



ANNUAL REPORT 2022

Potomac Presbyterian Church

www.potomacpresbyterian.org

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Potomac, Maryland 20854



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PASTOR AND HEAD OF STAFF; REV EMILY BERMAN D'ANDREA

I continue to feel blessed and honored to serve as the pastor of this wonderful congregation of God's people. Ministry is a challenge, joy, disaster, humbling, and life-giving—sometimes all at once! Thank you for continuing to walk this ministry journey with me. What a pilgrimage we are on!! In 2022 we were able to move that much further away from the Covid pandemic as was reasonable which meant reigniting committee meetings, social gatherings, singing live during worship, and even bringing back Communion using bread and juice. We have found that evening committee meetings are accomplished productively on Zoom (so Zoom meetings have remained). Social gatherings are best in person, so we instituted a *Summer of Connections* with many and various opportunities for in person meet-ups with one another. Worship will continue as a hybrid experience which means we have refined our livestream such that folks may join worship online or in person weekly, and we hired a technology specialist, James Chhetree in March to help with this process.



Focusing on *Renew in 2022* as our new year theme, we were able to renew our committees, gatherings, & worship. I meet monthly with the following committees: Congregational Care, Worship, Finance, Education, & Session. I meet quarterly with Endowment, & Deacons, and I meet as needed with Memorial Garden, Personnel, Nominating, & Generosity. The time, planning, and energy that so many of you put into creative ministry through our committee structure inspires me when I begin to think committee work is tedious. Our Session is using the book, The Bible's Greatest Hits by Henry Brinton to ground it's work in scripture. We have a phenomenal staff that meets weekly to plan, reflect, assess, and pray. The staff read together, Too Deep For Words by Thelma Hall as a way to learn new prayer practices.



During the first part of 2022 through Lent, I officiated in six baptisms, one wedding, two memorial services and served home communion to five people. In keeping with the *Renew* theme I participated in the women's retreat on 3/5 led by Kim Eddy on the Enneagram. Our Lent theme in 2022 was, ways to find spiritual rest. Members were invited to share during the Wednesday evening services, ways that they experience rest such as through pets (that was mine), creation (Tom), nature (Bob), music (Beatrice), & prayer (Chidi).

During Easter season and through summer our focus at the church was on renewing relationships with one another. During this time, I officiated at one memorial service and served three home communions. I also took wonderful advantage of our connections theme by attending the Autism Speaks race on 7/4, Udvar Hazy on 7/23, Nationals game on 8/14, American Prophet on 8/21, the hymn sing on 8/17 and the Windridge Wednesdays as well.



A part of my ministry practice is to find renewal through continuing education. Several continuing education opportunities I took advantage of in 2022:

- 3/14-3/16 National Capital Presbytery Retreat
- 5/16-19 Festival of Homiletics
- 5/23-25 My 25th Princeton Theological Seminary Reunion
- 7/6-7/17 Shalem Institute Clergy Spiritual Deepening Residency #2

As a part of the Shalem course that I participated in a small group from the congregation studied the book *A Testament of Devotion* by Thomas Kelly with me to learn more about spiritual listening. We met monthly the first half of the year. The small group also led the adult education class on 2/27 on the topic, *spiritual deepening by listening*.

I love co-leading the Wednesday Bible study with Chris and learn so much from him and from all of the participants in the study. We began the year studying Acts and concluded studying Romans. Another small group I participate in is the PASTCF book group. This year we read:

- Where Did I Come From?: A guide for Parents on Science, Evolution, Human Origins, and the Christian Faith by James Bradley Miller
- Stars Beneath Us: Finding God in the Evolving Cosmos by Paul Wallace
- Cosmology in Theological Perspective: Understanding Our Place in the Universe by Olli-Pekka Vainio
- Saving Us: A Climate Scientist's Case for Hope & Healing in a Divided World by Katharine Hayhoe
- The Great Partnership: Science, Religion, and the Search for Meaning by Rabbi Jonathan Sacks

Reading and listening to books is one way that helps me to grow in knowledge of our Lord as well as helps me to make sense of our world and those around us. In addition to the books read with PASTCF, Staff, Session, and Bible Study, I listened to or read 45 books and would be happy to share my bibliography with you.

