted in the minutes book of the Session.

Article VI: Elders

There shall be fifteen (15) ruling elders divided into three equal classes, one class of whom shall be elected each year at a congregational meeting for a three-year term except in consideration of occasions when a youth candidate or unusual circumstances may move the Congregational Nominating Committee to present a slate bringing the total to no more than seventeen (17) elders. Unless filling an unexpired term, the elder will serve with the most recent class. No ruling elder shall serve on the Session for consecutive terms, either full or partial, aggregating more than six years; but shall be ineligible to be elected to a new term until one year shall have elapsed.

Vacancies on the Session may be filled at a special meeting of the congregation or at the annual Meeting, as determined by the Session.

Article VII: Incorporation

In accordance with the laws of the state of North Carolina, the congregation shall cause a corporation to be formed. Consistent with the laws of this state, both ecclesiastical and corporate business may be conducted at the same meeting of the congregation.

Since the pastor is not a member of the corporation, a member of the Session shall be invited to moderate the meeting when corporate matters appear on the agenda. The elders serving on the Session shall serve at the same time as trustees of the corporation. More detail regarding the corporation is provided in the "Articles of Incorporation" for Starmount Presbyterian Church, Inc.

Article VIII: Nominating Committee

There shall be a representative Nominating Committee formed in accordance with the Book of Order to provide nominations to the congregation for positions such as elder, pastor nominating committee member, and other positions deemed necessary by the Session.

There shall be seven (7) members of this committee. Two members of this committee shall be active members of the Session, one of whom shall be appointed by the Session as the committee chair. The other five members shall be nominated by the previous Nominating Committee on or before October 31 of each year.. Additional nominations may be made by any eligible voter.

The membership of the Nominating Committee shall include men and women, giving fair representation to persons of all age groups and of all racial ethnic members of the congregation. Only active members shall serve on the committee. The pastor serves on the committee, ex-officio and without vote. A new committee shall be elected each year.

The Nominating Committee shall bring nominations to the congregation each fall for the exact number of positions to be filled. Additional nominations may be made from the floor by any eligible voter with the prior consent of the nominee.

Article IX: Amendments

These bylaws may be amended subject to the "Articles of Incorporation," the laws of the state of North Carolina, and the *Constitution of the Presbyterian Church (U.S.A)* by a two-thirds vote of the voters present, providing that the proposed changes in printed form shall have been distributed in connection with the call of the meeting.



PRESBYTERIAN
CHURCH (USA)

Annual Statistical Report
CHURCH RECORD FOR 2017

PIN NUMBER 21341

Presbytery Number 584

Church: Starmount Presbyterian Church

Address: 3501 W. Market St.

City / State: Greensboro, NC 27403

Church Phone: 336-299-8131

Email Address: info@starmountpres.org

Internet Web Site: www.starmountpres.org

Membership

Prior Active Members: 383

Gains

17 & Under: 2
18 & Over: 7
Certified: 10
Other: 2

Losses

Certified: 4
Deaths: 8
Other: 0

Total Gains: 21

Total Losses: 12

Total Active Members: 392

Baptized: 46

Other Participants: 30

Total Adherent Members: 468

Female Members: 233

Average Attendance: 184

Affiliate Members: 1

Baptisms

Child Baptisms: 5

Adult Baptisms: 4

Officers

Male Session: 6
Female Session: 13
Male Deacons: N/A
Female Deacons: N/A

Age Distributions of Active Members

		<u>Male</u>	<u>Female</u>
25 - Under:	46	17	29
26 - 45:	77	38	39
46 - 55:	28	10	18
56 - 65:	60	26	34
Over 65:	181	68	113
Total:	392	159	233

People with Disabilities

Hearing: 7
 Sight: 1
 Mobility: 5
 Other: 4

Christian Education

Birth - 2: 7
 Ages 3-5: 12
 Grades K-2nd: 14
 Grades 3rd-5th: 12
 Grades 6-12th: 17
 Ages 18-39: 41

 Teachers: 34

Racial Ethnic Breakdown	Membership	Elders	Male	Female
Asian	3	0	2	1
African	8	0	2	6
African American	4	1	3	1
Black	1	0	1	0
Hispanic	0	0	0	0
Middle Eastern	0	0	0	0
Native American	0	0	0	0
White	376	18	151	225
Other	0	0	0	0
Totals	392	19	159	233

Budget Figures

Potential Giving Units: 226
 Budgeted Income: \$816,000
 Budgeted Expense: \$816,000

Receipts

Regular Contributions: \$696,755	Bequests: \$ 5,000
Capital Building Fund: \$ -0-	Other Income: \$ 17,909
Investment Income: \$ 80,907	Subsidy or Aid: \$ -0-

Expenditures

Local Program: \$647,155	Per Capita Apprt: \$ 10,000
Local Mission: \$ 87,702	Validated Mission: \$ 8,760
Capital Expenditures: \$ 55,835	Theological Fund: \$ -0-
Investment Expense: \$ 7,601	Other Mission: \$ 41,841

Membership Changes

New Members

Letters of Transfer - 10

- Jack Barry, III
- Kelsey Barry
- Timothy Guzewicz
- Hannah Guzewicz
- Pat Magnuson
- Cuyler McKnight
- Steve Royal
- Carol Royal
- Russell Walker
- Diane Walker

Reactivations – 2

- John Dowler
- Carla Dowler

Reaffirmations of Faith - 7

- Orlando Brooks
- Brenda Campbell
- Carolynn Campbell
- Fred Campbell
- David Goltare
- Rebecca Gray
- Sean Griffith

Professions of Faith – 2

- Hannah Bursey
- Sophie Vachon

Baptisms - 9

- Ewan Gordon Barry
- Orlando Brooks
- Jay'Seon Brooks

- Brenda Campbell
- Bennett James Chang
- Rebecca Gray
- Sean Griffith
- Penelope Jane Guzewicz
- Jane Perry Shoffner

Births – 1

- Jane Perry Shoffner

Marriages - 0

Deaths - 8

- Ruth M. Cochrane
- Florence Crutchfield
- Norman H. Garrett, Jr.
- Mark Nadler
- Grant Reese
- Bruce H. Stafford
- George L. Stanton
- Charles (Reed) Ulmer

Transfers -

- John Dowler
- Carla Dowler
- Alice Schick
- Bruce Schick

Removed from Rolls – 0

Inactives – 0

FINANCIAL SUMMARIES

Statement of Operating Revenue and Expenses

Balance Sheet and Supporting Schedules

STAFF REPORTS

Rev. Dr. Kathryn G. N. Campbell, Associate Pastor

2017 was another great year of observing how the Holy Spirit is working, moving, living, and breathing in the life of this great church family through the transitions the congregation has endured. The love, support, energy, and excitement at Starmount hasn't waned since my start here at Starmount in 2009.

