

Holly Presbyterian Church 2011 Annual Report



Holly Presbyterian Church is a community of faith in God that values peaceful, loving, and just relationships in our church, families, and the world.

Holly Presbyterian Church
Annual Congregational Meeting Docket
February 12, 2012

*“Like living stones, Let yourselves be built into a spiritual house,
a holy priesthood, to offer spiritual sacrifices
acceptable to God through Jesus Christ.”*

~1 Peter 2:5

DOCKET

WELCOME & OPENING PRAYER

Rev. Sharlyn Gates

ROLL AND ESTABLISHMENT OF QUORUM

REVIEW AND APPROVAL OF 2011 CONGREGATIONAL MEETING MINUTES

SCHEDULING OF MISCELLANEOUS BUSINESS

APPROVAL OF DOCKET

REPORTS:

CLERK OF SESSION: Jim Lyles

PASTOR: Sharlyn Gates

TREASURER: Vicki Lyles

COMMITTEES OF SESSION:

CHRISTIAN EDUCATION: Christine Cook

CONGREGATIONAL CARE: Roberta Single

OUTREACH: Judy Studer

PERSONNEL: Jennifer Chanter

PROPERTY: Lori Goldsmith

ADHOC BUILDING: Lori Goldsmith

STEWARDSHIP: Brian Parker & Gerry Jackson

PRESENTATION OF 2012 BUDGET

TERMS OF CALL

TECHNOLOGY (ADHOC): Jim Lyles

WORSHIP: Dessalee Cook

GROUPS:

TEENS FOR CHRIST

PRESBYTERIAN WOMEN

MISCELLANEOUS BUSINESS

CLOSING PRAYER AND ADJOURNMENT

WINTER CONGREGATIONAL MEETING – March 13, 2011

The winter congregational meeting of Holly Presbyterian Church of Holly, Michigan was called to order and opened with prayer by Moderator Rev. Sharlyn Gates on March 13, 2011 at 11:28 a.m. in the sanctuary of the church building. Roll was taken and a quorum established with 32 active members in attendance.

Minutes were reviewed for the following congregational meetings: February 21, 2010; May 23, 2010; November 14, 2010; December 5, 2010; and January 16, 2011. There were no comments or corrections.

Clerk's Report

Jim Lyles submitted the Clerk of Session's report. The statistical portion of the report is summarized as follows: Membership on December 31, 2009 was 119. There were 4 gains and 10 losses, resulting in 113 members on December 31, 2010.

There were 2 baptisms in our church in 2010; 1 infant and 1 adult. There were 2 weddings.

The Session in 2010 was made up of 11 Ruling Elders (5 female and 6 male).

Pastor's Report

The Pastor's report, written by interim co-pastor Rev. Bill Robertson, was reviewed without comment. Here are some highlights from the report:

HPC is a welcoming and hope-filled community. Bill and Ann were able to work with and advise the committees of the session, prepare and lead worship, and provide pastoral care.

During the year Ann and Bill officiated at two weddings, several funerals, and two baptisms, which resulted in two new members joining the church.

Ann was pleased to lead a Women's Retreat that was well-attended and well-received. During Lent Ann and Bill taught a class about discipleship.

A new theme, "Multiply the Gifts", was used for the Stewardship campaign, emphasizing each person's love for God rather than meeting a budget.

We participated in the community through worship services at Holly Woodlands, the Good Friday and Thanksgiving community services, "Reunion with a Cause", and the Christmas Memorial Service.

Treasurer's Report

Vicki Lyles presented the Treasurer's report. In 2010 the church had \$116,295.48 in ordinary income and \$98,858.34 in ordinary expenses, which translates to a net gain of \$17,437.14. At the end of 2010 the church's total assets were \$47,680.66, but this amount is offset by a loan from presbytery, the balance of which is \$19,220.29.

Committee Report

Here are some highlights of the committee reports:

Pastor Nominating Committee (PNC), Jim Lyles:

- The PNC, elected during the December 9, 2009 congregational meeting, consisted of Gordie Bradshaw, Randy Cook, Lori Goldsmith, Jim Lyles, Margaret Perry, and Mary Ann Vergith.
- 134 candidates (77 women, 57 men) were initially considered.
- Attempts were made to contact 30 candidates, 15 of which either didn't respond, were not available, or were not interested.
- Sermon samples from the remaining 15 candidates were reviewed and discussed, after which 13 more candidates were eliminated.
"Skype" interviews (via computers through the internet) were conducted with the 2 remaining candidates (1 woman, 1 man), after which one candidate became the frontrunner.

- The PNC listened to a live sermon and then interviewed the candidate. Afterwards the PNC decided to recommend the candidate to the congregation.
- At a special congregational meeting on January 16, 2011, the congregation voted unanimously to call the candidate, Rev. Dr. Sharlyn DeHaven Gates, as our next pastor. This was ratified by presbytery a few days later.

Christian Education (CE), Brian Murphree:

- The “Disciple Land” curriculum provided the elementary Sunday School classes with a strong biblical foundation in learning God’s word. These classes made posters for the Christmas Fair and performed a musical Christmas pageant for the congregation.
- Revs. Ann and Bill Robertson and Barb Brown offered interesting studies for the tween/teen and adult groups.
- The Robertsons held two informative church and politics studies during the summer.
- In June the CE committee held an end-of-school-year ice cream social, and in the fall kicked off the new school year with a potluck meal.

Congregational Care (CC), Kay Vander Kuy & Beth Dryer:

- Coffee Hour: Coffee, juice, and snacks were provided for Sunday service during the months September through the beginning of June.
- Get well cards, Christmas cards, and simply hello cards were sent to current and former members of our congregation.
- Potlucks were held on Ash Wednesday, a soup and bread supper on Maundy Thursday, a Welcome Spring potluck on March 21, a picnic for the church’s birthday on July 11, an ice cream social in August, and an international potluck held in conjunction with World Communion on October 3.
- Refreshments were provided following the Ambassadors concert in December.
- A Snoop Party was held in October.
- Roberta Single collected Reunion With a Cause donations from the congregation in July and August.
- The CC committee assisted with the Christmas Family Fair and the Cookie Walk.
- Poinsettias were delivered to 11 of our members who were shut-ins or were dealing with health problems.
- VG’s grocery store receipts were collected throughout the year and turned them in with the proceeds of over \$200 going to the church.
- Committee member Donna Miller organized and provided several funeral dinners.
- A garage sale was held in May and collected approximately \$1100 for the church.
- Two boxes of treats were collected and sent to Matt Todd, who is stationed in Afghanistan.

Outreach, Barb Brown & Gerry Jackson:

- The church Website (www.hollypc.org) continues to function well, and averaged 81 visitors per day during 2010.
- Creating top-of-the-mind awareness for our church using a limited budget is a major challenge for the committee. We continue to use the *Tri-County Times*’ monthly Church Directory to publicize our Sunday school and church service schedules. We also used small space advertising in the *Times* Easter and Advent church directories to help promote our Palm Sunday, Easter Sunday, and Christmas Eve services and this year’s Christmas Family Fair.
- We continue to maintain and update our “Welcome” brochure’s contents and church bookmark, which includes a schedule of events on the back. This material is handed to visitors at worship services and at various community events.
- Ardath Regan developed a “Noah’s Ark” pamphlet which members can hand out when inviting people to church. This pamphlet is also included in the “Welcome” folder”.

- We are a member of the Holly Chamber of Commerce, which allows us to include our brochures in their “Welcome” packages given to new families in the Holly area. There is no charge for this membership.
- The committee was able to help several families in need by supplementing the church’s discretionary fund with private donations. The committee was also able to provide school supplies for area students and toiletry donations for 65 Christmas stockings to needy families thanks to congregational donations.
- The Christmas Family Fair, chaired by Judy Studer, was held in December 7. Money from sales at the fair was used toward grocery gift certificates for three Adopt-A-Families.
- We arranged for the third annual Fenton High School Ambassadors’ Christmas concert on December 8.
- The Christmas Joy Offering was collected on Christmas Eve and split equally between the Retired Ministers fund and the presbytery’s Racial and Ethnic Education committee.
- The Knit Wits group, led by Bev Ponton, made an assortment of items for the needy, both locally and overseas.
- The annual Christmas Adopt-A- Family event was once again a big success. We adopted three families, and the congregation generously provided wrapped clothing and toys as well as a box of food, household supplies, and gift certificates.
- We continued to provide financial support for two Campus Crusades for Christ mission programs: Sarah and Colby Keefer and their work with Athletes in Action at the University of Michigan; and Alan and DeeDee Iobst and their work preaching the Gospel to Muslims as they cross between Europe and Africa at Algeciras, Spain.

