



Waverly Presbyterian Church
Annual Report
2020

Pastor's report – Groaning for Redemption

"I consider that the sufferings of this present time are not worth comparing with the glory about to be revealed to us. For the creation waits with eager longing for the revealing of the children of God; for the creation was subjected to futility, not of its own will but by the will of the one who subjected it, in hope that the creation itself will be set free from its bondage to decay and will obtain the freedom of the glory of the children of God. We know that the whole creation has been groaning in labor pains until now; and not only the creation, but we ourselves, who have the first fruits of the Spirit, groan inwardly while we wait for adoption, the redemption of our bodies. For in hope we were saved. Now hope that is seen is not hope. For who hopes for what is seen? But if we hope for what we do not see, we wait for it with patience." Romans 8: 18-25

2020 was a year for the history books. For the world, for the nation, for individuals and families, and for the Waverly family. As a world we suffered together as we were confronted with a worldwide pandemic; as a nation we saw more people speaking up about long ignored racial injustices. Individuals and families had to deal with loss of jobs, changes in social and familial networks and doing everything virtually. For Waverly, we dealt with many of the same, while also taking on an additional transition - saying goodbye to the interim pastor and beginning ministry with a newly called one. It has been a year of groaning, in many ways. But that also made it a year of growth, and a year of hope.

Through it all, we continued to hold fast to the call of our mission statement - "living as less than perfect people seeking to live out God's perfect will: We live out our mission statement through joyful worship, continuing spiritual education and stimulating study, and making God's love real." It may have been more difficult to discern God's perfect will through the clouds of crisis, but Waverly took on the task with creativity and commitment.

Joyful worship - well, it certainly was not perfect but it was joyful as we discovered new ways to worship together! Much of our church family was involved in running services, offering music and poetry, sharing readings, and more. We took on new styles of worship, tried out new technologies, leaned in to centering prayer, and even added a new season to Waverly's liturgical year with the season of peace. We did virtual communion, installation, and coffee hours.

Spiritual education and stimulating study - we began to examine what we as imperfect people have done and can do in confronting racism, we led imperfect Sunday school and adult studies, and were led to new gifts. The adult Sunday school has more participation virtually than it ever had before and the discussions shifted our vision statement, created a new committee, and encouraged us to become engaged in new partnerships. Virtual Sunday school for our young ones opened new opportunities for us to care for children and youth and for families to engage in the Christian Education process.

Making God's love real - we cared for one another imperfectly in providing meals, sending cards, connecting online, and meeting socially distant when possible - and saw God move! We cared for our neighbors by providing meals to essential workers, collecting items for seats and feet, blessing bags, Allegheny County Jail, and continuing our long tradition of financially supporting many organizations.

We welcomed a new office administrator and new members to session who will be ordained and installed virtually in 2021. We made repairs and updates to our building and technology. We created new partnerships with our neighbors, locally and nationally, and became a Matthew 25 congregation.

Interim Pastor Jane talked last year about 2019 being a year of springtime - prepping for the new pastor and seeing what would blossom. Instead, we moved from springtime to winter, skipping right past summer and fall, but I believe the winter of 2020 (and however long it continues in 2021) will lead us to a new springtime. Maybe we needed this second winter to gather up our resources, connect deeper with our faith, hope, and trust, and to reveal the areas of growth that we have overlooked. Let's hold fast to our trust in God as we reflect on this past year and open ourselves up to the opportunities before us. Together, let's continue to groan for redemption as we move forward along our imperfect journey, following our God of perfect love.

In God's Peace,

Pastor Caitlin

Clerk's Report

Total Active Membership as of 12/31/2019 **114**

Gains for 2020

Profession of Faith, Reaffirmation or Restoration

17 and under:	0
18 and over:	2
Total Gains:	2

Losses for 2020

Request	0
Death	1
Roll review	4
Total Losses	5

Total Active Membership as of 12/31/2020 **111**

Baptisms

Children	0
Adults	0
Total baptisms:	0

Weddings at Waverly 0

Pastor elected

The congregation elected Rev. Caitlin Werth as the called pastor at a call meeting on Zoom on June 21, 2020. Her term of service began Aug. 1, 2020. Until Rev. Werth's arrival, the Rev. Jane Duffield served as interim pastor.

Building closed

Session voted to suspend in-person worship after the March 15, 2020 service as a result of the coronavirus pandemic. Since then, worship services have been live streamed on Facebook Live with a small worship team in the sanctuary. Meetings were conducted virtually via Zoom. In-person outside group meetings were suspended.

Respectfully submitted,

Eleanor Fisher
Clerk of Session
1/8/2021

Worship and Music Committee

Worship and Music Committee Members:

Co-Chairs: Rob Hosken, Marsha Morris

Members: Darrah Bird, Jim Bird, Kate Golightly, Francine Smith, Joe Stuligross, Gwen Vargas, and Bill Vandivier

Staff: Rev. Caitlin Werth (Pastor, ex-officio), Joseph Stuligross (Choir Director), and Youngmin Kwon (Accompanist)

The Worship and Music Committee works with the Pastor to ensure meaningful, engaging and accessible worship of God.

