



Waverly Presbyterian Church
Annual Report
2018

Clerk of Session Annual Report

Total Active Membership as of 12/31/2017 **116**

Gains for 2018

Profession of Faith, Reaffirmation or Restoration

17 and under:	0
18 and over:	0
Total Gains:	0

Losses for 2018

Request	1
Death	1
Roll review	1
Total Losses	3

Total Active Membership as of 12/31/2018 **113**

Baptisms

Children	1
Adults	0
Total baptisms:	1

Weddings at Waverly **3**

Pastor retirement

At the close of 2018, our pastor, the Rev. Rebecca Hickok, retired after more than 11 years of service to Waverly. Session appointed an Interim Pastor Search Committee to begin the process of finding a new pastor.

Respectfully submitted,

Eleanor Fisher
Clerk of Session

Worship & Music Committee, 2018 Annual Report

Chairs: Vic Tatum, Robbie Bashore

Members: Jim Bird, Bob Dove, Marsha Morris, Gwen Vargas

Staff (now retired): Rev. Beckie Hickok

Choir director: Joseph Stuligross

Student Pastor: Heather Henkel

2019 presented some transitions and challenges for Waverly's Worship & Music Committee. Early in the year, in order to attend to family needs, Sallie Wormer stepped down as Director of Music Ministry, and we miss her very much. In her absence, members of the committee took over the tasks of assisting in music selection for Sunday services, as well as recruiting and scheduling providers of special music during the remainder of the year.

Rachel Steigerwalt joyfully served as provider of service music and as choir accompanist throughout much of 2019. Due to her worsening health, she gradually and reluctantly gave up this role. The committee, the congregation, her family, and other loved ones were deeply saddened by her death on October 27, 2018; however, Rachel planned a service of celebration at Waverly, which included joyful music and helped us with the process of mourning her. So far, the committee has been able to find a mix of volunteers and paid accompanists to provide music during church services; however, we still struggle to find somebody who can commit to this role on a long-term basis.

Finally, although Rev. Hickok was at Waverly throughout 2019, the Worship & Music committee worked, especially during the last part of the year, to plan and prepare for the transition time between her retirement and the arrival to Waverly of an interim pastor.

Under the direction of Joe Stuligross, the Chancel Choir again provided beautiful music of many different styles to enhance the congregation's worship. Other soloists and ensembles provided "special music" during the summer, and at various times throughout the year. The fellowship involved in preparing for and sharing music during worship is significant benefit of serving God in this way.

Some of the special services this year included: Martin Luther King day; the Maundy Thursday Seder; Good Friday; Man of Faith Sunday; Woman of Faith Sunday; Blue Christmas; a mourning service after the Tree of Life tragedy; the Christmas Eve Pageant; and Rev. Hickok's final church service. The committee also planned the "programming" part of the luncheon held in celebration of our time under Rev. Hickok's leadership.

The Worship & Music Committee welcomes and encourages congregants of any age, and at any point in their spiritual journey, to share their talents during worship, and to join our committee.

Submitted by Robbie Bashore and Vic Tatum, Worship and Music Committee Co-Chair.

2018 Annual Report

2018 Christian Education

Activities Coordinated by C.E:

- Sunday School classes for all ages
- Bible Studies and other learning opportunities for all ages
- Youth group and events
- Youth mission activities
- Nursery care during worship
- Games and activities for special events
- Retreats for all ages
- Coordination of intergenerational events
- Acolyte training and coordination

The People:

- 55 children, youth and adults enrolled in Nursery Care, Sunday School, and Youth Group
- An average of 8 – 14 children per week in nursery care during worship - led by Brooke Kaefer. She is assisted by Sophie Rowe and Mollie Pollack who share responsibilities. They are assisted by Waverly Youth and Young Adults who are called and scheduled by Heather Henkel.
- Sunday School teachers include: Jean Bird and Kate Golightly; Sarah Rybicki and Tracy Small; Jim Bird and Susan Gradeck; Mollie Pollack and Darrah Bird; Amy Dove and Marsha Morris
- Wuppet Directors/Writers include Jim Bird, Mollie Pollack, Darrah Bird, Susan Gradeck