The Fall and into Advent brought with it a continued focus on *connections*. The church officers met for a planning retreat in August and put good thought toward the growth initiative and how we want it to work for us. A new Sunday School Teacher, Angela Achee was hired as a part of this growth initiative so that we could focus our energies on teaching the children during worship and have that time dedicated to their education. We celebrated one baptism during this season. A new class of Deacons and Elders was nominated, elected, and trained to serve. As a community we take seriously our interfaith connections by participating in Potomac Area Interfaith Community (PAIC) and Chris & I meet monthly with the group to plan the Thanksgiving Interfaith service. This year's theme was "Together in Hope" and we not only celebrated that service together on 11/16 but also visited the LDS church in April during the open house for faith leaders. During December I attended the connection events that our youth members were in at the Maryland Youth Ballet and Ford's Theatre.



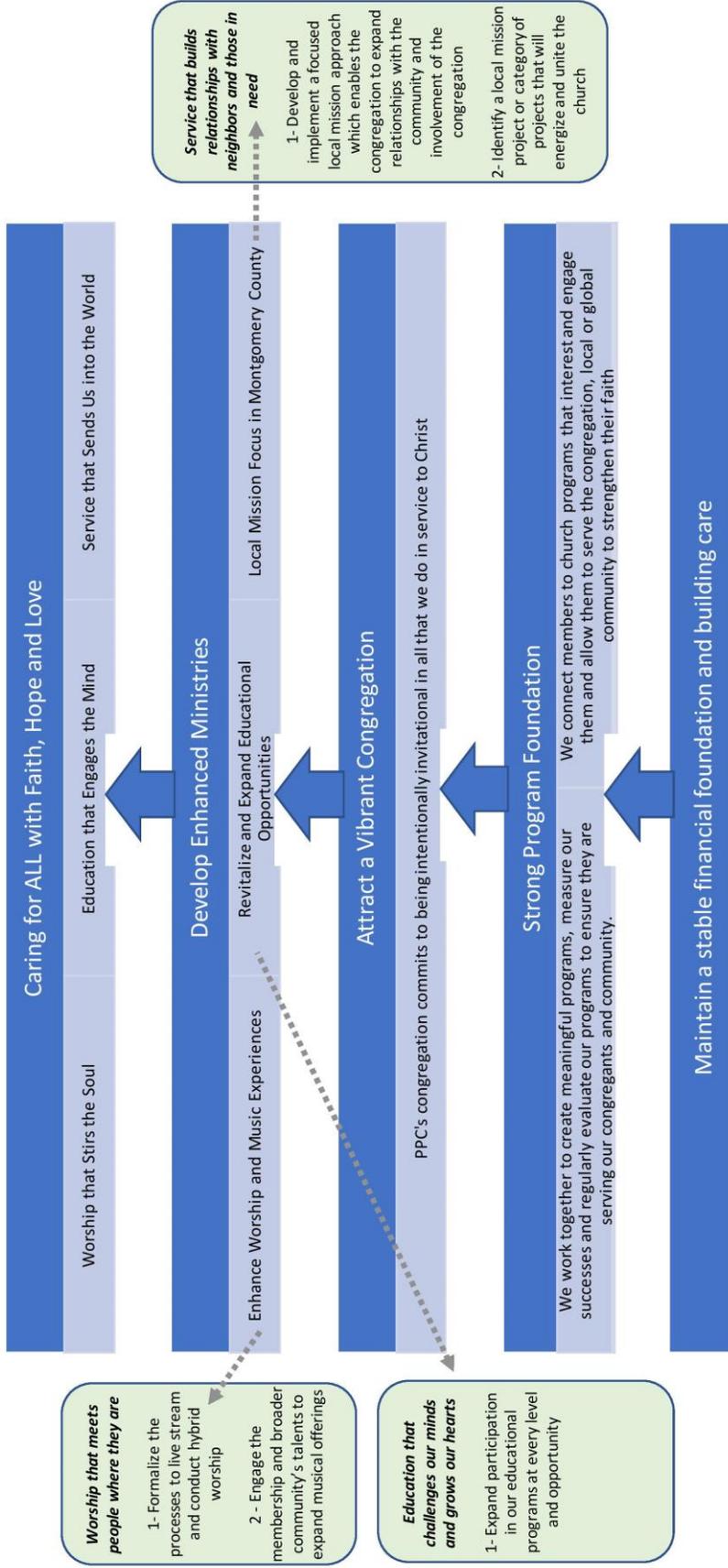
The second half of 2022 was one of the most challenging times of my life. It started out by choosing not to attend the Summer Mission trip with Beverly & JohnPaul and the rest of the congregation and going to Hartford instead to be with my father who found out he had a life threatening infection. After that August visit I returned regularly and spent the final week of his life with him, privileged to be at his side during that holy time. I am so grateful to the Session and the congregation who encouraged me to stay in Hartford, who sent flowers to the funeral home, who sent soup to CT as sustenance for me and my family in our time of need. I'm also grateful for your cards, care, and consideration of me as I said goodbye to my dear father. To add to that sorrow his sister who lived in MD and who I visited weekly after church died three weeks later. The loss of these two supports in my life has been devastating and made for a very sad Fall and Advent for me.

