

Westminster Presbyterian Church



2021 Annual Report
to the Congregation from Session

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FROM OUR PASTORS

SENIOR PASTOR, HEAD OF STAFF



January opened the new year with a sigh of lament. Doors remained shut due to COVID with infection rates perilously high while we waited impatiently for vaccines. As the newly called pastor, I needed to drop breadcrumbs

through the darkened halls to help me navigate our vast ministry complex. For too long, I only met members on cold outdoor walks or in Zoom squares. But all of these introductions cut through any superficial pleasantries and dove straight into your love for Westminster and hopes for the future. You welcomed me with the talent and substance that fuels this ministry.

The pandemic gave way to news words for us to describe ourselves; vacc'd, vacc'd and boosted, or anti-vax. Once we opened the doors, words like Delta and Omicron began to dominate conversations and we again found creative ways for this congregation to worship, learn, serve, and most of all, be together. Any review of Westminster's ministry in 2021 must be understood in the context of the climate in which we live and the unique challenges of the time.

The year also opened with unimaginable riots at our nation's capital. Tensions flared on the national stage with bickering overflowing into rage at school board meetings, on airplanes, and elsewhere. Debates ensued about the truth.

We pursued enduring the truths from scripture via sermon series and studies to shape how we are to live, today. During Lent, we sought the holy in ordinary objects. In Eastertide, we

remembered the courage of the apostles from the Book of Acts as they created the church in the face of chaos and violence. Our summer series celebrated favorites from scripture. When some might retreat in austerity, during the fall, we looked at ways to live abundantly by sharing God's gifts. As the year closed, we gathered near the manger to behold the Christ child through the eyes of those most marginalized. Throughout this year, Westminster remained faithful in worship in person, via livestream, and in recordings.

In 2021 we began to celebrate the 75th anniversary of this church's founding. Inspired by those who created a church amidst a cornfield, we honor our past by moving forward with imagination to wonder, as they did, who we might serve in this next generation.

Westminster continued to rebuild from the financial crisis, blessed with wise leaders who are relentless in creating stability and fine tuning details. Completing the external audit revealed we are well funded and equipped to make investments for our future. Members rallied with gifts to reduce debt and fund special needs. The endowment remains a shining star, established by those with vision, and essential for our future. The staff, although cut to bare bones, imagined new offerings and expanded the ways we connect with one another and God.

Read this report. Rejoice in the creative ministry across generations. Be assured by the persistent work to lay a solid foundation. Give thanks for the spiritual growth amidst such challenging times. Westminster is a blessing in this community and beyond. I am deeply grateful to serve you.

– Jo Forrest

ASSOCIATE PASTOR FOR CONGREGATIONAL CARE



As I reflect on the past year, I begin by giving thanks to God for blessing and leading our congregation. “The LORD is good to all, and his mercy is over all that he has made.” Ps. 145 Indeed we have seen God’s goodness this past year. In 2021,

the people of Westminster Church warmly welcomed new leadership in Jo Forrest as Senior Pastor, Denise Burke as Director of WECEP, and Faith Kemmler as Director of Children’s & Family Ministry. Their leadership has been enlightening to all of us.

The ministry of the church continued during unprecedented times of COVID restrictions, in vibrant programs, which are found throughout this report. Everyone was thrilled to open the doors again in February for in person worship. This paved the way for additional gatherings of worship, study, service, and fun! The sunrise Easter service was particularly moving as we planned the courtyard service, uncertain if anyone would come for early morning worship. We were delighted when additional chairs were needed! At sunrise, communion was shared as we joyfully worshiped the resurrected Jesus.

Later in the year, Rocky Railway Vacation Bible School arrived with children and young people dancing and having fun learning about God’s love. For the adults, we met for studies that

looked at “Lent in Plain Sight,” and “Messy Spirituality,” along with Advent Reflections. On All Saints’ Day the chime tolled for the 29 saints who had died in the past year and are now in the church triumphant. Christmas Eve worship featured melodious choirs with candlelight singing of “Silent Night.” The new candles glowed warmly with the light of Christ.

I give thanks for the Deacons who touched lives through care calls, making buckets for Presbyterian Disaster Services, blood drives, and other caring acts. The Giving Gala returned with a special evening that collected over \$25,000 for youth programs at SHIM. Kavya Odari, a 10th grader at Baldwin High School, shared her impactful story of how others had cared for her family settling in this country. Throughout the year at Westminster, I was blessed to work with WECEP, Outreach, Deacons, Children’s Ministry, Worship, Pastoral Care, and Adult Spiritual Development Commissions as their staff liaison along with the dedicated staff at the church.

Ministry extends beyond programs to individual moments of grace. Moments of praying for healing and guidance, tearful goodbyes at graveside, joy at laughing with children on the playground, hope at the baptismal font, discovery when reading Scriptures, happiness in greeting the congregation on Sunday, and so much more. Thank you for allowing me to journey with you on this path of faith.

In Christ’s Service,
Louise



WORSHIP COMMISSION

Our worship at Westminster continued to adapt to the ever-changing circumstances and guidance regarding safe gatherings and practices. Services are now live streamed and available for later viewing. In person services returned in early spring. Attendance grew through the year with over 220 people typically attending in person traditional services, another 50 by livestream and 70 views later. Streaming services has enabled people to worship when and as they wish. We can reach and engage a broader community through this approach as well. Technology investments were made and implemented to enable a high-quality, meaningful experience for the viewer.

As music is a cherished part of our worship, the choirs found ways to adjust as well. Rehearsals

were held in the sanctuary to enable safe distancing. To the joy of the congregation and the choir members themselves, choir anthems returned mid-year once the data indicated it was appropriate. The beloved Christmas concert also returned with all choirs and bells making the season merry with beautiful music.

We were able to participate in the sacrament of communion as a few dedicated volunteers continued to make individual bags of the elements for all three services.

And into the future, we will continue to find ways to adjust and evolve so that we may worship together safely. In whatever form, we are indeed gathering in his name.

– Allison McGee

THE BRIDGE WORSHIP SERVICE

One of the greatest joys of 2021 was the ability to worship along one another's sides during our holiday gatherings throughout the Lenten, Easter, Advent, and Christmas seasons. Though our year began with livestream-only worship, we welcomed our congregation back with open arms as it became safe to do so. One of the many ways that the Bridge has served our community is by offering a worship service with a fully masked congregation for those that feel more comfortable in such an environment.

2021 offered us a full range of experiences. The year began with the band worshiping from the gym floor to an empty room and ended with several services in which our gracious volunteers were left scrambling to find extra chairs for members and guests. We parted with worship team members as they moved on to differing stages of life, and welcomed new friends and members into leadership roles to guide us in worship. The year closed in worship surrounded by friends new and old with a fully-masked Christmas Eve worship service.

An endowment proposal submitted by the Bridge Commission early in the year was accepted with the encouragement of the congregation and the Endowment Committee, and paved the way for a long-overdue redecoration of the Bridge's weekly décor. New carpeting for the stage and surrounding area, floor lights for the pulpit and communion area, a custom-made communion table and matching podium, as well as improved lighting for the seating areas throughout our worship space each added to the appeal and expression of worship for our space in the WROC and on livestream. The endowment also allowed for the addition of an outdoor sign to more clearly communicate the location of The Bridge for both members and any potential visitors.



Though 2021 certainly provided its fair share of obstacles in the form of musical shifts, technological adjustments, and the ever-shifting sands of COVID, we mark yet another year with much to celebrate. Of primary note, especially considering its significance to the life of Westminster as a whole, is the presence of children and young families for Sunday morning worship. The Bridge has always welcomed families of all varieties, but there can be no mistaking the shift toward families with young children as primary attendees each and every week. It is a joy to see the ever-increasing number of children come forward to join in the children's message and happily dance off to their time at Sunday School.