- Working with Rev. Jane Duffield, we continued adjusting Waverly's worship services to prepare for the arrival of a new pastor.
- Waverly celebrated a joint Ash Wednesday service with & at First Presbyterian Church of Edgewood.
- The COVID-19 pandemic hit. We canceled in-person worship services at the church building after March 15, 2020.
- We began holding online worship services on March 22, 2020.
- Jim Lenkner volunteered his equipment and help to make online live streaming worship service possible, via Facebook.
- Other people appearing and/or helping regularly in online worship include the minister, as well as Joe Stuligross, Youngmin Kwon, Alex Marthaler, Brian Kerr, Stephen Neely, and Bill Vandivier. If you helped and your name is not mentioned here, please forgive the oversight, and thank you!
- Many church members submitted pre-recorded videos with music, poems, messages for children, stewardship, mission, etc., for online worship services. Marsha Morris gathered these videos.
- We conducted many special services online, including Lent, Easter, Pentecost, Homecoming, Advent, Blue Christmas, and Christmas Eve.
- We celebrated communion during online worship for the first time, on October 4, 2020. We have since celebrated communion online a few more times.
- We received a grant from Pittsburgh Presbytery to purchase new A/V equipment and to pay for training for our ongoing online and live-streamed worship services.
- As of the end of the year 2020, and now, we do not yet have a date set to re-open the building for in-person worship.
- The VoiceGivers Choir gave a socially-distanced concert on May 9, 2020.
- In August 2020, we said farewell to our interim pastor, Rev. Jane Duffield, and hello to our new called pastor, Rev. Caitlin Werth!
- We held an installation service for Rev. Werth, online, on September 27, 2020.
- We held our annual Blessing of the Animals worship service, on September 20, 2020, the church lawn. Everyone wore a mask and did social distancing.
- We have continued the regular maintenance and tuning of the pianos at Waverly, and have participated with members of the Property committee in looking into Organ maintenance and repair.
- We continue to consider how to reflect Waverly's commitment to being a "Matthew 25 Congregation" (a movement organized by the Pittsburgh Sanctuary Project) in worship.

Respectfully submitted by Rob Hosken and Marsha Morris

Worship and Music Committee Co-Chairs

1/16/2021

Christian Education Committee

Christian Education Committee Members:

Co-Chairs: Jean Bird and Susan Gradeck

Session Member: Ginny Grimes

Members: Sarah Rybicki, Tracy Small, Nick Vargas, Maggie Vargas, Mollie Pollack, Darrah Bird

Staff: Rev. Caitlin Werth (Pastor, ex-officio), Caryn Doege (Student Pastor, ex-officio)

Please Note: Programs and activities were active through March 2020. Most programs and activities have been on hold since then due the Covid-19 Pandemic, except where noted in bold italics.

Activities Coordinated by C.E.:

- Sunday School classes for all ages (***remote, asynchronous Sunday School continued for Pre-K through 5th grades, and Sunday School and other programming for adults continued by Zoom.***)
- Bible Studies and other learning opportunities for all ages
- Confirmation Class
- 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:

- 60 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 Khadija Massey who is assisted by Mollie Pollack and Jenna Chung who share responsibilities. They are assisted by Waverly Youth and Young Adults
- 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
- Wuppet Directors/Writers include Jim Bird, Mollie Pollack, Darrah Bird, Susan Gradeck

Highlights of the Year:

- ***Youth/Graduation Sunday 2020 was celebrated with zoom worship and music participation by high school graduates.***
- ***Pre-K -5th grade families and children met in Frick Park for safe playground play and walks in the woods throughout the pandemic.***
- ***Confirmation and Sr. High Classes made a Zoom Wuppet Play for the Christmas Eve Service.***
- No Waverly children and youth attended Camp Crestfield throughout the summer, as it had limited programming.. Waverly continues to support Crestfield financially.
- Youth Group met Sunday evenings, engaging in study, games and mission (Paper Bank Packing) - led by Caryn Doege.
- ***3 High School and 2 college graduates were honored on Zoom Graduation Sunday in June, 2020.***
- ***Sent/delivered 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.

Respectfully submitted by Susan Gradeck and Jean Bird

Christian Education Committee Co-Chairs

1/15/2021

Communications Committee

Communications Committee Members:

Chairs: Virginia Linn

Members: Jenna Chung and Ellen Guise

Staff: Rev. Caitlin Werth (Pastor, ex-officio) and Alex Marthaler (Office Administrator)

This is Waverly's newest committee, proposed by former interim pastor Jane Duffield last summer with the goals of raising Waverly's profile and mission efforts in East End neighborhoods and the larger community and to keep Waverly's congregation and friends connected with each other and informed about all events and initiatives. It officially began when Pastor Caitlin came on board in August.

Mitigations to combat the coronavirus had already set in when the committee got started so in addition to publicizing some events the church has conducted virtually, the committee moved forward with future planning for when we return to meeting in the sanctuary.

Activities have included:

- Publicizing the Blessing of the Animals and Cookie Walk events by posting news and updates on neighborhood Facebook pages, contacting the media and posting flyers in Frick Park and neighborhoods around the church.
- Pastor Caitlin and Alex Marthaler have worked to expand social media options, adding a church YouTube channel to promote many of our church service virtual videos, etc. Pastor Caitlin has greatly expanded postings on the church Facebook page and Alex has developed graphic design skills to create attractive flyers about church events.
- Creating a 6-foot-long vinyl banner sign for Waverly to put up when church representatives appear at community events or hold other activities.
- Working to update parts of the Waverly website, specifically adding a section on the church's history and stained-glass windows and expanding descriptions of the children's Christian Education program (which is often identified by new families as a quality that attracted them to the church), music and mission programs. We've also written up an FAQ on "Things to know when you visit" so people know where to park, where bus stops are, where to enter, what to expect of the services, etc. The plan is to post these updates shortly before we reopen the sanctuary.
- Discussing privacy concerns in using children's photos on our growing social media footprint. When children's programs resume, Jean Bird will distribute forms to families giving them the option to "opt out" of having their children's photos posted on the church media sites if they so desire. A list will be kept in the church office to make sure their pictures do not appear online.
- Beginning discussions and conducting research on improving the signage at Waverly's highly visible corner at Forbes and Braddock. Stay tuned for more on this in 2021.