Personnel, Jennifer Chanter:

- A new job description was written for the church secretary and adopted by session.
- All staff received evaluations for job performance during the summer.
- Allie Hoover resigned as church secretary due to a new job opportunity. Jinx Kincaid was hired to replace her. She will work 20 hours per week.
- Revs. Ann and Bill Robertson, served as interim co-pastors for HPC through the end of January 2011.

Property, Dan Nash:

- Work days were held in March and October. Projects included:
 - New drywall in kitchen ceiling.
 - Screens were cleaned, repaired, and painted.
 - Downstairs water damage was repaired.
 - Ceiling tiles in the fellowship hall were repaired and painted.
 - Work was done on the “dog house” entrance.
- In May gutters were installed on the “dog house” and mulch was placed around the church.
- A new boiler was approved for the sanctuary side of the church. The cost is \$10,500. It was installed in January 2011.
- Nash landscaping is doing snow removal and salting this year. Dan Nash also is handling the grass cutting.

Stewardship, Brian Parker:

- The 2010 fiscal year closed with a balanced budget, thanks in part to having part-time interim co-pastors for the entire year.
- The pledge drive for 2011 was a great success. There were 41 pledges for a total of \$90,000. Membership response increased 10% and total giving increased by 20%.
- Challenges for the 2011 budget include:
 - Supporting a full-time pastor
 - Increasing fundraising
 - Increasing our membership

- Positives for 2011 include:
 - Having a full-time pastor
 - We have a number of new fundraising projects and ideas
 - The new boiler will cut heating expenses for the winter months

Worship, Dessalee Cook & Gordie Bradshaw:

- Average Sunday worship attendance was 52.
- Communion was served the first Sunday of each month and on special occasions such as Maundy Thursday and Christmas Eve.
- Jordan Howe provided contemporary music the third Sunday of each month, and for an entire month during the summer when our pianist was gone.
- The Last Supper was reenacted in the fellowship hall on Maundy Thursday, which included washing of feet by co-pastors Ann and Bill.
- During Easter week a prayer vigil was spearheaded by Ann and Bill and the committee to prepare for remembering Christ's resurrection.

Reverend Sharlyn Gates closed the meeting with prayer at 11:47 a.m.

Respectfully submitted,

Jim Lyles
Clerk of Session

Rev. Sharlyn Gates
Moderator

SPECIAL CONGREGATIONAL MEETING – November 13, 2011

A special congregational meeting of Holly Presbyterian Church, Holly, Michigan, was opened with prayer by moderator Rev. Sharlyn Gates in the church sanctuary at 11:49 a.m., immediately following Sunday worship, on November 13, 2011. The purpose of the meeting was to discuss problems with the church building and a proposal for solving those problems, including a presentation from the ad-hoc committee that was formed to look into these problems.

A quorum was established with 31 active members in attendance.

Gerry Jackson gave a presentation regarding the four options we have for dealing with the various problems with the church facility. This was essentially the same presentation that was given to session at its October stated meeting. After the presentation factual questions were solicited from the congregation and answered. Then each person present was given the opportunity to speak regarding the various options.

In order to continue, two courses of action were suggested:

1. Pay for an engineering study to determine what is needed to preserve the existing structure and eliminate the recurring water problems that for decades have plagued the basement on the west half of the church. This was estimated to be \$500-\$1000.
2. Pay for an architectural study to determine the feasibility and approximate costs of rebuilding the sanctuary as proposed in Option 4. (See the previous session meeting minutes for details.) This would cost approximately \$1,800.

A motion approving both of these steps was sustained.

Rev. Gates closed the meeting with prayer at 1:02 p.m.

Respectfully submitted,

Jim Lyles
Clerk of Session

SPECIAL CONGREGATIONAL MEETING – December 18, 2011

A special congregational meeting of Holly Presbyterian Church, Holly, Michigan, was opened with prayer by moderator Rev. Sharlyn Gates in the church sanctuary at 11:21 a.m., immediately following Sunday worship, on December 18, 2011. The purpose of the meeting was to vote on proposed changes to the church bylaws; to elect ruling elders to serve on next year's session; and to elect at-large members for the 2012 nominating committee.

A quorum was established with 37 active members in attendance.

The clerk presented and discussed the proposed bylaws changes, which had been available for congregational review in the narthex for the previous two Sundays. A motion approving the proposed bylaws amendments was sustained. (The bylaws as amended follow these minutes).

The nominating committee presented the following nominations for session (with proposed committee assignments in parentheses):

Mandie Banks (Christian Education)
Karen Haneline (Outreach)
Margaret Perry (Worship)
Judy Studer (Outreach)

There were no nominations from the floor. A motion to elect all four nominees to three-year terms on session was sustained.

There remain two vacancies to fill: A three-year term and a two-year term.

The nominating committee presented the following nominations for the 2012 nominating committee:

Walt Brown
Broady Cook
Mary Renico

There were no nominations from the floor. A motion to elect all three nominees to the 2012 nominating committee was sustained.

Rev. Gates closed the meeting with prayer at 11:35 a.m.

Respectfully submitted,

Jim Lyles

Clerk of Session

*BYLAWS HOLLY PRESBYTERIAN CHURCH , Holly, Michigan
Adopted February 15, 2009 Amended December 18, 2011*

A. GENERAL

1. The Church – Holly Presbyterian Church, being a particular congregation within the Presbytery of Lake Huron, in the Synod of the Covenant, in the Presbyterian Church (USA), recognizes its bylaws, in all its provisions, obligatory upon it and its members, and as a corporation, shall always be subject to the Constitution of the Presbyterian Church (USA), the Bylaws of the Synod of the Covenant, the Bylaws of the Presbytery of Lake Huron, and to the laws of the State of Michigan and the United States of America.
2. Vision Statement – Holly Presbyterian Church (hereafter referred to as “the church”) is a community of faith in God that values peaceful, loving, and just relationships in our church, families, and the world.
3. Mission Statement – The mission of the church is to:
 - Worship God in a faithful and joyful manner.
 - Teach the good news of the Christian faith, share that faith with each other and reach out to those beyond the church.
 - Be a loving family dedicated to the biblical values of peace, love, faith, and justice.

- Develop a dynamic presence in our community under the guidance of the Holy Spirit.
4. Parliamentary Procedure – Meetings of the congregation, governing bodies, commissions, and committees shall be conducted in accordance with the most recent edition of *Robert's Rules of Order* except in those cases where the *Book of Order* and these bylaws provide otherwise. (*Book of Order*: G-3.0105)
 5. Opening and closing with prayer – All meetings shall be opened and closed with prayer. (*Book of Order*: G-3.0105)

B. THE CONGREGATION

1. Definition of Congregation – The congregation is made up of all active members, as defined in the *Book of Order*: G-1.0402. All such members who are present at a congregational meeting are entitled to vote. (*Book of Order*: G-1.0501)
2. Annual Meeting – The congregation shall hold an annual meeting in the winter, after New Year's Day. The exact date of this meeting will be determined by session. The primary purpose of the annual meeting is to approve the pastor's terms of call, to allow session to present the budget for the year, and to review annual committee reports from the preceding year. Any other business listed in the *Book of Order*: G-1.0503 may also be conducted at the annual meeting.
3. Special Meetings – Special meetings may be called for any and all of the purposes appropriate to the annual meeting or to conduct such other business as may be proper for congregational considerations. In particular, a special meeting will normally be called late in the year to elect officers of session and the at-large members of the nominating committee for the coming year. The business to be transacted at a special meeting shall be limited to items specifically listed in the call (notice) for the meeting. (*Book of Order*: G-7.0302b)
4. Notice – Public notice of each congregational meeting shall be given on two successive Sundays. The meeting may be convened following the notice given on the second Sunday.
5. Business – Both ecclesiastical and corporate business may be conducted at the same congregational meeting. Business to be transacted at meetings of the congregation shall be limited to matters related to the following:
 - a. electing ruling elders;
 - b. calling a pastor, co-pastor, or associate pastor;
 - c. changing the existing pastoral relationship, such as changing the terms of call, or requesting, consenting, or declining dissolution of the pastoral relationship;
 - d. buying, mortgaging, or selling real property;
 - e. any major decisions regarding the building and grounds;
 - f. requesting the presbytery to grant an exemption as permitted in the *Book of Order* (G-1.0503 & G-2.0404)

Business at congregational meetings shall be limited to the foregoing matters since all other business is entrusted to the session by the congregation.

6. Quorum – The quorum of a meeting shall not be less than 20% of the active membership.
7. Moderator – The pastor shall be the moderator of all meetings of the congregation. If it is impractical for the pastor to preside, then the pastor shall invite another teaching elder who is a member of the presbytery or a person authorized by the presbytery to serve as moderator. If the church does not have a pastor, or the pastor is unable to moderate and is unable to name another moderator, the presbytery shall make provision for a moderator. (*Book of Order*: G-1.0504)

8. Secretary –The clerk of the session shall be the secretary for meetings of the congregation. If the clerk is unable to serve at a meeting, the congregation shall appoint a pro-tem secretary for that meeting. The secretary shall record the actions of the congregation in minutes of the meeting and shall sign the minutes. If the minutes were recorded by a pro-tem secretary, then the moderator shall also sign the minutes. (*Book of Order: G-1.0505*)
9. Voting by Proxy – Voting by proxy shall not be permitted.