As ever, the Bridge will continue to meet a need that is present both within our church and our larger community. We strive to offer new and welcoming environments for those seeking a connection with Christ, and excitedly move forward to meet both the obstacles and joys of ministry in this season.

-Ed Sutter

CHANCEL GUILD

The weekly, live memorial floral arrangement program remains discontinued due to pandemic restrictions. Artificial floral arrangements have been substituted.

Thanks to the congregation's generosity, we were able to purchase 80 live red poinsettia plants. Those poinsettias decorated the sanctuary and Bridge Christmas services as well as various places around the church.

Artificial red poinsettia pots and bushes were purchased to fill a metal poinsettia tree stand placed on the sanctuary retable. Utilizing artificial materials allowed the poinsettia tree to remain in place throughout the entire Advent season.

Chancel Guild is responsible for the seasonal décor in the sanctuary, Galbreath Chapel, narthex, and other areas of the church including exterior doors. We resumed the placement of seasonally appropriate fall, Thanksgiving, spring, and Easter décor.

Chancel Guild also manages certain worship related expenses. This fall, a pair of broken chapel candlesticks were refurbished.

The church provides two wedding coordinators who assist the bride during the wedding planning process, rehearsal, and wedding. Chancel Guild provides candles, for a fee, as requested.

Chancel Guild continues to seek additional members to join our group as we work together to enhance the beauty of the church and the worship experience.

- Maureen Ludwig, Interim Chair





EDUCATION & SPIRITUAL FORMATION

ADULT SPIRITUAL DEVELOPMENT COMMISSION

The purpose of the Adult Spiritual Development Commission is to provide opportunities and resources for spiritual development. Programs and events are designed to help adults navigate their spiritual journey and develop friendship and fellowship within the groups and Westminster community.

The commission has oversight of the library and adult classes including the Westminster Seminars and adult classes. Small groups are supported by our commission and include Faith in Life, Fishers of Men, Tuesday Morning Men's Group, Book Club, adult Bible studies, Women 2 Women (W2W), and Centering Prayer. Information for all the groups is available on the church website.

The ebb and flow of pandemic restrictions provided the opportunity for our commission to

creatively plan and offer a variety of programs and venues each month. The following activities and events were sponsored in 2021:

Prayer Vigil: The year began with a twenty-four hour prayer vigil in observance of the Annual Week of Prayer for Christian Unity. The prayer vigil provided the opportunity to pray with ours and the worldwide Christian community for reconciliation and unity.

Lent: This year's Lenten season took its theme from *Lent in Plain Sight* by Jill Duffield. The book study "Coffee Time for Lent" met via Zoom on Monday mornings.

Daily devotions were offered again this year in digital and print format. Along with Bible verses, the daily devotions (based on *Lent in Plain Sight*)

ADULT SPIRITUAL DEVELOPMENT COMMISSION

(continued)

offered a reflection and prayer composed by members of the Westminster community, familiar hymns, and exploring our faith by observing common objects.

Walk in the Spirit on Gilfillan Trail took advantage of April's warm weather and sunshine. The three outings provided an informal occasion to walk with the intention of inviting the Holy Spirit to be present as we communed with nature and each other. The walks were hosted by members of the commission.

Summer Reading for Spiritual Refreshment: Organized by librarian Julie Krock, the summer reading offered a variety of spiritually uplifting and refreshing reading suggested and contributed by church members. Books were available in the church library from Memorial Day through Labor Day.

Summer Book Study: Participants met in the north courtyard for lively discussions on *Messy Spirituality* by Mike Yaconelli. "Mike Yaconelli dares to suggest that imperfection and messiness are, in fact, the earmarks of true Christianity, and gloriously liberating" (Amazon).

Spiritual Retreat: "A Day Away" was held in a modified half-day format in September at the Spiritan Center, Bethel Park. The 22 participants

enjoyed warm hospitality, engaging small group discussions and walking the beautiful grounds during time set aside for prayer. Louise Rogers and Jo Forrest led the retreat.

New Bible Study: A new format for Bible study invited participants to listen to "The Bible Binge" podcast. The Scripture-based podcast on the Book of Esther was chosen for discussion led by Megan Exley on Thursday evenings via Zoom.

Advent: Devotions for adults and families as well as virtual devotions for Advent were available in November and December.

Book Cart: Westminster's library went "on the road" the 1st Sundays of November and December with books for all ages focusing on the Advent season. Our traveling library cart with librarian Julie Krock was available in the north entry after worship, and in the WROC after 9:45 a.m. worship.

Adult seminars continued in person in Galbreath Chapel and online via Zoom. The programs are recorded and available on the Westminster Seminars page. The seminars continue to inspire and to provide a wide range of topics for study and discernment.

Also of note:

- The portable labyrinths are available for program presentations and rental to interested groups and organizations.
- Silence for Our Lives, quotes for reflection and spiritual living, available in the *Spire*.
- The Gallery, the Permanent Collection and Members Showcase, continues to be a source of beauty and inspiration.

– Barbara Myers



CHILDREN'S & FAMILY MINISTRY COMMISSION

Our mission for Children's & Family Ministry is as follows:

- Provide a welcoming Christ-centered ministry for children and families,
- Guide children and families on a path of lifetime faith,
- Allow children to discover God through age-appropriate learning programs and fellowship,
- Provide parents with the resources needed to raise a spiritual child, and
- Give families the opportunity to serve God and care for others through prayer, actions, mission, and attitude.

We strive for our children to develop:

- Biblical knowledge – become familiar and grow in their knowledge of the stories and Scripture teachings in the Bible in developmentally appropriate ways
- Personal knowledge – grow in their own faith through a relationship with God, learning to pray, worship, and live their faith every day
- Moral knowledge – use their faith as a basis for making right decisions

We are also responsible to provide parents with the tools, guidance, and supplemental materials to enable them to be spiritual guides for their children. We believe that children learn best by doing, in activities that are fun and include their friends, using a variety of teaching methods and experiences, making use of multiple intelligences.

With this mission and COVID pandemic in mind, we have provided the following Christian formation opportunities for the children of Westminster this year:

Sunday School was offered for children in PreK through 6th grade at 9:45 and 11:00 a.m.

Throughout the beginning of 2021, Sunday school was conducted via Zoom. When Sunday school returned in the fall, classes resumed in person. Students at the Bridge begin worship with their families. After gathering for a children's message in worship, they meet as one class in PreK through 4th grade with tween and teen helpers. During the 11:00 a.m. service, classes are divided by grade level (PreK-K, 1st-2nd, 3rd-6th). Since the return of in person Sunday school, registration and attendance has grown steadily.



JAM began gathering virtually in 2021. Eager to jump back into the fun and community of JAM, gatherings resumed in late August as school began. JAM met in person throughout the fall, adapting its schedule and use of space to mitigate the risk of COVID spread. Students ended the year with a JAM tradition – a shopping trip to support the Bair Family Foundation Holiday Toy Drive. Our students are an incredibly thoughtful, kind, and insightful bunch.

Barefoot School - We were delighted to welcome children back to Westminster for Rocky Railway Vacation Bible School, where Jesus' power pulls us through! Important lessons about Jesus' power and love were shared each day through laughter

CHILDREN'S & FAMILY MINISTRY COMMISSION

(continued)

and fun. During this amazing week in June, the church came alive with music, dancing, games, and drama with kids and helpers from surrounding neighborhoods. Food items were collected which went to the Food to Go mission project in Pittsburgh. A huge thank you to Beth Ketterman and Kelly Ralston who served as directors this year. We look forward to welcoming everyone back again next year!

Bible Sunday marks a special day for the 3rd graders of Westminster who receive their own Bible to explore the word of God. This year, sixteen children received Bibles. After receiving their Bibles, children attend a workshop entitled "Have My Bible, Now What?" where they learn how to use their Bible through games and activities.