Respectfully submitted by Virginia Linn

Communications Committee Chair

1/4/2021

Membership Committee

Membership Committee Members:

Co-Chairs: Amy Dove and Curt Boirum

Members: Bob Dove, Pattie Relosky, Pam Shaffer, Jenna Suiter, Bonnie Titus, Mary Vandivier, and Laurel Wiester

Staff: Rev. Jane Duffield (Pastor, ex-officio), Rev. Caitlin Werth (Pastor, ex-officio)

The mission of the 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 and sorrow
- Creating an environment in which members can grow closer to God and each other
- Providing opportunities for members to share their gifts and talents

Activities and events coordinated by the Membership Committee in 2020:

Many of the activities traditionally performed by membership (coordinating greeters and coffee hour volunteers, organizing potlucks and picnics, following up with visitors) were not needed in 2020. We did do the following to support our mission:

- Coordinated and delivered meals for members who had Covid-19
- Organized a neighborhood scavenger hunt for Waverly & neighborhood children
- Maintained contact with members (including shut-ins) through phone calls and cards
- Completed work on the new photo directory with both online and hard copy access
- Organized our first (and only?) online cookie walk and soup sale

Our motto is: Untamed Hospitality - and we can't wait to show it in person again!!

Respectfully submitted by Amy Dove & Curt Boirum

Membership Committee Co-Chairs

1/14/2021

Mission Committee

Mission Committee Members:

Co-Chairs: Tawna Loutsenhizer and Mollie Pollack

Members: Eleanor Fisher, Virginia Linn, Marsha Morris, Tom Golightly, Beth Simon, Josh Litvik, Bill Vandivier, Paris Bote, and Clare and Dan Cornell

Staff: Rev. Jane Duffield (Pastor, ex-officio), Rev. Caitlin Werth (Pastor, ex-officio)

We have guided our outreach efforts based on this Mission Statement, which was updated October 2020:

“The Mission Committee affirms that Waverly is a church committed to making God’s unconditional love real in the lives of people inside and outside our community. We live out our mission through joyful and reverent worship, welcoming fellowship, open minded study, and working to bring out SHALOM –just and lasting peace – in our community, nation and world. We commit, as part of our Mission work, and as a Matthew 25 church, to seek justice for those most marginalized in our world. We further commit to the anti-racist work of fighting white supremacy, dismantling institutionalized racism, and repairing broken relationships. The Mission Committee seeks out opportunities for Waverly’s members to become God’s hands, feet and face to our neighbors by ministering to people’s basic needs for food, shelter, education, healthcare, safety, equal justice under law, and spiritual growth. Our strategy includes financial and hands-on assistance, partnerships with other organizations, and participation in civil political discourse.”

Mission activities and distributions:

- The Mission committee met monthly or bi-monthly to discuss upcoming projects, discuss and vote on financial distributions, and share ways of serving the needs of our community
- Waverly prepared and served a meal to the women at Bethlehem Haven in February 2020
- ‘Justice Desserts’. This was a Lenten series that began and ended in March 2020. Waverly wanted to spotlight several organizations that were making an impact in the community. Because of the pandemic, this series was cut short but the two organizations that presented were: Hello Neighbor and Abolitionist Law Center
- Collected cleaning and hygiene products for A-Plus schools. These items were donated to Jeremiah’s Place
- Meals were served to E.R. personnel, and maintenance workers at AGH and West Penn Hospitals on several different occasions. People of Waverly baked cookies to add to the lunches.
- Waverly continued the paper bank at Second Presbyterian Food Pantry. The paper bank provides necessary paper products such as paper towels, tissues, and toilet paper to families utilizing the food pantry. These important paper products are not covered by Supplemental Nutrition Assistance Program (SNAP) benefits. This was put on hold due to the pandemic.
- Beth Simon and Marsha Morris served as the Waverly coordinators for the Crop Walk hunger relief drive.
- Marsha Morris serves on the board of Wilksburg Community Ministry and helped coordinate efforts between Waverly and WCM. We provided them with monetary donations, food for holiday drives, socks and underwear for the annual “seats and feet’s” drive for students in Wilksburg School District
- Virginia Linn scheduled and coordinated Waverly’s involvement with the Produce to People distribution for the Greater Pittsburgh Community Food Bank. This only occurred once this year due to the pandemic
- In 2020 we voted to align ourselves with and support primarily two organizations for Mission- Wilksburg Community Ministry and Wilksburg Sanctuary for Peace
- The four organizations we supported this year for Advent were Emmaus Community of Pittsburgh, Sojourner House, Second Presbyterian food pantry and Foundation of Hope.
- Waverly became a **Matthew 25** church. This means we will be actively engaged in one or more of the following: building congregational vitality by getting more deeply and actively involved in our community and the world; dismantling structural racism by advocating and acting to break down the systems and practices and thinking that underlie discrimination, bias, prejudice, and oppression of people of color; eradicating systemic poverty by working to change laws, policies, plans, and structures in our society that perpetuate economic exploitation of people who are poor
- We became an institutional mission partner with the National Black Presbyterian Caucus
- Through Waverly pledges, the Mission committee was able to donate over \$15,000 in 2020 to various organizations in our area. (See *Stewardship and Finance report for more detailed information on donations in 2020.*) The Mission committee is funded by the pledges of Waverly members. Ten percent of all pledge dollars go directly to the Mission budget.

Respectfully submitted by Tawna Loutsenhizer and Mollie Pollack

Mission, Co-chairs

1/13/2021

Personnel Committee

Personnel Committee Members:

Chair: John Wray

Members: Holly Wray, Adrian Roe

Staff: Rev. Jane Duffield (Pastor, ex-officio), Rev. Caitlin Werth (Pastor, ex-officio)

There were no scheduled meetings held this past year. Meetings are held on an as needed basis. It is the plan to have regularly scheduled meetings in 2021. 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. It is an important goal of the Personnel Committee to provide everyone working on behalf of Waverly opportunities for continued growth.