C. THE SESSION

1. Membership – The session shall consist of the pastor and thirteen (13) ruling elders in active service. All members of the session, including the pastor, are entitled to vote. (*Book of Order: G-3.0201*)
2. Meetings – The session shall hold regular stated meetings, generally on a monthly basis, and in no case more than 90 days apart. The pastor may call a special meeting of the session when he or she finds it necessary and shall do so when requested in writing by any two members of session. The session shall also meet when directed to do so by presbytery. Reasonable notice of all special meetings must be given when other than routine business is to be transacted. The session may invite members of the congregation to attend and observe its meetings if it so desires without restricting its right to meet in executive session whenever circumstances indicate the wisdom of doing so. (*Book of Order: G-3.02.03*)

Regular stated session meetings may not last longer than two hours unless two-thirds of the members present agree to extend the meeting in increments of fifteen minutes, with a maximum of four extensions.

3. Quorum –A quorum of the session shall be the moderator and one-third (but no fewer than three) of the ruling elders in active service.
4. Election to the Session – The congregation shall elect men and women, giving fair representation to persons of all ages and of all racial ethnic members, to the office of ruling elder serving on session subject to the following provisions. (*Book of Order: G-2.0401*) All active members of the church are eligible to be elected to session:

Term – Ruling elders shall be elected to serve terms of no more than three years on the session, nor shall a ruling elder serve for more than two consecutive terms or six consecutive years. A ruling elder who has served six consecutive years must be off session for one year before the ruling elder can serve on session again.

Election shall be to classes as nearly equal in number as possible, with the term of only one class ending each year. Terms shall ordinarily be for three years, except when it is necessary to elect a ruling elder for a shorter term in order to equalize the numbers in the classes or to fill vacancies. Terms of the ruling elders serving on session shall expire when their successors have been installed. (*Book of Order: G-2.0404*)

Nominations – Nominations shall be made by a representative nominating committee of active members of the church, which shall itself give fair representation to persons of both sexes, all age groups, and of all racial and ethnic members of the congregation. The session shall choose one of its members to serve as the moderator of this committee. There shall be three active members elected by the congregation to serve on this committee, none of whom may be in active service on the session. The pastor shall be a member of this committee, serving *ex officio* and without vote. (*Book of Order: G-2.0401*)

The nominating committee shall be chosen annually and no member of the committee shall serve more than three years consecutively.

Floor Nominations – Full opportunity shall always be given to the congregation for nominations by any active member of the church. (*Book of Order: G-2.0401*)

Congregational Meeting – The election of ruling elders to serve on session shall ordinarily take place at a special congregational meeting held near the end of the year, but may also take place at any other congregational meeting when necessary to fill a vacancy on session.

Preparation for Ministry as a Ruling Elder – The members elected to become new ruling elders will meet with session, which shall provide a period of study and preparation, after which the session shall examine them as to their personal faith; knowledge of the doctrine, government, and discipline contained in the Constitution of the church; and the duties of the ministry. The session shall also confer with them as to their willingness to undertake the ministry appropriate to the order. If the examination is approved, the session shall appoint a day for the service of ordination and installation. If the examination is not approved by session for one or more elected officers, then session shall report this to the nominating committee, which shall reconvene and bring additional nomination(s) to the congregation. (*Book of Order: G-2.0402*)

5. Trustees – The corporate and ecclesiastical matters of the Holly Presbyterian Church shall be the province of the session. All active ruling elders of session shall constitute the corporate trustees and shall have the powers and duties prescribed under the general corporate laws of the State of Michigan.

6. Officers:

Moderator – The pastor of the church shall be the moderator of the session and the session shall not meet without the pastor except under those conditions specified in the *Book of Order: G-3.0201*

Corporation President – The president of the corporation shall be a member of the session and shall be elected annually by the session, with duties prescribed by the laws of the State of Michigan with regard to a non-profit corporation.

Clerk – The clerk shall record the transactions of the governing body, keep its rolls of membership and attendance, preserve its records carefully, and furnish extracts from them when required by another governing body of the Church. Such extracts, verified by the clerk, shall be evidence in any governing body of the Church. (*Book of Order: G-9.0202a*)

The clerk shall accurately maintain the following rolls for the church: Active Members, Inactive Members, Affiliate Members, and Baptized Members. (*Book of Order: G-3.0204a*)

The clerk shall accurately maintain the following registers for the church: Installed Pastors, Temporary Pastors (interims and stated supply), Ruling Elders, Deacons, Baptisms, Weddings, and Deaths.

The clerk shall also act as secretary of the corporation with duties prescribed by the laws of the State of Michigan with regard to a non-profit corporation.

The clerk shall be a ruling elder elected by the session for such term as it may determine. (*Book of Order: G-3.0104*)

Treasurer – The treasurer shall be elected by the session for such term as the session shall decide. The treasurer's work shall be supervised by the session. The treasurer shall keep adequate books and records to reflect all financial transactions of the church and shall report those financial transactions to the session at stated session meetings. (*Book of Order: G-3.0205*)

The treasurer shall also act as the treasurer of the corporation with duties prescribed by the laws of the State of Michigan with regard to a non-profit corporation.

7. Committees – Committees of session shall be established to facilitate the work of the church and the session. The first four committees shall be organized in accordance with the church mission statement, as follows:

- Worship
- Outreach (includes Evangelism)
- Christian Education
- Congregational Care

Two members of session shall serve on each of the above four committees. The chair of each committee shall be one of the assigned session members, or the two session members can co-chair the committee, according to the wishes of the committee.

There shall be four additional committees to handle administrative functions, as follows:

- Personnel
- Stewardship/Finance
- Property
- Information Technology

One member of session shall chair each of the four administrative committees.

No member of session shall chair or co-chair more than one of these eight committees.

The thirteenth member of session shall serve as clerk and not have any official committee assignment.

The balance of the membership in each committee shall be comprised of as many members of the congregation as deemed necessary and desirable. The moderator is an ex officio member of all committees, and shall be kept informed of, and welcomed to, any meetings and events of the committees.

8. Commissioner to Presbytery – The session will elect a ruling elder to be the session’s commissioner for presbytery meetings, preferably for at least a year at a time. (*Book of Order: G-3.0301*). It is preferred that the commissioner be a member of the session. If no member of session is able to serve an entire year, the session will seek a ruling elder not currently on session to serve in this capacity. If no ruling elder is identified to serve the entire year, then the session will commission a ruling elder to serve for each particular meeting.

D. Amendments

These bylaws may be altered, amended, repealed, or replaced, subject to the charter of the corporation, the laws of the State of Michigan and the United States of America, the Constitution of the Presbyterian Church (USA), the Bylaws of the Synod of the Covenant, and the Bylaws of the Presbytery of Lake Huron, at any congregational meeting by two-thirds of the members present. A printed distribution of same shall be made in connection with the call of the meeting and at the meeting itself.

SPECIAL CONGREGATIONAL MEETING – January 8, 2012

A special congregational meeting of Holly Presbyterian Church, Holly, Michigan, was opened with prayer by moderator Rev. Sharlyn Gates in the church sanctuary at 11:43 a.m., immediately following Sunday worship, on January 8, 2012. The purpose of the meeting was to elect ruling elders to serve on this year’s session.

A quorum was established with 38 active members in attendance.

The nominating committee presented the following nomination for session (with the proposed committee assignment in parentheses) for a full three-year term:

Amy Jones (Congregational Care)

There was also a vacancy for a two-year term, caused by a resignation from session. The following nomination was accepted from the floor to fill this vacancy (with the proposed committee assignment in parentheses):

Gerry Jackson (Stewardship)

A motion to elect the two nominees was sustained.

Rev. Gates closed the meeting with prayer at 11:45 a.m.

Respectfully submitted,

Jim Lyles

Clerk of Session

REPORTS FROM OFFICERS, COMMITTEES & GROUPS

CLERK OF SESSION REPORT FOR 2011

Membership on December 31, 2010 113

Gains 3

Losses 14

Membership on December 31, 2011 102

3 people joined the church by profession or reaffirmation of faith.

4 of the membership losses were due to death. The other 10 were put on the inactive member list as a result of cleaning our rolls.

The membership is made up of one ethnic group (Caucasian). There are 69 women and 33 men. The age breakdown of our membership is as follows:

Age	# of Members
10-19	3
20-29	15
30-39	5
40-49	10
50-59	23
60-69	14
70-79	12
80-89	13
90+	5

There were 2 child baptism for our church in 2011. There were 2 weddings.

