

2020 Annual Report



**Worship Online
With Us
Sundays 10:55 AM**

SAPC.COM/MEDIA

Saint Andrews Presbyterian Church

7506 Falls of Neuse Road
Raleigh, NC 27615
919-847-1913

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INTERIM PASTOR

Until this year, I thought of change more as an inherent part of a transitional pastor's work to be carefully visualized, planned and executed (adding to Christian education offerings, for example, or helping the Session envision a new direction for the church). And, I respected it as a difficult concept for many people, especially in churches where "We've always done it that way" echoes loudly. Yet, I've always known that, if managed well and carefully rolled out, change can be designed to produce the desired result...most of the time!

An involuntary kind of change arrived this year, a viral pandemic that has summoned every last gift for "doing church" we have and compelled the congregation to adapt to a new normal involving ministry more outside our sanctuary doors, not inside them.

During 2020, we've had to assume new technical skills and to apply them to online meetings, Bible studies and special events. We've had to acclimate to a new comfort level with the complexities and challenges of producing virtual worship and new methods of maintaining the rhythm of the church. Our deacons and Stephen Ministers have had to change how they connect with, serve and love our most vulnerable members in ways that are both safe and compassionate. Your staff has had to adjust to new professional challenges while affirming their personal concerns for safety and job security. The mission and ministry of Saint Andrews Presbyterian Church has gone on – electing a Pastor Nominating Committee and new officers, funding our mission partners, reimagining VBS, continuing youth gatherings and offering new opportunities for safe fellowship to name just a few – only within a different context and using different approaches. God has been glorified, and God has walked with us through a challenging year...every step of the way.

Perhaps most importantly, as interim pastor, I've had to proclaim the hope of the gospel more loudly, more clearly and more passionately than ever before in order to lead staff and congregation alike toward the understanding that nothing can separate us from the love of God in Christ, not even a killer germ. All at once, it has been exhausting and exhilarating. Moreover, the crisis has proven to be invaluable preparation for helping us all envision the church of tomorrow with a focus upon the twin core competencies of adaptation and flexibility, without which I believe it will be unable to fully succeed.

In this annual report, you can read how various ministries at Saint Andrews encountered and handled the pandemic with energy, imagination, intelligence and love. You can see how your lay leaders and their committees and staff liaisons rallied to the challenge of "doing church" in the most difficult of circumstances. And, you can see the unmistakable evidence of the Holy Spirit – and the spirit of Saint Andrews – on every page and in every detail.

There is much work to do ahead – many hard questions must be asked and answered and many preparations must be made for an anticipated return to "normal" in 2021. For now, though, let us look back (if only quickly) to remember the year that was, and to give thanks to God for a bounty of blessings.

In Christ,



ASSOCIATE PASTOR

Since March, life has looked very different at Saint Andrews. The pandemic has deprived us of the ability to gather in our sanctuary, to hug or shake hands with one another, to sing together, play together, even to sit (sigh!) in a committee meeting together. While we grieve those losses, we also find hope in re-discovering that church is more than a building. I am so proud of the way all of you have continued to minister to one another, with the help of technology, through creative fellowship events outdoors, by phone calling and delivering flowers and continuing in our mission work, safely masked and distanced. We have held congregational meetings, planning retreats and educational classes remotely. We have found creative ways to be the church. We can adapt. We are resilient.

As we begin a new year, we have been granted a unique opportunity to consider how our future--post-pandemic—can be one of renewal and rebirth. This is a frequent topic of conversation among your staff as we seek to adapt our ministries to this “new normal,” to harness technology in ways that enhance community, to rethink what constitutes engagement in the life of the church, and how best to meet people where they are. We are very fortunate to have our interim John Semmes leading us through this unprecedented time, as well as a thoughtful and committed PNC who, with God’s help, will identify our next senior pastor with the gifts to guide us hopefully and boldly into the future.

God is good and we can trust in God’s faithfulness, especially in times of change and uncertainty. As always, it is a joy to be your Associate Pastor, ministering with and for you. Here’s to a brave new 2021!

Rev. Diane

CLERK'S REPORT

The Session is responsible for governing the congregation of Saint Andrews Presbyterian Church and guiding its witness to the sovereign activity of God in the world (PCUSA Book of Order 2017/19, G-3.0201). Session is tasked with ensuring that the Word of God may be truly preached and heard, seeing that the Sacraments of the Lord's Supper and Baptism are rightly administered and received, and nurturing the community of faith through programs of ministry, education, and fellowship. The Session is also responsible for encouraging faithful stewardship, managing the physical property, directing the ministry of all organizations of the congregation, and leading the congregation in the mission and ministry of the church.

The Clerk of Session is elected annually by the Session to maintain the official church records, including membership rolls, minutes of the Session, and minutes of the congregational meetings. The primary goal of the Clerk of the Session is to promote the efficient operation of the Session through the administration of required records and to advise and assist the Pastor(s) as requested or required to further the church's work in the world. Session meetings are open to all members and usually take place on the third Tuesday of each month at 7 pm. Session minutes and membership rolls are filed in the church office.