Family Fall Festival took place Sunday, October 17, 11 a.m.–2 p.m. Families from Westminster, WECEP, and the community came to enjoy crafts, games, and food truck eats at Gilfillan Farm. We handed out approximately 100 welcome bags to families, decorated 75 pumpkins, completed 90 craft kits, and received 120 entries at the candy guessing game. Paula's Hometown Hotdogs sold delicious eats from their food truck, and Silvi from The Fox in a Box Art Bus provided kids with the opportunity to paint and tie dye. Many thanks to our volunteers who helped make the day so wonderful!



Sacrament Education occurred in the spring and fall for 2nd graders to learn about baptism and communion. In 2021, fourteen children and their parents participated in sacrament classes. Additionally, baptism books were gifted to families presenting their children for baptism. The board book *Baptism Promises* by Carol Wehrheim is a special reminder for families and children of the significance of their baptism and the promises made to them by the faith community.

Advent brought us the opportunity to find new ways to connect with the community as we prepared for the birth of Jesus. Devotionals were distributed to the whole church to reflect on the ways God is with us throughout the season of Advent. Families also received paper wreath-in-a-box kits to decorate at home. Online, interactive Advent rooms were created for children to reflect on and explore weekly Advent themes through stories, crafts, music, Scripture, and videos.

As we look ahead into 2022, we are excited to see the ways God will work through and speak to our children at Westminster.

– Faith Kemmler

YOUTH COMMISSION

2021 marked a return of so many, but not all, of our beloved traditions and times of fellowship together in Westminster's youth ministry, Veritas. The 2020-2021 ministry year ended with in person youth group meetings on Wednesday evenings as well as new and newly reimagined youth events. Graduation season bid a very fond farewell to a large class of influential high school seniors, paving the way for a new class of students to make their mark on Veritas! Through each "semester" of our ministry year (spring, summer, and fall), we found new ways to celebrate time together and Christ's love in our lives.

Our year began with online youth group meetings and driveway visits to the youth and families of our community. Our students and leaders braved snow, rain, and cold to gather together around firepits for snow kickball, and we enjoyed the novelty of being able to meet

together in person in even the most unlikely of environments. The Veritas ministry year ended with the long-awaited return of in person, indoor youth group meetings held in the WROC to provide space for play, worship, conversation, and of course...social distancing! The energy on our first few in-person gatherings was evidence that our time together had truly been missed.

Summer of 2021 was the closest to "normal" that Veritas has experienced in what feels like a very long time. The low rate of COVID transmission allowed for comfortable and mask-free in person gatherings, allowing for greater flexibility in planning and programming of summer events. Two of our favorite summer traditions, an event called "Charlie," and our annual mission events made triumphant returns this summer. This year's theme for Charlie, a week of daylong events, was provided by one of our high school students: why not pack in all of our favorite



YOUTH COMMISSION (continued)

events that we had to miss this past year! We held a Christmas party (complete with Christmas dinner), played our favorite fall games, and travelled to Seven Springs for our Mystery Trip. We were also able to hold our first in person mission activity in several months. Our middle school and high school students met over three days to serve and care for those experiencing homelessness in our area. Participants traveled to serve meals at City Mission, and crafted the idea that came to be known as “QuicKits.” QuicKits are small bags full of essential supplies for those currently without the shelter of a home, and are designed to be held on hand for anyone traveling into or around town. Most powerfully, our students invited the whole of Westminster’s congregation to join with them in participating in the QuicKit initiative.



Though a rise in COVID cases led to a return to the WROC midway through the fall, the return of Veritas saw our triumphant arrival in the youth wing. Our students now share time with the greater congregation for mealtime before our programming begins each Wednesday evening. The confirmation program was back up and running in full swing with 10 families growing together to identify Christ’s mark on their lives, and our favorite fall event, Catacombs, was a roaring success that allowed for us to meet with new students and friends, many of whom have continued to join us for our weekly Veritas gatherings. Last, but certainly not least, this year’s Thanksgiving Food Drive broke yet another record, raising over \$1,000 in donations and more than one ton of non-perishable food items for SHIM.

Veritas continues, as do all ministry areas, in a time of shift and transition. Our leadership is excited for the coming seasons, and 2021 wrapped up with the formation of a recruiting team who is seeking out a full-time associate director of youth ministry to continue the legacy of support, fun, worship, and growth in Christ to the families and young people of our community. It is, as always, a blessing to serve this community.

– Ed Sutter



COMMUNICATIONS COMMISSION

In 2021, 51 million Americans quit their jobs or nearly a fifth of the total U.S. workforce. “The Great Resignation” has impacted how and where we work and will profoundly affect how and where we worship for many years to come.

Our leadership, including the Endowment Committee, is keenly aware of this fact and has blessed the Communications Commission with the resources to retool how we connect with our congregation through digital technology today and into the future.

In 2021, we initiated projects aimed to build the foundation for our digital ministry by securing

our IT infrastructure from cyberattacks; providing ubiquitous WIFI connectivity throughout our 100,000 square foot facility; upgrading our financial systems and modernizing our membership database to reflect how we engage with our congregants in this new world. Lastly, we embarked on improving the look and feel of our branding and outreach materials to adapt to the changing world of ministry.

Before providing an update on our projects, it is essential to highlight the WPC staff’s tremendous work performed every week in 2021 to grow our digital presence.

COMMUNICATIONS COMMISSION (continued)

As you can see below, we are expanding our engagement on our website, Facebook, and Instagram and will continue building new channels in 2022.

WPC Digital Channel Metrics	2020	2021	Increase
Website Page Views	98,806	123,169	25%
Facebook Followers	684	779	14%
Facebook Page Views	36,000	49,528	38%
Instagram Users	122	241	98%
Email Distribution to Congregation	147,233	157,043	7%
Average Weekly In-Person Worship	220	248	13%
Average Weekly LiveStream Worship	150	223	49%

2021 Accomplishments:

Upgrade of Core IT and Security System

Much like our church's physical plant, our Information Technology (IT) core infrastructure requires regular maintenance and upgrades. No more so in 2021, as we reframe how we engage with our staff, volunteers, congregants, and community post-COVID. This project lays the foundation for additional in-flight projects to be completed in 2022, including "Extending the Pulpit" and "Database Upgrade."

Project Accomplishments

- WIFI security, speed, and coverage upgrade (*completed*)
- New physical server for Print Room (*in progress*)
- Video conferencing enterprise license agreement (*completed*)
- New security firewall (*completed*)
- New backup & recovery server hosted in cloud (*completed*)
- Migration of email to cloud-based - MS Office 365 (*completed*)
- Migration of file shares (document management) to cloud-based - Microsoft SharePoint (*in progress*)

There is a long list of notable benefits to this project, but none more critical than protecting our institution from cyber and ransomware attacks. It is prudent to assume we will eventually be victimized, but through our partnership with Frontline Solutions and PJ Pesanka, we have protected our network from outside attacks balancing our available resources while keeping our institution open to our community. Nothing is 100% in today's cyber environment but we feel confident and remain diligent.

Coming soon in 2022:

We are excited to announce two new projects for release in 2022.

Extending the Pulpit

"Extending the Pulpit" is a ground-up redesign of our brand identity material, including our logo and core messaging, and will extend through all digital and print media. This is an incredibly exciting project and vital to reaching our community more effectively in this new world of ministry post COVID. The new logo and brand material is scheduled to launch in March and will permeate all our digital and print platforms in 2022. Special thanks to commission members Jeannie Schott for an amazing new logo design and her trusted sidekick, Carolyn Klasnick.