The session in 2011 was made up of 12 Ruling Elders (8 female and 4 male). Only 1 ethnic group (Caucasian) is represented.

There were 12 stated session meetings, 2 special session meetings, 1 stated congregational meeting, and 3 special congregational meetings in 2011.

On December 9, 2011, the Presbytery of Lake Huron conducted the annual review of our church register book and the session meeting minutes book. Both were approved without exception.

Respectfully submitted,

Jim Lyles, Clerk of Session

PASTOR'S ANNUAL REPORT FOR 2011

It's amazing to realize it's almost a year since Fred and I moved to Holly! In many ways the time has flown past and it seems like it could not be a year yet. On the other hand, we are so comfortable living in Holly and among the family at HPC that it gives the feeling of having been here a much longer time. In other words – it's great!

We have done exciting things in this past year. We began with Ash Wednesday and then the Lenten Study – “24 Hours That Changed the World,” written by Adam Hamilton. We had a good attendance and great discussion.

All through the Lenten Season, we watched as a garden grew in our sanctuary. By Easter, flowers were in full bloom! It reminded us of the garden where Jesus had been laid in a tomb. But the girls beautifully expressed the joy of the women finding the tomb empty with their liturgical dancing. It was a sight to behold! Pictures went up on Facebook and our website. Comments were many from a great many places with people seeing the beauty of our Easter celebration. He is Risen! Christ is Risen indeed!

Another highlight of the year was our Fall Congregational Retreat. Everyone who attended said how glad they were they were there. It was a time of spiritual growth, of fun with our church family from ages 2 – 83! We worshipped and laughed, we cried, we ate, we played. It was wonderful! It brought us closer together. People said they talked – really talked – to people whom they saw at church and said hello to, but never really had a long conversation with until the retreat.

We started a new outreach this past year too. The “In the Beginning Baby Pantry” is off to an amazing start under the management of our Teens for Christ. We have been able to help a number of families with babies who have expressed much gratitude for the baby pantry. And the hearts our young people have for this ministry is something to behold! They are genuine in their compassion and caring.

Our children are very active members. They have led worship many third Sunday's of the month for Youth Sunday, reading and leading, taking over the children's time, doing skits with meaningful messages and greeting as we enter into the sanctuary. The Christmas pageant they presented for us was outstanding. It's true that our youth are the church of tomorrow; but they are also very much the church TODAY as well!

It was a great honor to be the church that hosted the ordination of Cassandra Jackson Todd in the spring. To have raised a member in the faith and sent her off to seminary and then have the privilege of witnessing and taking part in that special day of being set aside for ministry – that is not a small thing! It speaks a great deal about a congregation when a member rises up from that faith community to become a minister.

We have enjoyed beautiful receptions and many great fellowship events, including delicious potlucks, and the craft auction, as well as the picnic and worship in the park.

The Ambassadors concert was such a great joy and a wonderful way to begin the Advent/Christmas Season. We participated in two of our very special offerings of the Presbyterian Church (USA) and also shared the joy of Christmas with families in need.

The Christmas Eve candle light service was very well attended. What a beautiful sanctuary we have! The candles all lit as we sang Silent Night is such a special memory that keeps us smiling through the year.

We hired Laura Parker as our Office Manager this year, which has been a great blessing to us all. She is certainly a wonderful support to me as pastor and to our committees. We are also blessed to have such

custodian who not only does a great job but who does it with smiles and passion. We have been blessed to have Shaun and Michele Hardimon among us this year too, as Shaun has come to do intern work and learn more about the pastoral ministry.

We've had a great concern in dealing with water and mold issues in our building but the property committee continues to make progress on taking care of it and mapping out a long range plan that will help us be rid of the problem in the future. In the meantime, we've had to share space and give and take a little with what we do. It's actually been working out quite well. Of course, we will be glad when we can be "back to normal" but we haven't allowed that glitch to hold us down when it comes to being a vital, active, joyful congregation! As we continue to work together in unity, it will all work out.

That's what I've witnessed in the year I've served as pastor of HPC – a congregation that is following the suggestion of Peter when he wrote those words that we memorized at our retreat:

*“Like living stones, Let yourselves be
built into a spiritual house,
to be a holy priesthood,
to offer spiritual sacrifices acceptable
to God through Jesus Christ.”*



1 Peter 2:5

Peace and Grace!
Reverend Dr. Sharlyn DeHaven Gates

TREASURER'S ANNUAL REPORT FOR 2011

Profit & Loss Budget vs. Actual

Holly Presbyterian Church

January through December 2011

	<u>Jan - Dec 2011</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
1 Weekly Giving Non-pledged	14,927.68	17,000.00	-2,072.32	87.8%
Plate	2,042.55	2,000.00	42.55	102.1%
Pledged	92,158.00	90,000.00	2,158.00	102.4%
Total 1 Weekly Giving	109,128.23	109,000.00	128.23	100.1%
2 Special Offerings				
Christmas joy	663.00	300.00	363.00	221.0%
One great hour of sharing	692.20	300.00	392.20	230.7%
Other special offerings	437.54			
Total 2 Special Offerings	1,792.74	600.00	1,192.74	298.8%
3 Building Usage				
Group use	580.00			
Individual use	350.00			
3 Building Usage - Other	0.00	800.00	-800.00	0.0%
Total 3 Building Usage	930.00	800.00	130.00	116.3%
4 Memorials and Investments				
A. Hadley	122.06	133.08	-11.02	91.7%
Ellis	9,525.08	10,381.54	-856.46	91.8%
Hadley	285.03	310.65	-25.62	91.8%
Harry	714.91	779.22	-64.31	91.7%
Wright	1,779.33	2,000.00	-220.67	89.0%
Total 4 Memorials and Investments	12,426.41	13,604.49	-1,178.08	91.3%
5 Other Donations				
Pledged from church groups	0.00	375.00	-375.00	0.0%
Total 5 Other Donations	0.00	375.00	-375.00	0.0%
6 Other Income				
Expenses reimbursed	189.00			
Fundraising				
150th merchandise	14.00			
Battery recycling	17.40			
Cookbooks	30.00			
Craft show	1,530.25			
Garage sale	1,298.14			
Goodsearch	128.77			
Schwan's	342.01			

Scrap metal	172.90			
Spartan Store	281.37			
Summer festival	304.00			
Fundraising - Other	0.00	5,000.00	-5,000.00	0.0%
Total Fundraising	4,118.84	5,000.00	-881.16	82.4%
Great Lakes Scrip	7,553.00			
Interest	705.20	250.00	455.20	282.1%
Miscellaneous				
Funeral dinners	627.30			
Per capita	322.25			
Miscellaneous - Other	1,669.09			
Total Miscellaneous	2,618.64			
Total 6 Other Income	15,184.68	5,250.00	9,934.68	289.2%
Total Income	139,462.06	129,629.49	9,832.57	107.6%
Expense				
1 Terms of call				
Car allowance	1,021.24	2,084.00	-1,062.76	49.0%
Continuing education	266.81	542.00	-275.19	49.2%
Expense allowance	518.72	834.00	-315.28	62.2%
Medical deductible	2,473.76	2,500.00	-26.24	99.0%
Moving expense	3,384.59	10,000.00	-6,615.41	33.8%
Pension and Medical	12,713.75	13,015.00	-301.25	97.7%
Total 1 Terms of call	20,378.87	28,975.00	-8,596.13	70.3%
2 Payroll Expenses				
Gifts	500.00			
2 Payroll Expenses - Other	64,383.54	62,281.03	2,102.51	103.4%
Total 2 Payroll Expenses	64,883.54	62,281.03	2,602.51	104.2%
3 Church Programs				
Administration	343.21	500.00	-156.79	68.6%
Christian education	1,168.51	500.00	668.51	233.7%
Congregational Care	148.73	150.00	-1.27	99.2%
Guest musicians	270.00	510.00	-240.00	52.9%
Guest speakers	921.27	750.00	171.27	122.8%
Pastoral Nominating Committee	290.33	500.00	-209.67	58.1%
Stewardship	239.41	200.00	39.41	119.7%
Worship	801.05	1,000.00	-198.95	80.1%
Youth groups	189.89	150.00	39.89	126.6%
Total 3 Church Programs	4,372.40	4,260.00	112.40	102.6%