SESSION MEMBERS IN 2020

Teaching Elders:

Rev. John Semmes- Interim Senior Pastor

Rev. Diane Knauf- Associate Pastor

Ruling Elders:

Steve Ade – Stewardship Committee

AJ Ingalls – Youth Committee

Bethany Inge – Youth Elder

Steve Brueggeman – Facilities Committee

Becky MacNeill – Fellowship Committee

Keith McDonald – Finance Committee

Melinda Carr – Missions Committee

Pat Cash – Personnel Committee

Larry Parks – Membership Committee

David Kannianen (resigned, 9/2020) – Missions Committee

Krista Brincheck – Children's Ministry

David Finch – Adult Education Committee

Shirley Willett – Worship & Music Committee

Lydia Menzel (resigned, 6/2020) – Clerk of Session

Creed Huddleston (7/2020 – 2/2021) – Clerk of Session

Committee

Deacon Representative (Non-voting):

Steve Jenkins – 2020 Moderator of the Diaconate

Accomplishments for 2020 and Goals for 2021 are listed in the various Committee Reports.

Respectfully Submitted,
Creed Huddleston
Clerk of Session

DIACONATE

DEACONS

Class of 2020: Harrison Edwards, Steve Jenkins, Linda Perryman, Rosemarie Sholl

Class of 2021: Phyllis Ade, Beth Carmichael, John Marquis, Richard Mueller

Class of 2022: Richard Casey, Kathy Kidd, Paige Ritchie, Craig Widen, Trey Williams

MISSION STATEMENT

The office of Deacon as set forth in the Book of Order and in Scripture is "one of sympathy, witness and service after the example of Jesus Christ."

The Book of Order states that "it shall be the duty of deacons, first of all, to minister to those who are in need, to the sick, to the friendless, and to any who may be in distress both within and beyond the community of faith." At SAPC the Diaconate is charged by the Session with overseeing

Congregational Care, Fellowship, Outreach and Service to the church.

KEY ACCOMPLISHMENTS FOR 2020

- Duty Deacon and Care Deacon Training for Class of 2022 Deacons
- Assisted the church-wide Fellowship Committee in providing fellowship Ministry opportunities throughout the year for:
 - Annual Congregational Breakfast
 - Flu Shot Clinic during the Fall CARnival
 - Christmas Eve Luminaries
- As Care Deacons, provided care for 71 church members.
- Provided Support for various Outreach Ministry groups, including our growing scouting programs:
 - Boy Scouts and Girl Scouts
 - Wolf and Cub Scouts

COVID-19 Pandemic Impact

The closing of the SAPC campus from mid-March through the end of the year eliminated the need for Duty Deacons and eliminated several fellowship events the diaconate participates in each year. Diaconate meetings were held via Zoom for the months of April through December. During several of the meetings Diane led informal discussions regarding congregational care, mental health, and how to cope during the COVID-19 Pandemic. All members of the Diaconate took extra steps to reach out, and provide care, to church members in need. This involved numerous phone calls, emails, text messages, and hand written cards/notes.

<p style="text-align: center;">MEETING DAY AND TIME</p>
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<p style="text-align: center;">First Tuesday of the month 7:00 p.m.</p>

GOALS FOR 2020

- Continue training opportunities in the areas of care-giving, and prayer
- Continue working with Diane to establish an Older Adult Transportation Ministry
- Establish a position within the Diaconate to oversee the SAPC Counting Teams

Respectfully Submitted,

Steve Jenkins, Moderator

NOMINATING COMMITTEE

2020 COMMITTEE MEMBERS

Craig Newton (Moderator), David Skergan, Jessica Brueggeman, Lee Griffin, Diana Kennedy, Smokey Hay, Scott Pollock, Rosemarie Sholl, Pat Cash, Rev. John Semmes (ex officio)..

The Nominating Committee of Saint Andrews Presbyterian Church completed its work for 2020 and put forward the following candidates who were elected, for the positions stated, at the Congregational Meeting held on August 30, 2020. The officers-elect have completed their training and were examined and approved by Session at its meeting on December 15, 2020. They will be ordained and installed into their respective offices on February 7, 2021.

For the office of Ruling Elder (Class of 2022): Micheal Schley

For the office of Ruling Elder (Class of 2023):
Lori Edwards
Nancy Roy
Jeff Adkins
Rick Ayre
CJ Edwards

For the office of Deacon (Class of 2023):
Ellie Drumm
Wendy Foreman
Nancy Chocklett
Marcia Hanks
Mark Gregory

The Nominating Committee put forward the following candidates who were elected at the Congregation Meeting on August 30, 2020, for the Nominating Committee and Pastor Nominating Committee.

For Nominating Committee (Class of 2023):
Craig Widen
Mike Brinchek
Lexa Kaplan

For Pastor Nominating Committee:
Jen Baccus
Scott Inge
Creed Huddleston
Steve Ade
Karen Schley
Melanie Hum
Jamal Carson
Judy Ice (alternate)
Kevin Hubard (alternate)

Respectfully Submitted,
Craig Newton, Moderator

ADULT EDUCATION COMMITTEE

KEY ACCOMPLISHMENTS FOR 2020:

1. Created a new mission purpose statement (see below).
2. Successful, highly attended and positive reviews of a “Forgiveness” short session in January.
3. Successful and timely transition to online only offerings.
4. Favorable congregational feedback from our Holy Cow Survey.
5. Introduced 2 new classes: Journey and Wired Word
6. Implemented Core Offerings: Journey, Wired Word, Merge, and Disciple.
7. Successful Diversity Short Session sponsored by our Diversity and Inclusion Committee.
8. Increased overall Adult Ed offerings despite pandemic obstacles.
9. Well received December Dinner and a study “Not Your Hallmark Christmas” with support from Valarie Hubbard and Michael Schley.

GOALS FOR 2021

1. To continue to have a successful transition to combination online and in person delivery of Journey class.
2. Successful transition to reopening.
3. Reimplementing Merge (class for young families)
4. Introduce new committee members to the specific roles of “advertisement” and “short sessions.”
5. Implementing Core short sessions.