Here are just a few of the highlights of the past year in which God has blessed us and helped our church to grow:

- Children and Family Ministries grew leaps and bounds, with many new families with young children calling Starmount their church home in 2017.
 - **Cindy Lee** continued her role as Starmount's Director of Children and Family Ministry with great success; it's been a blessing to have her in the role in addition to her role as the Director of Starmount Preschool.
 - **Children and Family Events** continue to attract high attendance as children continue to build friendships while watching their parents do the same.
 - Starmount Preschool continues to grow and prosper. Preschool families continue to learn about the wonderful ministries going on upstairs on Sunday mornings, including worship and participating in Kickoff Sunday activities, the Fall Festival, Christmas Eve worship and dinner, Breakfast on the Playground, and other great family-friendly activities.
 - **Preschool and Elementary-Age Sunday School** continues to nourish the hearts and minds of the youngest of our church family. The three classes for these age groups continued with the Augsburg Fortress Publishing House curriculum called Spark, which the children look forward to every Sunday.
 - Preschool Sunday school (for 3 and 4 year-olds) is led by a wonderful team of volunteers who provide the children with a bible story and great crafts.
 - Elementary-aged children continued their classes in two groups: Kindergarten – 2nd grade and 3rd-5th grade. The K-2nd grade class meets during worship on the 2nd, 3rd, 4th, and 5th Sundays. The 3rd-5th grade class continues to meet during the education hour.
- The church sponsored the **Spring Festival** for the first time. Being held on Easter Saturday, those in attendance enjoyed the Easter Egg Hunt a day early, as well as an interactive "Stations of the Cross" activity that families could do together to understand the events of Holy Week and Easter.
- **Youth and Young Adults** welcomed Laura Roberson, the first *Lillian Steele Resident for Youth and Young Adult Ministry* to Starmount in August. Laura's energy, enthusiasm, and leadership has been a great benefit to both the staff and the youth and young adults of Starmount.
- **UKirk Greensboro** continues to be a blessing for both the Starmount and college communities in Greensboro. At the end of the 2016-2017 academic year, I concluded my direct responsibilities as Chaplain with the ministry. The ministry's leadership also shifted in its Director role: Rev. Dr. Kate Guthrie completed her role as Interim Executive Director and Rev. Katie Barrett Todd was hired as UKirk's new Executive Director, beginning her ministry in August.
- The **Evangelism and Membership Committee** assisted in welcoming **nineteen** new members to Starmount during this year. With the assistance of products

Associate Pastor continued

produced by Sarah Bain and the *Knit One, Pray Too* group, the Committee began distributing gift bags with church information to first-time visitors as a way to say “thank you” for attending. What a wonderful witness to the way that Starmount is being welcoming and nurturing to all who enter its doors; people are finding Starmount the place they can call “home”.

On a personal note, I find myself reflecting on how much I continue to grow individually and professionally, thanks to the love and support of everyone at Starmount. Thanks to the love, support, and encouragement of my family, friends, and this congregation, I successfully completed my Doctor of Ministry degree. 2018 looks to be a wonderful and exciting year – I’m looking forward to how God is going to be using me and this congregation!

Robert W. Overman, Director of Worship Arts

The Music Ministry of Starmount was blessed by many participants and events in 2017 and was hopefully a blessing to the congregation at Starmount in their worship this past year.

- The highlight for the Starmount music ministry was the composer weekend spent with Joseph Martin from December 15 – December 17 with a Friday night rehearsal, a Saturday dress rehearsal with orchestra and a Saturday night recital by Joe, followed by Joe leading our choir and orchestra in *Invitation to a Miracle* on Sunday morning, December 17, in worship with the largest attendance of the year. A working weekend with a great artist / composer such as this has ripple effects for months and even years thereafter. We will benefit from this time with Joe in all our music moving forward!
- The **Chancel Choir** led musical worship in most of our services throughout the year. We ended the year with 37 choir members, 35 of whom are able to participate throughout the year and 33 of whom participated in our special Advent / Christmas music, representing overall growth and an increase in numbers from the same time last year! Despite the changes and other challenges, the Chancel Choir grew from 34 members to 37 members.

GROWTH

- Our handbell ministry, **Starmount Ringers**, has maintained its numbers of participants and has members ranging in age from 16 – 70+, playing a variety of music ranging from moderate to difficult. Ringers have demonstrated their mastery of the art form in their contributions to worship throughout 2017.
- ### MAINTAINED
- Our **Children's Choir** continues to change and grow, and has graced us with music in several services throughout the year, culminating in our Christmas Eve Family service for which they provided a short musical "The Friendly Beasts". This group continues to expand and we hope to have more regular attendance and participation from all of those who took part in our Christmas Eve celebration. **GROWTH**
 - Our **Youth Ensemble** has evolved into the **Starmount Ensemble**, which has sung in worship on several occasions, most recently in both Christmas Eve services. We look forward to utilizing this group more in worship moving forward. **NEW GROUP**
 - The 33rd anniversary of our **Bach's Lunch** series was extremely successful in attendance and support. We again had approximately 1,000 people in attendance during the week and received approximately \$3,000 in donations. We look forward to another banner season as we celebrate 34 years this coming March!
 - For **Lent and Easter**, we joined forces with Jamestown Presbyterian Church for the Easter portion of Messiah, by G.F. Handel. The two choirs so enjoyed this collaboration that the service was held in its entirety at both churches, Jamestown on Maundy Thursday and Starmount on Good Friday. Jon Brotherton conducted the services at both churches while Robert Overman sang as baritone soloist. This reduced the cost for guest musicians as all costs were shared and only one rehearsal was necessary for both services. This

Director of Worship Arts continued

collaboration has proved to be so popular and successful that the choirs will again collaborate for Lent / Easter this year with Joseph Martin's *The Lenten Sketches*. This will be offered in worship on Maundy Thursday evening at Jamestown PC and on Good Friday evening at Starmount with Robert Overman conducting both services.

- Many guest instrumentalists enhanced our worship and several guest choirs and other groups presented music in our sanctuary. Most recently the **Weaver Chorale**, a select ensemble from the Performing and Visual Arts high school in our area, presented a concert for Advent. Fresh from their successful competition at Disney World, this young choir presented an impressive program of seasonal music for a very appreciative audience in early December. We will continue this collaboration as a regular event in Starmount's Advent season. We also enjoyed our annual visit from **Market Street Brass**, an ensemble that has been a regular part of Advent at Starmount.
- **Michael Parker** was once again a vital part of our musical worship at Starmount with his consummate musicianship and great versatility on both piano and organ.
- We celebrate other Starmount soloists and ensembles sharing their music in worship this year including Jonah and the Small Fries, who provided worship music on several occasions, soloists including Stephen Hale, Eynne Franklin, April Hamilton, Bill Frisch, Rhonda Overman, Jennifer Overman, Mary Overman, Richard Porter, Karena Porter, Claire Pegram, Michael Parker, piano and organ and Johnny Burris, bagpipes. We have also been blessed with guest soloists Alicia Campbell, flute, Edoh Folikouevi, percussion, Wiley Sykes, percussion, Wally West, saxophone, and Gary Anderson, euphonium, among others.
- The Chancel Choir had the great honor of celebrating the lives of two of our members in their memorial services, Norm Garrett, whose memorial service was held at Starmount and Flo Crutchfield, whose service was held in the chapel at Whitestone. We were honored to be asked to take part in the services celebrating the lives of these two very special Starmount members.
- Finally, we closed our special music in 2017 with dual anthems in every service of Advent by the Starmount Chancel Choir, the Starmount Ringers, the Starmount Children's Choir and the Starmount Ensemble. We enjoyed two incredibly moving and meaningful services on Christmas Eve with special music, ensemble and soloists, leaving us with both musical fulfillment for the season and joyful anticipation of the celebration of Christ's birth and the coming of a new year!
- My profound thanks to all those who participated in Starmount's music in 2017. We were indeed richly blessed and look forward to our worship through music in the year to come!

Blessings and thanks to all!



Robert W. Overman, Director of Worship Arts

Becky Deakins, Communications Coordinator

As Communications Coordinator, I direct internal communications to the congregation and external communications to draw community members to the church. These include weekly email blasts and service and worship slides, as well as seasonal direct mail, website updates, social media and public relations as needed. I also manage photography and assist with communications produced by other staff and committee members at their request.

