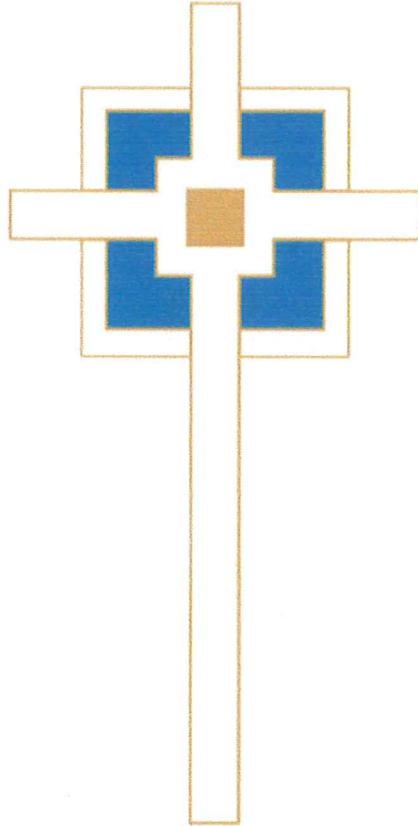


ANNUAL REPORT 2023



FREDONIA PRESBYTERIAN CHURCH
219 Central Avenue
Fredonia, NY 14063
Office (716)679-1501

Corporation & Congregational Meetings

Sunday, January 14, 2024
Meeting in Sanctuary

DOCKETS FOR THE CORPORATION MEETING and
THE ANNUAL MEETING OF THE CONGREGATION

SUNDAY, January 14, 2024

11:30 a.m. in Sanctuary

OPENING PRAYER The Rev. Holly Clark-Porter

CALL OF THE CORPORATION MEETING

DESIGNATION OF PRESIDING OFFICER and SECRETARY FOR THE MEETING

MINUTES OF CORPORATION MEETING: February 5, 2023 page 3

REPORT ON ASSETS page 5

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT, to reconvene as the Congregation

Prayer to conclude the Corporation Meeting by Presiding Officer

CALL OF THE CONGREGATIONAL MEETING

MINUTES OF CONGREGATIONAL MEETINGS: February 5, 2023 pages 3-4

ANNUAL STATISTICAL REPORT page 6

CHURCH OFFICER DIRECTORY page 7

PASTOR'S REPORT pages 8-9

REPORTS FROM SESSION COMMITTEES

Buildings & Grounds page 10

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Earth Care page 11

Music & Worship page 12

Christian Education page 12

Mission Team pages 13-14

Food Pantry page 15

Personnel page 16

REPORT FROM THE BOARD OF DEACONS page 17

REPORTS FROM CONGREGATIONAL COMMITTEES

Nominating: ELECTION OF NEW OFFICERS

see below

BUDGET 2024

pages 18-19

TERMS OF CALL – CBE form

page 20

OLD BUSINESS

NEW BUSINESS

By-Laws – vote

pages 21-24

“TOWN MEETING” TIME

ADJOURNMENT and CLOSING PRAYER

The Nominating Committee will place the following persons in nomination for the offices indicated.

Session

Class of 2026

Rey Spangler, first term

Diane Bell, first term

Board of Deacons

Class of 2026

Suzanne Rocque, first term

Margaret “Peg” Sisson, first term

Stewardship Committee for 2024 from the congregation at large

Nominating Committee for 2024 from the congregation at large

Audit Committee for 2023

Dan Lawrence

Trisha Lehnen

Fredonia Presbyterian Church Annual Meeting of the Congregation 2/5/23

Opening Devotions and Prayer Rev. Holly Clark-Porter moderating
The meeting of the Corporation was called to order at 11:38 and quorum established.
Review of Agenda. Motion to approve agenda by Jeff McMinn, seconded by Ned
Divine

Designation of Presiding Officer and Secretary of Meeting: Sandy Johnson
As presiding officer, Sandy gave floor to Holly to continue our Corporate business.

Minutes of Corporation Meetings: September 26, 2021
Reviewed. Motion to accept 9/26/21 report by Peggy Tiffany, seconded by Janine
Scaccia

Report on Assets: Betsy White, Treasurer. Our Investment Fund balances have been
lower due to drops in the market....

A motion was made to approve the report on assets by Susan Pepe, seconded
and carried. Thanks given to Betsy for her knowledge, work and tending to the
finances of FPC.

Nomination of Treasurer - Betsy White (with no other candidates nominated). Motion
to appoint Betsy as financial officer made by Holly, seconded by Janine and carried by
congregation, with grateful relief!

Betsy accepted for continuation of her present role as financial officer.

Old Business: None

New Business: Nothing to report.

Motion for adjournment of Corporate Meeting made by Susan P, seconded by Audrey
Divine and carried by congregation.

Call to order as Congregational meeting.

Annual Congregational Meeting of the First Presbyterian Church of Fredonia
February 5, 2023

Rev. Holly Clark-Porter moderating

Sandy Johnson, Clerk of Session, presiding officer and secretary.

A quorum was established.

Congregational meeting minutes from September 26, 2021, February 13, 2022 and
May 1, 2022 were reviewed. Motion to approve all 3 sets of minutes was made by
Susan, seconded by Cindy Rechlin and carried by congregation.