Pastor Emily



STRATEGIC VISION – 2021-2022

PPC Strategic Vision 2021-2022



DIRECTOR OF YOUTH AND CHRISTIAN FORMATION; CHRIS MCAULIFFE, M. DIV

2022 has come and gone, but it was a wonderful year of reconnecting with our community. There were quite a few major wins from the year that I must shout out:

Hiring James Chhetree!

James has done an amazing job at the church since he was hired back in March 2022. I can't remember what it was like without him, as he does so much on a week-to-week basis with both our social media and tech for worship. Not only has he been great at his job, he also has really integrated himself within our community through the summer mission trip, youth volunteering, and various events throughout the year.



The Summer of Connections and Fellowship Revamp.

We really focused on forming connections in the summer through the Fall, which was a huge success. The Windridge Vineyards outings, museum and show visits, potluck at Jeanne's farm, and men's gathering were all huge successes and new events that we hadn't done before at the church! Special shout out to Penny Boyd and the Fellowship Committee for taking on the challenge of the Summer of Connections and breathing life into the vision.



The Summer Mission Trip.

We had an outstanding trip to West Virginia that was both meaningful and impactful. There was something truly unique and beautiful about serving the same community two years in a row as we got to reconnect with the Goodman family who we served last year. They were so gracious that they cooked dinner and dessert for our team of 26! Thank you, Bobby Srour, for your expertise on the job site and remarkable patience with the kids. Jeanne Grillo made her mission trip debut after working behind the scenes for years and was an amazing presence on the trip. James Chhetree and Corey McAuliffe brought so much humor and joy simply through their presence. Jan and Leslie kept us well fed and organized, which is a huge undertaking. Thank you all for your amazing leadership this year.



Hiring Miss Angela and Sunday School Change!

Sunday School during the worship service has been a major change for our community, but has been very well received. Under the leadership of our new Sunday School teacher Angela Achee, the students have been learning a lot about the basics of our faith and come to love their time together each Sunday. Miss Angela stepped into her role beautifully and continues to create a loving space for our students to learn and grow. Also, I have to give thanks for Marianne Beardall who continues to work behind the scenes, pulling together our Sunday School lessons!



Mission Committee New Initiatives

The Mission Committee was hard at work finding ways to be God's hands and feet to our community. Under the expert leadership of Julie McMahon, we had an amazing year of service and giving as a community. We connected with new organizations such as Leveling the Playing Field, expanded our participation with groups such as Solutions in Hometown connections, and continued long standing projects such as the Gift Giving Tree and Tote Bag Collections. We also were able to rethink how we do mission, focusing on relationship building with people and organizations in our area.