Ongoing:

- Created and sent out *This Week at Starmount* weekly e-mails.
- Created PowerPoint presentation of weekly announcements for Sunday services.
- Created PowerPoint presentation for worship services.
- Updated website with particular attention to the homepage featured items, upcoming events, and recent news sections.
- Updated pew pads with upcoming events monthly.
- Assembled gift bags for visitors which include a packet of information about the church, handmade mugs and a prayer square in attractive packaging.
- Managed a consistent look for printed materials in keeping with our website design.
- Posted information, articles, calendar events and pictures to Starmount's Facebook page.
- Managed the Preschool's weekly emails and assisted with marketing for Starmount Preschool.
- Attended weekly staff meetings and monthly Membership & Evangelism Meetings.
- Worked closely with staff and church members to create communications for events.

Projects:

- Produced 3 seasonal direct mail pieces (Lent/Bach's Lunch, Summer/Kick-off Sunday & Advent) to promote Starmount events to church members, regular attenders, visitors and new homeowners using a consistent "brand" look that is consistent with our website.
- Purchased a Starmount tent printed with our logo for use at events like Fall Festival, Spring Festival and Music in the Park.
- Designed fliers and information packets for distribution to prospective visitors at Starmount community events – Spring/Fall Festival, VBS, Consignment Sales, etc.
- Interviewed vendors for our 2018 Pictorial Directory, coordinated family photo sessions for members and managed design of our new directory.
- Pulled quotes and made recommendations for 2018 budgeting of projects like a new pocket folder, trifold brochure, photography needs and adding televisions to run slides of upcoming events throughout the building.

SESSION COMMITTEE REPORTS

Administrative Committee

Committee Members:

Jennifer Dowler (Chair), Slade Lewis, Parks Williams, Barbara Newbauer, Mary Palmieri, Bryan Toney,

Staff Liaisons: Ray Mims (Jan – May), Kathryn Campbell, John Muse (June-Dec)

Duties and Responsibilities:

1. To coordinate the Sessional Committee Structure, including officer training and placement.
2. To ensure the continuity of experience and knowledge, and to anticipate long term needs and direction of the church and membership.
3. To oversee the responsibility for the Office and Administrative budget.
4. To manage the insurance policy for the church.

2017 Accomplishments:

- Conducted a Session/Staff Retreat on January 4, 2017.
- Held a successful committee chair orientation on January 15, 2017 and distributed committee descriptions to be revised and updated.
- Held a Winter Fellowship for Session and Staff at Tammy and Slade Lewis' home on February 3, 2017 including the outgoing class of 2016 along with the 2017, 2018, and 2019 classes and their spouses.
- Approved request for replacing the church-wide phone system funded through a Lillian Steele grant.
- Initiated a financial review process led by Barb Newbauer, Jim Fisher and Kevin Kattmann. The process took months as the group developed a format for the annual financial audit creating a Manual of Financial Procedures. It culminated in eight recommendations that were sent to Session.
- Approved the purchase of a pastoral robe and stoles for Parks Williams which were presented to him at his installation as lay pastor of Pleasant Grove Presbyterian on March 19, 2017.
- Initiated the process to resolve the conflict between the By-Laws and Organizational Summary regarding the number of elders on Session. This resulted in a Congregational Meeting on September 24, 2017 to approve adjusting the number to 15 elders divided into three equal classes plus youth elders as invited.
- Approved maintenance work and new tires for bus.
- Held second committee chair meeting on April 2, 2017 with lots of good discussion about communication among committees.
- Held Volunteer Appreciation Brunch on May 2, 2017 to honor our many volunteers.
- Assumed budget oversight for our new Church Historian position filled by Mary Jane Conger.
- Provided the initial newsletter article titled "What does the Administrative Committee Do?"
- Agreed to gift Ray Mims with the computer peripherals (keyboard, mouse, monitor) that he has been using as he retires.

Administrative Committee continued

- Held third committee chair meeting on June 11, 2017 with Libby Wilson educating us on understanding financial report and explaining designated, restricted, and endowment funds.
- Set dates for the election, training, examination and ordination/installation of officers for the class of 2020.
- Approved purchase of a laptop for use by the Lillian Steele Resident for Youth and Young Adult Ministry and replacement of Communications laptop after it was damaged.
- Planned Session Retreat led by Steve Royal focusing on leadership and team development. The retreat was held at River Landing on October 28 and a follow up on November 5.
- Planned and conducted the Officer's Training in October 2017.
- Assigned 2017 committee chairs and liaisons.
- Submitted three Lillian Steele grant requests that were approved. Requested \$6300 to replace the computer server for the church, \$2500 for 2018 Session Retreat, and \$1200 materials for the historian.
- Hosted a Town Hall meeting on October 29, 2017 in conjunction with the Personnel Committee to celebrate and reintroduce our staff to the congregation. Over 100 persons attended.
- Held the fourth committee chair meeting on December 3 where we discussed recommendations on how to assure information passes from one chair to the next.
- Scheduled College of Elders initial meeting for March 3, 2018 followed by Session Retreat.
- Reviewed budget and approved requests for 2017.

Submitted by Jennifer Dowler, Chair

Building and Grounds Committee

Committee Members:

Gary Anderson (Chair); Exum Bailey, Stan Dixon, Drake Dowler, Susan Klaiber, Ray Shelton, David Stubbs, Billie Toney (Staff Liaison), Helen Wood.
Affiliates: Cynthia Hunt, Joy Kronenfeld, Peggy Smith

Purpose: Maintain the equipment and real property of the church.

Duties and Responsibilities of the Committee:

1. To provide a schedule for equipment and custodial maintenance.
2. To maintain and advocate use of the Columbarium.
3. Oversee use of the facility by outside groups.
4. Have regular meetings and report activities through Minutes of the meetings and other forms of communication.
5. Recommend major repair or facility needs to Session.
6. Maintain liaison with other SPC committees and staff as to their needs and concerns regarding the facility.

2017 Accomplishments:

- Planned and implemented "Starmount Beautiful" landscaping plan, spearheaded by Susan Klaiber.
- Repainted chapel inside (including pews) and outside. Discussed larger scale renovation and Fellowship entry area, deferred.
- Filled cracks in driveway and parking lot to extend life of paving.
- Worked with Garden group to provide several small improvement projects. Studied feasibility of combination shed, bus shelter and recreation facility, for Lillian Steele grant funding. This was considered not feasible.
- Rebuilt the chilled water recirculating pump for the sanctuary system chiller, a significant project.
- Replaced door at library, which was damaged.
- Extended contract with Y'Mem for landscape maintenance.
- Added mulched areas to landscaping plan along Market St.
- Repaired problem with church sign.
- Repaired several glass and hardware problems.
- Added timers on exterior lights, for security and safety at night.
- Replaced old outdated exit lights; misc. repairs required by Fire Marshal.
- Trimmed trees overhanging Fellowship Hall.
- Studied possible removal of old boiler- judged to be too expensive.
- Several roof leak problems were repaired.
- Completed bathroom project on 100 level.
- Organized Spring Workday which was exceedingly well attended. Primarily, pruned landscaping and cleaned out old Boy Scout Room (120) in preparation for renovation.
- Renovated storage room 120 – new floor; paint, misc. repairs.
- Renovated room behind new bathrooms- cleaning, blinds, paint.

Building and Grounds continued

- Renumbered several rooms that were missing numbers.
- Repaired (presumably) problem of water intrusion into an electrical conduit at old boiler room.
- Cleaned and partially repainted preschool entry area-phosphorescence.
- Cleaned brickwork at Columbarium – phosphorescence and mildew.
- Repaired ceiling damage from old roof leak in Sanctuary over the piano.
- Planned for change-out of old, inefficient bulbs around church, partially funded by Duke Energy credits. This is projected to save a substantial amount on our electric bills. Project cost of \$10,500 was approved for a Lillian Steele grant, to be implemented in 2018.