Highlights of the Year:

- Youth Sunday 2018 was celebrated with all worship and music lead by the children and youth.
- 4 Waverly children and youth attended Camp Crestfield throughout the summer and Waverly continues to support Crestfield financially.
- A group of adults and Youth Group and put on Wagon Wheels a Rolling in the spring. A record setting cast of 25 as well as Heather Henkel, the Youth Group leader we're in the play, with a crew of thousands supporting the event!
- Youth Group met Sunday evenings, engaging in study, games and mission - led by Heather Henkel.
- Four High School and two college graduates were honored on Graduation Sunday in June, 2018.
- Sent college 25 care packages to our college and graduate school students during winter exams.

We live out our mission statement of "*less than perfect people seeking to live out God's perfect will*" through joyful worship, continuing spiritual education and stimulating study, and making God's love real.

Committee:

Jean Bird, Susan Gradeck - co-chairs

Sarah Rybicki, Ginny Grimes, Tracy Small, Nick Vargas, Maggie Vargas, Mollie Pollack, Darrah Bird, Jim Bird

Beckie Hickok, Pastor, Heather Henkel, Student Pastor

Respectfully Submitted by Susan Gradeck and Jean Bird 1/16/2019

Membership Committee 2018 Annual Report

The mission of the Membership Committee is to increase the body of Christ at Waverly by:

- Sponsoring and promoting activities that encourage a sense of community and fellowship
- Creating a welcoming environment for visitors
- Providing support for members in times of joy, sorrow, and life's challenges
- Creating an environment in which members can grow closer to God and each other
- Providing opportunities for members to share their gifts and talents

Members of the Membership Committee in 2018 were: Curt Boirum, Amy Dove (partial year), Bob Dove (partial year), Rich Grimes, Pam Shaffer, Jenna Chung, Bonnie Titus, Mary Vandivier, Paul Mary, Laurel Wiester, Molly Denver (co-chair) and Ashley Hatcher-Peralta (co-chair).

Activities and events coordinated by the Membership Committee included

- Outreach to visitors who have attended church services
- Recruitment and coordination of volunteers to provide food at coffee hours
- Provision of special coffee hours for new members and special events (baptisms, etc.)
- Organization and delivery of meals for members who are ill, moving or in need
- Maintenance of a greeter's ministry including training for greeters and a greeter's schedule; ensuring that visitors are greeted, provided with basic information and follow up with visitors who sign in on Sundays
- Maintenance of pew cards for visitors (updating)
- Set up for Palm Sunday Brunch
- Organization food for Pot Luck meals (Pentecost, Home Coming Sunday, etc.)
- Organization of the Cookie Walk in December

Our motto is: **Untamed Hospitality!**

Contact any member of the committee if you would like to join us.

Waverly PC Personnel Committee Annual Report for 2018

The Personnel Committee in 2018 consisted of John and Holly Wray, Beckie Hickok and Ginny Grimes. Co-chairs of the Worship Committee and Property Committee were also a part of Personnel Committee deliberations this past year. John, as a session member, was chair of the committee. Adrian Roe, a newly installed session member in May also joined the committee in September. There were no scheduled meetings held this past year. The Personnel Committee was established to create and oversee all policies relating to Waverly's staff and to maintain all personnel records. The committee helps with the hiring of staff and contract workers, provides the resources for annual reviews (e.g. job descriptions, work plans and evaluation forms) and makes compensation recommendations to session.