Respectfully Submitted,
David Finch, Elder

The purpose of the SAPC Adult Education Committee provides opportunities for participants that nurture spiritual growth and knowledge of God, and build community for living faithfully in the world.

COMMITTEE MEMBERS

David Finch (Elder and Chair)
Juan Ayala-Carmona
Bill Baiocchi
Chris Hagan
Shelley Kane
Chris Mee
Sue Parks
Jill Pollock
Rev. Diane Knauf (Associate Pastor)

MEETING DAY AND TIME

7:00 p.m.
Second Wednesday of the
Month

YOUTH MINISTRY COMMITTEE

LEADERSHIP:

Staff

Director of Youth and Family Ministries: Anne Stark

Youth Intern: Nick Billman

Youth Intern: Mackenzie Lamb

YOUTH COMMITTEE:

A.J. Ingalls: Elder of Youth Ministry

Anne Stark: Staff

Beth Bailey Myers, Amy Brown, Smokey Hay, Andy Mallard, Kristen McHugh, Craig Newton, David and Catherine Woodard

Bethany Inge: Youth Elder

PROGRAM VOLUNTEERS:

Linda and Jeff Adkins, Bill Baiocchi, Jarrod & Jen Baccus, Steve Cahoon, Jamal Carson, Lindsay Decker, Lori Edwards, Smokey Hay, Judy Ice, Lisa Lewis Jenkins, Steve Jenkins, Mark LaMantia, Jim Moore, Beth Bailey Myers, Dave Skergan, Jonathan Walston

MEETING DAY AND TIME:

First Thursday of month, 7pm

KEY ACCOMPLISHMENTS FOR 2020

- Pivoted and maintained youth involvement and connectedness during a pandemic.
- Discussed tough but important topics like racial equity and mental health.
- Empowered and supported our young people in donating funds to nine organizations in place of our mission trip.

GOALS FOR 2021

- Continue to involve our youth in church wide initiatives for reflection and discernment that will lead to the call of our next Senior Pastor.
- Continue to develop opportunities for youth and their parents to discuss tough topics, including racial equity and mental health.
- Continue to create ways for youth to stay connected with each other and involved in the youth ministry.

Respectfully submitted,

Anne Stark

Director of Youth and Family Ministry

MISSION STATEMENT

Saint Andrews Presbyterian Church provides a welcoming youth ministry that fosters a strong sense of connection with others, where each individual is valued and nurtured, and all are accepted as God's unique creations. Our youth are an integrated and visible part of the congregation and are involved in the full life of the church. We have dedicated adult leaders who support and guide our youth as they navigate through the challenges of being a young person in today's world. Our youth recognize, value, and embrace the responsibility of answering God's call to love and serve all people. Saint Andrews Youth Ministry inspires spiritual growth that actively engages each individual in a lifelong walk with Christ.

CHILDREN'S MINISTRY COMMITTEE

KEY ACCOMPLISHMENTS FOR 2020

- Made the transition from in person Sunday School to a multi-platform system in response to COVID-19.
- Used a variety of resources to promote family faith formation at home, in conjunction with zoom and other virtual platforms.
- Held 3 successful fellowship events, in conjunction with other committees, to enable safe fellowship during COVID-19.

MISSION STATEMENT

The Children's Ministry of Saint Andrews Presbyterian Church strives to nurture and inspire our children to know God, love God, and live as disciples of Jesus.

COMMITTEE MEMBERS

Mary Catherine Lemmond (Director of Children and Family Ministry)
Krista Brincheck (Elder)
Jim Moore
Kevin Hubard
Krista Brincheck
Melissa Chamoff
Nicole Williams
Chrissy Bohosalwec
Marj Jenkins
Rev. Diane Knauf, ex-officio.

MEETING DAY AND TIME

5:00 p.m.

Second Sunday of every other Month

GOALS FOR 2021

- Continue using a variety of platforms for Sunday School and Faith formation.
- Create more fellowship and Sabbath opportunities as social distancing continues, and as we return to campus later in the year.
- Continue implementing the renovation plan we started by using and revising the tasks and procedures that will equip Saint Andrews to serve our children with a sustainable, faithful Children's Ministry.
- Continue to more effectively plan and implement the recruiting structure for teachers and volunteers.
- Complete our reorganization of the Children's Ministry committee to functional sub-teams to support, nurture and make the renovated programs sustainable. This realignment will enable committee members to use their specific talents to serve the children more effectively and include more congregational members in this effort.

Respectfully Submitted,
Mary Catherine
Lemmond Ingalls

PRESCHOOL ANNUAL REPORT

GOALS AND ACCOMPLISHMENTS FOR 2020

While our 2019-2020 school year was cut short by the pandemic, we managed to pack a lot of fun and learning into the six and a half months that we were open. We coordinated with the church on several fellowship activities and had just finished our preschool Spirit Week with an all-school assembly to watch three teachers get a pie in the face as a reward for a successful book fair when we were forced to close our doors. Our final event for the school year was a parking lot send-off parade for our four and five year olds.

The preschool has remained closed during the 2020-2021 school year. During this time, preschool families have remained connected to each other through online storytimes and our outdoor fellowship events (Kick-Off Carnival, Treats in the Street and Cookies, Claus and Christmas Cheer). Many preschool families joined us for our family Christmas Eve service as well. We are planning on a grand re-opening in the fall of 2021. Work is underway to spruce up our classrooms and hallways with fresh coats of paint and newly-scrubbed floors so that the preschool will look it's best when students return in the fall.