Caring Ministries Committee

Committee Members: May Williams (Chair), Evelyn Garrison (Secretary), Steve Blackwood, Marcia Carmichael, Stan Dixon, Claudel Lassiter, Susanne McIntire, Evelyn Nadler, Ann Parks, Gwen Ratterree, Barbara Spencer, Lila Tunstall, Parks Williams.

Staff Liaison: Rev. Dr. Ken Meeks; **Session Liaison:** Lauren Shook

Purpose:

- To provide support, encouragement, and love to our church family;
- To keep in touch through visits, cards, and phone calls with home and facility-bound members;
- To maintain relationships with those members of our Starmount family who are no longer able to attend services/events on a regular basis; confidentiality is always maintained;
- To visit local hospitals if requested by family;
- The committee realizes that there are many caregivers in the church. No committee can replace the loving care church members extend to one another.

2017 in Review:

- There were continued relationships with approximately 35 home or facility bound Starmount members on a regular basis.
- Flowering plants were provided at Easter, in the fall, and at Christmas. Communion was made available during the Easter and Christmas visits. However, communion was available at **any** time upon request. Also upon request, church bulletins were mailed on Mondays by Brenda Triplett to home and facility bound members. Committee members were encouraged to deliver updated church directories and Advent Devotional Booklets to those they visit.
- Hospital visitation was limited to those we know are going into the hospital. Members of the church are encouraged to notify the church office before they or a family member are going to the hospital.
- Sentimental Journey (13th anniversary) was held on May 21st recognizing our members who are 80 years of age and older. Close to 100 honorees, family members and church members attended. The catered meal was done by Culinary Visions and "Let's Sing", a popular barbershop quartet, provided excellent entertainment. Committee members worked very hard "behind-the-scenes" in order to have a successful Sentimental Journey.
- Ken Meeks, the church's Parish Visitor and our staff liaison, provided wonderful support to the committee during the year. He faithfully visited church members and provided monthly reports to the committee.
- The Caring Ministries Committee continued to take responsibility for the knitting program, "Knit One, Pray Too". Funding was provided by the committee.
- In June, May Williams, chair of the committee, wrote an article highlighting the responsibilities of the Caring Ministries Committee for the church newsletter.

Endowment Committee

Committee Members: John Tyson (Chair), Elaine Gustafson, Gary Anderson, Mitchell Hunt, Salem Bullard. Ray Mims and Libby Wilson (Staff Liaisons)

Purpose:

To advise Session concerning the investment and management of the restricted funds which compose the SPC Endowment. The EC also makes recommendations to Session for the use of said funds for church purposes. The EC is charged with educating the congregation about the Endowment and the Carpenter Legacy Society.

- As of September 30, 2017, the value of the endowment was \$1,040,691.50 with 81.53%, \$848,519.33 invested in stocks and 18.47%, \$192,172.17 being in bonds. The funds are rebalanced annually when the approved distribution is withdrawn to the currently approved ratio of 80% stocks and 20% bonds. If market conditions warrant it, additional rebalancing and/or investment changes are made during the year.
- EC recommended that a distribution of approximately \$52K from the Endowment be made to the church for 2018. This is consistent with the 2017 distribution.
- The Endowment Committee is tasked with oversight of the Steele Bequest. The committee continues to work to manage the stock and cash.

Respectfully submitted by John Tyson

Evangelism-Membership Committee

Committee Members: April Hamilton (Chair), Jennifer Dowler, Carol Carpenter, Jennifer Overman (Elder Liaison)
Becky Deakins, Kathryn Campbell, Ray Mims (Staff Liaisons)

Purpose:

As its name implies, the Evangelism and Membership Committee's mission is two-fold: to attract visitors/potential new members to become active participants in the life of the church and to support the current membership by encouraging involvement and participation in the life of the church. The committee defines "Evangelism" as a focus on community outreach to 1) serve the community and 2) invite the community to Starmount and "Membership" as a focus on church involvement of members and regular attendees. The process of inviting guests, welcoming guests and suggesting membership is both evangelism and membership.

The area of Communications falls under Evangelism and Membership and supports the above stated mission by utilizing internal and external communications channels to share information and engage with members, regular attendees, visitors and the community at large.

Highlights for 2017:

Communications: Becky Deakins, our communications coordinator, attends our meetings. Becky has been instrumental in developing gift bags for visitors in addition to designing quarterly mailers, handling the website, producing the weekly "This Week at Starmount," preparing slides for worship, maintaining online calendars, and keeping social media updated.

- **Post cards** are mailed to members, visitors, and new households seasonally.
- **Visitor gift bags** including mugs thrown by Sarah Bain are now available at the Welcome Desk for visitors to take home.
- **Website analytics** are reviewed monthly to monitor website usage.
- **Pictorial Directory** photo sessions began in October. Directory will be published shortly after new pastor begins in February.
- **Committee articles** are included in the Star Press to explain and promote committee work.
- **Starmount polo shirts** were made available during this year.
- **Website photo galleries** are reviewed monthly to keep the website fresh.
- **Tent canopy** was purchased to use at outdoor activities.
- **Lillian Steele Grant** was approved for TV monitors to support streaming video and a rotating slide show to constantly promote Starmount opportunities and activities to visitors and others who use our church facilities.

Evangelism-Membership continued

Evangelism:

- The committee monitors visitors and invites repeat visitors to attend a **new member luncheon** and class. A multi-week class for new members is set to begin in 2018.
- **Welcome desk volunteers and greeters** within the Narthex, at the front door, and in the parking lot help visitors and members by welcoming them and answering questions.
- **Sundae Hymn Sing** was held on June 4 in conjunction with Worship & Music. April led 45 minutes singing favorite hymns before moving outside to enjoy ice cream sundaes.
- **Advent Hymn Sing** in December was led by April as well.
- **Spiritual Exploration Initiative** is an educational and experiential program for faith development that Jim Fisher is researching.

Membership:

- **Multi-week absences** are being reviewed by Jim Fisher and shared with the committee for follow up.
- **Just Lunch** is a program that invites members (and guests) to come to lunch at a restaurant after worship on the third Sunday of the month.
- **Bus Ministry** provides transportation for members who cannot get to worship on their own.
- **Yoga Classes** are offered six times a week with two chair classes for those who cannot get on the floor, one "Out of the Chair" class to bridge between chair and active classes, two intermediate classes, and one co-ed class.
- **Connections**, a table fellowship involving new members, began by connecting new members with "seasoned" members over meals. We reviewed resource material from *Beyond the First Visit* by Gary L. McIntosh targeted at bridging the visitor to membership gap.
- **New Member Classes** are planned for 2018 to provide a more structured, multi-week program during the Sunday School hour.
- **Progressive Dinner** designed to promote closer relationships within neighborhoods was attempted in October, but cancelled because of lack of participation.
- **19 new members in 2017!**

Faith Formation Committee

Committee Members: Susan Porter (Chair), Gaye Brown, Kathryn Campbell (Staff), Megan Chandler, Mary Jane Conger, Kathryn McCrary, Cindy Lee (Staff)

Purpose:

The Faith Formation Committee is responsible for the development, execution, and oversight of all programs related to the Christian Education of all ages of the Starmount family (birth-adult).

Activities and Accomplishments from 2017:

- Oversaw church school programs for all ages including a variety of studies, video, discussion, some using Thoughtful Christian.
- Provided activities for families such as Breakfast on the Playground for pre-k to 4 year-old students and their parents and Parents' Night Out with youth assisting.
- Organized and participated in Easter activities, including Spring Festival and Easter breakfast.
- Provided support for Vacation Bible School which included 82 participants, 56 from the community.
- Supported the opening of the new church school year including tags for Blessing of the Backpacks.
- Oversaw Confirmation class for two participants.
- Created, received, and reviewed applications for the Youth Fund Scholarship and the Bob and Irene Hood Scholarship and awarded scholarships for each.
- Organized and provided Sunday School Breakfast as needed.
- Presented and approved Milestones for Children Booklets.
- Provided support for the church library.
- A Covenant Bible Study was completed by six participants in three eight-week sessions.
- Organized Advent Bible School, which in addition to being a great success, also provided a great opportunity for families and youth to work together.