4 Mission and Outreach				
Athletes in Action	1,200.00	1,200.00	0.00	100.0%
Campus Crusade	1,200.00	1,200.00	0.00	100.0%
Discretionary funds	1,580.25	1,200.00	380.25	131.7%
Outreach	928.85	830.00	98.85	111.9%
Presbytery general mission	600.00	600.00	0.00	100.0%
Special offerings	1,654.01	600.00	1,054.01	275.7%
Total 4 Mission and Outreach	7,163.11	5,630.00	1,533.11	127.2%
5 Operations				
Cleaning service	6,560.00	7,280.00	-720.00	90.1%
Consumers Energy	6,763.12	7,000.00	-236.88	96.6%
Insurance	3,928.00	3,800.00	128.00	103.4%
Janitorial supplies	279.95	600.00	-320.05	46.7%
Maintenance and repair	5,122.96	4,000.00	1,122.96	128.1%
Office supplies/equipment	3,532.77	3,600.00	-67.23	98.1%
Snowplowing/Lawn	2,595.00	2,600.00	-5.00	99.8%
Telephone/internet	1,655.46	1,620.00	35.46	102.2%
Trash collection	137.76	150.00	-12.24	91.8%
Water	911.68	840.00	71.68	108.5%
Total 5 Operations	31,486.70	31,490.00	-3.30	100.0%
6 Other Expenses				
Fundraising expenses				
Craft sale/auction expenses	89.22			
Summer festival	597.39			
Fundraising expenses - Other	0.00	2,000.00	-2,000.00	0.0%
Total Fundraising expenses	686.61	2,000.00	-1,313.39	34.3%
Loan interest	583.72	582.72	1.00	100.2%
Miscellaneous	1,105.61	600.00	505.61	184.3%
Presbytery per capita	2,647.75	2,648.00	-0.25	100.0%
Scrip	7,239.35			
Total 6 Other Expenses	12,263.04	5,830.72	6,432.32	210.3%
Total Expense	140,547.66	138,466.75	2,080.91	101.5%
Net Ordinary Income	-1,085.60	-8,837.26	7,751.66	12.3%
Other Income/Expense				
Other Income				
Extraordinary Income	12,000.00			
Special Accounts				
Bible fund	9.78			
Flower fund	235.00			

Fundis memorial		25.00		
G. Wright memorial		25.00		
Grate memorial		220.00		
Hymnals		120.00		
Knit Wits		10.00		
Marionette Kubicz		435.00		
Mold cleanup		250.00		
Music fund		471.68		
New Boiler Fund		745.00		
Pennies from Heaven		2,227.98		
Regan Scholarship		1,300.71		
Retreat		3,901.00		
Robe		415.00		
Rolls memorial		25.00		
Sargent memorial		290.00		
Studer memorial		2,205.00		
TFC mission		584.30		
V. Fox memorial		575.00		
Total Special Accounts		<u>14,070.45</u>		
Total Other Income			<u>26,070.45</u>	
Other Expense				
Designated special accounts				
Boiler			10,343.00	
Cassie's robe			415.00	
Flowers			212.50	
M. Kubicz			435.00	
Music			586.52	
Pennies from Heaven			5,647.64	
Regan scholarship			500.00	
Repairs			20.26	
Retreat	4,963.10			
Roof	500.00			
TFC mission	398.62			
Total Designated special accounts	<u>24,021.64</u>			
Extraordinary Expenses		<u>1,000.00</u>		
Total Other Expense		<u>25,021.64</u>		
Net Other Income		<u>1,048.81</u>		
Net Income		<u>-36.79</u>	<u>-8,837.26</u>	<u>8,800.47</u>
				<u>0.4%</u>

Balance Sheet

Holly Presbyterian Church

	<u>Dec 31, 2011</u>	<u>Nov 30, 2011</u>
ASSETS		
Current Assets		
Checking/Savings		
Ally Demand Note	33,785.17	33,721.24
Citizens Bank Checking	10,739.35	12,246.45
Regan Scholarship	1,100.97	1,000.97
State Bank Savings (Pennies...)	474.02	268.48
Total Checking/Savings	<u>46,099.51</u>	<u>47,237.14</u>
Total Current Assets	<u>46,099.51</u>	<u>47,237.14</u>
TOTAL ASSETS	<u>46,099.51</u>	<u>47,237.14</u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Payroll Liabilities	<u>1,317.99</u>	<u>1,142.05</u>
Total Other Current Liabilities	<u>1,317.99</u>	<u>1,142.05</u>
Total Current Liabilities	<u>1,317.99</u>	<u>1,142.05</u>
Long Term Liabilities		
Presbytery loan	<u>17,404.01</u>	<u>17,404.01</u>
Total Long Term Liabilities	<u>17,404.01</u>	<u>17,404.01</u>
Total Liabilities	<u>18,722.00</u>	<u>18,546.06</u>
Equity		
Opening Bal Equity	77,998.74	77,998.74
Retained Earnings	<u>-50,584.44</u>	<u>-50,584.44</u>
Net Income	-36.79	1,276.78
Total Equity	<u>27,377.51</u>	<u>28,691.08</u>
TOTAL LIABILITIES & EQUITY	<u>46,099.51</u>	<u>47,237.14</u>

Special Accounts Summary

Holly Presbyterian Church

As of December 31, 2011

Balance

Spec. Accts.

Designated funds

Flowers	-46.83
Hymnal	120.00
Knit-wits	40.00
Mold	250.00
Music	815.06
New boiler	745.00
Pennies	529.52
Regan Scholarship	1,100.97
Retreat	-1,062.10
Stevens Min.	1,800.00
TFC mission	853.25

Total Designated funds	5,144.87
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Memorials

B. McGinnis Murphy	20.00
Campbell	410.00
D. Campbell	195.00
D. Nelson	80.00
D. Stark	725.00
Fox	135.00
Fundis	25.00
G. Wright	25.00
Ganshaw	600.00
Grate	220.00
Green	385.00
H. Van Buren	435.00
Perry	155.00
Pretznaw	20.00
Rolls	25.00
S. Dryer	75.00
S. Rolls	50.00
Sargent	290.00
Studer	2,205.00
V. Fox	575.00
Van der Kuy	25.00
Walters	425.00

Total Memorials	7,100.00
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Total Spec. Accts.

12,244.87

TOTAL

12,244.87

CHRISTIAN EDUCATION ANNUAL REPORT FOR 2011

In 2011 Lori Goldsmith and Christine Cook Co-Chaired the Christian Education (CE) Committee. Together we worked hard to offer CE programs for all age levels; Pre-School, Grade School, Middle School, High School and Adult. Over the course of 2011 there were over 50 students, of various ages, who participated in at least one CE learning opportunity. Below is a brief listing of the CE events and learning opportunities in 2011.

The Gathering Place:

Over this past year the Gathering Place has used two different curriculums. Disciple Land was completed in the spring and Re:Form was introduced in the fall. A Workshop Rotation Model and Youth Sundays were re-introduced this fall and have provided fun and meaningful experiences for the Gathering Place Kids.

The Gathering Place kids have also dedicated time to missions work. Mission projects have included two In-Gathering Events for Kiwanis and Forgotten Harvest and collecting mittens, hats and gloves for children in need.

The Gathering Place ended the year by leading worship with the message "Follow the Star." Thirteen children, ages 1 – 14, lead the entire worship service and did a wonderful job! It was truly one of the highlights of the year.

In the fall Rev. Sharlyn Gates began Confirmation Classes with four teenagers. The classes will continue on Sunday evenings through the spring.

Gathering Place volunteers for 2011 were: Julie Murphree, Lori Goldsmith, Fran Olson, Dessalee Cook, Laura Parker, Mandie Banks, Karen Haneline, Beth Koop, Tracy Elliott and Christine Cook. The CE Committee is grateful for their service to God and his children.

Adult and High School Studies:

This year the CE Committee has strived to offer a wide variety of choices for our Adult and High School studies. Barbara Brown continued to lead Sunday morning studies focused on "Understanding Islam." Attendance for this group ranged from 2 – 8 students.

A Lent Study was led by Rev. Sharlyn Gates last spring. The study was well attended with an average of 12 students each week.

Evening bible study for the men and women's groups was held at 7:00pm each Thursday. The groups were led by Rev. Fred Gates and Laura Parker respectfully. The two groups joined together monthly for a study entitled "Digging Deeper" led by Barbara Brown. These evening studies were also usually well attended.

The CE Committee is excited to have been able to offer such a variety of events and learning opportunities for our congregation. It could not have been possible without the many disciples of God who helped teach, lead and prepare for these studies.

As Lori Goldsmith moves to the Property Committee the CE Committee welcomes Mandie Banks as our new Co-Chair. The committee is excited to welcome Mandie and looks forward to working with her. The committee also thanks Lori Goldsmith for her commitment to Christian Education and her years teaching Sunday School. We know her hard work, dedication and love for Holly Presbyterian Church will show in everything she does as chair of the Property Committee.

Blessings, Christine Cook and Lori Goldsmith, Christian Education Co-Chairs

CONGREGATIONAL CARE COMMITTEE ANNUAL REPORT FOR 2011

The CCC provided many services to our congregation in 2011 as follows:

- January 15 was a reception from 1:00 – 4:00 pm to meet Sharlyn Gates.
- January 30 a potluck dinner was held after worship as a farewell for Bill and Ann Robertson.
- March 6 we had a potluck dinner after worship to WELCOME Pastor Sharlyn and Fred Gates.
- April 21 we furnished a bread and soup supper for Maundy Thursday.