Annual Statistical Report

Church Officer Directory

Pastor's Report

Reports from Session Committees (attached)
Buildings and Grounds Team 2021-2022

Earth Care Task Force
Mission Team
Stewardship
Worship
Personnel
Report from the Board of Deacons
Reports from Congregational Committees
Nominating Committee: Janine Scaccia

Place the following persons in nomination:

Class of 2024: Jeff McMinn to serve out Session term (Betsy Sly)
Class of 2025: Carol Calarco and Cori Coia to first term on Session

Board of Deacons:

Class of 2025: first term for Barbara Lucariello. Lillian Divine volunteered to become a deacon.

Election of new officers. Each person presented was omnibus motion to pass slate of officers. Motion by Dave seconded by Janine with only ayes from congregation .

Budget of 2023 Line by line explanations of changes in budget expenses.
Terms of Call - CBE form. Many expenditures are updated mandates from Presbytery.

Old business
New Business

Town Meeting time!

Cindy commended Tom and Betsy White for their productive work on the "Giving Garden". As there are needs to make this easier, and to protect the produce from deer Cindy suggested a Garden Fundraiser after coffee hour on the last Sunday of February. And much thanks to the Whites for their cultivation! Agreed!

Holly and KC are traveling to Texas for the Memorial of Holly's grandmother. They will leave Tuesday to catch a 6am Wednesday Flight. And return the morning of the 18th. Condolences for the loss.

Installation of new officers will be Sunday 2/19!

Motion to adjourn made by Betsy and seconded by Cori.
Closing Prayer will be notice to adjourn.
Adjourned at 12:50.

Respectfully Submitted,
Sandy Johnson



attested by:
Rev. Holly Cla R

2023 REPORT ON ASSETS

TOTAL ASSETS	<u>10/31/2020</u>	<u>8/31/2021</u>	<u>12/31/2022</u>	<u>12/31/2023</u>
Checking (LSS)	42,667.72	41,060.02	21,538.21	15,080.29
Investment Fund	<u>139,298.20</u>	<u>199,352.71</u>	<u>155,089.72</u>	<u>167,963.05</u>
TOTAL	\$181,965.92	240,412.73	176,627.93	183,043.34

RESTRICTED ASSETS	<u>10/31/2020</u>	<u>8/31/2021</u>	<u>12/31/2022</u>	<u>12/31/2023</u>
Designated Funds	27,909.77	11,871.70	12,384.60	29,541.32

TOTAL UNRESTRICTED ASSETS	\$154,056.15	\$228,541.03	\$164,243.33	153,502.02
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Investment Fund (New Covenant Funds, PCUSA)

Balance	1/1/2023	155,089.72
	3/31/23	161,548.51
	6/30/23	165,235.38
September withdrawal per Session for general expenses		5,000.00
Investment Loss		4,262.65
	9/29/23	155,972.73
Investment Gain		11,990.32
Balance as of December 29, 2023		167,963.05

**ANNUAL STATISTICAL REPORT 2023
REVIEW OF ACTIVE CHURCH MEMBERSHIP**

Number on Active Roll December 31, 2022 83

ADDITIONS

+ 13

Crista Hagberg	3/12/23
Matthew Prendergast	5/21/23
Katie Prendergast	5/21/23
Sharon Mugle	5/21/23
Trisha Lehnen	5/21/23
Suzanne Rocque	5/21/23
Margaret "Peg" Sisson	5/21/23
Wing Lee Haight-Wills	5/21/23
Ryan Williams	9/17/23
Ronald Chwojdak	9/17/23
Melissa Chwojdak	9/17/23
Diane Bell	9/17/23
Jennifer O'Boyle	9/17/23

SUBTRACTIONS

- 1

Deaths from active roll

None

Removed from active rolls per personal request

Lauri Zebracki 12/14/23

Number on Active Roll December 31, 2023 95

ADULT BAPTISM

Ryan A. Williams, 9/10/23 in Lake Erie

CHILD BAPTISM

David Neil Coia III, 9/10/23 in Lake Erie

MARRIAGES

None

FUNERAL SERVICES

None

Gracious Lord,

In the resurrection of Christ Jesus You have given us the promise of life which death itself cannot destroy. With confidence in this unshakable promise, we entrust to You these Your faithful servants. We thank You for the gift of their lives and all the blessings which we received through them. Deal graciously with those who mourn that they may know the consolation of Your love. All this we pray in the name of our Saviour, Jesus Christ who gives us victory over death. Amen.

Jesus said, "I am the resurrection and the life, they who believe in me shall never die."

PASTOR'S REPORT

"Faith requires at times marching into the waters before they part." – Walter Wink

We've had an incredible year, and I continue to be grateful for walking this ministry beside you all. We *have* certainly marched into a few unparted waters this year, literally and figuratively. I've learned a lot; we've learned a lot. Thank God for towels. Thank the Holy for you all and for marching in the light of God.

Here are some growth highlights:

- Starting a children's program, hiring Reece, and having awesome teacher volunteers (one of our greatest "marching in unparted waters--we decided we needed to just start a program before we had kids so when they showed up, we had it!)
- Improving our online presence
- Increasing our reach for the Christmas Festival
- Adding Art Discovery to our outreach
- More ownership and growth in our Food Pantry

Cool Pastoral Highlights:

- art shows! Emily and Wing
- lots of coffees on campus and in town
- started a Session retreat
- Matt & Katie's handfasting
- streaming services better and better, with thanks to Jackson and Ryan
- Lake worship and baptisms!