Fellowship Committee

Committee Members: Frances Gallagher (co-chair), Elaine Gustafson (co-chair), Carollynn Campbell, Jean Fisher, Evelyn Nadler, Karen Smith, Nancy Wallace, Leslie Webb (staff)

Purpose and Duties:

The Fellowship Committee builds and sustains the church family through church fellowship activities designed for all ages. Fellowship plans are continually communicated through announcements in church, in newsletters, on the website, and on the Fellowship bulletin board. The Fellowship Committee also maintains a liaison with other Starmount committees and staff, and assists them with special events, receptions and special recognitions as needed.

2017 Activities and Events:

- Souper Bowl of Caring lunch
- Mardi Gras Celebration dinner and Bingo
- Ash Wednesday dinner
- Wednesday dinners and programs throughout Lent
- Lemonade on the Porch on Sundays after worship (June through August)
- Assist with coffee on Sunday mornings
- Grasshoppers baseball game
- Swim and tennis social at Hamilton Lakes Swim and Tennis Club
- Dinner at Liberty Oak followed by the movie *North by Northwest* at the Carolina Theatre
- Sunday Evening Concert in the Park with the Greensboro Concert Band at Lindley Park
- Kick-off Sunday cookout, picnic and activities on church grounds
- Wonderful Wednesday dinners and programs for the last three weeks of September and the first week of October
- Fall Festival with Trunk-or-Treat, PorterHouse food truck, the band, Cruize Control, hay ride and games
- Fall Family Retreat in November at Montreat
- Hot chocolate and cookies for Weaver Chorale Advent Concert in December
- Christmas Caroling for church members in their homes (cancelled due to rain)

Finance Committee

Committee Members: Kathie Tiedeman (Chair), Drew Chandler, Keith Dawson, Jim Fisher, Jim Hooper, Frank McClanahan, Evelyn Nadler, Ben Parks, Libby Wilson (staff) Kathryn Campbell (staff)

Committee Description:

The Finance Committee ("Committee") is composed of at least one current member of Session and several additional members of the congregation of SPC, totaling no more than eight members. The required quorum for committee action is five. Members should have experience reading and understanding financial statements, and have a basic understanding of general finance and accounting principles, as well as sound business precepts. In the fourth quarter of each calendar year, the Committee reviews new pledge information from the Stewardship Committee together with church operating results, forecasts and historical trends prepared by the Director of Finance and Administration ("Director"). The Committee then provides support for the Director in the preparation of a draft budget for the following fiscal year. Following approval of the budget by the Committee, the Committee Chair and the Director present the new annual budget to Session for review and approval in January.

2017 Responsibilities and Tasks of the Finance Committee:

1. Provides guidance and oversight of the financial management of the Church;
2. Meets monthly on a recurring basis with the Director and staff liaisons to review the general operations of the church; specifically, the review includes (a) analysis of revenues and expenses and variances to budget; (b) balance sheet; (c) summary of restricted accounts; (d) summary of designated accounts; and monthly results of Starmount Preschool;
3. Solicits discussion and action items from each Starmount Committee for inclusion on the agenda of the monthly meeting of the Committee. By having advance notice of any agenda items submitted with supporting documentation, the members of the Committee believe that they are able to provide greater and clearer policy and funding support for church initiatives;
4. Supports the Director in the development of the annual budget recommendations for Session's review and approval;
5. Ensures adequate cash flow is available to meet fluctuating operating obligations;
6. Reviews special requests for major funding that may arise, independent of the annual budget process. If operating cash flow is insufficient to cover the expense, evaluates alternative sources of financing;
7. Schedules and oversees the collection of the weekly offering: it is counted securely under dual control in Room 414 following Sunday service by a member of the Committee and an Elder, and is placed in the safe for weekly deposit and recording;
8. Provides regular and frequent "eyes-only" oversight of the church's operating and investment accounts;
9. Participates in planning major fundraising campaigns, if and when necessary;
10. Provides other support for the church or for the Director such as special presentations to Session or Committees;
11. Assists the Director and pastoral staff in the preparation and presentation of annual financial reports to the congregation;

12. Provides financial oversight of the Starmount Preschool, including the monthly review of operating results;
13. Provides guidance and oversight of certain bequest funds such as the 5 year Ministry Grant Program of the Lillian Steele Bequest;
14. Develops and documents accounting policies and procedures for Starmount.

2017 Accomplishments:

Financial Performance of Starmount

Total operating revenues for 2017 were \$795,571 and expenses totaled \$795,458, producing a net surplus of \$113. This balanced performance resulted from both strong fiscal discipline by the various committees, and conservative oversight by the Finance Committee and the pastoral staff, especially over the last six months of the year. This operating result allowed the annual budgeted transfer from the Lillian Steele Bequest Legacy Fund to the operating account to be reduced by \$28,000. The balance sheet and liquidity position of the church remains strong, and remains debt-free.

Starmount Preschool ended their fiscal year, as of July 31, 2017, with a net deficit of (\$952). The Summer Stars program had excess revenues over expenses of \$4,245, which offset the Preschool program net operating deficit of (\$5,197). Starmount Preschool has recorded stellar results during the first five months of the current fiscal, with enrollment at full capacity, and wait lists for most classes. For the five months ended December 31, 2017 year-to-date net surplus is \$5,106 in excess of budgeted results.

Finance Committee Activities:

1. Oversight of the 2017 budgeting process, asking Session for approval to transfer \$55,000 from the Lillian Steele Bequest Legacy Fund to provide deficit funding during the prior difficult transition year. This was to be a one-time request for supplemental funds for an "asked" budget.
2. Oversight of the 2017 Lillian Steele Ministry Grant Program, which included formalizing the process for handling deviations from prior approvals.
3. Oversight of the 2018 Lillian Steele Ministry Program Proposals and submission to Session. The recommendation was also made to terminate the final two years of the Ministry Grant Program and merge the remaining earmarked and unencumbered \$124,171 with the Lillian Steele Legacy Fund so that these funds would be available, as needed, to support the overall mission of the church.
4. Committee gained two new members by the end of 2017, and lost two members. The membership continues at eight. Long-time Starmount and Committee member Bob Finley passed away.
5. Oversight of the funding for the lower bathroom and chapel renovation projects.
6. Monthly meetings early in the year focused on determining the best way to fund Buildings and Grounds emergency projects, and some funding was transferred from Capital Reserves.
7. Oversight of other bequest receipts and approvals for handling.
8. Continued oversight of Lillian Steele Bequest Legacy Fund and transactions of Exxon Stock.
9. Completion of the Lillian Steele Community Tithe Program by requesting Session approval to transfer the remaining \$20,000 to the Starmount Hunger Fund.
10. Management of Starmount's banking and investment accounts and consolidation of the accounts at Merrill Lynch.
11. Committee quorum was formally set at five.

Finance Committee continued

12. Working with the Administrative Committee on the Financial Audit, and initiating a Policies and Procedures Manual.
13. Committing the Sunday Collection Counting Schedule to an annualized process, and removing "human intervention" in the assignments.
14. Supporting the Director of Finance and Administration whenever possible.