MISSION STATEMENT

Saint Andrews Presbyterian Preschool is a program of Saint Andrews Children's Ministry offering weekday preschool classes for toddlers through five-year-old children. Our child-centered and age-appropriate program is designed to meet the needs of the total child by promoting mental, physical, emotional, social and spiritual growth. Our goal is to provide a creative, fun and nurturing preschool experience where Christian ideals and values are presented as a way of life and children associate pleasure with learning.

Marj Jenkins
Preschool Director
Julie Cooper
Assistant Director

MISSION COMMITTEE

KEY ACCOMPLISHMENTS FOR 2020:

- In partnership with SAPW we completed a year-long partnership with Beth Meyer Synagogue through Circle of Welcome to help support a refugee family.
- SAPC in partnership with St. Philip Lutheran packed over 13,000 meals for Rise Against Hunger in a socially distanced environment.
- Published the annual Alternative Gift Catalog
- Continued bi-monthly Mission communications to the congregation in the weekly SAPC email.
- Began the “Mission Spotlight Video” project to help keep our congregants up to date on our mission partners
- In partnership with SAPW over 130 Christmas bags were delivered to children in Mexico through our partner Faith Ministry.
- Congregants continued to support our partners at North Raleigh Ministries, Shepherd’s Soup Kitchen, Brown Bag, Meals on Wheels and A Place at the Table as servants, as able, due to social distancing restrictions
- Organized a cleaning product supply drive, coats drive and BackPack Buddies food drive to support our mission partners.
- Inactivated our Disaster Response team and Faith Crews due to COVID restrictions and team members aging out.
- Defined Mission’s Core Value statement...” In gratitude for God’s grace and unconditional love, we connect with God’s people and strive to make a lasting difference, serving and supporting those in need while respecting their dignity. We aspire to grow in faith through service working toward resolving issues that lead to poverty and hunger, empowering people and communities to become self-sufficient.
- Reaffirmed our 7 Criteria for partnership and are currently re-evaluating commitment to our mission partners based on these criteria.
- Financially supported in various levels 4 international partners and 9 local partners

GOALS FOR 2021:

- Strengthen committee membership
- Successful transition of chairmanship
- Re-establish congregants’ involvement in mission partners after threat from COVID 19
- Pare down number of mission partners based on 7 criteria

Respectfully submitted,
Melinda Carr

2020 Pandemic:

2020 will long be known as the year of the Pandemic. While the “Pandemic Pivot” has put a strain on all walks of life including church functions, it is well to know that our walk with God has been enriched because of it, as it is He that has carried us through. While our list of accomplishments may seem small compared to prior years, our determination remains strong to provide care, support and love to our fellow man through partnerships of service.

COMMITTEE MEMBERS

Melinda Carr, Chair
John Semmes, Interim Senior Pastor
Mike Schley
Kitty Burlington
Karen Schley
David Kannianen
Tom Cogswell
Joye Ayre
Elizabeth Lusk
Beth Mielcarek

MISSION STATEMENT:

The Missions Committee seeks to help in glorifying God through service opportunities that work towards the needs of those whom we serve, and encourage everyone to connect with God and people, love unconditionally, help others and grow in faith through service.

MEETING DAY AND TIME

7:00 p.m.

Third Thursday of the Month

WORSHIP AND MUSIC COMMITTEE

The Goal of the Worship and Music Committee is to work toward the achievement of SAPC's church-wide goals (Connect with God and people, Love unconditionally, Serve and help others, Grow in Faith) by creating meaningful, energizing and engaging worship experiences that glorify God, deepen faith and encourage participation in the life of SAPC.

LEADERSHIP

Staff:

Interim Senior Senior Pastor: John Semmes
Director of Music Ministries (Chancel Choir and Contemporary Music): Brian Pappal
Accompanist and Children's Choir Director: Catherine Hamner
Sound Engineer: Zach Rowe
Video Technicians: Lucas Myers

Volunteers:

Bells of Saint Andrews: Nancy and Allan Phillips
Director of Children's Chime Choirs: Erin Glendening
Bereavement Committee: Pat Bickel and Elaine Mueller
Wedding Guild: Nancy Dye
Sanctuary Guild: Elaine Mueller
Acolytes: Brook Hagan
Flowers: Sandy Gregory
Communion Preparation: Gretchen Wrigley
Usher coordinator: Scott Spencer
Paraments and Candles: Eileen Wires and Connie Clark
Special Offerings: Katie Hirscher

MEETING DAY AND TIME

6:00 p.m.

First Tuesday of the Month

KEY ACCOMPLISHMENTS FOR 2020

- Communion was conducted every month but one. We distributed communion kits to use during virtual worship. Our ministers led 3 memorial services in the courtyard. Our ministers conducted 2 weddings.
- Our acolyte program will resume during in person worship with acolytes serving our 11:00 service. We are managing special offerings to ensure they are publicized and are given to the appropriate mission activity.
- The flower ministry is providing bouquets to those in need and to new members. Advent meditations and devotions are provided weekly. The church has been decorated inside and out for Christmas.
- Presenting different types and varieties of music helps to Connect God and show our core values of connecting people and helping and serving others.
- Virtual services began March 22 and aired weekly thereafter. They were directed and produced by Brian Pappal, Zach Rowe and Lucas Myers. They are launched each Sunday morning and available any time after that. We have observed an average of 202 SAPC members experiencing worship weekly on YouTube, with a total viewership average of 445. Music has been included in every worship service, using technology to ensure social distancing. We had chancel choir, bells, praise music, quartets. Brian has composed music and performed in many services. Brian also produced the Thanksgiving Interfaith service this year. Chancel choir participated virtually in Montreat conference. We included church members in our Advent services.