Major accomplishments and/or activities in 2020 consisted of the following:

- The pastor nominating committee (PNC) completed its work by bringing Rev. Caitlin Werth to the congregation to receive the call of installed pastor. A unanimous vote by the congregational to extend the call was taken on June 21. Thanks to the members of the PNC which included Gwen Vargas (chair), John Wray, Virginia Linn, Mollie Pollack, Stephen Neely, Anastasia Hutty, Adrian Roe (session member) and alternate Bob Dove for their hard work through trying times in bringing Rev. Werth to Waverly. Rev. Werth began her time at Waverly on August 1 and was officially installed on September 27. Rev. Jane Duffield ended her Interim Pastor position on July 31. It was with thanks that Waverly said farewell to Rev. Duffield and expressed its gratitude for her great work in moving Waverly through its interim period over the past 18 months.
- Caryn Doege continued her first year as Waverly's Student Pastor until the end of May. Ms. Doege decided not to return in the fall in that same capacity. She was compensated at the first year rate for student pastors through May 2020. There was no Student Pastor hired as a result of Presbytery policy. Presbytery does not want a newly installed pastor in her first year to have to also deal with the added responsibility of mentoring a Student Pastor. Waverly thanked Caryn for her good work during her year at Waverly through a zoom gathering and wished her well.
- Waverly's music program was led by Joe Stuligross who held the position of Choir Director. Joe worked as a salaried employee receiving a monthly salary in 2020 for the time (not including June, July and August) that he worked. Joe also is paid at a per hour rate for any extra time he works consulting with the pastor and/or Worship Committee in choosing and planning the church's music.
- Youngim Kwon and Alex Marthaler continued to work as accompanists. Young was the primary accompanist and Alex provided backup when Young was not available. The accompanists were paid on an event rate for Thursday rehearsals (which ended at the start of the pandemic in mid-March) and the Sunday morning worship service including Sunday rehearsals (which also ended in mid-March). Each Thursday and Sunday counted as a separate event.
- The choir, which consists of both men and women prior to the pandemic averaged between 6 and 15 individuals on any given Sunday. The choir did not meet to perform in person beginning in mid-March at the start of pandemic due to restrictions for on-site gatherings. Thanks to Joe, Young and Alex for sharing their talents with us and especially through this pandemic time.
- Molly Denver left Waverly's employment as of March 31, 2020 after three plus years of service. We thank Molly for her dedicated time spent supporting Waverly's pastors, session and members. Alex Marthaler was hired as Office Administrator on April 1. Office administrators are part time hourly employees. Alex has done an excellent job in this position and Waverly looks forward to Alex's continued good work in 2021.
- Khadiza Massey continued as Child Care Supervisor in 2020. She worked in the nursery from January until the church closed its doors at the beginning of the pandemic in mid-March. Although Khadiza did not work from mid-March until the end of the year session voted to continue her weekly salary during the pandemic shut down. Khadiza will continue to be paid in 2021 during the closure. Mollie Pollack provided child care support from January through mid-March at an hourly rate. There are no plans to continue with a paid support person once the church reopens its doors.
- Nancy Lindahl provided Waverly's custodial service in 2020 at the same hourly rate as in 2019 and that rate will remain the same for 2021. Ms. Lindahl is paid monthly based on the number of actual hours worked.
- Special thanks to Tom Fisher who has provided grounds maintenance service on a volunteer basis again in 2020. Tom will continue to provide lawn and grounds service on a volunteer basis in 2021.
- Trash and refuse removal was supplied by Dave Bonacci (Dave's Hauling) for a monthly fee.
- Jonathan Langham of Langham Piano Service provides piano tuning for Waverly on a per service payment basis. This service was provided three times on Waverly's two pianos in 2020. We anticipate the same amount of service for 2021.
- A special thanks to Jim Lenker who has provided the technical expertise and equipment that has allowed Waverly to live stream its worship services since the beginning of the pandemic. Jim has done a marvelous job of helping to keep Waverly connected during this time of social separation. Also thanks to Brian Kerr, Stephen Neely and Bill Vandivier for their support of Jim in bringing us Sunday worship services all on a volunteer basis.

We look forward to 2021 and an end to the pandemic. We trust that those people, who receive financial compensation from Waverly for serving our church, receive God's blessings and our continued support. This past year provided many challenges as a result of the pandemic. We thank all the individuals mentioned in this report for their service and creativity during this trying year. Waverly looks forward to the day when we have the opportunity to gather once again at the church for worship, Sunday school, meetings and fellowship.

Respectfully submitted by John Wray

Personnel Committee Chair

1/15/2021

Property Committee

Property Committee Members:

Co-Chairs: Stephen Neely and Brian Kerr

Members: Mary Chester Wasko, Rob Hosken, Bonnie Titus, Francine Smith, Bill Vandivier, Tom Fisher, Curt Boirum

Staff: Rev. Jane Duffield (Pastor, ex-officio), Rev. Caitlin Werth (Pastor, ex-officio)

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.

Normally, the Property Committee meets every other month on the second Tuesday at 7:30pm. In 2020, we did not meet formally but did communicate as needed via zoom and/or phone. Brian & Stephen were at the church every Sunday during the year. Special thanks to Bill & Tom for their ongoing efforts to maintain and watch over our property during this unusual time.

Thanks to John Wray for being the Property Committee liaison to Session while we wait for our next committee session member!