- May 19, 20, 21 was a “garage sale” organized by Beth Dryer.
- June 12 was the Senior Tea for graduates Franklin Privette, Kendra Bradshaw, Desiree Cook, and Cassie Todd from Seminary.
- July 10 we planned and helped with the church birthday potluck picnic at Lakeside Park.
- August 14 we provided sloppy joe’s and an ice cream social after worship.
- September 25 we organized a farewell reception for Bev Ponton who moved to Oxford.
- October 15 was our annual social event, the Snoop Party, headed by Roberta Single.
- October 16 we had a potluck farewell dinner after worship for the Privette family who moved to Lansing.
- November 20 we served refreshments after the Thanksgiving Service.
- December 3 refreshments were served after the Ambassadors Concert.

Other things our committee did are:

- Provide coffee and juice during coffee hour with members of the congregation and us providing the snacks during the months of September and the beginning of June.
- We provided many get well cards, Christmas cards and thinking of you cards to current and former members of our congregation.
- Committee member, Donna Miller, organized 5 funeral dinners during 2011.
- We manage the phone prayer chain and Kay Vander Kuy handles the e-mail prayer requests.
- Beth Dryer and Judy Studer assisted Pastor Sharlyn with home communions.
- Beth was also very good about visiting and calling different people.
- At times food was taken to people by committee members.
- Committee members were Kay Vander Kuy and Roberta Single co-chairs, Jan Bradshaw, Beth Dryer, Shar Hecht, Elizabeth Kici, Donna Miller, Fran Olson, Peggy Ranger, Mary Renico, and Judy Studer.

Submitted by, Roberta Single

OUTREACH COMMITTEE ANNUAL REPORT FOR 2011

2011 involved continuing many of our successful projects from the previous years, including:

Website – The church Website (www.hollypc.org) continues to function well. The AT&T file server that we use provides us with e-mail, a Website with good download speeds. The average daily number of "sessions" for 2011 is up significantly from both 2009 and 2010. The average “sessions” for 2011 is 123.45, vs. 75.1 in 2009 and 81.38 in 2010. A "session" is defined as a series of "hits" to a Website over a specific period of time - in this case one day -- by one visitor. A "hit" is defined as any successful request to a Web server from a visitor's browser. The average number of pages viewed per "session" in 2011 was 1.84 -- i.e., on average, each visitor looked at nearly two pages per visit -- which is down from 2.5 pages in 2010.

Advertising / Promotion – Creating top-of-the-mind awareness for our church using a limited budget continues to be a major challenge for the committee. Due to the difficult economic times in our area, newspapers that have traditionally welcomed PR releases from churches are now charging for publishing the information. In addition, *The Flint Journal* is much reduced in terms of number of pages and no longer has a church section.

We continue to use the *Tri-County Times*’ monthly Church Directory to publicize our Sunday school and church service schedules, in addition to our address and contact information. We also run small space advertising in the *Times*’ Easter and Advent church directories to help promote our Palm Sunday and Easter Sunday services and our Christmas/Christmas Eve services. In addition, we sponsored ads in the Reunion With a Cause walk for cancer program and in the Holly High School Project Graduation.

We are a member of the Holly Chamber of Commerce, which allows us to include our brochures in their “Welcome” packages given to new families in the Holly area, as well as placing a small space ad in their annual directory. Because we are a non-profit organization, there is no charge for this membership.

Projects – The committee continues to maintain and update our “Welcome” brochure’s contents and church bookmark, which include a schedule of events on the back. This material can be handed out to visitors at our Sunday worship services and at various community events.

The committee with the help of our church family was again able to take school supplies for Holly Area children in need again this year in early September. Holly Youth Assistance collected and dispersed the supplies.

The committee donated money and time to ‘Reunion With a Cause’, a benefit walk to raise money to assist Genesys cancer patients who are in need of help with such costs as medicine, chemo therapy treatments, transportation to and from medical appointments, medical equipment, and much more. Our church liaison was Roberta Single.

Some of our church family, in the name of this committee, handed out brochures and candy at Halloween. Another group, better known as the Knit Wits, made and donated handmade chemo caps to the Genesys Cancer Center; caps, sweaters and booties for newborns, and beanie baby blankets, complete with beanie babies, for the pediatric unit. Thank you, all.

Events – The Outreach committee arranged for the sixth annual Fenton High School Ambassadors’ Christmas concert the evening of December 4, which once again helped kick-off our church’s Advent season. The free-will offer provided several hundred dollars that was used to help families in the Holly area during Christmas. The Outreach Committee would like to thank the Congregational Care committee for providing cookies, punch, and coffee for those attending the concert. Our minister reported that this year we have been able to help 14 families in need.

Mission Programs – We continued to provide financial support for two Campus Crusade for Christ mission programs: Sarah and Colby Keefer and their work with Athletes in Action at the University of Michigan; and Allen and Dee Dee Iobst and their work preaching the Gospel to Muslims as they cross between Europe and Africa at Algeciras, Spain.

Outreach Committee make-up -- The 2011 Outreach committee was co-chaired by Barb Brown and Judy Studer. The co-chairs for 2012 will be Judy and Karen Haneline. Please note that we can certainly use additional committee volunteers, all of whom will be warmly welcomed.

Respectfully submitted, Barb Brown and Judy Studer

PERSONNEL COMMITTEE ANNUAL REPORT FOR 2011

The choir director, child care provider, custodial staff and church secretary were all evaluated for job performance. Evaluations were conducted by Jennifer Chanter and the pastor Sharlyn Gates. Due to budget constraints no raises were given this year. Jinx Kincaid left her secretary position and Laura Parker was elected by the Session to fill the vacancy. Laura is our current Office Manager.

The church office hours were changed. Regular office hours are Tuesday-Friday, 9:00-12:00. The office will be closed from 12:00-1:00 and open from 1:00-3:00.

Thank you to my committee members, Dale Huffman, Margaret Perry and Judy Studer for their support and input.

Respectfully submitted, Jennifer Chanter, Personnel Chair

PROPERTY COMMITTEE ANNUAL REPORT FOR 2011

Boiler was installed in the lower level of the northwest corner of building at a cost of \$10,500. Also, new shut switch was installed and new license issued.

New gas valve was installed on old boiler and license was issued.

Nash Landscaping handled snow removal and salting during winter months. They also handled grass and landscaping during warmer months.

Carpet and 1 room were removed from lower level, west side, Christian Education area.

Workday was held. Scrap metal was collected and recycled, \$135.00. Screens and air conditioner were installed, storm windows replace, lights in sanctuary replace, sanctuary cleaned, lights in fellowship hall fixed, all chairs restacked in storage, old boiler torn down and boiler room cleaned, trimmed shrubs and trees, repair fellowship hall windows, bathroom sink repaired.

A quote was received for cleaning carpet on main level from Chem-Dry.

A camera was put into drains and downspouts which revealed that the system is in tact and functioning properly.

Repairs were made to dog house.

AA removed carpet from conference room, lower northwest room, and members painted.

Fall clean-up day, October 8th and 15th.

A mold inspector was retained and prepared a report. This report stated that there were several water leakage issues which have resulted in mold. There is mold in various locations of the west basement. The report recommended the water leakage issues be addressed first prior to any mold remediation and recommended that this area not be used until remediation was completed.

An Ad-Hoc committee was formed to look at long range solutions to address permanently alleviating the water leakage issues into the church as well as a course of action we can best pursue to have our building best meet the future needs of our church. The Session granted the Ad-Hoc committee to contract an architect to create a preliminary plan and to contract a structural engineer to evaluate the sanctuary building structure.

Lopez Engineering was retained in which they reported that the sanctuary building has issues, but the structure is basically sound and the issues can be handled with proper repair.

An architect, Matt MacDougall was contacted and a meeting scheduled in January, 2012 to start preparation for plans to address our building issues, particularly our continued fight with water leakages as well as our church's wants and needs for our future.

Broady and Randy Cook made repairs to the roof, fascia and gutters located over rear entrance to narthex.

Roger Coleman installed a wall, siding and gutters to North side of Narthex as well as support wall in basement area. This was in effort to stop water leaks in hallway adjoining east and west side of basement.

Respectfully Submitted,
Lori Goldsmith

AD HOC BUILDING COMMITTEE ANNUAL REPORT FOR 2011

Prior to the formation of this Ad Hoc committee a concern was raised about the water and possible mold issues, in the lower west end of the church. It was agreed that an expert would be retained to evaluate the air condition. Dr. Macai of Michigan Mold Inspections Company was retained and evaluated the areas of concern as well as the evaluation of the exterior at a cost of \$1,070. His report determined several areas of concern on the exterior and deemed the west lower interior area as an air quality risk.