Church Management Software Upgrade

Church Management software is designed to streamline church administration, providing functionality for a host of different needs, including communication, membership management, small groups, event registration, check-in, and donor management. In addition, we will be upgrading our core financial management software and focusing on automating as many church processes as possible, freeing the staff

from mundane, non-value-add tasks that prevent us from focusing on what is paramount - our ministry. Special thanks to commission members Carol Galbreath and Anna Hiner for leading this effort.

This year, additional valuable contributing members serving on the Communications Commission include Carolyn Kerr, Sara Kyle, and Jan Baumann.

- Steve Schmitt, Chair

MEMBERSHIP COMMISSION

As members of the Membership Commission, we seek to mindfully invite, welcome, and continually engage people in the life of Westminster. It is our goal to make people feel welcome and ultimately want to join and be active and engaged members of Westminster's community of faith.

We held Inquirer's Gatherings twice in 2021, in May and October, for those interested in learning more about what it means to be Presbyterian and a member at Westminster. These informative gatherings led by Pastor Jo Forrest also provide an opportunity for our newest members to connect with one another. We celebrate the new members who joined us through these gatherings as well as the 16 young people who became members through confirmation in 2021.

We developed a New Member Mentor program to provide support for new members by connecting them with a current member to serve as a buddy. The "match" is a 6-month commitment, and we welcome anyone interested in becoming a mentor to email membership@westminster-church.org.

This year, the commission and church staff worked to update the membership rolls. An

accurate membership list allows Westminster to be more thoughtful and deliberate in addressing the needs of our congregation, accurately assess our programming, be good stewards of our resources, and plan for the future of the church.

The Membership Commission seeks to engage people in the life of the church through fellowship with one another. While fellowship opportunities were limited this year, we held virtual Welcome Center gatherings on Sundays following services via Zoom in the colder months. As the weather warmed, congregants were encouraged to gather for fellowship outside for Lemonade on the Lawn. The traditional indoor welcome center with coffee and individually packaged snacks resumed in September.

There were several fellowship events in which the Membership Commission participated in 2021. Sundaes on Sunday was held in August following the Bridge and 11:00 a.m. services and allowed for a time for enjoying ice cream and each others' company. Super Sunday, held in September, was church wide and served as a celebration of and for the church. Food in the courtyard, the Kona Ice truck, live music, balloons, crafts, games, a fire truck, and activities

MEMBERSHIP COMMISSION (continued)

were enjoyed by people of all ages. Many volunteers and staff worked together to make the fellowship event a success. We adhered to the CDC recommendations in all of our planning.

Forks and Fellowship was a new initiative by the Membership Commission this year. Participants were organized into small groups who then made plans for dinners, cookouts, and gatherings with other church members. Both adult and family-friendly groups were created. Forks and Fellowship proved to be a welcome addition to Westminster's fellowship opportunities and new people will be invited to join several times per year.



In addition to worship and fellowship, we seek to invite people to participate in the life of the church through volunteer opportunities. Despite restrictions due to the pandemic, volunteers were active in 2021 through programs such as:

- World Vision 6K for Clean Water – 40 participants joined together to run/walk around the Westminster neighborhood. \$1,775 was raised for World Vision.
- Food to Go Bags – Generous food contributions were made for individual bags that were created by volunteers and

distributed to local children who rely on schools for meals during the school year, but benefit from these bags from local churches during the summer.

- Grow Living Stones – Volunteers served food on specific Sunday evenings to communities in need.
- QuickKits – Volunteers helped plan, purchase items, and create 100 small care kits intended to be quickly and easily handed out to those experiencing homelessness.
- Gilfillan Garden – The entire harvest from this extensive garden is distributed to those in need through the food pantries at South Hills Interfaith Movement (SHIM). The 2021 harvest was 2903 lbs., almost 3 times that of 2020.
- We also supported our new neighbors, Horses with Hope, a therapeutic riding and learning program and we joined together several times throughout the summer to bake cupcakes for Meals on Wheels.
- In addition to serving our neighbors, there are over 100 volunteer opportunities important in the leadership and ministry of our church.

2021 has been a year of pivots and change. When the goals are to invite and engage people in community as a church family, we have had to be creative. The needs in our communities are greater than ever and we have had to find new ways to serve our neighbors. We move forward into 2022 stronger from what we have learned this past year and excited for what God has planned for our church.

– Kristin LeBeau, Chair

PEACE AND JUSTICE

Peace and Justice has been part of Westminster since 1983 when Ruth Rylander led our congregation in joining over 4,500 other Presbyterian churches in the PC(USA) Commitment to Peacemaking. Recently we have begun to include social justice issues such as hunger, economic inequality, racism, incarceration, and environmental concerns. In 2021 we focused on working to end racism.

This year, Peace and Justice sponsored these activities and events:

Grace-Westminster Book Club: An outgrowth of our 2016 workshop *Faith, Race, Justice, and Mass Incarceration* event, Grace Memorial Presbyterian Church normally hosts Westminster for this ongoing discussion; in these COVID times we have been meeting weekly via Zoom. This racially mixed group, over the last 5½ years, has explored over 30 books that address topics such as mass incarceration, poverty, inadequate schools, limited job opportunities, and other racial justice issues.



Summer Discussions: On July 11, 18 & 25, Peace and Justice sponsored a three-part series: *Matthew 25: An Invitation to Engage*. Rev. Ralph Lowe, Jr., Director



of Justice Ministries at Pittsburgh Presbytery, and Dr. Sheldon Sorge, Presbytery's Executive Minister, introduced the various features of the PC(USA) Matthew 25 initiative, highlighted some of the ways in which Westminster was already engaged in these, and made suggestions for future involvement.

Faith Witness Newsletter: We distributed a monthly newsletter addressing a variety of aspects of racism to those attending the October 2020 Faith Witness against Racism.

Supporting Our Neighbors: In April we invited our neighbors from Bower Hill Presbyterian Church to introduce their work on *Driving PA Forward*, an initiative to allow immigrants who are documented but not citizens to obtain a Pennsylvania drivers license. We supported our sister church by contacting members of our PA legislature calling for the passage of the bill allowing licensing of these immigrants.

Peace and Global Witness Offering 2021: A total of \$1,865 was received. A portion of these funds is shared with Presbytery, Synod, and PC(USA); the remainder will be used to pay honoraria for the Summer Discussion Series.

For more information about peace and justice work at Westminster, contact Barbara Myers at barbwmyers@gmail.com or Bobbie Hartman at hartman1967@verizon.net.

– Bobbie Hartman

OUTREACH COMMISSION

On behalf of the Outreach Commission, I express deep gratitude for the many ways Westminster members have supported our mission partners in 2021. You answered God's call by providing \$156,000 to support the work of 25 mission partners. South Hills Interfaith Movement (SHIM), Grace Memorial Church, Bair Foundation, Presbyterian Disaster Assistance, Maoni Orphan Care in Malawi, Meals on Wheels@ The Crossroads, Open Hand Ministries, Garfield Farms, and Greater Pittsburgh Food Bank are among those we have supported with funds and/or hands-on projects. The list of mission partners doesn't begin to describe the time, talent, and treasure members of Westminster have shared. There are so many stories to tell.

To that end, in May 2021 Outreach Commission began writing Mission on the Move *Spire* articles highlighting one or two mission partners each month, detailing the good work they do with Westminster's help. Outreach Commission will continue to tell mission partners' stories in the coming months.

Instead of a narrative description, I invite you to enjoy the following photo montage of nine more mission partners. I hope you will follow the provided links to the 2021 Mission on the Move articles to get a better idea of the impact we have made together.