Waverly accomplished many of its property goals in 2020 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:

- Front Steps Repair: We continue to get closer to a solution. We plan to have work done in 2021. We expect the recommended repairs will cost approximately \$30,000; Thanks to Bill for continuing to work with the contractors to help us understand the best repair procedures
- Smoke alarm system & fire extinguishers: Inspected and re-certified in December.
- Boiler & HVAC systems: Maintenance program continues. Several repairs completed during the year. Mainly replacement of aging parts. Generally, systems working as expected. We will expect larger expenditures in coming years as systems age.
- Air Quality: Investigated potential solutions for air filtration for various spaces in the building that might be effective when the church reopens. This is ongoing.
- Live Streaming: Assisted with the set-up and operation of the weekly service live streaming operation. Special thanks to Jim Lenkner for his effort and his equipment. Property will continue to assist as we purchase and install our own equipment.
- Repaired damaged plaster and repainted the Forbes Ave entrance foyer. Thanks to Bill & Tom for handling the painting.
- Completed large masonry repointing to various sections of the building exterior. We plan to have an ongoing pointing program to repoint portions of the building every year to keep up with deteriorating mortar.
- Inspected and sealed the sanctuary roof gutter seams.
- Repaired and repainted office wall damaged by moisture.
- Cleaned and repaired several exterior downspouts.
- Flat roof areas: Continued the ongoing seam maintenance program which will extend the roof's useful life.
- Acquired used video projector for use in the sanctuary. Thanks to Jim Lenkner
- Acquired two video projection screens for use in the sanctuary and social hall. Thanks to Joe Stuligross.
- Lawn care: Tom, once again, handled the lawn maintenance during the year – at no cost to the Church!
- Workdays: Held Spring (May) and Fall (Oct) all-church workdays
- Organ maintenance planning: participating in the effort to understand what direction the Church should pursue to maintain and/or repair the organ systems.
- Caitlin donated a dehumidifier which has been put to work in the storage space under the front steps (“men’s shower”)

Respectfully submitted by Stephen Neely and Brian Kerr

Property Committee Co-Chairs

1/15/2021

Stewardship & Finance Committee

Personnel Committee Members:

Chair/Treasurer: John Wray

Members: Holly Wray, Dan Vargas

Staff: Rev. Jane Duffield (Pastor, ex-officio), Rev. Caitlin Werth (Pastor, ex-officio)

Plus input from the Chairs of Worship and Music, Membership, Christian Education, Outreach and Property Committees.

In 2020, 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. Even during this year when Waverly had to close its doors due to the pandemic from mid-March through the end of the year, Waverly could not have accomplished all that it did without this generous level of enthusiastic support. As Waverly proceeds into 2021 with a newly installed pastor Rev. Caitlin Werth and in the anticipation to the end of the pandemic, it is hoped that Waverly will continue to enjoy this support. It is hoped that this support 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 2020 (as of 12/31/20)

2020 Total Number of Households:	58 (48)	
	Pledging/Assumed	\$163,932
	Actually Received	\$162,195
2020 Pledging Households:	41	\$159,942
	Actually Received	\$156,950
2020 Pledging/Assumed Households: fulfilling or surpassing indicated amount	34	\$130,340
	Difference between Pledges/Assumed made and dollars contributed:	plus \$6,290
2020 Underpaid Pledges/Assumed	14	\$31,855
	Difference between Pledges/Assumed made and dollars contributed:	negative \$8,027
Households Contributing to General Fund but not Anticipated	5	\$2,553
	TOTAL RECEIVED	\$164,748

Report of Financial Commitments for our Special Funds in 2020

Total Received and Disbursed- \$9,288

Paper Bank (contributions):	\$50
Crop Walk:	\$4,115 (including \$3,615 online giving; not Outreach giving)
PCUSA Special Offerings:	\$1,121 (Pentecost-\$180; Peacemaking-\$70; CJO-\$871)
Advent Offerings:	\$2,100 (Foundation of Hope-\$515; Sojourner House-\$510; Emmaus Community of Pgh-\$485; 2 nd UPC (Food Bank)-\$590)
EECM:	\$40
Quilt Fund:	\$150
Seats and Feet:	\$125
Casa San Jose:	\$50
Oldman Fund:	\$365
Blessing Bags:	\$325
COVID 19 Lunches:	\$722
Care Baskets:	\$125

Total Dispersed from Outreach (General Fund) - \$15,851

Hello Neighbor:	\$350
G.P.C.F.B.:	\$1,500
Abolitionist Law Center:	\$600
COVID 19 Lunches:	\$598 (includes \$567 direct contributions)
A+ Schools:	\$200
Crop Walk:	\$2,500
WCM:	\$4,025 (includes \$500-Sanctuary Project for Peace)

Western PA Diaper Bank:	\$500
Advent Offerings (4):	\$2,395 (includes \$407-Minister's Discretionary Fund)
Second PC-Food Bank:	\$500
VEEEM:	\$500
Pgh Presbytery (Mission)	\$2,000
Registrations/Fees:	\$350 (ELPC-PrideFest; Peoples Pride; Black Caucus)
Giant Eagle gift cards:	\$300 - Minister's Discretionary Fund
Farewell Gift-John Patton:	\$100 - Minister's Discretionary Fund

Total Distributed from Outreach (General Fund) and Special Fund Mission - \$25,139

14.1% of actual General Fund expenses - \$178,268 (Expenses less Outreach)

14.6% of actual General Fund contributions - \$172,245 (Pledges plus Loose Offerings)

Respectfully submitted by John Wray
 Stewardship & Finance Committee Chair and Treasurer
 1/15/2021