Submitted by Kathie M. Tiedeman

Mission Committee

Committee Members: Neil Huffman (Chair), Linda Anderson, Cathy Coons, Tracie White, Evelyn Garrison, Pat Hall, Mark Hammer, Kevin Kattmann, Ray Mims (Staff), John Muse (Staff), Katherine Poole, David Stubbs (Session Liaison), Cilie Sutton, Hannah Vaughan, Matt Winters (Session Liaison)

Purpose:

The Mission Committee organizes SPC mission related activities locally, nationally, and internationally with a main focus at improving three areas, Hunger, Housing and Helping At-Risk Individuals.

Accomplishments – Internationally:

- The Mission Committee changed the name of "Refugee Re-Settlement" to "Emergency Assistance/Refugee Resettlement" in the past year to reflect our desire to help more than refugees in their time of need. In February, we helped re-settle Benjamin and Mabelle Ndouba, refugees from the Central African Republic. We have assisted a family setting up a home after leaving the YWCA Family Shelter. We have supported a refugee family, after the family lost their job due to medical absences, and Missions has helped two families in the community with items from the furnishings.

Accomplishments – Nationally:

- Starmount is active in Mission trips and took seven youth and two adults to Washington DC during spring break to learn about Gentrification within the city. That Regional trip was followed in the summer with a Construction trip to Chiapas, Mexico to live, work and worship in the village of Jol Sacjun for a week. Keep your eyes and ears open for the 2018 Mission.

Accomplishments – Locally:

- The Interactive Resource Center provides basic health service to the homeless in our community. The Mission Committee has donated funds to help support the medical clinic.
- Reading Connections is a non-profit agency whose mission is to help those who want to improve their literacy skills. People come to Reading Connections for a variety of reasons. Some simply want to learn to read better, others want to develop skills to help them get new or better jobs, still others want to learn to speak, read and write in English or to improve their math or financial literacy skills. Our contributions help with the training of volunteer tutors and supplying materials for them to use with their students.
- The SPC Community Garden with its crew of church members willing to get their hands dirty to feed the hungry has donated over 1300 lbs. of fresh, organic produce to Share the Harvest in 2017.
- Backpack Ministry is a partnership with Lindley Park Baptist Church to send bags of non-perishable food home on weekends with children identified as at-risk for hunger at Lindley Elementary School.

- **Triad Health Project** works to advance the well-being of people living with and affected by HIV/AIDS, many of whom are underserved and marginalized. They are dedicated to fighting the spread of HIV in the most impacted communities through preventative health education. THP's Higher Ground day center is a unique place of community for anyone impacted by the HIV epidemic. Clients receive therapeutic services at HG in a group setting. Our church provides lunches there once a month on the third Thursday. We also provide Christmas gifts and stockings for THP families.
- The Church started a new mission in 2016 which has continued into 2017 by providing education studies to youth in our community. The educators are members and non- members of Starmount who share a common vision to help at risk youth.
- The Missions Committee donates funds to help support the **Senior Wheels Program**, a part of Senior Resources of Guilford, that provides free medical transportation to senior adults over age 55 who are ambulatory and have no other means of reaching their medical appointments in Guilford County as well as regional medical facilities. There continues to be an increased need for this service.
- Most of us are familiar with Greensboro Urban Ministry (GUM). The Mission Committee particularly supports the Food Bank, Pathways and Beyond GUM Programs, which center around Missions' desire to focus on the hungry, the homeless and children in need.
- **The Food Bank Program** collects and redistributes more than 1 million pounds of food a year that would otherwise be discarded. Surplus food is salvaged from grocers, wholesalers and gardeners. Prepared and perishable food is collected from local restaurants and caterers. This food is then made available to partner agencies or given directly to as many as **110 households a day**.
- **Pathways**' mission is to provide a safe respite for 16 homeless families while they are searching for other housing. Each family has a private space with room to sleep, eat and shower. An average of 40 families is on the waiting list at any given time.
- The **Beyond GUM Program** serves individuals and families who are facing homelessness, are currently experiencing homelessness or are transitioning out of homelessness. This program serves guests in Weaver House, Pathways and Partnership Village with case management and financial support, helping them transition into permanent housing
- **Sanctuary House** is an agency that offers help to those with a major mental illness. They offer a daily activity program, counseling, and a supported employment program. Presently, they have about 65 people in the program.
- **The Shepherd's Center** is an organization for older adults. They offer many services such as:
 - Adventures in Learning which are classes on various subjects held three times during the year.
 - ShepNet - Computer classes for 55 and older, covers Windows, Security, Google and others.
 - Shepherd's Wheels: A program that offers rides to grocery store, bank, Post Office.

Mission Committee continued

- Shepherd's Trips: Various trips during the year for Seniors.
- Income Tax Preparation.
- **Habitat** has built over 460 homes in Greensboro since they were organized in 1987. The Presbyterians have helped build over 18 houses. Starmount has helped build five Building on Faith houses (homes built by Faith groups).
- **Mobile Meals** is a long lasting program of Starmount in which our church delivers meals to homebound senior adults once a month on the first Tuesday.

Summary

These are just a few of the many missions in which Starmount is engaged. All these activities are the expressions of the love of Christ shown to our community through our church.

Submitted by Neil Huffman

Personnel Committee

Committee Members: During 2017 Josh Nelson (Chair), Kim Dawson (co-chair), Donna Bailey, Jennifer Dowler, Libbi Gundaker, Cathy Ingram, Ben Stahr, and Hannah Vaughan served as voting members with Barbara Newbauer (Clerk of Session) and Ray Mims/John Muse (Transitional Ministers) and Kathryn Campbell (Associate Pastor) serving as ex-officio and non-voting members.

Purpose:

The Personnel Committee is responsible for administering the employee programs of the Church with principal emphasis on organization structure, position descriptions, staff accomplishments and development, staff performance appraisals, staff compensation recommendations and policy review.

2017 Accomplishments:

- Maintained consistent committee membership 2016 – 2017 which met monthly on the first Tuesday.
- Reviewed and assigned committee liaisons for all staff members.
- Approved request for Associate Pastor Kathryn Campbell to attend CREDO conference in September.
- Supported transition between Ray Mims and John Muse as our Transitional Ministers.
- Actively worked on Session request for Personnel to conduct a staffing model study March – December. Added a second monthly meeting to devote time to this work.
- Recognized Kathryn's graduation and receipt of her Doctoral of Ministry degree. Facilitated congregational collection and presentation of new robe and love offering signifying her achievements.
- Updated all position descriptions to a revised format based on utilization and feedback.
- Updated the performance review forms to align with the revised position descriptions and implemented them in the 2017 performance review process.
- Developed a formal staff recognition plan for 5, 10, & 20 year employment anniversaries and documented all hire dates and anniversary dates for staff.
- Collaborated with Worship & Music, Preschool and Fellowship committees to plan the congregational celebration and recognition for Bob Overman, Leslie Webb, Cindy Lee and Michael Parker for 10 years of service on September 17, 2017.
- Collaborated with Youth Committee to conduct interviews, recommend and hire Laura Roberson as the first Lillian Steele Ministerial Resident to work with youth and young adults – August 1, 2017
- Collaborated with Youth Committee to develop options and ensure our youth program was resourced for the 2017-2018 school year.
- Worked with Kathryn, Cindy and Faith Formation to shift and align Christian Education responsibilities across 3 roles between Kathryn, Cindy and Laura.
- Recognized and reintroduced all Starmount staff at the October 20 Town Hall meeting.
- Shared work to date on staffing model study at the October 20 Town Hall meeting.