– Sandy Conley, Chair



BABY BUNDLES

September *Spire*: <https://www.westminster-church.org/news-&-media/the-spire-online/mission-on-the-move-baby-bundles>



FRIENDSHIP CHURCH

October *Spire*: <https://www.westminster-church.org/news-&-media/the-spire-online/mission-on-the-move-friendship-church>



MEDICAL BENEVOLENCE FOUNDATION

December *Spire*: <https://www.westminster-church.org/news-&-media/the-spire-online/mission-on-the-move-medical-benevolence-foundation-mbf>



BREAD FOR THE WORLD

November *Spire*: <https://www.westminster-church.org/news-&-media/the-spire-online/mission-on-the-move-bread-for-the-world>



HAWASSA HOPE IN ETHIOPIA

June *Spire*: <https://www.westminster-church.org/news-&-media/the-spire-online/mission-on-the-move-june-2021>



INDIA

September *Spire*: <https://www.westminster-church.org/news-&-media/the-spire-online/mission-on-the-move-westminster-s-mission-in-india>



LA CROIX NEW TESTAMENT MISSION IN HAITI

June *Spire*: <https://www.westminster-church.org/news-&-media/the-spire-online/mission-on-the-move-june-2021>



REBUILDING TOGETHER PITTSBURGH

December *Spire*: <https://www.westminster-church.org/news-&-media/the-spire-online/mission-on-the-move-rebuilding-togethers-impact-on-homewood>



SCHENLEY HEIGHTS COMMUNITY DEVELOPMENT PROGRAM

November *Spire*: <https://www.westminster-church.org/news-&-media/the-spire-online/mission-on-the-move-schenley-heights-community-development-program>

WECEP (Westminster Early Childhood Education Programs)



In January 2021, I began my journey as the Executive Director for Westminster Early Childhood Education Programs, LLC (WECEP). My personal goal was, and remains to be, continuing to safely navigate through the COVID pandemic while fulfilling our

mission to create and maintain an educational community which provides the highest quality early childhood learning experiences in a safe, nurturing, and creative environment that is based on a Christian foundation.

Currently WECEP operates two outstanding early childhood education programs that offer full and part-day programs for children ages 3 months to 5 years old. The WECEP staff is made up of 40 highly experienced and dedicated individuals. An advisory board of nine committed volunteers assist in making sure that WECEP remains one of the highest respected programs in and around the area.



Liz Heslin is the Education Director overseeing the Nursery School and Kindergarten. The program currently educates 217 children from September through June. The Nursery School (NSK) offers a comprehensive

Transition, Preschool, Pre-K, and Twos program for children in the community. The NSK classes follow a theme-based curriculum specifically designed to meet the developmental needs of each age group. In addition to NSK classes, WECEP has a licensed private kindergarten offering full day classes, and enrichment programs that emphasize academic and creative areas, such as science, music, art, cooking, and STEM.



Megan Baumgartner is the Program Director over the Child Development Center. The Child Development Center (CDC) has 84 children enrolled, and is considered a year round child care program. The CDC philosophy is based

on educational research that supports the theory that children learn best through play, so the curriculum is play-based. The classrooms available for both full- and part-time care are Infant, Toddler Prep, Toddler, Preschool Prep, Preschool, and Pre-K.

Both programs that currently make up WECEP are licensed by the Pennsylvania Department of Education and Department of Human Services, hold a 4 out of 4 STARS rating from the PA Office of Child Development & Early Learning, and are accredited by the National Association for the Education of Young Children (NAEYC). Enrollment is rolling admission and is open all year long. There is currently a wait list for openings.



COVID has caused some temporary changes within our programs, but we are proud to say that WECEP has not shut down since the universal shut down in March 2020. Due to the diverse nature of the Children's Day In (CDI) program it remains closed at this time, but we are hopeful that it will open its doors to the community again soon. The safety of the children is of utmost importance, so WECEP closely follows



health recommendations from the Center for Disease Control, Allegheny Health Department, and Department of Human Service's Office of Childhood Development and Early Learning.

As a ministry of the church, WECEP enjoys sharing many special moments with the church. WECEP and the church work very hard to provide a learning environment filled with discovery and spirituality that will help the children learn, love, and grow.

- Denise Burke, WECEP Executive Director

WROC (Westminster Recreation & Outreach Center)

Mission: "To reach out to people for Jesus Christ and develop their faith through recreational activities and Christian fellowship."

Throughout 2021 the WROC continued to offer a variety of programs while keeping COVID protocols in mind. Class attendance reached the maximum allowed based on social distancing guidelines, and additional classes were added. The WROC hired three additional instructors who brought with them a dedicated following of students. These new instructors, along with an additional Tai Chi and Zumba class, brought approximately 50 new faces to the WROC.

The Parkinson's Disease Level 1 (PD1) Workout has expanded to include a Level 2 class for those who need more assistance. We continue to invest in this ministry with the purchase of a variety of boxing equipment to include speed bags, heavy bags, reflex bags, and mitts. With limited fitness

programs for people with Parkinson's in the South Hills, our hope is to meet a strong need in the community.

The Yoga4Cancer (yoga and meditation for cancer recovery) is now offered at no cost to participants. This ministry is open to all cancer survivors and their caregivers. The program addresses the physical and emotional needs left by cancer and its treatments.

A high energy Cardio Kickboxing class was added in September along with a new instructor. The instructor's energy and vitality brought a new dynamic to the WROC and new participants. Although we've had to adjust often throughout the year due to COVID, we have been able to minister and show the face of Christ to many participants. This is always our ultimate goal.

- Kathy Long

TOWN HALL SOUTH

Due to the continuing nature of the COVID pandemic and closure of the Upper St. Clair High School theater to outside events, the Town Hall South Speaker Series (THS) 2021-2022 season was rescheduled to the 2022-2023 season. We look forward to returning to the stage and gathering together with our friends and neighbors once again when the 2022-2023 season begins in October with the following speakers: legendary journalist and news anchor Dan Rather on October 11, 2022; Silicon Valley innovator and visionary Kevin Surace on November 15, 2022; global adventurer and host of Netflix's *The Kindness Diaries*, Leon Logothetis, on December 6, 2022; former TIME magazine editor and diplomat Richard Stengel on February 7, 2023; and author and professor of animal science Dr. Temple Grandin, who will discuss her personal journey with autism on March 21, 2023.

THS is a subscription-only series including five lectures held at the USC High School Theater on the first Tuesday of the months of October, November, December, February, and March. The cost of the series is \$165 for general admission or \$190 for reserved seating. A subscription-only luncheon series at St. Clair Country Club immediately follows each lecture for those who attended the lecture. The speaker is available to answer questions submitted by the luncheon audience. The cost is \$135 for all five luncheons.

THS also provides service to the community through annual philanthropic gifts to a wide range of local organizations. Following the 2019-2020 season, THS donated \$20,000 to 18 deserving charities. Organizations receiving grants are as follows: Blankets Over Pittsburgh, Homeless Outreach; CASA for Kids, Inc. (Washington Co.); CASA of Allegheny County; City Mission with Children's Shelter; Family Hospice; Familylinks, Inc.; Family Promise of Southwestern Pennsylvania; Boys Hope Girls Hope of Pittsburgh, Inc.; Light in my City; Literacy Pittsburgh; Operation Safety Net; Outreach Teen and Family Services, Inc.; Prime Time Adult Care, Inc.; Street Symphony; Spencer Family YMCA/Camp AIM; The Early Learning Institute; Westminster Early Childhood Education Programs; and Zonta Club of Washington County.

Members currently serving on the THS Board are Janette Simmons Clements (Chair), Leanne Adamo (Logistics), Kara Bowser (outgoing Treasurer), Daryl Criss (incoming Treasurer), Tricia Eccher (Graphics/Print), Melissa Epler (Luncheons), Kathy Teresi (Speakers), Rachel Lowden (Corporate Sponsorships), Kristin Matheny (Membership), Mia Moran-Cooper (Corporate Sponsorships), Susan Nixon (Membership), Nancy Rex (Membership), Roberta Sarraf (Marketing/Communications), Vicki Strain (Logistics), and Marianne Trachok (Philanthropy/Secretary).