03+000Waverly General Funds - Year End 2020

	2020 Budget	Mo. Actual	Mo. Budget	YTD Budget	YTD Actual	Prior YTD
I. General Fund Expenses						
A. Personnel						
1. Minister Salary/Housing	\$64,590.00	\$0.00	\$5,382.50	\$64,590.00	\$64,147.41	\$64,147.41
1a. Minister Pension & Medical	\$16,360.00	\$0.00	\$1,363.33	\$16,360.00	\$14,671.62	\$14,671.62
1b. Min. Medical Reimbursement	\$1,200.00	\$0.00	\$100.00	\$1,200.00	\$0.00	\$0.00
1c. Minister Mileage (Expenses)	\$300.00	\$0.00	\$25.00	\$300.00	\$1,454.79	\$1,454.79
1d. Minister Continuing Ed.	\$2,000.00	\$0.00	\$166.67	\$2,000.00	\$0.00	\$0.00
2. Staff Salary - Music Director	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2a. Staff Salary - Choir Director	\$5,515.00	\$0.00	\$459.58	\$5,515.00	\$5,290.00	\$5,290.00
2b. Accompanist	\$6,900.00	\$0.00	\$575.00	\$6,900.00	\$4,650.00	\$4,650.00
3. Staff Salary - Student Pastor	\$3,800.00	\$0.00	\$316.67	\$3,800.00	\$2,000.00	\$2,000.00
4. Staff Salary - Office	\$5,870.00	\$0.00	\$489.17	\$5,870.00	\$4,864.94	\$4,864.94
5. Staff Salary - Child Care	\$2,750.00	\$0.00	\$229.17	\$2,750.00	\$2,650.00	\$2,650.00
5a. Child Care	\$731.50	\$0.00	\$60.96	\$731.50	\$133.00	\$133.00
6. FICA (Employer)	\$1,899.88	\$44.75	\$158.32	\$1,899.88	\$1,488.30	\$1,443.55
Total Personnel	\$111,916.38			\$111,916.38	\$101,350.06	\$101,305.31
B. Worship						
10. Program Supplies	\$350.00	\$0.00	\$29.17	\$350.00	\$1,125.75	\$1,125.75
11. Honoraria	\$500.00	\$0.00	\$41.67	\$500.00	\$0.00	\$0.00
12. Music	\$500.00	\$0.00	\$41.67	\$500.00	\$110.68	\$110.68
13. Organ/Piano Tuning	\$556.00	\$0.00	\$46.33	\$556.00	\$417.00	\$417.00
Total Worship	\$1,906.00			\$1,906.00	\$1,653.43	\$1,653.43
C. Christian Education						
20. Sunday School	\$900.00	\$0.00	\$75.00	\$900.00	\$1,108.84	\$1,108.84
21. Youth Group	\$750.00	\$0.00	\$62.50	\$750.00	\$306.65	\$306.65
Total Christian Education	\$1,650.00			\$1,650.00	\$1,415.49	\$1,415.49
D. Membership						
30. Per Capita	\$3,734.71	\$0.00	\$311.23	\$3,734.71	\$3,734.71	\$3,734.71
31. Council Expenses	\$750.00	\$0.00	\$62.50	\$750.00	\$1,003.14	\$1,003.14
Total Membership	\$4,484.71			\$4,484.71	\$4,737.85	\$4,737.85
E. Outreach						
40. Special Outreach Projects	\$7,500.00	\$0.00	\$625.00	\$7,500.00	\$6,863.48	\$6,863.48
41. Shared Mission Support	\$2,000.00	\$0.00	\$166.67	\$2,000.00	\$2,000.00	\$2,000.00
42. Designated Mission Funding	\$5,544.00	\$0.00	\$462.00	\$5,544.00	\$6,180.52	\$6,180.52
43. Minister's Discretionary Fund	\$1,000.00	\$0.00	\$83.33	\$1,000.00	\$1,000.00	\$1,000.00
Total Outreach	\$16,044.00			\$16,044.00	\$16,044.00	\$16,044.00
F. Office						
70. Telephone/Computer	\$3,100.00	\$0.00	\$258.33	\$3,100.00	\$2,502.80	\$2,502.80
71. Postage	\$300.00	\$0.00	\$25.00	\$300.00	\$194.10	\$194.10
72. Supplies/Equipment	\$3,200.00	\$0.00	\$266.67	\$3,200.00	\$6,307.92	\$6,307.92
Total Office	\$6,600.00			\$6,600.00	\$9,004.82	\$9,004.82
G. Property						
80. Utilities	\$18,283.00	\$0.00	\$1,000.00	\$18,283.00	\$14,935.91	\$14,935.91
81. Insurance	\$9,498.00	\$0.00	\$791.50	\$9,498.00	\$10,067.90	\$10,067.90
82. Maintenance	\$6,000.00	\$0.00	\$500.00	\$6,000.00	\$15,409.31	\$15,409.31
83. Custodial	\$12,730.00	\$0.00	\$1,060.83	\$12,730.00	\$4,952.70	\$4,952.70
84. Grounds	\$1,000.00	\$0.00	\$83.33	\$1,000.00	\$900.00	\$900.00
85. Supplies	\$1,500.00	\$0.00	\$125.00	\$1,500.00	\$477.52	\$477.52
Total Property	\$49,011.00			\$47,011.00	\$46,743.34	\$46,743.34
H. Miscellaneous						
100. Misc. Expenses	\$2,500.00	\$0.00	\$208.33	\$2,500.00	\$321.00	\$321.00
101. Misc. Fundraising	\$200.00	\$0.00	\$16.67	\$200.00	\$0.00	\$0.00
Total Miscellaneous	\$2,700.00			\$2,700.00	\$321.00	\$321.00
Total Expenses	\$194,312.09	\$44.75	\$15,652.42	\$192,312.09	\$181,269.99	\$181,225.24
	\$178,268.09					
II. General Fund Income						
201. Loose Offering	\$3,286.16	\$0.00	\$273.85	\$3,286.16	\$2,385.36	\$2,385.36
202. Pledge/Envelope	\$165,000.00	\$0.00	\$13,750.00	\$165,000.00	\$169,860.00	\$169,860.00
203. Sunday School	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
204. Outside Users	\$6,600.00	\$0.00	\$550.00	\$6,600.00	\$4,055.00	\$4,055.00
205. Investment Interest	\$2,270.00	\$0.00	\$189.17	\$2,270.00	\$1,412.16	\$1,412.16
206. Grants (operating)	\$675.00	\$0.00	\$56.25	\$675.00	\$5,604.46	\$5,604.46
206.a. PPP-COVID 19 payroll grant	\$0.00	\$0.00	\$0.00	\$0.00	\$12,100.00	\$12,100.00
207. Holiday Festival	\$12,000.00	\$0.00	\$1,000.00	\$12,000.00	\$6,174.55	\$6,174.55
208. Misc. Fundraising	\$2,000.00	\$0.00	\$166.67	\$2,000.00	\$2,425.60	\$2,425.60
209. Per Capita Request	\$2,330.93	\$0.00	\$194.24	\$2,330.93	\$2,263.44	\$2,263.44
210. Faith	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211. Misc. Income	\$150.00	\$0.00	\$12.50	\$150.00	\$183.51	\$183.51
Total Income	\$194,312.09	\$0.00	\$16,192.67	\$194,312.09	\$206,464.08	\$206,464.08
III. Transfers (+/-) Spec. Funds						
						\$0.00
IV. General Fund Summary						
209. Beginning Balance	\$88,587.35	\$0.00	\$7,382.28	\$88,587.35	\$88,587.35	\$0.00
210. Total Income	\$194,312.09	\$0.00	\$16,192.67	\$194,312.09	\$206,464.08	\$206,464.08
211. (+/-) Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
212. Less Total Expenses	\$194,312.09	\$44.75	\$16,192.67	\$194,312.09	\$181,269.99	\$181,225.24
NET GAIN (LOSS)	\$88,587.35	(\$44.75)	\$7,382.28	\$88,587.35	\$113,781.44	\$25,238.84
NET GAIN (LOSS) - YTD ACTUAL					\$25,194.09	
HOLIDAY FESTIVAL (budgeted revenue)					\$0.00	
NET GAIN (LOSS) - ANTICIPATED					\$25,194.09	