Personnel Committee continued

- Hosted a staff appreciation luncheon on November 7 at Print Works Bistro and facilitated the annual staff Christmas gift solicitation and disbursement.
- Worked with the Pastoral Nominating Committee to ensure considered candidates understood our staff roles and that their strengths would complement our staff.
- Prepared and submitted 2018 budget request to Finance Committee in November.
- Personnel recognized Leslie Webb during worship on December 10 for her many contributions over the past 10 years pending her resignation as Director of Congregational Fellowship effective December 31, 2017.
- Prepared and submitted 2017 Personnel Committee annual report in December

2018 Opportunities:

- Finalize staffing model work and present options to Session and new Head of Staff in February 2018.
- Collaborate with Building & Grounds, Preschool, and Worship and Music to evaluate security at Starmount.
- Continue to support staff with service anniversary recognition and all staff with special thanks and appreciation during this time of transition.
- Continually review, revise, and publish changes to staff needs, job descriptions, compensation, and church personnel policies & procedures.
- Support and assist our incoming Head Pastor in their new role at Starmount.
- Continue to serve God and the people of Starmount Presbyterian Church.

Respectfully submitted,

Personnel Committee: Chair – Josh Nelson, Co-chair – Kim Dawson, Jennifer Dowler, Ben Stahr, Cathy Ingram, Donna Bailey, Libbi Gundaker, and Hannah Vaughan

Preschool Committee

Committee Members: Gai Riak, Elder; Susan Preston, Chair; Kathryn Campbell, Associate Pastor; Libby Wilson, Church Director of Finance & Administration; Cindy Lee, Preschool Director. The above members plus Evelyn Nadler, Starmount Member-at-Large, make up the Executive Committee. **Preschool Member Parents:** Sarah Bain (Jan.-Sept.), Thea DeLoreto, Megan Chandler, Kelsey Barry and Morgan Westerman (beginning in September)

Responsibilities of the Committee:

Starmount Preschool is an integral part of the outreach of Starmount Presbyterian Church to young families in both our church and the community at large. It is operated under the jurisdiction of the Session, in which one Elder serves as Chairperson of the Preschool Committee.

The Committee is responsible for policy formulation, financial planning and oversight, employment, care and oversight of teachers and director and related responsibilities. The Executive Committee is responsible for any confidential decisions dealing with faculty, scholarships and budget/financial matters that are forwarded to the full committee. The program seeks to establish and maintain constructive personal relationships with each child, to supply an environment that provides stimuli at each stage of growth, to convey God's love as it is revealed to us through Jesus Christ, to guide each child in the use of this environment, to help each child develop personal potential and to ensure that each child is happy and feels loved.

Highlights:

- Celebrated enrollment waiting lists and increased diversity including our first enrollee from the Alliance Church that shares our chapel.
- Continued our mission to share God's teaching by providing scholarships to 3 refugee families and 2 families with temporary needs thanks to the Susan White Helping Hands Fund and the Mission Committee.
- Provided excellent certified teachers.
- Added a Science Program to enrichment offerings and continued Creature Teacher, Music and Spanish.
- Continued to make available the Early Morning Program and the After School Program: Dance, Basketball, Soccer, Gymnastics.
- Voted Favorite Preschool in the Triad and nominated for Favorite Consignment Sale by Moms on Main.
- Provided outreach to parents and community through F3 Intergenerational Programs, Trunk or Treat, Thanksgiving Feast, Christmas Program, VBS.
- Hosted UNCG Workshop for teachers and community.
- Held very successful Summer Stars Program.
- Continued service project with Senior Resources
- Implemented Lillian Steele Playground Grant.
- Held 2 very successful Consignment Sales / special thanks to Megan Chandler.
- Had successful Book Fair, Cookie Dough Sale, and Photography Event
- Celebrated and thanked Cindy Lee on her 10 Year Anniversary with Starmount for her thoughtful direction and sharing of her love of God with our children as well as her commitment to excellence as she pursues her Early Childhood Certification and Christian Education Certification.

Submitted by Susan Preston, chair

Worship and Music Committee

Shout for joy to the LORD, all the earth. Worship the LORD with gladness; come before him with joyful songs. (Psalm 100:1-2)

Committee Members: Kathryn Campbell (Staff), Cynthia Dixon (Elder co-chair), Jennifer Dowler, Connie Fowler (Elder co-chair), April Hamilton (Elder), Doreen Heard, Kris Kattmann, John Muse (Staff), Bob Overman (Staff), Susan Preston, Karen Smith, Gary Webb, Parks Williams, Matt Winters (Elder)

Purpose:

As a people of God we are charged with coming together in corporate worship. The Worship and Music Committee supports the worship and music life of the church by facilitating in coordination with the Teaching Elders and the Director of Music the many aspects associated with both worship and the music program.

Highlights 2017:

- Facilitated during all liturgical seasons vibrant and ever-changing worship and music experiences while maintaining cherished traditions that offered praise and glory to our Lord and Savior, Jesus Christ.
- Provided musical offerings and events to the congregation and wider community (see Director of Worship Arts report)
- Hosted a Sundaie Hymn Sing (June) and an Advent Hymn Sing (December) in response to a Congregational Favorite Hymn Survey conducted in 2016
- Commissioned the construction of a pulpit Bible stand
- Developed Prayer Request Cards
- Adhered to the 2017 budget as good stewards of church funds

Connie Fowler (Elder co-chair)

Cynthia Dixon (Elder co-chair)

Youth Committee

Committee Members: Martha Bursey (Chair), David Buchanan (Elder Liaison), Hannah Bursey, Kurt Kronenfeld, Anna Lewis (Elder Liaison), Mary Overman, Susan Porter, Lauren Shook (Elder Liaison), Josh Wilson

Purpose:

Responsible for the development, execution and oversight of all programs for middle and high school youth.

2017 Highlights:

- Sunday night activities at SPY (Starmount Presbyterian Youth) have been well attended by youth with programs focusing on Bible study, service, and recreation.
- Renovations of the Youth Room were completed and an Open House was held in May after Youth Sunday. The room is a wonderful reflection of the youth and Starmount's commitment to youth.
- Montreat Youth Conference was attended by eleven youth and four adults this past July/August.
- Youth assisted in Spring and Fall Festivals by helping with set-up/clean-up duties, and recreational activities.
- Personnel and Youth Committees selected Laura Roberson to be the first Lillian Steele Resident for Youth and Young Adult Ministries. Laura joined us in August and has been a vibrant addition to the youth ministries at Starmount.
- Youth kicked off the new church year with a retreat at the Porter's White Lake home.
- The youth collected food for Greensboro Urban Ministries.
- Youth attended the PYC Mission Day (Salem Presbytery) and helped with a service project for Asheville's homeless community.
- Youth attended the All-Church retreat in November.
- The youth packed care packages for our college and graduate school students.
- Youth stuffed stockings for the Triad Health Project while helping Cindy Lee with the Advent VBS program
- Our SPY alumni joined current youth for a Christmas party and to celebrate the end of 2017.

OTHER BOARDS, MINISTRIES AND ORGANIZATIONS

Church Library

Members: Mary Jane Conger, volunteer librarian; **Volunteers:** Linda Anderson, Marcia Carmichael, Melissa Conger, Connie Fowler, Evelyn Nadler, Nancy Wallace, Leslie Webb. **Non-member volunteers:** Dianne Delaney, Nancy Ryckman plus several volunteers who helped with re-carpeting project.

Purpose:

Our library is intended to minister to the needs of persons of all ages and to support the wide scope of the life and activity of the local congregation by providing a well-selected collection of materials, print, audio, DVD. The collection will hopefully aid members and friends: in their spiritual development; Biblical education; in living their faith in the community and world today; in serving effectively in the life of the congregation; and in the wholesome use of leisure time for enrichment of their lives. The librarian is in charge of selecting, purchasing, and cataloging materials and to let the congregation know of what is available and how materials can help them.