Ad Hoc was suggested by Sharlyn and approved by Session at the September, 2011 Session Meeting. It was agreed that Lori Goldsmith would chair this committee.

Committee members included Gerry Jackson, Broady Cook, Randy Cook and Ryan Shiel. The committee began meeting on October 11, 2011. We reviewed drawings and came up with several options. One was a list that suggested several minimal repairs, a second list included several updates, the third was suggesting a large remodel and the last suggested tearing down the sanctuary.

The committee chose to pursue the 4th option and a power point presentation was assembled and presented session at their October meeting. The presentation over all was well received with many questions and concerns. It was later presented to the congregation followed by a variety of questions and concerns as well as an opportunity for everyone to speak on the matter.

Lopez Engineering was retained to evaluate the building and it structure on December 20 costing \$1,000. Session approved this and was given a full report. The overall opinion was that the building is structurally sound and repairable. It also encouraged enclosing the area between the fellowship hall and the sanctuary and to make necessary repairs to north end of west building. .

An architect names Matt MacDougall was retained and submitted preliminary drawings for remodeling the areas of the church in question. The total cost is \$1800 which was previously approved by session. He met with the committee at the last ad hoc meeting (before this committee was rolled in property) and submitted several drawings. It was agreed to pay \$900 as a down payment with the remainder due after the completion of the 1st stage of this project.

Ad hoc was rolled into Property Committee at the January Session meeting which didn't change much as the same members served on both committees.

Respectfully Submitted,

Lori Goldsmith

STEWARDSHIP COMMITTEE ANNUAL REPORT FOR 2011

PRESENTATION OF 2012 BUDGET & TERMS OF CALL

2011 fiscal year closed with a small budget deficit compared to the large deficit that was in the original budget. This was due to keeping the operating expenses down and bringing in additional income into the church through pledges and fundraising.

Primary changes to the budget that resulted in the elimination of the projected deficit.

2011 budget changes compared to 2011 proposed budget

- 1) The savings from moving expense for the new pastor decrease
- 2) Total fundraising income increased
- 3) Total Pledge income increased
- 4) Total income from other sources increased

2011 fundraising INCOME breakdown

See Treasurers Report, Item 6, on page 14 for breakdown.

Note: Great Lakes Scrip 313.65 * (net profit - totals skew results)

*The actual scrip income was \$7,553.00 and expense \$7,239.35.

The 2012 pledge drive was a great success. The total of number of pledges was 43 for a total of 90,000.00. There were 12 new pledged members with increase of \$5,000 even though we have lost several giving members.

Challenges to the 2012 budget.

- 1) Church building - major projects
- 2) Fundraising needs to be increased
- 3) Membership needs to be increased

Positives for coming year

- 1) There have been a number of new fundraising project and ideals
- 2) There are new church members joining this year
- 3) Everyone has a positive attitude about the church

I would like to thank Vicki Lyles, Christine Cook , Peggy Ranger, and Kay Vander Kuy for all their hard work. I would also thank Gerry Jackson for accepting the Stewardship Elder responsibilities.

Respectfully Submitted, Brian Parker

HPC Estimated 2012 Budget

Date: 11/28/2011	2012 Budget	2011 Actual	2011 Budget
Terms of Call	\$68,044.00	\$61,341.12	\$70,233.00
1 Salary	\$31,000.00	\$25,634.66	\$25,834.00
2 Housing	\$12,000.00	\$9,923.11	\$10,000.00
4 Car Allow.	\$2,500.00	\$1,021.24	\$2,084.00
5 Continuing Education	\$650.00	\$266.81	\$542.00
6 Dental	\$-	\$-	\$-
7 Expenses Allowance	\$1,000.00	\$518.72	\$834.00
8 SECA	\$3,059.00	\$2,529.48	\$2,549.00
10 Medical Deductible	\$3,000.00	\$2,473.76	\$2,500.00
11 Moving Expense	\$-	\$3,384.59	\$10,000.00
12 Pension & Medical	\$14,835.00	\$12,713.75	\$13,015.00
14 Interim Pastor Contract - 6 mos		\$2,875.00	\$2,875.00
Other Payroll	\$23,572.03	\$23,921.29	\$23,572.03
1 Custodian	\$-		\$-
2 Organist/Music Dir.	\$9,938.40	\$9,938.40	\$9,938.40
3 Secretary	\$10,000.00	\$10,400.00	\$10,000.00
5 Nursery Aide	\$1,494.05	\$1,418.45	\$1,494.05
6 Employer FICA/Med	\$1,639.58	\$1,664.44	\$1,639.58
7 Gifts	\$500.00	\$500.00	\$500.00
Church Programs	\$3,690.00	\$4,372.40	\$4,260.00
1 Administration	\$350.00	\$343.21	\$500.00
2 Christian Education	\$750.00	\$1,168.51	\$500.00
3 Congregational Care	\$400.00	\$148.73	\$150.00
4 Guest Organist	\$340.00	\$270.00	\$510.00
5 Guest Speaker	\$750.00	\$921.27	\$750.00
6 Pastoral Nominating Committee	\$-	\$290.33	\$500.00
7 Stewardship	\$200.00	\$239.41	\$200.00
8 Worship	\$750.00	\$801.05	\$1,000.00
9 Youth Groups	\$150.00	\$189.89	\$150.00
Mission Outreach	\$5,662.35	\$7,163.11	\$5,630.00
1 Discretionary funds	\$1,200.00	\$1,580.25	\$1,200.00
3 Outreach	\$862.35	\$928.85	\$830.00
Athletes In Action	\$1,200.00	\$1,200.00	\$1,200.00
Campus Crusader for Christ	\$1,200.00	\$1,200.00	\$1,200.00
4 Presbytery general mission	\$600.00	\$600.00	\$600.00
5 Special Offerings	\$600.00	\$1,654.01	\$600.00

Operations		\$31,650.00	\$31,483.70	\$31,490.00
1	Cleaning Services	\$7,280.00	\$6,560.00	\$7,280.00
2	Consumers	\$6,800.00	\$6,763.12	\$7,000.00
3	Insurance	\$3,800.00	\$3,928.00	\$3,800.00
4	Janitorial Supplies	\$300.00	\$279.95	\$600.00
5	Lawn Service and Snow Removal	\$2,600.00	\$2,592.00	\$2,600.00
6	Maintenance and Repairs	\$4,000.00	\$5,122.96	\$4,000.00
7	Office Supplies/Office Equipment	\$3,600.00	\$3,532.77	\$3,600.00
8	Telephone	\$1,620.00	\$1,655.46	\$1,620.00
9	Trash Collection	\$150.00	\$137.76	\$150.00
10	Water	\$1,000.00	\$911.68	\$840.00
11	Technology	\$500.00	\$-	\$-
Other Expenses		\$14,212.84	\$14,079.32	\$7,648.00
1	Fund Raising Expenses	\$500.00	\$7,925.96	\$2,000.00
3	Presbytery Loan Payment	\$2,400.00	\$2,400.00	\$2,400.00
4	Miscellaneous	\$750.00	\$1,105.61	\$600.00
5	Presbytery Per Capita	\$2,562.84	\$2,647.75	\$2,648.00
7	Script payments	\$8,000.00	\$-	\$-
Sub-Total				
1	Extraordinary Disbursements	\$-	\$1,000.00	\$-
Total Budgeted Expenses		\$146,831.22	\$143,360.94	\$142,833.03
Estimated Income				
Income from Church Programs		\$105,000.00	\$109,128.23	\$109,000.00
1	Giving Non-pledged	\$13,000.00	\$14,927.68	\$17,000.00
2	Giving Plate	\$2,000.00	\$2,042.55	\$2,000.00
3	Giving Pledged	\$90,000.00	\$92,158.00	\$90,000.00
4	other donations			
Income from Special Offerings-		\$600.00	\$1,792.74	\$600.00
1	Christmas Joy	\$300.00	\$663.00	\$300.00
2	One Great Hour of Sharing	\$300.00	\$692.20	\$300.00
3	Other special offerings	\$-	\$437.54	\$-
Building Usage		\$1,000.00	\$930.00	\$800.00
1	Income from Building usage	\$1,000.00	\$930.00	\$800.00
Income from Investments etc.		\$12,328.08	\$12,426.41	\$13,604.49
1	A. Hadley	\$118.40	\$122.06	\$133.08
2	H & G Ellis	\$9,239.68	\$9,525.08	\$10,381.54
4	Hadley	\$276.48	\$285.03	\$310.65
5	Harry	\$693.52	\$714.91	\$779.22
7	Wright	\$2,000.00	\$1,779.33	\$2,000.00

Other Donations		\$-	\$-	\$375.00
1	Pledged from church groups	\$-	\$-	\$375.00
Other Income		\$17,000.00	\$15,194.68	\$5,250.00
1	Special Ministry Grant - Synod	\$-	\$-	\$-
2	Special Ministry Grant - PCUSA	\$-	\$-	\$-
4	Fund Raising	\$3,500.00	\$11,671.84	\$5,000.00
5	Interest	\$400.00	\$705.20	\$250.00
7	Other Income	\$4,000.00	\$1,858.09	\$-
8	Funeral Dinners	\$-	\$627.30	\$-
9	Per Capita	\$600.00	\$332.25	\$-
10	Script payments	\$8,500.00	\$-	\$-
Total Budgeted Income		\$135,928.08	\$139,472.06	\$129,629.49
Short Fall(Difference Between Income and Expenditures)		\$(10,903.14)	\$(3,888.88)	\$(13,203.54)

AD HOC INFORMATION TECHNOLOGY ANNUAL REPORT FOR 2011

In the spring Walt Brown, who tends to the care and feeding of our church's web site (at <http://www.hollypc.org>), submitted a proposal to session to form a permanent church technology committee.