– Janette Simmons Clements, THS Board Chair



CARING COMMUNITY

BOARD OF DEACONS

The Board of Deacons serves the congregation with acts of care and compassion. This past year many of the traditional ways of caring were modified due to the virus. However, the Deacons continued to serve the congregation in meaningful and creative ways. The Deacons met nine times through the year, some meetings through Zoom, on the fourth Monday of every month, except June and July. We had a total of 32 deacons including two high school youth deacons. Officers 2021: Matt Baculik- Moderator, Kevin Green- Vice Moderator, Carol Couch- Secretary, Drew Kushner- Treasurer.

During the 2021 calendar year the Deacons served Westminster through the following committees:

BLOOD DRIVE

We held three blood drives in 2021: February, May, and September, averaging 48 units donated per blood drive. Vitalant is the organization that now runs our blood drive, as they have merged with other sizable blood banks throughout the country. When large quantities of blood are needed, they have a larger pool to access. All signups were held online. Due to the need for social distancing, the Deacons' involvement was limited this year. We appreciate the participation from the congregation and the wider community.

CARE CALENDAR

The Care Calendar is a collaboration service, coordinated by the Deacons, to provide an opportunity for the entire congregation to

BOARD OF DEACONS (continued)

volunteer in helping church members who need special assistance during their time of need by preparing and serving a meal. In 2021 a Care Calendar request was made for a variety of reasons: illness, surgery, recovery, and others. The requests were as short as a week and up to a month. Deacons often provide a cooler to the recipient's home for the duration of the meal delivery. Recipients were extremely grateful for the meals. In addition to the deacons providing the meals, many church members signed up to help support the Care Calendar. Their help is always appreciated.

CARE CALLS

Given the limitations in personal gatherings this year, the Deacons reached out to the entire membership with personal phone calls. The effort was made to stay connected and let everyone know the Deacons were available to assist as needed and to inform about happenings involving the church community.

FLOWER DELIVERY

The Deacons delivered beautiful poinsettias to individuals who were unable to attend the Christmas Eve services. A special thanks to the Chancel Guild who ordered the flowers and worked with the Deacons. Currently, the weekly flower delivery following worship services is on hold.

GAME NIGHTS

Given the limitations of getting together due to COVID, the Deacons created Game Nights by Zoom. This allowed people to gather virtually and play games with tons of laughter.

GIVING GALA

The Deacon Giving Gala returned this year after taking a break in 2020. This year the dinner was held at Valley Brook Country Club. The

event raised over \$25,000 for SHIM, South Hills Interfaith Movement! Specifically, this will go toward after school programs for youth. The evening included baskets in a silent auction along with many diverse auction items. A group, Corn Beef and Curry, provided entertainment. It was a wonderful evening for a marvelous group of young people. Thanks to all the deacons who worked so tirelessly to make this possible!

PDA BUCKETS

Deacons also care for the wider community. This was seen in their project to create buckets for Presbyterian Disaster Assistance. The buckets were filled with cleaning items, donated by the congregation. Once assembled, the buckets were taken to a designated place by PDA to be used by people in need. The entire Board of Deacons came together in August to put the buckets together. Great job, team!



SNAPPY SPIRITUAL TEAM – SST

This team is ready to act on a “moment’s notice,” typically within 24 hours. It sends cards to members, prays for those on our Joys and Concerns list, and delivers prepared frozen meals to members who may need immediate attention. The SST has done great work this year in connecting with the members of Westminster Church.

TREASURES FOR TROOPS

The Deacons worked with Operation Troop Appreciation in collecting personal care items

for our troops. We listed the items needed in the bulletin as well as in the *Spire*. The collections ran in May 2021 leading up to Memorial Day. The response from the congregation is greatly appreciated.

SURPRISE AND DELIGHT

The Deacons reached out to members with care bags throughout the year. The bags included prayer booklets, special treats, sermons, reading materials, gardening items and decorations. These were given to say “A special hello, we care.”

– Matt Baculik, LHR

CARING MINISTRIES

Congregational Care at Westminster Presbyterian Church is extended through the entire congregation as we seek to be a Christian community of care. We are blessed by the range of services and the dedication of individuals who care for others. This past year, 2021, presented unique challenges and opportunities in offering care because we had to be sensitive to the virus among us. However, we still found creative ways to share God’s love and compassion to each other.

If you would like information on any of the services or groups listed, please contact Louise Rogers, Associate Pastor for Congregational Care, at rogers@westminster-church.org or 412-835-6630x216.

- **Prayer Group** – The Westminster prayer group focuses on prayer for our church’s ministry, our community, our nation, and the

world, as well as for those in hospitals, who have suffered a loss, or are experiencing other concerns in their lives. The confidential prayer list contains members and non-members of Westminster. Additional prayer support is also found through a Facebook prayer group and through the chat feature during worship services.

- **Blessing of the Pets** – All people-friendly pets and their owners can come to a celebration that recognizes the animal companions that love us unconditionally. A pastor blesses the pets and the people who love and care for them. The Annual Blessing of the Pets is held the first Sunday in October, in the north parking lot.
- **Prayer Shawl Ministry** – Talented members knit or crochet shawls that are given to persons who are ill, have suffered a loss, or

CARING MINISTRIES (continued)

during a life crisis. The shawl is a tangible reminder of the abiding presence of God with us.

- **Christmas Remembrance Service** – Missing a loved one can be particularly difficult at the holidays. This past year the remembrance service was offered in Galbreath Chapel with special music and time for prayer and reflection.
- **In Home Services** – Visitations are made by pastors to those church members who are at home recovering or in the hospital. Meals are provided by the Deacons and through the church. Copies of weekly sermons are available.
- **Grief Contacts** – Ongoing support is provided through regular mailings of meaningful grief materials to those who have experienced recent loss. Counselors and pastors are also available to meet for ongoing support. Pastors support families during times of grief when a loved one dies or experiences trauma.
- **Grief Care** – This support group was offered in the fall for those dealing with loss. The group is open to church members and the community. During the five-week sessions the participants have an opportunity to share life situations of grief as they gain support from one another. We hope to provide the support group again in 2022.
- **Memorial Service Receptions** – Following a funeral or memorial service, a group of dedicated ladies at the church work to provide receptions in Memorial Parlor for bereaved families. They handle all refreshments and arrangements following the service. Their efforts are greatly appreciated.
- **Deacons** – The Deacons provide a variety of support to the members of the church. They

facilitate the Care Calendar in providing meals as needed, serve home communion, deliver flowers, coordinate the blood drives, and organize special collections. This year in particular, the Deacon ministries shifted to support through the phone. Care calls were made by deacons to members of the church to stay connected and to identify any needs that may arise.

- **Samaritan Counseling Center** – Christian Counseling Associates provides family therapy that provides a “blueprint” to navigate chronic conflict. Services include co-parenting, parent-child reconciliation services, parenting workshops, and personalized family counseling sessions with a CCA counselor. The counseling center is located on site and is available for Westminster members and the community.
- **Care Team** – This group of individuals have been meeting to assess the growing care needs at the church. They are also willing to spend time with church members for individual visits. We hope to expand this team in the coming year.

– Louise Rogers





STEWARDSHIP & SUPPORT

FINANCE COMMISSION

The Finance Commission approached 2021 with the pragmatic goal of positioning Westminster financially to plan and move forward with its core visions for Worship/Ministries/Missions in light of both the opportunities and challenges presented. Continuing to adapt in this era of COVID, the church returned to offering in person worship and church activities as well as continuing remote options.

The \$114,578 (7%) drop in 2021 General Fund receipts (pledges and offerings) to \$1,586,452, while a challenge, was 2% above budget targets. Total revenues of \$1,915,522 were in line with the Budget reflecting members' continuing support in the form of pledges/offerings, bequests, recurring trust revenues, and special donations/contributions.