Major accomplishments and/or activities in 2018 consisted of the following:

- The Rev. Rebecca Hickok completed her sixth and final year as installed pastor to Waverly and her eleventh year overall in Waverly's pulpit as of November 1, 2018. A farewell luncheon celebration took place on December 9, 2018 and a final coffee hour in Rev. Hickok's honor was held on December 30. She officially retired on December 31, 2018. Rev. Hickok's compensation increased by 2 percent in 2018. Rev. Hickok provided Waverly with vision, energy and support during this past year and during her entire time at Waverly and we are grateful for her ministry to us. We wish Rev. Hickok all the best as she enters the next phase of her life. An interim pastor nominating committee (IPNC) was formed in November to begin the process of hiring an interim pastor to lead the congregation until the next full time pastor can be called. As of this report three strong candidates have been identified and the committee is in the process of determining which individual will be offered the position. The IPNC is composed of John Wray (chair), elder Adrian Roe and congregation members Ellen Guise, Marsha Morris and Mollie Pollack.
- Heather Henkel continued as Waverly's Student Pastor throughout 2018. Heather is a second-year student at Pittsburgh Theological Seminary. She is currently being compensated at the second year rate for student pastors through May 2019. Heather's primary responsibilities focus on Waverly's youth and she supported Rev. Hickok in other pastoral responsibilities including preaching from time to time. We thank Heather for her good work this past year and look forward to at least another five months of her being a part of the Waverly family.
- Waverly's outstanding music program was led by Joe Stuligross who held the position of Choir Director. Sallie Wormer ended her position as Director of Music as of December 31, 2017 and the position was not filled. Joe worked as an hourly employee but will receive a monthly salary in 2019 for the nine months (not including June, July and August) that he will work. Joe's salary will equate to approximately an eight percent increase over his 2018 compensation. Joe worked closely with the chairs of the Worship and Music Committee who together brought wonderful music to our worship experience each Sunday throughout the year. As a result of Sallie's leaving her position as Director of Music which also entailed her being the musical accompanist a number of accompanists filled her shoes in 2018. They included Rachel Steigerwalt, Teresa Steigerwalt, Vic Tatum, Mitchell Dubin, Alex Marthaler and Mike "Mickey" Donati. Mickey, who began work in December has been hired as the permanent accompanist for 2019. All of the accompanists were paid on an event rate (Thursday rehearsal and the Sunday morning rehearsal and service each counting as a separate event) and Mickey will receive a five dollar per event increase beginning in March 2019. The choir, which consists of both men and women, can average between 10 and 20 individuals on any given Sunday. Many talented musicians also volunteered their time in 2018

especially during the summer months to help make Waverly's Music Ministry most special. Thanks to Joe and the accompanists and to all the volunteers for sharing their talents with us and for their outstanding work in 2018. We look forward in 2019 to another outstanding music year.

- Jennifer Seekings completed her tenth year and Molly Denver completed her second full year as church administrative assistants in 2018. We thank both Jennifer and Molly for their dedicated work assisting Rev. Hickok and session members in their ministries at Waverly. Jennifer and Molly split time to ensure that all tasks associated with this position were completed. Jennifer and Molly's time in 2018 will once again approximate the number of hours which have been scheduled for one full time administrative assistant in the past. Jennifer and Molly are hourly staff employees and each will be receiving a two percent hourly pay increase in 2019. Waverly is fortunate and grateful for the good work that Jennifer and Molly provide.
- Brooke Kaefer was the Child Care Supervisor and Kimberly Johnson provided Child Care (nursery) support. At the end of May Kimberly concluded her work at Waverly after several outstanding years as a child care provider. Beginning in September Kimberly's duties were split between Mollie Pollack and Phoebe Roe. All of the child care providers are staff employees and are compensated the same on an hourly basis. The child care providers will receive a two percent increase in compensation in 2019. Additional child care (nursery) service to Waverly's youngest children was provided on an hourly basis (which will remain the same in 2019) by high school and college students. We thank all those individuals, especially Brooke and Kimberly, Mollie and Phoebe who have dedicated themselves to this special ministry. Anastasia Hutty began in September supporting Heather Hinkel as a youth group assistant. Anastasia provided help on Sunday evenings with the planning and executing of youth group programming. Anastasia was paid an hourly rate. She will continue to support Heather throughout the first part of 2019.
- Nancy Lindahl provided Waverly's custodial service in 2018 at the same hourly wage that she received in 2017. A two percent increase has been authorized for Nancy in 2019. She and her crew have done a fine job of keeping Waverly clean and presentable. Ms. Lindahl is paid monthly based on the number of actual hours worked. Baron Landscaping provided grounds service for the first seven months of 2018. The company stopped providing service beginning in August. Special thanks to Tom Fisher who took over lawn maintenance service on a volunteer basis for the remainder of 2018. As of this report Tom will continue to provide lawn service on a volunteer basis beginning in the spring. There was no snow removal needed for the last quarter of 2018. The individual who plows the Briar Cliff roads will plow Waverly's parking lots beginning in 2019. The snow removal contractor is paid monthly on a per visit basis. Jonathan Langham of Langham Piano Service provides piano tuning for Waverly on a per service payment basis. This service was provided four times for Waverly in 2018 and involved five piano tunings.