In 2023, we said **goodbye** to:

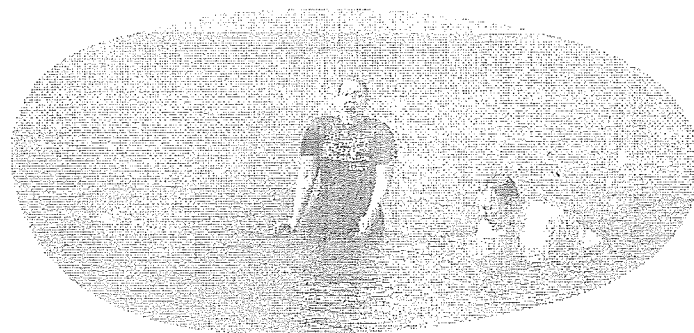
- Narcotics Anonymous who closed their chapter after no attendees

We said **hello** to:

- A blood drive
- Art Discovery
- hosting the deCycles group
- served as the host church for PW retreat, with thanks to Deacons & the Chwodjaks

Holly's Greater Church Work:

- serve on the Presbytery's Committee on Ministry (COM)
- per COM, Moderator of United Church in Randolph and their PNC liaison
- WNY Presbytery Clergy Retreat worship leader
- Gave the charge at Bob Hagel's installation to Youngstown Presbyterian
- served as worship leaders/preachers with KC at Geneva and WNY Youth Camp
- preached at the PW retreat

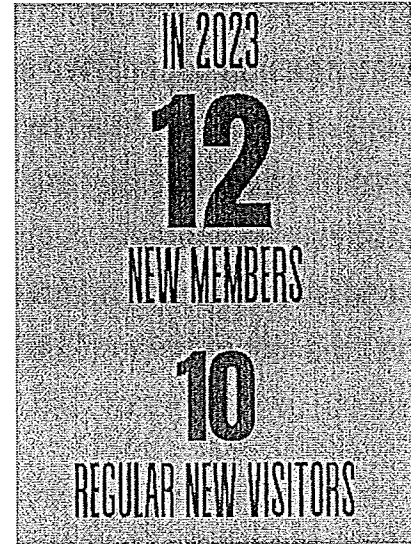




2024 GROWTH

ROOM TO GROW

As we continue to grow, I want to make sure we are growing with purpose and thought. Pastorally, I am committed to sound theology, being there for people, and being a church family to our whole community. We will need to keep balance in mind--eager to try new things even if that means successes, redos, and yes, some failures.



Encouraging good growth:

- **Membership:** I want to focus on maintaining the interaction and spiritual growth of our current members.
- **Know each other:** I want to encourage people getting to know each other, wear name tags, and for all people to feel like this is their church home
- **Funding:** We raised our giving for the 2024 pledge year, but we still only have 23 confirmed pledges and 10 folks who give regularly but don't pledge. That means roughly 33 people giving. I don't care if it's \$5 a month, I'd love to see our number of pledges increase.

To improve:

- Fire alarm will be installed week of Feb. 12!
- Provide more spiritual and communal growth outside of worship
- more organized committees/ events; run like a well oiled machine

Looking forward to:

- Unveiling new Food Pantry name and seeing our food pantry transform
- reaching out to students: college and local school districts
- more trombone!



Buildings & Grounds – Annual Report for 2023

Members included – David Tiffany, Betsy Steger White, Susan Spangler and Jeff McMinn, with much help from Tom Gordon, Scott Foley, Joe Calarco and even Pastor Holly!

The B&G group were busy as per usual being one with nature! They raked and gathered leaves and tree limbs, swept, shoveled and salted sidewalks, washed windows, did minor repairs, painted, changed light bulbs and kept the heat and air conditioning going and water flowing (in the right direction).

In addition, there were a few major issues that needed to be attended to:

1. Roofing leak in kitchen was corrected through Dave Tiffany's contacting of the Gabo Maintenance Co. and with the great assistance of Tom Gordon and his painting prowess!
2. Again, another Roof leak, again in the kitchen and again repaired by Gabo. Yes, Dave Tiffany and Tom Gordon AGAIN came to the rescue!
3. Fire Panel replacement is ongoing, but Holly has been gathering the intel and we will have a new panel shortly.

This group has many other duties that they are involved with throughout the church, yet they always find time to help with B&G projects. We thank them for the many gifts that they share with us here at Fred Pres.

Stewardship Report for 2023:

This year's stewardship campaign provided more pledges, which was very welcome news. Unfortunately, despite the higher response from members, we still fell short of our goal for budgeting purposes. Our ability to help the community is directly impacted on our ability to take care of our bills and expenses as a church. The importance of pledges, no matter how small, cannot be stressed enough. \$5, \$10, \$20 per month can make a significant impact on our ability to keep our building running and our assistance to the community going strong!

We spotlighted aspects of our Earth Care membership status during the stewardship campaign this year, and it was much appreciated. We are truly grateful for our speakers who shared their wisdom and experience, and we hope to have their help in the future.

Earth Care Report for 2023:

This year, a lot of good ideas and discussions were shared for our Earth Care Congregation aspirations. We have received donations of bulbs and we hope to reach out to local nurseries and greenhouses for donations of plants/bulbs/ other supplies to help us get our Memory Garden underway. Due to the weather and illness, nothing has been placed in the ground, yet. We look forward to beautifying the grounds and remembering loved ones this Spring. Also, we will be adding a pollinator garden near the Giving Garden behind the church. Donations of native wildflower seeds, bulbs, and supplies are greatly appreciated.

We had many successful highway clean ups this year, as well. A huge thank you to everyone who helped clean up our section of Route 39, and those who helped other organizations throughout the year, too!