GOALS FOR 2021

- Work to ensure worship and music support the pastoral transition to bring glory to God in all we do.

Respectfully Submitted,
Shirley Willett

ENDOWMENT COMMITTEE

MISSION STATEMENT

Our Mission is to oversee and manage the assets of the Endowment Fund and to promote the benefits of planned giving to the Endowment, while providing 5% distributions annually to support the Mission's programs and facilities at Saint Andrews Presbyterian Church.

KEY ACCOMPLISHMENTS FOR 2020

- Worked with investment advisers to maintain fund assets and increase the amount of annual distribution to the Missions and Facilities Committees. The fund balance at December 31, 2020, was \$1,376,736.
- Discussed the process of coordinating group discussions with congregation members concerning planned giving for future Endowment Fund growth and advancing the long-term mission of Saint Andrews Presbyterian Church.
- Met virtually, via Zoom, with investment advisers to look at long range goals of the fund and future short range cash needs for the church.

Respectfully Submitted,
John Montague
Business Administrator

STEWARDSHIP COMMITTEE

MISSION STATEMENT:

To help our members become better stewards of all the gifts God has entrusted to them.

KEY ACCOMPLISHMENTS FOR 2020

- Year-long campaign based on the theme "Soaring Through Stewardship".
- Three stewardship sermons were preached during the year.
- Maintained a program of stewardship related messages and verses in the bulletin/weekly e-blast.
- Conducted monthly committee devotions based on the "33 Laws of Stewardship".
- Sent thank you cards to all members who pledged toward the 2020 budget.
- Sent thank you letter for mailing with mid-year giving statements.
- Launched the "churchlife" app which features a giving option as well as a member listing and a group designation capability.
- Conducted the 2021 pledge campaign based on the theme "Generosity in Times of Uncertainty".
- Created a video, used in conjunction with the 2021 pledge drive, presenting selected missions of the church which are supported by member contributions.

GOALS FOR 2021

- Conduct the annual member pledge drive.
- Conduct an adult education class based upon the principles of stewardship.
- Continue to develop, implement and educate the congregation on alternate giving mechanisms (ex: automated giving, QCD's, non-cash giving options).
- Continue to develop and maintain a donor thank-you program.
- Continue to sustain the visibility and communication of the stewardship "Joy in Generosity" theme.
- Work with the Endowment Committee to encourage contributions to the endowment fund.



COMMITTEE MEMBERS

Steve Ade (Chair)
Judy Ice
Mark LaMantia
B.J. Ritchie
Trey Williams

MEETING DAY AND TIME

5:30 p.m.
2nd Thursday of the Month

Respectfully Submitted,
Steve Ade
Committee Chair

FINANCE COMMITTEE

COMMITTEE MEMBERS

Keith McDonald (Outgoing Chair)

Rick Ayre, Shelley Kane, Glenn McCoy, Carrie Pedersen, Joyce Peck, Jon Strickland

Ex-Officio Members: John Montague, Business Administrator

MISSION STATEMENT

To fully support the mission of Saint Andrews Presbyterian Church by using Committee time and talent to: 1) provide independent oversight of Church Revenue and Expense, and 2) to make recommendations for the most efficient use of Church assets. .

MEETING DAY AND TIME

Second Tuesday of the month at 7:30 a.m., one week preceding Session's meeting.
(Called meetings as needed for budget review and other matters)

KEY ACCOMPLISHMENTS FOR 2020:

- Successful financial management of the US Government's "PPP" funding program, including Application, Receipt, Disbursement and Loan Forgiveness
- Improvements in monthly financial reporting including Trend (historical) and Scenario Analysis (forward-looking) reporting
- Improved engagement with Endowment Committee to improve transparency and visibility of Endowment purpose to the Congregation
- Worked closely with Stewardship Committee on 2021 Pledges (in progress); providing video messaging support for Worship 2.0 series
- In final stages of balancing the 2020 Budget (in progress). To be confirmed by January 2021 Session meeting

GOALS FOR 2021:

- Identify a new Finance Elder (previously identified candidate unable to serve)
- Identify 1 new Committee member to replace our outgoing member and to "build the bench" strength of the Committee
- Finalize 2021 Budget and ensure adherence at Monthly Meetings
- Present clear and concise financial reports to Session each month
- Present Endowment overview to the Congregation (with Endowment Committee)
- Present financial overview at Annual Congregational meeting
- Make appropriate financial plans to ensure adequate resources are allocated to the new Incoming Senior Pastor search and hiring processes.

Respectfully submitted,
Keith McDonald

FACILITIES COMMITTEE

With God's gift to us of a beautiful site and buildings, and a congregation committed to its mission, the Facilities Committee works to actively preserve, manage, and improve our buildings and grounds through responsible planning and stewardship. This requires overseeing and managing the operations, and ongoing and systematic maintenance, repairs, and upgrades, of all facility and grounds areas. The quality and maintenance of our facilities and grounds has an impact on all areas of the missions and ministries of the church. The Facilities Committee ensures the sustainability and longevity of our buildings, space resources, and grounds.