Operating expenses were monitored and adjusted during the year in furtherance of expanding onsite worship and related church activities while enhancing core ministries and virtual participation options. The Financial Summary highlights increased funding for targeted Ministries/Programs, enhanced Communications capabilities and continued support of Outreach Missions while managing Personnel and Property expenses. Total Expenses increased by 1% to \$1,972,854 (7% over Budget) generating a Net Operating Deficit of \$57,322 (and a \$189,518 Deficit including scheduled note principal repayments to the Endowment Fund). These shortfalls are in line with the 2021 budgeted estimates and were offset by \$204,418 in additional Federal Paycheck Protection Program (PPP) loan receipts, \$50,000 in insurance settlement proceeds, and the Westminster Early Child Education Programs (WECEP's) voluntary \$51,067 repayment to the church of funds

advanced in prior years in support of that key program's COVID related operating cash shortfalls.

Church liquidity remained sound with \$976,442 in 2021 year-end operating cash balances, a \$230,645 increase over comparable 2020 balances. The Finance Commission is cognizant that the church will not again benefit from extraordinary PPP loans or insurance proceeds as we address both the 2022 Budget process and maintaining prudent operating cash balances going forward.

The 2022 budget is built on collaborative meetings and input involving the Senior Pastor as well as Commission Chairs and staff having budget oversight responsibilities. Estimated revenues reflect the congregation's 2022 Stewardship response to date (moderate increase in both the number and average amount pledged) and an estimate of other contributions/donations consistent with average receipts in recent years. Budgeted operating expenses are based on prudent vetting of funding requests targeted to achieve a variety of core ministry/mission goals and to cover normal church operating expenses. The budget continues to build on planned Youth and Family Ministry initiatives, recognizes the efforts and valued contributions of staff, and further enhances Communication capabilities.

Other 2021 accomplishments and items of note include:

- **Outside Audit** – during 2021, Wilkie & Associates was engaged to complete an independent audit of the 2020 financial results of Westminster and its affiliated entities culminating in the issuance of an unmodified opinion. This was a key objective

FINANCE COMMISSION (continued)

and commitment of the Finance Commission/ Session in furtherance of ensuring and enhancing the accuracy and integrity of Westminster's financial results and reporting.

- **Policies and Procedures** – during 2021, a working team, including both Finance Commission and Internal Audit Committee member participants, undertook a thorough review of both the initial findings and recommendations of the Internal Audit Committee and a review and update of then existing Finance Commission policies and procedures. A key outcome of this project was the approval and adoption of an extensively updated Finance Commission Process and Control Document providing new and enhanced financial policies and procedures.
- **Insurance Claim Settlement** – during 2021, Westminster received \$50,000 in additional proceeds from its insurance carrier, related to claims for the financial malfeasance uncovered in 2018, bringing the total amount received to \$300,000. This represents the final settlement of any insurance claims the church has related to this matter.
- **Federal Paycheck Protection Program (Cares Act)** – During 2021, the church received \$204,418 as part of the second phase of the Federal PPP program. As with the \$233,000 received in 2020 as part of the first phase, repayment of this entire loan obligation has been forgiven by the government.

- **Bank Loan Repayment** – through generous designated contributions from several members of the congregation, the church repaid in full the outstanding PNC unsecured loan balance of approximately \$109,000. With the retirement of this loan and the cancellation/termination by the church of its separate PNC secured line of credit (this arrangement that provided up to \$600,000 of additional liquidity was never used by the church), Westminster currently has no credit facilities and \$-0- loan balances outstanding to any “unaffiliated” entity.

Westminster made meaningful progress in addressing key financial objectives during 2021 as noted above. This would not have been possible without the continued generous support of the congregation, both financially and with your valued time and talent, as well as the continued commitment and dedication of our church staff and officers. Our goal is to continue to update key financial goals and objectives helping to ensure that our church remains well positioned financially to achieve its longer-term ministry and mission vision. We prayerfully look forward to your continued support in furtherance of God's will for our church.

Please feel free to stop by the church financial office and talk with Richard Mills if you have any questions about the financials, budget, or related matters.

– Finance Commission

FINANCIAL SUMMARY

REVENUES	2020 Actual	2021 Actual*	2021 Budget	Variance	2022 Budget
General Fund	\$1,701,030	\$1,586,452	\$1,560,000	\$26,452	\$1,706,000
Bequests & Donations	\$374,000	\$48,320	\$69,000	\$(20,680)	\$40,000
Program & Other	\$236,976	\$280,750	\$182,000	\$98,750	\$270,900
Total	\$2,312,006	\$1,915,522	\$1,811,000	\$104,522	\$2,016,900

EXPENSES	2020 Actual	2021 Actual*	2021 Budget	Variance	2022 Budget
Ministries/Programs	\$39,462	\$98,887	\$102,000	\$(3,113)	\$148,725
Outreach & Per Capita	\$244,945	\$240,520	\$216,000	\$24,520	\$218,065
Personnel	\$1,239,945	\$1,095,362	\$1,011,567	\$83,795	\$1,226,260
Property	\$310,501	\$268,424	\$264,700	\$3,724	\$246,350
Administration & Communication	\$120,918	\$266,098	\$236,099	\$29,999	\$199,925
Other	\$6,877	\$7,571	\$20,281	\$(12,710)	\$2,500
Total	\$1,962,648	\$1,976,862	\$1,850,647	\$126,215	\$2,041,825

Net Surplus/Deficit	\$349,358	\$(61,340)	\$(39,647)	\$(21,693)	\$(24,925)
Endowment loan (principal payment)	\$112,000	\$132,186	\$133,000	\$(814)	\$114,000
Adjusted Surplus/Deficit	\$237,358	\$(193,526)	\$(172,647)	\$(20,879)	\$(138,925)

* 2021 Receipts exclude a \$300,000 Extraordinary Insurance Gain

BALANCE SHEET	2020 Actual @12/31/21	2021 Actual @12/31/21
Operating Cash / Insurance Proceeds	\$745,797	\$955,543
Endowment Note Balance	\$1,163,953	\$1,031,768
Bank Loan Balance	\$114,751	\$ -0-

STEWARDSHIP SUMMARY – 2022 CAMPAIGN

To Live Abundantly was the theme of this year’s Stewardship Campaign. During the campaign we explored stewardship in a broad concept with a sermon series on the stewardship of various aspects of our lives. We also had a discussion series on Wednesday evenings giving congregation members the opportunity to explore more deeply as a group, how we approach the stewardship of our minds and bodies, our community, technology, our youth, time/work, and treasure.

The campaign has resulted in 350 pledges to date totaling \$1,380,096 with an average pledge of \$3,952. The total amount pledged was up 17% from the 2020 campaign, with 12% more families pledging for 2022 than 2021. Of those who pledged for both 2021 and 2022, the average increase in 2022 was 19%. We are grateful for your generosity and commitment to Westminster! The following table reflects the distribution of annual pledges made by our congregation.

Pledge amount	# of pledges
\$0 - \$500	33
\$501 - \$1,000	46
\$1,001 - \$1,500	64
\$1,501 - \$2,000	25
\$2,001 - \$3,000	62
\$3,001 - \$4,000	23
\$4,001 - \$5,000	17
\$5,001 - \$7,500	31
\$7,501 - \$10,000	20
\$10,001 - \$20,000	20
\$20,001 & above	8

We were also blessed this year when several members of our congregation joined together in a matching gift program to raise \$108,000 to retire our term loan held by PNC.