Respectfully submitted, by Cori Coia, chair

2023 Year-end Session Music and Worship Committee Report

This has been a year of growing and learning for me. When I said 'Yes' to being on Session I thought it only meant meetings once a month. However, I soon discovered there were some pretty big shoes to fill Following Peggy Tiffany on this committee. Not only were there monthly meetings, but monthly communion set ups, helping with weekly music (choir introits and anthems) selection, learning about the liturgical colors, flower arrangements for special occasions, decorating for seasonal services and the list goes on....and on.

One year in, it has opened my eyes to the many, many people, the incredible amount of time and the devotion to our church by the many volunteers that it takes to be Fredonia Presbyterian Church.

The choir has enjoyed growth during the year. We actually had to sing on a couple of Sundays in our street clothes because we didn't have enough choir robes! What an exciting problem to have. Lily's musical reflections following the sermon offer a time for personal contemplation.

Holly's enthusiasm is contagious! She challenges herself with difficult scriptures, and blends life stories with thought provoking examples. Our church has been blessed by her willingness to work tirelessly on finding grants, supporting the food pantry and challenging us every Sunday! Communion has been served once a month by intinction. Ordained members assist Holly with the distribution of the communion elements.

During Holly's vacation time and continuing education leave we have filled the pulpit with members of the congregation filling in or with hymn sings. This has helped to relieve financial stress and has allowed Holly to use her time off.

The Music and Worship Committee meets at least 4 times a year and as necessary.

Respectfully submitted,
Carol Calarco, chair

Christian Education Report for 2023

"Sunday School is a reality! With rotating congregational staff joining our constant Reese, FPC is taking care of our children. There is a core of attendees: Misser, Johnny & Henry, sometimes joined by twins (Jacob and Cora)

The nursery room has been cleared out to accommodate table and chairs. Class now meets in its own room! And this move frees up a corner in the fellowship hall. Curriculum, Bible stories, hymns & prayers familiarize our kids with our faith. And we miss Emily..."

Respectfully submitted,
Sandy Johnson, chair

Mission Committee Annual Report

January 1, 2023 – December 31, 2023

This report is for January 1, 2023 through December 31, 2023. Members of the Committee included: Sharon Mogle, Sandra Johnson, Susan Spangler, Carol Groat, and Susan Pepe.

On behalf of the congregation, the Mission Committee responds to local, national, and international needs of persons who require support in ongoing or emergency situations. The committee tries to keep the congregation aware of humanitarian needs and in turn the congregation has been very generous in sharing gifts of money, time, talent, and labor. Without the support of the congregation none of the following programs would have been possible.

- Opened Fellowship Hall to Compeer.
- Sold Equal Exchange products at the Fredonia Farmer's Market. Thank you to Tom and Betsy White, the Tiffany/Prendergast Family, Cindy Rechlin, Tom Gordon, Audrey Divine, and Sandy Johnson for anchoring this program.
- The third Saturday of the month we ran a contact free Fredonia Food Pantry from our parking lot. One of the church school classrooms continues to serve as our pantry. Here donations to the Fredonia Food Pantry are weighed (thank you, Ellen) and stored. Our food is usually organized and bagged by our volunteers, Barb and Vittoria, from People, Inc. You may remember that we no longer receive food from Rural Ministry. Thank you for the many food and monetary donations that have been received. Thanks also go to the folks who have anchored the pantry this year: Peggy and David Tiffany, Audrey Divine, Katie and Matt Prendergast, Sharon Mogle, Emily Rodriguez, Sue Rocque, Peggy Sisson, Ryan Williams, and Susan Pepe.
- October's Feeding Fredonia Challenge was a great success. With support from Fredonia Central Schools and over 60 businesses and organizations a record was set when 5,275.6 pounds of food were collected over a two-week period. We now have people donating food year-round. With the in-house pantry, the US Postal Service brought all the food from their Fredonia drive (1,053.8 pounds) to our doors. In total 13,131.80 pounds of food were collected for the food pantry in 2023. Over 6 tons!
- Collected and delivered clothing to the Fredonia Child Development Center (Head Start/Agri-Business Center). We had a tremendous collection of beautiful, handmade hats, mittens, and slippers. As always, the folks at Head Start expressed their gratitude. We had such an outpouring of items this year we were also able to send items to Rural Ministry and Santa for Seniors. Special thanks to Janet Raven and Carol Groat for all the knitting and crocheting they did and to Melissa and Ron Chwojdak for all the gloves, hats, leg warmers, and socks.
- Donated hats to Rural Ministry.
- Donated slippers, socks, and gloves to Santa for Seniors.
- Collected the Blanket (\$385) and Tool Sunday (\$240) offerings.
- Collected One for Mission offering on the first Sunday of each month.
- Collected 24 hygiene kits for Church World Service and postage for CWS to send the kits to their final destinations. We served as the only depot west of Rochester, New York.
- Participated in the Alternative Christmas where Equal Exchange and SERRV products were sold. This was also an opportunity for folks to make donations to Lakeshore Humane Society, Rural Ministry, and Heifer International. Thank you to Sharon Mogle for the jewelry and many crafts she made and donated and to Janine Scaccia who donated hats she knit. They sold like hotcakes.
- Hosted the yard sale. Thank you to everyone who helped make the sale a success. \$1,567.26 was raised. Special thanks to Barb Lucariello whose legwork and antique dealer connections were responsible for \$540 of that total.
- Collected supplies for School 3 in Dunkirk and Wheelock Early Childhood Center in Fredonia.
- Sponsored Neriah Kamal through the Presbyterian Education Board of Pakistan.
- Donation of \$200 (+ \$8.54 processing) to the Presbyterian Education Board of Pakistan building fund.
- Made monetary donations to
 - Chautauqua County Rural Ministry \$425
 - Fredonia Fire Department \$100
 - Juneteenth Celebration \$100
 - Boys & Girls Club of Dunkirk \$100
 - Santa for Seniors (Chautauqua County Office for the Aging) \$200
 - Partners in Kind \$100