KEY ACCOMPLISHMENTS FOR 2020

- In continuation of the Storm Water Improvement Project which improved the quality of storm water leaving our property, we completed the first annual certification process for the City of Raleigh. This confirmed that the project was performing as designed during high volume rain events and that any necessary maintenance had been done throughout the year as required.
- After multiple years of evaluation and continued degradation of the pavement in the southside entry driveway the committee undertook the repaving project. This included the area from the entrance on Falls of the Neuse around the back of the church including the drop-off lanes. With these high traffic areas corrected, this area of church infrastructure will be in good shape for the return to church post Covid.
- The committee was asked to try to adhere to a budget significantly lower than the previous year. Cost saving measures continue but due to multiple repairs we will be over budget.
- Replaced/Repaired the ceiling in the pre-school utility room which was contributing to significant heating and cooling loss due to contamination with air from above the ceiling.
- Organized an indoor workday during the winter where church members performed multiple tasks like deep cleaning of bathrooms and window cleaning.
- A professional cleaning crew was brought in by a committee member to perform a deep cleaning of the kitchen.
- Due to intermittent roof leaks creating the potential for interior damage, an evaluation was performed and roof maintenance including multiple repairs was completed. This included repairing/improving the flat roof area where the main kitchen exhaust vent is located which had been the source of the worst leak.
- As a living document, maintenance updates were completed and a water emergency/removal section was added to the SAPC Emergency Action Plan.
- Significant Repairs during 2020 included:
 - Replacement of the backflow valve on the downstairs kitchen area boiler. This no longer met code and had to be replaced in order to pass inspection.
 - Replacement of the office area hot water heater
 - Classroom and Kitchen painting
 - Rebuild of multiple bathrooms fixtures and urinals.
 - Re-caulking of the preschool windows.
- COVID Related Activity – Unfortunately COVID-19 came into the life of the church and the Facilities Committee responded.
 - The committee discussed reviewed as much information as we could find about safe methods of worship including from other churches and Presbytery.
 - The committee discussed approaches for safe worship, cleaning methodologies and how facilities can support other committee needs.
 - In addition, cleaning vendors were interviewed in case we returned to worship and Mark, freed from many day to day tasks undertook a deep cleaning effort of the classrooms, etc. which he would not be able to do during normal operations.
 - Purchased significant amounts of cleaning supplies, masks, sanitizer in preparation for when we return to on campus worship.
- Completed the review of the energy audit items and no other action is required at this time. We will revisit if necessary.
- Organized an outdoor socially distanced workday in the Fall to address many areas of need as the congregation has not spent much time on campus.

MEETING DAY AND TIME

5:30 p.m.
1st Thursday of
the Month
19

COMMITTEE MEMBERS

Steve Brueggeman (Chair, Elder), Cindy Ingalls (Facility Manager), Bill Burlington,
Stephanie Mitchell, Tim Sullivan, Glenn Futrell, Jarrod Baccus, Tom Cadwallader,
Joe Mielcarek

Respectfully submitted,
Steve Brueggeman, Committee
Chair

MEMBERSHIP COMMITTEE

COMMITTEE MEMBERS

Members: Barbara Nickel, Beth Carmichael, Beth Mielcarek, Lori Edwards, Valerie Hubbard, Wendy Foreman
Larry Parks, Elder
Staff: Julie Cazin

MEETING DAY AND TIME

Second Wednesday of the month at 12:30 p.m.

KEY ACCOMPLISHMENTS FOR 2020

- Due to Covid-19 only one membership class was held in 2020. This class was held in Fall 2020 as an outside, socially distanced meeting. There were seven (7) participants for the class. Following the class, five (5) participants elected to join our church through a Zoom meeting with Session. Although we were not able to introduce these new members to the congregation, the weekly news of SAPC included pictures and biographical information about the new members.
- Using an Interest Survey, new members were invited to indicate areas in the church community for which they would like additional information. Elders and program leaders followed up on expressed interests to share information and encourage participation in the church committees, programs, activities and service.

GOALS FOR 2021

- Increase membership by 25 new members
- Continue to create initiatives to support new and inactive members in connecting with the church community (committees, programs, activities, events, and services).

Respectfully submitted,
Larry Parks, Elder

MEMBERSHIP TOTALS TOTAL	
ACTIVE MEMBERSHIP	
AS OF JAN. 2020	833
ADDITIONS..... 11	
<i>New Member Class</i>	7
<i>Communicants</i>	10
<i>Other</i>	4
SUBTRACTIONS 43	
<i>Letter of Transfer</i>	2
<i>Dismissed</i>	35
<i>Deaths</i>	6
TOTAL ACTIVE MEMBERSHIP	
AS OF JAN. 2021	801
Baptisms	
Children.....	1

PERSONNEL COMMITTEE

COMMITTEE MEMBERS

Pat Cash (Chair/Elder), Tina Gordon, Creed Huddleston, Stephen Jones, Jessica Brueggeman. Interim Pastor John Semmes and Associate Pastor Diane Knauf (ex-officio members).

MISSION STATEMENT

This committee has oversight of the church staff and recommends to Session all personnel policies and procedures pertaining to the employees of Saint Andrews Presbyterian Church. The goal of the Committee is to have a competent, caring, cohesive, and appreciated staff that enjoys working at SAPC.

- We work to ensure that channels of communication remain open among staff members as well as between staff members and members of the congregation.
- We recognize milestone years of staff service (5, 10, 15, 20, 25 years).
- We review all employment applications submitted by responsible parties and recommend to Session all candidates for non-ordained, full-time employment except those candidates for preschool teaching positions. We assist staff members with employment interviewing and selection for part-time staff as requested.
- We review the salaries and benefits of the church staff.
- We assist with annual staff performance reviews, as requested.
- We prepare the annual Personnel Budget and take salary/ change recommendations to Session for budget consideration.
- We maintain the personnel manual and review working conditions at SAPC. The Pastor maintains up-to-date personnel files.