We look forward to 2019 and trust that those people, who receive financial compensation from Waverly for sharing their time and talents, receive God's blessings and our support for another productive year. It is an important goal of the Personnel Committee to provide everyone working on behalf of Waverly opportunities for continued growth.

Respectfully submitted,

John Wray, Chair

Waverly Presbyterian Church Annual Report of the Property Committee - 2018

31 January 2019

Our church building is a major landmark in Pittsburgh's East End. Waverly's property committee exists to create and maintain an attractive, comfortable, accessible, safe, useful and efficient facility to house our community of faith, and to help our property fulfill its potential to serve as a beacon in the larger community, inviting neighbors to join us in a journey of faith.

The Property Committee systematically tracks that which needs to be done to maintain and improve the building and grounds, and strategically prioritizes, plans, performs, and outsources this work using the church's resources in a responsible, effective, sustainable, and joyful manner.

The Property Committee meets every other month on the second Tuesday at 7:30pm.

The Property Committee members include Stephen Neely (co-chair), Brian Kerr (co-chair), Mary Chester Wasko, Rob Hosken, Bonnie Titus, Francine Smith, Bill Vandivier, Tom Fisher, Curt Boirum, Jen Seekings

There were no new members added to the committee in 2018.

Waverly accomplished many of its property goals in 2018 through the efforts of committee members, staff, dedicated volunteers, and contractors. Maintenance of our wonderful building and property remain our committee's focus, with improvements carried out as our budget and manpower permit. This year's accomplishments include:

- Cleaned west side (rear) light wells and constructed a plexiglas cover for entire length
- Replaced two exterior security lights with new LED.
- Installed stage lighting system in the Social Hall for Opera House
- Reapplied spar varnish to Front doors
- Replace fire alarm enunciation panel
- Completed the renovation of the Social Hall entrance
- Completed renovation of social hall ladies room.
- Lounge chimney – repair cap, repoint exterior mortar, re-flash the roof around the chimney
- Repoint high mortar joints on North organ loft exterior wall
- Rebuilt snow blower
- Social Hall touch-up painting
- Obtained bids for front stairs repair
- Held mini-work events lead by property committee members
- Held Spring and Fall all-church work days

2019 Goals - The following are our priority target projects for the upcoming year:

- Repair front stairs
- Replace fire alarm equipment – smoke detectors, repair failing wiring
- Church-wide plumbing maintenance – replace 7 faucets and 10 shut-off valves
- Excavate hillside - Briarcliff lot
- Relamp the 37' high sanctuary spotlights with LEDs
- Continue to find solutions to interior security
- Investigate and recommend a solution for front and rear sanctuary wall discoloration
- Investigate and recommend a replacement of church sign (think LED electronic)
- Investigate and recommend solution for “Bozigar waiting room” toilet drain repair
- Repair & rebuild two small stained glass windows on either side of main staircase
- Repair plaster, paint, and shampoo carpet Forbes Ave entrance
- Continue mini-work events lead by property committee members
- Continued to add perennial planting in the church grounds
- Continuing Spring and Fall all-church work days
- Recruitment of additional property committee members (identify successor property chair(s)).