Mission Committee Annual Report

January 1, 2023 – December 31, 2023

○ Kids at Promise	\$100
○ Keryx Prison Ministry	\$500
○ Literacy Volunteers	\$100
○ Presbyterian Ed. Board of Pakistan	\$400 (Sponsored child)
○ Presbyterian Ed. Board of Pakistan	\$208.54 (Building Fund)
○ CWS (Hygiene kit postage)	\$10

Respectfully submitted,
Susan Pepe

Collected spring of 2023 for Church World Service

Hygiene Kits – 24

Money for Kit Postage - \$10

Collected fall of 2023 for School 3 in Dunkirk and Wheelock Primary in Fredonia

Pencil Boxes – 10

Composition Books – 7

Glue Sticks – 74

Dry Erase Markers – 12

Washable Markers – 24

Permanent Markers – 4

Highlighters – 2

Play Doh – 2 canisters

Stickers – 2 pkgs.

Flash Cards and Card Games – 6

Pens – 4 (multicolored)

Pencils – 342

Colored Pencils – 2 boxes

Crayons – 30 pkgs

Elmer's Glue – 20

Scissors – 11

Underpants – 24 pair

Tee Shirts – 4

Socks – 1 pair

Locker Mirror – 1

Blank Book – 1

Post-It Notes – 1 pkg.

Backpack – 1

Modeling Clay – 2 pkgs.

Spiral Notebook – 1

3-Ring Binder – 1

Ruled Notebook Paper – 7 pkgs.

Kids' Shampoo – 1

Cookies – 1 pkg.

Bandages – 2 boxes

Toothbrushes – 10

Plastic Pocket Folders – 12

Wooden A,B,C Blocks – 1 set

Foil, Die-Cut Letters – 2 pkgs.

Toy Figurines – 8

Bag of Small Toys – 1

Books – 1

Water Bottles – 22

Collected December of 2023 for Fredonia Child Development Center/Head Start

Gloves and Mittens – 44 pair

Hats – 116

Scarves – 2

Slippers – 20 pair

Underpants – 36

Undershirts – 6

Girl's Top – 1

Leg Warmers – 11 pair

Socks – 31 pair

Food Pantry

Highlights from 2023

It's been a huge year for the Food Pantry and it wouldn't have happened without numerous volunteers, donors, champions, and our guests. With gratitude to years and years of service, Peggy and Dave retired from food pantry. They set the pace and I pray we continue to honor their work with the success and love of FP. We've refined the organization of the literal pantry, special thanks to Vittoria and Barb from People Inc.

We received two grants for \$3,000. We also received a great outpouring of help from the community; individual gifts of money and food, gifts from businesses/organizations: book clubs, Eastern Star, the Post Office (major contributions), Feeding Fredonia.

Feeding Fredonia: We also tried a new thing! We tried a festival. It was so well planned, volunteers were awesome, and we learned some things. We didn't have the congregational participation (i.e. people who weren't volunteering) nor the community participation we'd have hoped, but we tried something new and know that if we do something similar again, we need to check the community calendar and figure out more advertising. I was so proud of what our planners and volunteers pulled off—it was truly incredible. Best burger of the year, Jackson & Tom!

As time goes on, I want to make sure we keep Feeding Fredonia Challenge fresh and continue to ask questions about what's working and what needs tweaking. It's such a beautiful program and really brings out the kindness and community spirit of our area.

Upcoming for 2024

We will see a lot happening soon! We will have a new name, a marketing upgrade, more organization of donors, a new freezer, and hopefully a growing number of guests!

--

The Rev. Holly Clark-Porter

2023 Personnel Committee Report

Throughout the year, I have attempted to update our personnel records relative to each employee, as well as those who volunteer with our children and are required to submit certain documents. These records are a work in progress, and to answer any questions, are maintained in a locked cabinet with restricted access.

This year, Carol Calarco assisted me with random discussions with various members of our church, relative to their thoughts regarding each of our 3 employees. Carol also acted as a personnel committee liaison within the choir, to help with any concerns the choir may have had throughout the year.

A year end performance review was completed with each employee. They were informed of the sampled congregation statements to us, and encouraged to express any concerns they may have.

Ellen Vacanti, as our church secretary, continues to manage all of the office 'functions' of our church. Weekly bulletins, special services, bill paying, function scheduling, payroll, & ordering of all supplies are only a few of the many things she does for our church. Because she has been doing this for 'a while' now, she is very adept at reminding us what may be coming up or noticing something amiss with our building/contents so that it might be taken care of.

Lily Li, as director of our music program, continues to provide us with excellent music, both through the growing choir, as well as with her meditative selections of music for each service. The choir, as growing choirs will, continues to be a 'work in progress' and always seems to provide us with exceptional music. Lily's performances of musical selections on the organ show us how skilled she has become on this beautiful instrument!