KEY ACCOMPLISHMENTS FOR 2020:

- Supervised the creation and distribution of individual compensation letters in April to staff working 15 +hours per week.
- Worked with Diane Knauf, with the support of John Semmes, to transition the Associate Pastor position to 30 hours/week. The change resulted in revised job description and Terms of Call.
- Supported the staff in the transition from in-person worship to virtual, due to the COVID.
- Provided support for the application for Paycheck Protection Program funds.
- Approved the extension of the Sound Technician's duties to include editing of the worship service video
- With Session's approval, moved to have lay staff's continuing education/accountable reimbursement amounts moved from Ministry budgets to the Personnel budget
- With Session's approval, added 2 floating holidays for the church staff to use as they wish. These additional holidays are effective January 1, 2021. These days will not carry over year-to-year nor will they be paid in the event that the employee leaves church employment prior to using them.
- Worked with Session and Presbytery of New Hope with the 6 month extension, until June 30, 2021, of John Semmes' Interim Pastor Agreement.

GOALS FOR 2021:

- Maintain support services to ensure staff success, growth and retention.

MEETING DAY AND TIME

Fourth Thursday of the month at 7:30a.m.

21

Respectfully submitted,
Pat Cash, Elder

OFFICE

The church office serves to support the ministries and groups of Saint Andrews Presbyterian Church.

It is open from 9:00am until 4:00 pm, Monday through Friday.

TOP ACCOMPLISHMENTS FOR 2020:

- Replace additional administrative staff computers with the help of a member donation.
- Increased the ability of the various staff to work from home with creative cloud computing.
- With the help of volunteers; began the work of replacing server storage for the office; and mapping the network cables.
- Enabled the church to carry on ministry virtually via Zoom.
- Initiated the database conversion to an all in the cloud version.

GOALS FOR 2021:

- Enable ministry to function in an in-person/virtual hybrid environment.
- Work with volunteers to upgrade wi-fi capabilities in the building.
- Recreate the worship bulletin to enhance our worship experience.
- Welcome and on board the called Senior Pastor.

SUPPORT STAFF

Julie Cazin, Receptionist/Membership Coordinator
Cindy Ingalls, Facility/Office Manager
John Montague, Business Administrator
Lauren Phelps, Communication Specialist
Mark Stevens, Building Maintenance

MEETING DAY AND TIME

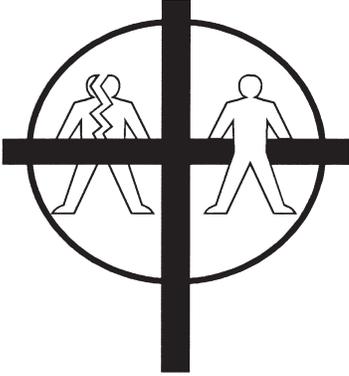
9:30 - 11:00 a.m.
Tuesdays

Respectfully Submitted,
John Montague
Business Administrator

STEPHEN MINISTRY

PURPOSE

Stephen Ministry (SM) equips laypeople to provide Christ-centered, one-on-one confidential care to people experiencing hurts and challenges. Stephen Ministers walk through these difficult times with their care receivers.



Reaching out to SM: *person acknowledges the need and contacts the SM Referrals Coordinator; the Coordinator discusses with the person how SM can help; with the person's permission – the Coordinator assigns a Stephen Minister to meet weekly with the person in need; relationship lasts as long as care giving is necessary.*

KEY ACCOMPLISHMENTS FOR 2020

- Due to the suspension of in person worship services, there have been fewer opportunities to highlight the Stephen Ministry program to the congregation since March.
- Stephen Leaders were actively involved in the orientation class for new Stephen Ministers, until the class was suspended in March. Class participants said they were not comfortable restarting the training program and consequently, the training has been suspended.
- Stephen Leaders are continuing to hold Supervision sessions via Zoom.
- Men: Two new Stephen Ministry assignments have been made recently for men in our congregation.
- Women: Three new Stephen Ministry assignments (one of whom is a non-member that was referred to St. Andrews by Hospice), and one of two assignments made in late 2019 is ongoing while the second has closed.
- SAPC's SM continues a strong partnership with other SM churches – North Raleigh United Methodist, Church of the Nativity and Grace. We all meet together for peer supervision, continuing education and Stephen Leader meetings. And we're able to share SMs across churches when making assignments.

GOALS FOR 2021

- Continue enhancing awareness of SM benefits within our congregation to encourage potential care receivers to reach out.
- Encourage increased SM caregiving through recently trained SMs and resting SMs.

STEPHEN MINISTERS

Frances Riley
Bill Burlington
Paul Meder
and Charlotte Sullivan
(CJ Edwards & Frank
Edwards - Inactive).

STEPHEN LEADERS

Frances Riley
Bill Burlington
Julie Cazin
Lexa Kaplan
Diane Knauf

MEETING DAY AND TIME

7:00 p.m.

Second and Fourth Mondays of the Month
North Raleigh United Methodist Church

Respectfully Submitted,
Diane Knauf

COMMITTEE FOR SOCIAL JUSTICE

COMMITTEE MEMBERS

Michael Schley, Chair; JD Ice, Vice Chair; Katie Hirscher; Lori Edwards; Jessica Brueggeman; Juan Ayala-Carmona; Mark LaMantia; Sherry Hay; Elizabeth Lusk; Charlotte Sullivan; Judy Ice; Sue King; and Rev. John Semmes on the steering committee and the following individuals on the general committee: Audrey Hum, Cindy Ingalls, Dan Cook, Dustin Ingalls, Frank Edwards, Gary Greene, Harry Hurd, Heather Horton, Jennifer Volpacchio, Jerry Perkins, John Fisher, Laura Kent, Marcia Fort, Marcia Hurd, Megan Jones, Melissa Peacock, Nettie Carson, Pat Cash, Shelley Kane, Stephanie Mitchel, Tom Cadwallader, Tracey Colores, Trenna Perkins and Jennifer Younce.