Stewardship is a year-round activity as we steward the many aspects of our lives and our church. There are still over 50% of our family units that have yet to pledge for 2022. A pledge is personal act that we make as we reflect on God’s grace in our lives and consider what we aspire to contribute to our church for the coming year. We encourage all of you to reflect on the gifts God has given to you, and if you have not already done so, consider making a pledge to return a portion of those gifts to further his work in the world through Westminster.

Thank you to all who have generously supported Westminster in 2021 and who have pledged their continued support of our essential ministries, energizing our youth and families to grow in their faith, inspiring wonder and meaning through vibrant worship, seeking justice through our outreach and volunteer programs and standing as a witness to God’s inclusive love.

– Dave Heilman

Live **ABUNDANTLY**

Thank you for your pledge!

Your generosity fuels the spiritual growth in this community for future generations.

On behalf of the entire congregation of Westminster, thank you!

Westminster’s Stewardship Commission:

Dave Heilman, Chair Kathy Parry
 Michele Burgess Broc Sleek
 David Davis Jo Forrest, Senior Pastor
 Denise Letcher

ENDOWMENT & SPECIAL GIFTS FUND COMMITTEE

As stated in the Declaration of Endowment Fund, “the Westminster Endowment & Special Gifts Fund was created to enable and encourage individuals to extend their financial stewardship beyond their lifetimes, to further the ministry of Jesus Christ and to show gratitude for God’s blessings.”

Assets as of 12-31-21 (all preliminary)

Undesignated Fund Balance	\$3,075,000 (appr.)
Balance of Loan to Westminster	\$1,031,000 (appr.) – all payments made on time
Special Gifts Funds	\$ 261,000 (appr.)

Our committee met six times in 2021 with the following highlights:

- Procedures were upgraded based on WPC Internal Auditor recommendations such as documenting the loan with the church.
- All important documents are now on a secure Google storage drive.
- The Endowment’s Investment Policy was reviewed and updated to reflect our current portfolio mix, risk tolerance, and the loan to the church.
- A Covenant Agreement for the loan to the church was drafted and approved by our committee and Session.
- Requests for \$150,000 in grants from the corpus were reviewed and approved.
- A balance sheet of all assets was created and accepted by the outside church auditor.

Investments: We continue to use two investment advisers with one concentrating on equities and the other balancing our portfolio with a mix of equities and fixed income. At year end, the asset mix was 10% in cash (a little high because cash is needed for our grants), 23% in fixed income, and 67% in equities.

Grants were recommended and approved by Session in the amount of \$150,000 (4% of corpus) for the following:

Key Church Personnel	\$17,000
Comprehensive Church Communications/IT Upgrades	\$91,000
Bridge Service upgrades- carpeting, lectern, signage, etc.	\$10,500
Sangli Industrial School (India) reconstruction	\$16,000
Homewood new pre-school construction	\$10,000
Ethiopia (Hawassa Hope) grants for female entrepreneurs	\$ 5,500

Special Gifts Funds: These funds can receive gifts or bequests for special purposes such as the Special Property Needs Fund, the McClintock Library Fund, the Kitchen Maintenance Fund, and the Music and Arts Fund. During 2021, notable gifts from these funds paid for the South Courtyard/Columbarium restoration and the used Steinway piano in the sanctuary.

Many thanks to my predecessor, Mike Molli, for steering us through turbulent times. Also a big thank you to an informed and engaged committee. Please let us know if you have any questions.

– Rob Wagner, Chairperson

2021 Endowment & Special Gifts Fund

Committee: Bill Rogers, Brian Eccher, Carolyn Kerr, Janis Davis, Jeff Rex, Jo Forrest, Lois Singleton, Phil Kocher, Ken Rapko, Linda Serene, and Rob Wagner

PROPERTY COMMISSION

This has been a very busy year. The custodial staff continue to perform in a manner that shows they care about the building. We are in a good place regarding our present staff and we are grateful for their care.

The “Thursday Crew” also continue to complete tasks that often would go unnoticed. However, a seemingly endless list of projects are being taken care of without labor cost. All this work is being done while we enjoy each other’s companionship.

Endowment Funded:

- The endowment was gifted funding to restore the masonry in and around the South Columbarium. This was a major project that entailed rebuilding the staircase, removal and relayment of the patio and a portion of the Breezeway stone.



Forward in Faith Funded:

- Exterior painting and wood restoration. Buddy Leichlieter, our contractor, has been here all year and has renewed the building’s look while also preventing further water damage to the structure. He is about halfway done with the exterior. The next painting season’s work will primarily be in the north and south courtyards.
- Sanctuary sound system upgrades. This endless project has been impacted due to equipment backorder delays. We are only now getting the sound delivery where we want it to be. Look for the possibility of new speakers in the near future too. Thanks to everyone and their patience as we progress with our sound delivery enhancement.
- Entranceways update. We have replaced a couple sets of exterior double doorways and their hardware: South courtyard and CDC entrance. Also, all exterior doors were rekeyed with new lock cylinders. All persons with a new (non-duplicable) key are required to be registered. Door numbers were placed next to all exterior doors. They run sequentially and will help direct persons to the correct location especially should there be an emergency.
- Two classrooms have received new laminate flooring. Safer and more easily cleaned.

PROPERTY COMMISSION (continued)

- WROC wood floor received its final urethane coating.
- Roof repairs were made on two occasions. The box gutter replacement never happened last year due to the contractor's backlog of work.
- A heating and cooling split unit was installed in the choir room.
- Spire lighting was replaced using LED lamps that cut the power consumption while enhancing the illumination.
- The Palladian window replacement for the chapel and the two north entrance staircase windows have been ordered. However, the delivery lead time is not until August of this year.
- Fellowship Hall renovation contract work will start this winter in March 2022. The ceiling will be replaced along with the lighting being improved. The floor will have new carpet and a laminate border installed. All the woodwork and walls will be repainted. New chairs with sympathetic fabric colors are to be purchased. This will be a phased project with the anticipated completion in June.

Westminster has been blessed with our present parishioners who continue giving for the care and enhancement of our worship space willingly given to us by previous generations. We are mindful that these are gifts of grace and are to be used with wisdom and gratitude.

– Jay Galbreath



PERSONNEL COMMISSION

Westminster Church is blessed with a talented and committed staff that have been called to support the ministries of the church. The Personnel Commission is responsible for supporting the staff, developing and administering Westminster's personnel policies, and ensuring that Westminster Church has the right personnel to achieve the church's work.

This past year, the Personnel Commission:

1. Supported Westminster Church's staff
2. Responded to staff questions and concerns
3. Completed Pittsburgh Presbytery's requirements related to Westminster's staff
4. Provided reports to session regarding personnel matters
5. Conducted a leadership assimilation meeting with Jo Forrest and the staff to expedite Jo's onboarding
6. Approved, conducted a search, and completed the hiring of a full-time Director of Children's & Family Ministry
7. Reviewed and updated the Westminster Church Personnel Manual based on staff and Personnel Commission feedback
8. Recognized staff for the exceptional work over the past two years
9. Approved staff payroll changes in accordance with the Westminster Personnel Manual policy
10. Worked with the Internal Audit Committee to review current practices and update the Westminster Personnel Manual
11. Reviewed policies related to the COVID pandemic
12. Reviewed, recommended, and approved staff changes based on the evolving needs of Westminster Church
13. Responded to regulator and insurance requirements impacting staff
14. Sponsored a holiday luncheon for the staff
15. Recommended a 2022 Personnel budget

The incredible work of Westminster Church and the many lives that it impacts would not be possible without the amazing people called to work for the church. The Personnel Commission is so thankful for all the hard work they do throughout the year. We are committed to supporting the current staff and continuing to evaluate the needs of Westminster Church so that we can continue to do God's work.

– Andrew Marsh, Chair



WESTMINSTER
PRESBYTERIAN CHURCH

2040 Washington Road
Pittsburgh, PA 15241
412-835-6630
www.westminster-church.org