Holly Clark-Porter, as our Pastor, continues to move us forward with insight as to what we need as people of a congregation within our community. Her sermons have been thought-provoking, challenging, and humorous, and all congregants sampled, praise her for these. She is well prepared for all meetings she is involved with, and works well within time constraints. She continues to be cognizant of our budgetary constraints and works exceedingly well within them. She continues to work on various means of adding to our finances through grant opportunities, etc. Holly has been diligent regarding pastoral care, both through personal encounters as well as through Bible Study programs, etc. I believe she spends a great deal of time contacting and talking with people, and this is greatly appreciated. She continues to grow our social media presence in a very positive manner. We are a fortunate congregation to have her as our leader.

Janine Scaccia
Chair, Personnel Committee

Board of Deacons

Annual Report 2023

The Board of Deacons consists of the following members: Lillian Divine, Barb Lucariello, Linda Malcolm, Sallie Piazza and Cindy Rechlin. We also have many "honorary deacons" who happily help with deacon tasks.

The deacons are thankful for their ability to help members of the church in need of assistance and support. They sent birthday cards, get well cards, sympathy cards and thinking of you cards, as well as Christmas and Easter cards. They visited home-bound members: Joy Hite, Marge Benton, Lorraine Withington, Dick Watt, and Carrie and Charlie Divine. In December, the deacons ordered and distributed poinsettias to church members who were homebound, recently married, experienced the recent loss of a loved one, or are over eighty years old. We also gave poinsettias to new members who had joined the church in 2023. Gift cards for Tuscany were given to Jim Kozlowski, Ellen Vacanti, and Lily Irish. Easter plants (cyclamans) were also distributed to home-bound members. In addition to these regular responsibilities, this year the deacons helped with the following tasks:

- Serving as greeters at Sunday services.
- Bringing Christmas cookies to home-bound members.
- Writing thank you notes to people who donate to the food pantry.
- Hosting summer coffee hours.
- Donating cookies to coffee hours throughout the years
- Hosting a WNY Presbyterian Women event in May.
- Hosting a Giving Garden shower/coffee hour in February.
- Hosting a two year anniversary celebration of Holly's ministry with us.

Due to the kind generosity of our church, the deacons have a balance of \$1280.29 in their treasury (as of 1/2/24). They will soon be discussing grass-root organizations to which they can contribute.

The deacons look forward to a new year of joyfully serving our church.

Respectfully submitted,

Cindy Rechlin

240	Music Coordinator	6099.52	6000	6099.52	\$ 6,000.00
241	Music Coordinator Con. Ed.	200	200	0	\$ 200.00
243	Secretary	8467.5	10,000	9474.56	\$ 10,000.00
244	S.S.-St. Dis. Ins.-W.C.	2155	2300	2093.51	\$ 2,300.00
Maintenance & Operations					
245	Custodian	3827.5	2040	2465	\$ 2,040.00
246	Utilities	5853.55	6500	5492.75	\$ 6,500.00
247	General Maintenance	7383.96	6000	7693.27	\$ 6,000.00
250	Insurance	4427	4463	3347.25	\$ 5,405.00
252	Office Machines	245.73	300	309.31	\$ 300.00
253	Office Supplies	967.99	900	580.58	\$ 900.00
254	Organ & Piano Maintenance	820	1410	1320	\$ 1,410.00
TOTAL UNRESTRICTED EXPENSES					
		\$ 121,543.13	\$ 126,415.00	122549.4	\$ 128,853.00
Balance					
		\$ (21,867.00)	\$ (36,155.00)	-20729.06	\$ (19,546.00)
Food Pantry proposed budget					
Income & Revenue Sources		Amount			
Healthy Community Alliance		\$3,000.00			
In Kind Donations		\$7,783.04			
Can King Refunds		\$114.35			
Hopeful NCCF Grant		\$3,000.00			
Total		\$13,897.39			
Proposed Expenses		Yearly			
Advertising		\$360.00			
Coffee/Treats		\$300.00			
Donation supplement		\$1,600.00			
Storage space		\$1,620.00			
Rental for day of distribution		\$1,080.00			
1/4 time Administrator salary		\$13,740.00			
Utilities		\$600.00			
Cold Storage		\$700.00			
Total		\$20,000.00			

**Presbytery of Western New York
Annual Terms of Call Worksheet (CBE Form) for 2024**

Minister's Name: Holly Clark-Porter X: Full Time = 13 segments, approx 45 hrs
 Church Name: First Presbyterian, Fredonia % Part _____ # Segments/wk if less than 13
 Position: _____ Effective Dates for Terms below: _____
 Position description (mark all that apply): Pastor Associate Pastor
 Stated Supply Interim Pastor
 Date of cong or session approval: _____ Temporary Supply
 Contact person for questions: _____ Co-Pastor
 Phone _____ E-Mail: _____

Part I: Total Effective Salary (TES) Calculation

Please fill out whichever column applies, and round to nearest dollar. (Yellow: required or calculated fields.)

Line #	Description	2024, No Manse	2024 With Manse	Notes
1	Cash Salary	\$ 23,343		
2	Deferred Compensation, optional (in 403b)	1,060		Not included for SECA.
3	Housing Allowance	31,270	-	Included for TES, BOP dues & SECA but not Income Tax.
4	Fair Rental Value of Manse	N/A	-	FMV >= 30% x (1+2+3+5+6+7)
5	Utilities			
6	Medical Deductible Benefit (FSA)			Not included for SECA.
7	Other:			
		FT Min	FT Min	
8	Total Effective Salary (TES).	55,673	49,768	2024 full time Min: \$55,780. \$49,864 w/ Manse (*)