0070C0Waverly Special Funds - Year End 2020

	Open	Addition	Subtraction	Close		
224	Memorial/Honor Gifts (Restricted)	\$50.00			\$50.00	
225	Memorial/Honor Gifts (Unrestricted)	\$2,137.08			\$2,137.08	
226	Named Funds					
	a. Jean Bird Camp Fund	\$768.27			\$768.27	
230	Fundraising Events - Waverly					
	a. Opera House	\$1,527.08			\$1,527.08	
	b. Palm Sunday Brunch	\$847.00			\$847.00	
	c. Holiday Festival	\$500.00			\$500.00	
232	Events					
	a. Picnic	\$0.00			\$0.00	
	b. Christmas Fest - (College Care Baskets)	(\$157.78)			(\$157.78)	
239	TOTAL UNRESTRICTED FUNDS	\$5,671.65	\$0.00	\$0.00	\$5,671.65	
	Restricted Funds		Addition	Subtraction		
240	Tax Deposits/Payroll Withholdings	(\$10.25)	\$44.75		\$34.50	correction from November GF A6 FICA (employer)
243	Donor-designated uses					
	a. Food Pantry	\$15.00			\$15.00	
	b. Flower Fund	\$517.19			\$517.19	
	c. Mission 2018	\$0.00			\$0.00	
	d. Roof Project 2012-2015	\$0.00			\$0.00	
	e. Souper Bowl (inc. Soup Sale)	\$0.00			\$0.00	
	f. Paper Bank	\$21.30			\$21.30	
	g.a. Misc. Fundraisers-Window Fund	\$550.00			\$550.00	
	g.b. Misc. Fundraisers-WCM	\$0.00			\$0.00	
	g.c. Misc. Fundraising-Meet the Authors	\$608.04			\$608.04	
	g.d. Misc. Fundraising-Oldman Fund	\$0.00			\$0.00	
	g.e. Misc. Fundraising-Seats and Feet	\$50.00			\$50.00	
	g.f. Misc. Fundraising-Casa San Jose	\$0.00			\$0.00	
	g.h. Misc. Fundraising-Flamingo	\$0.00			\$0.00	
	g.i. Misc. Fundraising-COVID 19 Lunches	\$0.00			\$0.00	
	g.j. Misc. Fundraising-Blessing Bags	\$113.65			\$113.65	
	i. Dwelling Fund	\$0.00			\$0.00	
	j. Waverly Legal Fund	\$0.00			\$0.00	
	k. Advent Offerings	(\$60.00)			(\$60.00)	
244	Misc. Year End Adjustments					
	a. 2019 Unused MDF	\$0.00			\$0.00	
	b. 2020 Pre-paid Pledges	\$0.00			\$0.00	
245	Special Events					
	a. All Church Retreat	\$0.00			\$0.00	
	b. Women's Retreat	\$45.06			\$45.06	
	e. Crop Walk	\$0.00			\$0.00	
246	PCUSA Special Offerings					
	a. OGHS	\$0.00			\$0.00	
	b. Pentecost	\$0.00			\$0.00	
	c. ChristmasJoy	\$410.00			\$410.00	
	d. Peacemaking	\$0.00			\$0.00	
	e. Disaster Relief - Hurricanes	\$0.00			\$0.00	
	f. Disaster Relief - Hurricane Relief	\$0.00			\$0.00	
	g. Disaster Relief - Louisiana Flood	\$0.00			\$0.00	
249	TOTAL RESTRICTED FUNDS	\$2,259.99	\$44.75	\$0.00	\$2,304.74	
250	TOTAL SPECIAL FUNDS	\$7,931.64	\$44.75	\$0.00	\$7,976.39	
251	GENERAL FUND BALANCE				\$113,781.44	
253	TOTAL FUND BALANCES				\$121,757.83	
	CHECK		Jan. 1	current		
	Checking Account Balance - Dollar Bank 2		\$112,552.80	\$110,303.61		
	Unrestricted Portion -Waverly Endowment Fund		\$11,454.22	\$11,454.22		
	TOTAL LIQUID ASSETS		\$124,007.02	\$121,757.83		
	New Covenant Trust Fund		\$38,851.65	\$49,451.96	as of 12/31/2020	