At its May meeting, session established an ad hoc committee to be composed of Gordie Bradshaw, Jim Lyles, and any others they recruited. The ad hoc committee would look into and make recommendations regarding the scope and purpose of a permanent information technology committee and how it would fit within the existing church committee structure.

In June the ad hoc committee met. Gordie Bradshaw, Jim Lyles, Rev. Sharlyn Gates, Walt Brown, and Randy Cook were all present. Jim was elected to chair the ad hoc committee. From that meeting, the ad hoc committee came up with the following recommendations for session (much of which came verbatim from Walt's original proposal):

1. That the creation of a permanent Information Technology Committee is important and necessary so as to respond proactively to the needs of the church with regard to all forms of technology used in communications, both within the church as well as in our outreach to the community;
2. That the Information Technology Committee should have the sole responsibility for:
 - Developing an annual budget -- to be approved by Session -- for all technology-related systems used by the church;
 - Maintaining and managing all in-house computer, sound, recording, and audio/visual systems;
 - Maintaining and managing all off-site networks (website, Facebook, e-mail, phone service).
Note: the content remains the responsibility of the pastor and the individual session committees.
 - Maintaining -- and protecting -- log-in names and passwords for accessing all systems;
 - Planning future systems upgrades and enhancements;
 - Recommending changes, system upgrades and enhancements to Session for all communications-related technology as necessary.
3. That the Information Technology Committee should be a permanent, stand-alone committee of Session and be one of the administrative committees; and that a thirteenth member be added to the current twelve member session, specifically to chair the Information Technology Committee.

At its July meeting session agreed to these recommendations, and instructed the clerk to draft changes to the church's bylaws to put them into effect. Those changes were proposed and adopted at the December congregational meeting.

During a church workday in August, the ad hoc committee accomplished the following:

- ◆ Fixed an internet connection problem with Sharlyn's office computer.
- ◆ Created a schematic of the church's computer network, to be filed for future use.
- ◆ Moved and cleaned up the networking wires in the ceiling of the storeroom.
- ◆ Moved a phone line away from a light to prevent static during phone calls.
- ◆ Hooked up the library computer to the internet, via a wireless card and added a mouse.

The new Information Technology committee is now in place and is chaired by Brian Parker.

Jim Lyles

2011 ad hoc Information Technology committee chair

WORSHIP COMMITTEE ANNUAL REPORT FOR 2011

Dear Members of Holly Presbyterian Church,

The co-chairs were Gordie Bradshaw and I, Dessalee Cook. Our committee consists of Laura Parker, Vicki Lyles, and Randy Cook and moderated by Reverend Sharlyn Gates. Speaking for our committee, I want to thank her for her guidance and patience. Likewise, Gordie Bradshaw is going off session and Margaret Perry will be graciously taking over the role of co-chair. Gordie's hard work and dedication to our church and the Lord is a blessing. He plans on continuing his involvement with the committee and managing the sound system.

As far as worship, the average attendance was 59 for the 49 Sunday's that data was recorded. We served communion the first Sunday of each month, Maundy Thursday and Christmas Eve. Julia Belyayeva-Hull continues to provide our Sunday morning services with music and directs the choir. Many thanks are needed for the beautiful music she provides continually.

Jordan Howe provided contemporary music occasionally and during summer months, volunteered to perform when Julia was on absent. Thank you Jordan! In addition, a CD was created with music for Sunday mornings and special occasions when no was available to play live music.

Other worship services included, but not limited to include:

- Ash Wednesday service which was the start of Sharlyn's calling to Holly Presbyterian Church.
- Maundy Thursday Service
- Installation of Rev. Sharlyn DeHaven Gates and Ordination of Rev. Cassie Todd
- Service at Bush Lake Park in July
- Service was held at Echo Grove Retreat Camp in October and Rev. Fred Gates substituted at HPC for Sharlyn. A cell phone gave us the means to connect with those not attending the Echo Grove service during our retreat.
- Children's Christmas Pageant in December, "Follow the Star."
- Candlelight Service Christmas Eve

May God's Grace Bless Us All,
The Worship Committee
dmc

GROUPS:

TEENS FOR CHRIST ANNUAL REPORT FOR 2011

In 2011 the Teens for Christ (TFC) were sponsored by Cathy Privette and Christine Cook. Over the year the TFC worked hard, played hard and strived to develop a deeper relationship with God in the process.

Over the course of the year the TFC spent many hours giving back. The teens volunteered at Angel Food Ministries, The North End Soup Kitchen, and adopted two families for Christmas.

The TFC also felt called to do more. The teens asked session, got approval, and created "In the Beginning Baby Pantry." This mission project has touched the teens in a profound way. The teens meet and talk with our visiting families, learn their stories and show all who visit love and compassion. In the Beginning Baby Pantry opened in October of 2011 and serves 10 families.

The TFC had a lot of fun in 2011 too. They did everything from sledding and Wii parties to baby showers and lock-ins. The TFC also participated in the first Festival Week Parade and led a fun filled bon fire sing along at our all church retreat. These kids know how to have fun.

The TFC began having weekly dinner meetings with Pastor Sharlyn in the fall. The meetings included working together to prepare their meal, a fun game and bible study. The teens enjoyed these weekly meetings and getting to know Pastor Sharlyn (aka: Pastor Pickled Peppers) better.

The TFC is grateful for Laura Parker, Fran Olson, Carlee Muenzer, Bill and Ann Robertson, Rev. Fred and Rev. Sharlyn Gates, Randy Cook, Brian Parker, Shaun Hardimon, Judy Studer and Karen Haneline. All of these adults have worked with or helped behind the scenes to make 2011 a great year for the TFC.

Sadly, Cathy and Rob Privette moved away in the fall and the TFC lost a wonderful sponsor. Cathy did a superb job working with the youth and we all miss her. Cathy's departure leaves a need within the TFC for another adult sponsor. Please prayerfully consider working with these amazing teens.

Blessings,

Christine Cook, TFC Adult Sponsor

2012 SESSION

Class of 2012

Jennifer Chanter	Personnel	(248) 634-3331
Dessalee Cook	Worship	(248) 634-5680
Jim Lyles	Clerk	(248) 634-4610
Brian Parker	Technology	(248) 634-2773

Class of 2013

Christine Cook	Christian Education	(248) 887-6647
Lori Goldsmith	Property	(810) 397-9722
Roberta Single	Congregational Care	(248) 634-4360
Gerry Jackson	Stewardship	(248) 459-0240

Class of 2014

Amy Jones	Congregational Care	(248) 249-4279
Karen Haneline	Outreach	(248) 634-7339
Amanda Banks	Christian Education	(248) 382-5110
Judy Studer	Outreach	(248) 634-8918
Margaret Perry	Worship	(810) 735-7692

Moderator

Rev. Dr. Sharlyn DeHaven Gates	(248) 369-8893 (H) (620) 423-2671 (C)
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Welcome

We are happy to have you here worshiping with us this morning, whether you are a visitor or member. Please, feel welcome and at home here. Nursery care, if needed, is available for kindergarten and younger in the nursery in the lower level of the building.

<i>Minister: The Rev. Dr. Sharlyn DeHaven Gates</i>	<i>248.369.8893(h)</i> <i>620.423.2671(c)</i>
<i>Commissioned Ruling Elder Intern: Shaun Hardimon</i>	<i>810.635.0586(h)</i> <i>586.292.8772(c)</i>

<i>Treasurer: Vicki Lyles</i>	<i>Office Manager: Laura Parker</i>
<i>Pianist/Choir Director: Julia Belyayeva-Hull</i>	<i>Child Care: Robin Thomason</i>

Holly Presbyterian Church

207 E. Maple St. Holly MI 48442 • (248)634-9494
Website: www.hollypc.org • E-Mail: office@hollypc.org

Office Hours: Tuesday-Friday 9:00am – 12:00pm & 1:00pm - 3:00pm
Office Closed on Monday