These are just a few of the many wins from this last year and it is remarkable how much our community continues to change and grow. God is working through us and calling us to gather, serve, and grow in new ways. I can't wait for 2023 as we continue to build on the momentum and wins from 2022.

Love, Chris

DIRECTOR OF MUSIC AND ORGANIST; TOM ANDREW

2022 has been quite a year, personally and professionally. In some respects, there was a return to some version of “Normal,” though it was not the normal circumstances we remember from several years ago pre-Covid. All the musicians at PPC learned to adapt to the change in circumstances, and continued to offer music for God’s glory throughout the year.

- **The Sanctuary Choir** began the year still rehearsing by Zoom. Not ideal, but the best we could manage, given the presence of the Omicron variant of the corona virus. Eventually, we began to record Anthems that were played during the Worship Service; and finally, we were able to sing live during Worship while masked, just before Easter. After the break for the summer, we resumed singing live for all services. The choir is still adjusting to being in the Chancel when they sing, and learning how to best arrange ourselves to be heard on microphones, and many other things that were not part of our worship experiences before the pandemic. While not yet having achieved perfection, when you consider how far we have come, we are much better than we were.



- **The Bell Choir** continued to share music during Worship, but only via recordings until the fall.



- Beginning in October, the choir was “Live: in the loft on the Sundays they rang during worship. We are still adjusting to the new configuration in the loft, and having to deal with camera angles and amplification issues - but it good to be back in the worship service, ringing live about once a month.
- The last ensemble to resume rehearsing in person was the Children’s Choir. It was so wonderful to resume rehearsing together in the same room! Our Sunday morning rehearsal schedule seems to be working for our singers, and they were able to help present a musical Christmas pageant this

year called “The Tale of Three Trees,” with the help of Chris McAuliffe and some of the older Youth. We are continuing to sing in worship about once a month.

- Many people from our congregation offered music during the summer months, either recorded or in person. We appreciate all of them for sharing their musical gifts with us.
- An old-fashioned “Ice Cream Social and Hymn Sing” was held in August on the patio. Part of our “Summer of Connections,” it was a well-attended, fun event.



I need to thank the staff of PPC for all their assistance throughout the year. It was an unusual year for me personally - Contracting Covid in January, my wife Judy having her hip replaced in February, my mother breaking her hip in April, my son graduating from Denison University in May, my mother dying in June, my operation in July, Teddy's emergency appendectomy in November... I would not wish that year on anyone. Through it all, Emily, Chris, Jeanne, and James were supportive, helpful, willing to step in if needed, and the best co-workers anyone could hope to have. Even with the year my family and I experienced, I count myself fortunate to serve with them, and fortunate to serve the PPC congregation.

Tom Andrew

TECHNOLOGY SPECIALIST; JAMES CHHETREE

Many technological changes and advances happened in 2022. I joined around March/April and these are some of the changes that have happened:

Audio:

- Took advantage of the QuPad software and its utilities including “EQ” “Compression” “Limiter” etc. Using my knowledge of mixing and mastering audio, I’ve been able to reduce low-end frequencies, boost high end frequencies, and balance varying voices on microphones to allow for a more balanced sound no matter who is talking. This is something I’m continually working on due to the dynamic nature of church service.
- Positioned microphones upstairs for the organ, and downstairs for sanctuary sound. Again, to help best capture the sound of the congregation and service.

Visual:

- Helped decide to acquire the new high quality PZT camera, in which Chris Cryway also helped to get a 2nd camera. This allowed for a way more high quality presentation for our live audience, helped with optical zooming (smoother/cooler transitions), and mitigated some of the lighting issues online.
- A new control system was added with a joystick to allow for more dynamic and smoother camera transitions as well as capabilities for more presets.