Waverly Special Funds - Year End 2020

	Open 2020	Addition	Subtraction	Close 2020	Open 2021
Unrestricted Funds					
224 Bequests (Unrestricted)	\$50.00			\$50.00	\$50.00
225 Memorial Gifts (Unrestricted)	\$1,287.08	\$850.00		\$2,137.08	\$2,137.08
226 Named Funds					
a. Jean Bird Camp Fund	\$768.27			\$768.27	\$768.27
230 Fundraising Events - Waverly					
a. Opera House	\$1,527.08			\$1,527.08	\$1,527.08
b. Palm Sunday Brunch	\$1,047.00		\$200.00	\$847.00	\$847.00
d. Holiday Festival	\$500.00	\$6,450.00	\$6,450.00	\$500.00	\$500.00
232 Events					
a. Picnic	\$0.00			\$0.00	\$0.00
b. Christmas Fest	\$0.00	\$125.00	\$282.78	(\$157.78)	-\$157.78
239 TOTAL UNRESTRICTED FUNDS	\$5,179.43	\$7,425.00	\$6,932.78	\$5,671.65	\$5,671.65
Restricted Funds					
		Addition			
240 Tax Deposits/Payroll Withholdings	\$2,659.80	\$12,965.28	\$15,590.58	\$34.50	\$34.50
243 Donor-designated uses					
a. Food Pantry	\$15.00			\$15.00	\$15.00
b. Flower Fund	\$517.19			\$517.19	\$517.19
c. Mission	\$0.00			\$0.00	\$0.00
d. Roof Project 2012-2015	\$2,050.84		\$2,050.84	\$0.00	\$0.00
e. Souper Bowl	\$0.00			\$0.00	\$0.00
f. Paper Bank	\$874.32	\$50.00	\$903.02	\$21.30	\$21.30
g.a. Window Fund	\$550.00			\$550.00	\$550.00
g.b. Misc. Fundraisers-WCM	\$26.00		\$26.00	\$0.00	\$0.00
g.c. Misc. Fundraising-Meet the Authors	\$608.04			\$608.04	\$608.04
g.d. Misc. Fundraising-Quilt Fund	\$0.00	\$150.00	\$150.00	\$0.00	\$0.00
g.e. Misc. Fundraising Seats and Feet	\$90.00	\$125.00	\$165.00	\$50.00	\$50.00
g.f. Misc. Fundraising-Casa San Jose	\$0.00	\$50.00	\$50.00	\$0.00	\$0.00
g.h. Misc. Fundraising-EECM	\$642.99	\$40.00	\$682.99	\$0.00	\$0.00
g.i. Misc. Fundraising-COVID 19 Lunches	\$0.00	\$721.52	\$721.52	\$0.00	\$0.00
g.j. Misc. Fundraising-Oldman Fund	\$0.00	\$365.00	\$365.00	\$0.00	\$0.00
g.k. Misc. Fundraising-Flamingo	\$0.00	\$50.00	\$50.00	\$0.00	\$0.00
g.l. Misc. Fundraising-Blessings Bags	\$0.00	\$325.00	\$211.35	\$113.65	\$113.65
g.m. College Care Baskets	\$0.00			\$0.00	\$0.00
g.n. Dwelling Fund	\$3,500.00		\$3,500.00	\$0.00	\$0.00
g.o. Waverly Legal Fund	\$1,500.00		\$1,500.00	\$0.00	\$0.00
i. Advent Offerings	\$0.00	\$2,040.00	\$2,100.00	(\$60.00)	-\$60.00
244 Misc. Year End Adjustments					
a. 2019 Pre-paid Per Capita/Unused MDF	\$1,000.00		\$1,000.00	\$0.00	\$0.00
b. 2019/2020 Pre-paid Pledges	\$16,000.00		\$16,000.00	\$0.00	\$0.00
245 Special Events					
a. All Church Retreat	\$0.00			\$0.00	\$0.00
b. Women's Retreat	\$45.06			\$45.06	\$45.06
c. Men's Retreat	\$0.00			\$0.00	\$0.00
d. Youth Retreat	\$0.00			\$0.00	\$0.00
e. Crop Walk	\$0.00	\$50.00	\$50.00	\$0.00	\$0.00
246 PCUSA Special Offerings					
a. OGHS	\$0.00			\$0.00	\$0.00
b. Pentecost	\$0.00	\$180.00	\$180.00	\$0.00	\$0.00
c. ChristmasJoy	\$70.00	\$871.00	\$531.00	\$410.00	\$410.00
d. Peacemaking	\$91.00	\$70.00	\$161.00	\$0.00	\$0.00
e. Disaster Relief - Hurricane Relief	\$0.00			\$0.00	\$0.00
249 TOTAL RESTRICTED FUNDS	\$30,240.24	\$18,052.80	\$45,988.30	\$2,304.74	\$2,304.74
250 TOTAL SPECIAL FUNDS	\$35,419.67	\$25,477.80	\$52,921.08	\$7,976.39	\$7,976.39
251 GENERAL FUND BALANCE				\$113,781.44	\$113,781.44
253 TOTAL FUND BALANCES				\$121,757.83	\$121,757.83
CHECK					
		Jan. 1	current		
Checking Account Balance - Dollar Bank 2		\$112,552.80	\$110,303.61		
Unrestricted Portion -Waverly Endowment Fund		\$11,454.22	\$11,454.22		
TOTAL LIQUID ASSETS		\$124,007.02	\$121,757.83		
Waverly Endowment Fund		\$38,851.65	\$49,451.96	as of 12/31/2020	