Part 2: Benefits & Reimbursement Allowances

9	Social Security SECA allowance (7.65%)	7.65%	4,178	7.65%	-	(7.65% of lines 1, 3, 4, 5, 7)
10	Health Insurance & Pension:					
10a	Benefits Plan PC(USA) For full-time positions, multiply Line 8 TES x 39%	39%	21,712	39%	-	
10b	Benefits Plan PC(USA). Use 10b for part-time or positions filled by retired ministers; Minimum Med Dues may apply. Plus Pension & D/DBL (10%xTES)		-		-	Part Time (see 2024 BOP Dues Minimums: Medical \$12,500. Pension + D/DBL 10% x TES or \$1,678 minimum.)
10c	Added BOP Dues for Optional Coverages					Optional Dental, Vision, D/DBL
10d	Non PC(USA) medical plan only					
10e	Employer Matching contributions to 403(b)					If non-matching: use Line 2
11	Continuing Ed/Study Leave Allowance \$ 1,000		1,000	\$ 1,000		Minimum \$1,000
12	Other Benefits (explain)					
13	Travel & Professional Expense Reimbursement		1,000			
	TOTAL COMPENSATION (Lines 8 through 13)		\$83,562.89		\$0.00	
	Less: FMV of Manse (if included above)		\$0.00		\$0.00	
13C	Total Cash Compensation Paid		\$83,562.89		\$0.00	

Part III: Annual Leave & Vacation Time

14	Continuing Education/Study Leave Time	<u>2 sun, 2 weeks</u> wks	<u>minimum 2 weeks</u>
15	Annual Vacation	<u>5 sun, 4 weeks</u> wks	<u>minimum 4 weeks</u>
	Date of most recent NYS mandatory sexual harassment training:	<u>44,986</u>	

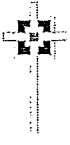
Signed for the Congregation: _____

Clerk of Session _____ Date _____
 Minister _____ Date _____

Please return worksheet to Presbytery no later than 2/28/2024 to Office@pbywny.org or 425 Maryvale Dr, Cheektowaga, NY 14225
 (Also remember to update BenefitsConnect with any changes to compensation.)

The COM reviews all CBEs, per Book of Order G2.0804. **2024** Presbytery minimum TES is a 3.5% increase over 2023 minimum.

2024 minimum Total Effective Salary (line 8) = \$ 55,673 or \$ 49,768 with manse provided.



SECTION ONE – THE CORPORATION

ARTICLE I – TITLE & DESCRIPTION OF THE CORPORATION

The name of the Corporation is FIRST PRESBYTERIAN SOCIETY OF POMFRET (aka First Presbyterian Church). Membership in the Corporation is open only to members who have completed Confirmation and are on the active roll of First Presbyterian Church, Fredonia, New York. Officers of the Corporation must be members of full legal age.

ARTICLE II – POWERS OF THE CORPORATION

On behalf of First Presbyterian Church, Fredonia, New York, the Corporation shall have the power to receive, hold, encumber, manage, and transfer property, real and personal; to accept and execute deeds of title to such property; to hold and defend title to such property; and to manage any permanent special funds for the furtherance of the church. These powers shall be exercised in accordance with the Constitution of The Presbyterian Church (U.S.A.), its successor or successors by any merger, conversion, or consolidation, and in accordance with the laws of the State of New York as the same shall exist from time to time. Anything herein contained that shall be contrary thereto shall be null and void.

ARTICLE III – THE BOARD OF THE TRUSTEES OF THE CORPORATION

The temporalities of the Corporation and First Presbyterian Church, Fredonia, New York, shall be managed by the Session of First Presbyterian Church, which shall act as the Board of Trustees of the Corporation.

ARTICLE IV – THE CORPORATION MEETING

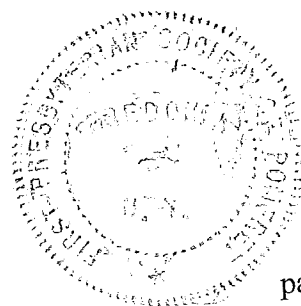
All Congregational Meetings including Stated, Special and Annual, shall also be meetings of the Corporation.

ARTICLE V – AMENDMENTS

These by-laws may be amended, in whole or part, within the provisions of the Constitution of The Presbyterian Church (U.S.A.) at the Corporation Meeting, or at any special meeting of the Corporation called specifically for that purpose, by a vote of two-thirds of those present and eligible to vote, provided that a full reading of the proposed changes, or a printed distribution of the same, shall have been made in conjunction with the call of the meeting.

ARTICLE VI – SEAL OF THE CORPORATION

The Seal of the Corporation shall be in the following form:



Revised: January 14, 2024

SECTION TWO - THE CONSTITUTION

ARTICLE I – TITLE & DENOMINATIONAL AFFILIATION

First Presbyterian Church, Fredonia, New York, being a particular congregation of The Presbyterian Church (U.S.A.), recognizes that the Constitution of The Presbyterian Church (U.S.A.) is in all its provisions obligatory upon it and its members.