Restream/Chat:

- Started utilizing ReStream, software that allows us to broadcast across many different social media channels as well as have a “chat” feature that allows us to comment when we go live and respond to questions, answer questions, or simply keep engagement with live viewers high. This software allows us the potential in the future to have more outlets.

Tech Volunteers:

- Attempted to have more youth involvement with tech volunteering work, continuing to reach out to youth and figure out ways to better train and have them involved with tech teams. Not just youth but volunteers in general.

Other:

- Pre-prelude video in sanctuary
- Added song + song arranger in titles

Social Media:

- Integrated the current Facebook & Instagram profiles
- Utilized a new software called “Hootsuite” which allows for cross-platform posting, social calendar scheduling, and insights that go beyond what the social platforms offer
- Started posting bible verses + sermon portion of the service on Spotify and looking to add more podcasting outlets (Apple Podcasts, Amazon, etc.)
- Planning to create a content room in the Church to allow for more faithful and in depth videos to be created for social channels
- Created flyers, graphics, videos, repurposed current existing content for more content

OFFICE ADMINISTRATOR; JEANNE GRILLO

This year we began with some covid restrictions and ended up with an open church and resuming in person fellowship events. As I looked back, I realized that many changes and events occurred this year, including:

- At the beginning of the year, we were still limiting and assigning seats for worship - we are now open with a reserved area for masked and spaced seating.



Remember this? Feb 2022



To this... December, 2022

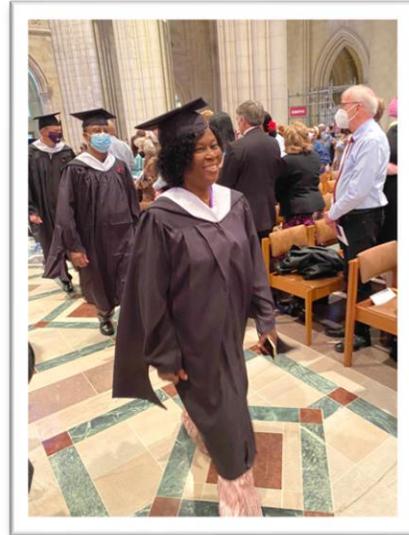
- In spring we hired James Chhetree as our Technology Specialist. James's responsibilities included tasks that I previously did (getting online service text and slides ready), in addition, James streamlined and organized our social media presence.
- In April we revealed a new logo, which, according to Pastor Emily... *"... says, we are Potomac Presbyterian Church and we are located just over the Potomac River in Potomac, MD. In our Christian faith water is a vital, and vigorous sign. It means being beloved, and being named and claimed in the waters of baptism by a Lord and a love that will not let us go."*



- In May we revealed a revamped website www.potomacpresbyterian.org. We worked with churchdev.com, a church website development company, to develop a site where we can share all that is happening at our church. It's a place for people who are looking for a church to start their search. Comments always appreciated!
- This year - for the first time in 12 years at Potomac Presbyterian Church - I went on our summer Mission Trip to West Virginia! I actually learned what is involved in making a ramp - first attempt was not the charm. It was great to work with and bunk with Leslie Kerr and Jan Cookerly and all the girls! Leslie and Jan are tireless!



- In May we celebrated the graduation of Beatrice Laryea at the National Cathedral. She was awarded a Masters of Art Degree from Wesley Theological Seminary!



- Also participated in several Connections events, and hosted one at our family's property in Thurmont, Maryland - where we ate and swam and enjoyed meeting new people and reconnecting with others.



Continuing Administrative Duties

- Produce printed and electronic media - monthly Steeple to People newsletter, Monday First Light, and Thursday Spirit (currently produced by church member), Annual Report
- Maintain website (potomacpresbyterian.org), church calendar, and membership database
- Maintain confidentiality concerning pastoral concerns and other sensitive church matters
- Maintaining a complete and up-to-date calendar available on the website - <https://www.potomacpresbyterian.org/calendar/>
- Maintaining a password protected webpage with all the zoom meeting ids/password for meetings, fellowship events, small group meetings, youth/children events, etc. <https://www.potomacpresbyterian.org/zoom-meeting-schedules/>

- Maintain accurate email distribution lists of all our committees
- Produce yearly mailings - including generosity mailings, special event notices

Continuing Financial Responsibilities

- Record and deposit all church offerings weekly and maintain accurate contribution and pledge data.
- Provide quarterly giving statements, and provide up to date information when requested by church members.
- Ensure that stock transfer process is clearly communicated to members.