Your comments and contributions are welcome and appreciated.

Respectfully submitted,

Brian Kerr and Stephen Neely

Property Committee Co-Chairmen

**Waverly Presbyterian Church
Stewardship & Finance Committee**

Committee members: Chair/Treasurer - John Wray; Assistant Treasurers Holly Wray, Dan Vargas; and staff Rev. Beckie Hickok plus input from the Chairs of Worship and Music, Membership, Christian Education, Outreach and Property Committees.

In 2018, Waverly's mission and ministry, as well as numerous additional mission outreach entities were generously supported with the time, talents and financial resources of many households - members and friends. Waverly could not have accomplished all that it did without this generous level of enthusiastic support. As Waverly proceeds into 2019 and this transitional time, it is hoped that the church will continue to enjoy this support that is representative of our collectively joy-filled and grateful response to God for God's steadfast love, grace, faithfulness and generosity.

Praise God from whom all blessings flow.

**Report of Financial Commitments
for our General Mission and Ministry in 2018
(as of 12/31/18)**

2018 Total Number of Households: 60 (52) - \$157,491; Actually Received: \$155,901
2018 Pledging Households: 45 - \$148,706

2018 Pledging Households: fulfilling or surpassing pledged amount: 33 - \$133,050
Difference between Pledges made and dollars contributed: plus \$2,820

2018 Underpaid Pledges: 16 - \$18,756
Difference between Pledges made and dollars contributed: negative \$3,475

Households Contributing to General Fund but Made No Pledge: 7 - \$4,095
Difference between No Pledge and Assumed Pledge: negative \$955

**Report of Financial Commitments
for our Special Funds in 2018**

Total Received - \$16,737

Food Pantry:	\$15	
Souper Bowl:	\$664	
Paper Bank:	\$1,015 (not inc. \$762 Potato Bar & \$480 Wreath Sale; \$1,000 – Synod of the Trinity Grant; \$640 – Outreach 2017)	
Crop Walk:	\$5,792 (inc. \$4,823 on-line giving)	
PCUSA Special Offerings: Relief)	\$2,434 (OGHS; Pentecost; Peacemaking; CJO; Disaster Relief)	
Advent Offerings: METAvivor)	\$2,926 (Rogers Center; PIIN; Jewish Senior Services; METAvivor)	
WCM:	\$6	
EECM:	\$220	
Love Offering (Beckie)		\$3,285
Rwanda Supplies:	\$100	

Care Baskets:	\$190
Seats & Feet:	\$90

Total Dispersed from Outreach (General Fund) - \$15,074

E. Liberty Family Health Ctr.	\$1,200	
GPCFB:		\$1,048
Shepherd's Heart:	\$500	
Global Links:	\$500	
Crop Walk:	\$2,000	
Giant Eagle Gift Cards:	\$90	
Together Rising:	\$1,000	
WCM:	\$2,000	
Paper Bank:	\$372	
Voter Education:	\$500	
Advent Offerings (4):		\$2,145
Camp Crestfield:	\$300	
Pgh Presbytery (Mission)	\$2,650	
Membership Support:		\$769

Total Distributed from Outreach (General Fund) and Special Fund Mission - \$31,811

17.8% of actual General Fund expenses - \$178,680 (Expenses less Outreach)

19.3% of actual General Fund contributions - \$164,691 (Pledges plus Loose)

Report of Financial Commitments for our General Mission and Ministry in 2019

2019 Pledge Cards Received (to date – 02/03/19): 42 - \$157,684

Additional Contributions Assumed but Not Pledged: 8 - \$7,520

2019 Projected Pledges: 52: \$165,204

Pledges Increased:	22 - \$	95,608
Pledges Same:	12 - \$	49,176
Pledges Decreased:	2 - \$	5,300
New Pledges:	<u>7 - \$</u>	<u>7,600</u>
	42 -	\$157,684
Pledges Ended:	9 - \$	7,390