ARTICLE II – MEETINGS OF THE CONGREGATION

- A. There shall be a Regular Stated Meeting on a Sunday in January for the purpose of voting on the Terms of call of the pastor and any other business properly coming before such a meeting, such as approval of the End-of-the-year financial report. The congregation may hold special meetings as necessary, for any or all of the purposes appropriate for congregation consideration. The business to be transacted at special meetings shall be limited to items specifically listed in the call for the meeting. Meetings may be called by the session, the presbytery or by the session when requested in writing by one fourth of the active members on the roll of the congregation.
- B. Special meetings may be called by the Session, the presbytery, or by the session when requested in writing by one fourth of the active members on the roll of the congregation, according to the rules of the Manual of Operations or by the Presbytery as specified in the Constitution of the Presbyterian Church USA. The call of any special meeting shall state clearly the purpose of such meeting and no other matter may be considered.
- C. Public notice of the time, place, and purpose of all meetings shall be given at the services of worship on two successive Sundays including the Sunday of the meeting.
- D. A quorum shall consist of the Moderator and ten per cent of the active membership as of the December 31 preceding the meeting.
- E. Each person in good and regular standing in the Congregation by admission into full communion and membership therewith, in accordance with the Constitution of The Presbyterian Church (U.S.A.), shall be entitled to vote at all meetings.
- F. The newest edition of Robert's Rules of Order will be the principles for running all meetings of the congregation.

ARTICLE III – SESSION

- A. There shall be six ruling elders divided into three equal classes. One class shall be elected each year at the Annual Meeting for a three-year term. No ruling elder having served two consecutive, three-year terms shall be eligible to be elected to a new term until at least one year shall have elapsed.
- B. The elected ruling elders, together with the Minister of Word and Sacrament who shall serve as Moderator, shall constitute the Session. The Session of the Congregation shall also serve as the Board of Trustees of the Corporation. Each year, the ruling elders shall select one of their number who shall

Revised: January 14, 2024

act as Clerk of the Session and secretary of the meetings of the Congregation. The Clerk of Session shall also serve as the signatory of the Corporation.

- C. The Session shall meet on a monthly basis at a time and place designated by the Session, except when taking a summer break or no business is deemed to necessitate a meeting. Special meetings of the Session may be called by the Moderator, or by two members of the session, or the Presbytery. Reasonable notice of special meetings shall be given.
- D. A quorum of the Session shall consist of the Moderator and one-third of the ruling elders except for the reception and dismissal of members when an administrative commission may be established by the Session made up of two members of the session and the moderator. The Minister of Word and Sacrament, being a member of the Session, may vote at its meetings.
- E. Session shall elect a treasurer from the active membership of the congregation for the corporation for a term of one year to be renewed for a total of no more than 3 years at which time a year must elapse before that person can be re-elected. The Clerk of Session shall serve as the authorized signatory for the Corporation.
- F. The newest edition of Robert's Rules of Order will be the principles for running of all Session meetings.
- G. The session shall maintain a Manual of Operations. It shall use the most recent manual to form and guide the work and mission of the session. The manual can be amended by a 2/3 majority vote of the Session.
- H. Committee spending should not exceed \$500. A committee needing to spend over \$500 needs to submit a request to the Session who can discuss the payment via email or in-person meeting.

ARTICLE IV – BOARD OF DEACONS

- A. There shall be six deacons divided into three equal classes. One class shall be elected each year at the Annual Meeting for a three-year term. No deacon having served two consecutive, three year terms shall be eligible to be elected to a new term until at least one year has elapsed.
- B. At its annual reorganizational meeting following the Annual Meeting, the Board shall elect one of its number to serve as Chairperson, one member to serve as Vice-Chairperson, or Co-Chairperson, one member to serve as Secretary, and one member to serve on the Nominating Committee.
- C. A quorum of the Board shall consist of the Chairperson and three other members.
- D. The deacons shall meet at least on a quarterly basis at a time and place designated by the Board. Special meetings can be called by the Chairperson, the minister, or the Session.

ARTICLE V – NOMINATING COMMITTEE

Revised: January 14, 2024

- A. There shall be a representative Nominating Committee chosen annually in accordance with the Form of Government. The Committee shall bring to the Annual Meeting of the Congregation nominations of at least one eligible person for each position to be filled on the following boards and committees: Session, Board of Deacons, Auditing, Nominating, and Stewardship/Budget Committees. Additional nominations of persons qualified under the appropriate by-laws may be made from the floor of the respective meetings by any eligible voter. The membership of the committee will be representative of the diversity of the congregation.

- B. The Nominating Committee shall consist of one active ruling elder, who shall chair the Committee and at least two members from the congregation-at-large. The Session, following the Annual Congregational Meeting, shall select their representative to the Committee. The members from the congregation-at-large shall be elected at the Annual Meeting. Members of the Nominating Committee shall not serve more than three years consecutively.

ARTICLE VI – STEWARDSHIP/BUDGET COMMITTEE

There shall be a representative Stewardship/Budget Committee chosen annually which shall consist of one ruling elder, the treasurer, and two members from the congregation-at-large who shall be elected at the Annual Meeting. The Session, at their reorganizational meeting, following the Annual Meeting shall elect their representatives to the Committee.

- A. All offerings shall be counted and recorded by at least two duly appointed persons, or by one fidelity bonded person.

ARTICLE VII – AUDITING COMMITTEE

There shall be an Auditing Committee chosen annually which shall consist of two persons from the congregation-at-large, who shall be elected at the Annual Meeting. The Committee shall examine the books of the treasurer at the end of the fiscal/calendar year as to their accuracy in reflecting the assets and financial transactions of the Corporation and Congregation. The Committee is to report to the Session prior to the Annual Meeting. The Nominating Committee, in presenting nominees for the Auditing Committee, is to designate a chairperson.

ARTICLE VIII – AMENDMENTS

These By-Laws may be amended, in whole or part, within the provisions of the Constitution of The Presbyterian Church (U.S.A.) at any annual or special meeting of the Congregation by a two-thirds vote of those present and eligible to vote, provided that a full reading of the proposed changes or a printed distribution of the same, shall have been made in conjunction with the call of the meeting.

Revised: January 14, 2024