MEETING DAY AND TIME

Second Thursday of each month at 7PM

MISSION STATEMENT

As followers of Jesus Christ, we are called both individually and collectively to fearlessly apply our faith to advocate and break down the systems, practices and thinking that underlie discrimination, bias, prejudice and oppression. We are called to act on our beliefs and work to change laws, policies, plans and structures in our society that perpetuate injustice.

The Committee for Social Justice is a new committee authorized by Session in August, 2020 following the Session's commitment to "becoming a church who lives out God's work of justice in our world." At the close of 2020 the committee had 36 members.

The committee works to raise awareness of social issues by providing forums for education and discussion. The committee also supports meaningful action within the democratic process to fight systemic poverty, structural racism and other issues of societal injustice. In the words of the prophet Micah, we seek to "act justly, love mercy and walk humbly with our God." In 2020 the committee:

- Held a four-week class on criminal justice and incarceration titled "Illuminate: A Loophole for Racial Justice"
- Organized a "Vote" campaign to encourage and assist SAPC members in voting in the general election.
- Arranged for presentations on education and housing by directors from the North Carolina Justice Center.
- Organized issue groups on housing, education and criminal justice.
- Proposed a position statement on the eviction crisis to Session which was approved and organized a letter-writing campaign to elected officials to urge passage of critical legislation to avert mass evictions in January.
- Developed an interim website (later to be incorporated into the SAPC website) to facilitate access to committee meeting recordings, relevant information on social issues and information about committee events.

GOALS FOR 2021:

- Continue offering educational programs for Saint Andrews members on issues of societal injustice as inspired by our faith.
- Undertake advocacy initiatives where needed and bear witness to justice in our world.
- Continue research and action in the focus areas of housing, education and criminal justice.
- Build relationships with other churches and organizations that are involved in social justice.

Respectfully Submitted,
Micheal Schley

SAINT ANDREWS PRESBYTERIAN WOMEN

The SAPW Leadership Team is responsible for guiding, overseeing, and planning yearly activities consistent with “Our Purpose.” The SAPW 2020-21 Goal is to continue to increase the participation of multi-generational women in Circles, and build an inclusive, caring community at Saint Andrews. The Leadership Team meets at 7 p.m. on the first Wednesday of the month, from August to June. All Saint Andrews women are welcome to become involved in SAPW activities. Any woman who supports our purpose, in any way, is participating in Presbyterian Women. SAPW is self-sustaining; therefore, a pledge of \$45 per year, or \$5 per month, is appreciated in order to support SAPW mission projects, activities, the Presbytery, and the Synod. A ten percent tithe is given to the Presbytery, Presbyterian Women's organization for regional and national operations, and missions.

OUR 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.

2019-2020 LEADERSHIP TEAM:

Moderator: Sue King

Co-Moderator: Sue Parks

Secretary: Jennifer Younce

Treasurer: Sherry Deeter

Angel Care: Dot Kohlbach

Circle Leaders: Joye Ayre, Dot Kohlbach, Bonnie Millikan, Trenna Perkins, Corrie Cadwallader, Amy Brown, Ellie Drumm, Eileen Wires

College Connection: Marcia Williams

Historian: Corrie Cadwallader

Membership: Judy Ice

Missions: Joye Ayre

Nominations: Bonnie Millikan

Retreat Coordinators: Jessica Brueggeman

Special Events: Leadership Team

Respectfully
Submitted,
Sue King

ANGEL CARE supported our congregational members through the delivery of 335 flower arrangements, and 27 meals and 19 rides, prior to the pandemic. Additionally, \$1,500 was collected for the Mexico Gift Bag program resulting in 131 gift bags being sent to the children.

CIRCLES were led by Circle leaders who take the responsibility for organizing the monthly gatherings and bible study. Ninety-two women participated in five circles this year: Mary/Martha, Priscilla, Rachel, Ruth, and Sarah. Additionally, a Bible study group of fifteen women met on Tuesday mornings.

COLLEGE CONNECTION supported 17 freshmen, 5 sophomores, 11 juniors, and 10 seniors in college, sending them cards, gifts, and notes throughout the school year. The objective is for our youth to receive communication and support from their church family.

NEW MEMBER CLASSES had a PW representative at each new member class to invite women to join a circle and become involved in SAPW activities.

MISSIONS is an integral part of SAPW. Monetary contributions were given to Back Pack Buddies, A Place at the Table, Shepherd's Table Soup Kitchen, Loaves & Fishes, Interfaith Prison Ministry for Women, and Mexico Mission for shipping and supply costs. Additionally, contributions were given to the PC(USA) Fellowship of the Least Coin, Birthday Offering, and Thank Offering. Many Saint Andrews Women volunteer for these, and other, organizations.

THE PRESBYTERIAN WOMEN HONORARY LIFE MEMBERSHIP was awarded to Melanie Hum.

FELLOWSHIP EVENTS were unable to be held this year due to the pandemic; however, we look forward to our Spring and Fall Gatherings, as well as our annual retreat, next year.

SAPW INFORMATION can be found on the Saint Andrews Presbyterian Church website at sacp.com, on the bulletin board in the Narthex, or at SAPW on FACEBOOK.

Sue King, Moderator