Highlights:

- One Church One Book: Continued to offer a lunch time meeting and evening meeting. Participants enjoyed having a choice of times plus many others don't attend the discussions but enjoy reading the titles selected for the group. Discussed 6 books.
- There are currently 5,060 records in the online catalog, 271 members or families are entered in the system so that many have checked out material. Circulation of material continues to increase.
- This year 210 titles (books and DVDs) were added to the collection. This includes purchases and gifts. The budget for the library was \$1,000.00 from which 83 books and 1 DVD were purchased.
- At the beginning of the year there was \$531.00 in the Library Endowment Fund. Received a disbursement of \$1010.00 at the beginning of the year. \$1,1997 was spent out of this fund including \$439.00 for the online library system, library supplies, 42 books and 1 DVD (books and DVD was paid out of this fund after the library fund was spent out.
- Nancy Ryckman, also a retired UNCG librarian, finished going systematically through the adult non-fiction collection identifying outdated or never used materials. About 800 titles were removed, giving space for new titles and making shelved materials more attractive. Thanks to Megan Chandler in assessing books about parenting and families, deciding what was outdated and suggesting newer titles. Kathryn, Ray and John also helped determine whether theological titles should be kept, discarded, or updated.
- Added 86 titles (books and DVDs) donated to the library. Thanks to Marcia Carmichael for all her work in re-shelving the books that are checked out and that I put on display. Melissa Conger and Sean Griffith also helped in a variety of ways. Dianne Delaney helped especially with the withdrawal of the many titles and in numerous other ways. The library's outstanding library bulletin boards are thanks to the efforts of Linda Anderson, Connie Fowler and new volunteer, Doreen Heard. Many others helped by donating books, DVDs, CDs and suggesting titles to add.
- Serving the congregation as church librarian is a privilege. I also thank the entire congregation for their support of the library, their interest in books and reading that allows Starmount to have such a wonderful library. It is a joy to be a part of the Starmount family.

Respectfully submitted, Mary Jane Conger

Church Historian Report

Background: The Church Historian position was written by the Administrative Committee and Ray Mims after realizing that a long period of time had lapsed since Starmount had an official historian. Fortunately Presbyterian Women continued to have a historian for their materials which means much of Starmount's prior years' history was captured. Session approved the position on April 2017 and approved the appointment of Mary Jane Conger for a three-year-term, starting June 1st, 2017, as church historian (non-salaried volunteer).

Purpose: To organize, preserve and disseminate Starmount's history. To effectively organize and preserve all types of materials needed. Make sure those materials are in acid-free folders and containers and to convert outdated recordings (audio and video) so they are available to the Starmount family. To investigate and hopefully digitize materials to make them more accessible. To interview members who joined Starmount in the fifties and sixties to preserve the early history of Starmount.

Highlights (starting June 1st, 2017)

- Joined NC Preservation Historical Society and Presbyterian Historical Society (The National Archives of the PC (USA). Ordered Church and Synagogue Library Association pamphlet on Planning a Congregational Archives Center.
- Removed photos from Fellowship Hall foyer as per requested by Buildings and Grounds Committee, will keep unique photos and return duplicates to members
- Went through 6 boxes of reel to reel tapes given that it was suspected there were sermons on some of the tapes. Only a handful had anything related to Starmount history. Those will be reviewed to see what exactly is on them and whether worth preserving and migrating to digital form.
- Started new column in Star Press newsletter called History Corner which briefly highlights a month, event, or person in Starmount's history.
- Compiled a list of events that started in 1951 and ended in late 1953 that led to the formation of the Starmount Presbyterian Congregation and in 1953 occupation of new building.
- Worked with Brenda Triplett to discover what historical materials she was aware of that had electronic copies and where paper copies of materials are located that are mandated to be preserved by the denomination.
- Met with the Board of Presbyterian Women to determine how we can work together to organize and preserve what has been collected and stored in several locations and whether number of locations where historical materials can be stored can be centralized.
- Applied for Lillian Steele Bequest Ministry Grant Proposal and was granted \$1,200.00 for 2018 to begin preservation, oral history interviews and migration of outdated formats to newer formats (example Videos to DVDs)
- Recruited several volunteers to serve on an Ad Hoc Committee to meet as needed for me to bounce ideas and get guidance from long time members of how to proceed when start new projects.

Respectfully submitted,
Mary Jane Conger

Presbyterian Women

Board Members: Margaret Huffman, Karen Smith, Jan Epps-Dawson, May Williams, Brenda Valle, Evelyn Garrison, Maria Johnson, Ann Parks, Jinny Buchanan, Cynthia Hunt, Peggy Smith, Claudel Lassiter

Members Organization: Approximately 70 women in five circles:
Martha, Mary, Ruth, Sarah, and Bithiah.

The PW budget is independent from the church budget. The budget is based on the number of women who make a pledge to Support PW activities and responsibilities. The budget does not include monthly mission money collected and used by the circles.

Pledges cover Bible study materials, programs, retreat speakers, Memorial funds, Honorary Life Membership, as well as a donation to Salem Presbytery for operational needs and programs.

Total 2017 income: \$12,899.72- General Fund Balance \$10,299.65 YE2017

Purpose:

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

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

Ongoing responsibilities and accomplishments:

Meaningful Worship:

- Monthly Bible Study
- Two annual gatherings (for all PW members) with worship
- Yearly Bible Study retreats (at Montreat)
- Maintain silver in sanctuary and parlor
- Coordinate flowers for the sanctuary (weekly, Christmas, Easter)
- Chrismon tree and Christmas decorations

Building a Church Family

- Circles
- Retreats
- Funeral receptions and/or food for family – regular circles
- Food in time of crisis & celebrations (all circles)
- Involvement with Friends at Home (homebound) – visits and cards
- Young women (children, teenagers, and college-age) are encouraged to attend bi-annual events.

Inviting and Welcoming Others

Circles – open to all, including non-members of our church

Retreats – open to all, including non-members of circles or of our church

Presbyterian Women continued

Discovering and Developing Talents

- PW Board Search Committee - for positions on the board, with some positions requiring involvement on Sessional Committees:
- Caring Ministries – to coordinate and update information on the homebound
- To offer food, transportation, visits, etc., in times of need
- Evangelism and Membership – to invite new women members to join a circle
- Missions – to help with Higher Ground (Triad Health Project), to organize acquiring and delivering of pound cakes to local restaurant for their Christmas meal for the needy, help with special projects
- Worship and Music – to coordinate flowers for the sanctuary, maintaining Christmas decorations and schedule of decorating
- Support scholarships through Salem PW

Serving God in the Church, Community, and the World

- Funeral receptions/food
- Care box to families of deceased (paper goods, etc.)
- Visits – Friends at Home - All circles – food in times of crisis
- Missions - monthly offerings and projects by individual circles (Urban Ministries, Save the Warmth, Triad Health Project, Family Promise, etc.)
- Missions – donations by the PW Board to local, state, and international programs, to PC(U.S.A.), Salem Presbytery offerings (i.e.-Thank, Birthday, and Least Coin)
- Food - Higher Ground (Triad Health Project) six times a year (Missions does the other six months, with help from PW as needed.
- Inventory, cleaning of kitchen yearly, maintaining silver and accessories in the parlor, maintaining necessities as needed

Highlights of 2017

Successful Women's Retreat February 2017 with attendance over 32.

At the Birthday Dinner in May, the PW Honorary Life Membership was awarded in memoriam to Lillian S. Steele.

We are about missions, so we try to use our unrestricted funds as they are given. Other than what has already been mentioned, Circles shopped for 13 refugee children December 2017; replaced items in the care boxes; paid for guest speakers, guests, as well as those who couldn't pay for the Birthday dinner, Montreat; etc. When PW handles a reception with food and beverages after funerals, most of the expenses are covered by individual members or by circle donations.