Jeanne Grillo, Office Administrator

CLERK OF SESSION; JUNG LAWRENCE

Membership

Active Members: January 1, 2021	406
Gains:	
Profession/Reaffirmation of Faith	11
Losses:	
Death	4
Transfer	0
Removal through Request	2
Removal through the Roll Review	25
Active Members: December 31, 2022	386

Sacrament of Baptism

Erin Velez, March 13, 2022
 Luca Velez, March 13, 2022
 Nico Velez, March 13, 2022
 Francesca Velez, March 13, 2022
 Sidney Pamela Klink, February 27, 2022
 Brayden Joseph Boccio, April 24, 2022
 Frida Samuelsen Hartzog, November 27, 2022

Weddings

Hannah Ruth Singerling to Nathaniel Everett Jones, January 8, 2022

Witness to the Resurrection and the Life Everlasting

Thomas Cookerly, January 16, 2022
 Alice Tamzarian, January 19, 2022
 William Cotton, March 6, 2022
 Catherine Hotes, December 22, 2022

Session Committees for 2022

Christian Education	Jung Lawrence, Stephanie Hampton
Finance	Leslie Kerr
Mission	Julie McMahon
Personnel	Louise Plumb, John Sohl
Property	Steve Dorman
Worship	Chidi Obasi

Deacon Teams for 2022**Fellowship:** Peggy Boyd, Chair

Wendy Petti, Dan Jablonski, Sharon Shively, Arianna McFeaters, Brad McAuliffe

Congregational Care: Doug Dunlop, Chair

Wendy Kuhn, Bob Stow, Allan Kamara, Ainsley MacLean

E. Jung Lawrence, Interim Clerk of Session

PROPERTY COMMITTEE

The property committee has continued to maintain the Church and grounds to support our ministries, make personal attendance safe, and maintain our facility for years to come. Some of the more significant accomplishments this past year are:

- The committee continues to evaluate our contractual arrangements and make modifications to support the church. This year we changed our copier arrangement, upgraded and changed our telephone system, and replaced our HVAC service provider all of which should improve service and reduce annual costs.
- Continued to support the Strategic Growth Initiative by assisting in technology upgrades. We participated in finalizing the equipment for the new sanctuary lighting that will be installed in early 2023.
- The River Road sign had premature paint peeling. We had the problem evaluated and it was determined that the sign had been over-painted and repaired so many times that it finally had to be stripped down to the wood and completely prepped and repainted....unfortunately a costly but necessary expense.
- The installation of our two new patio umbrellas was completed in the Spring.



- The committee coordinated two significant facility rentals this year. The Wells Fargo Golf Tournament rented the lower classrooms and Fellowship Hall to provide the professional golfers space for childcare services for \$5,000. The parking lot was rented to a TV production company to provide a staging area for a shoot in the Saunders Lane area. We received \$5,000 for a ten-day rental.
- Making sure the church is properly insured with its personal policies and having appropriate protection by outside organizations insurance policies that use our facilities.
- There were numerous repair projects - carpentry, brick and concrete, lighting repair and replacement, grill repair, walkway steps repair, improved water management around the outside of the church, adjust the main entrance doors - that various members of our committee handled to maintain our facilities.
- PPC wants to become an Earth Care Congregation with the presbytery and to do our part to minimize climate change. This committee is supporting this initiative by 1) making our building more energy efficient, and 2) helping the church move to clean energy. We have aging HVAC systems where



repairs are expensive and replacing systems will be necessary over the near future. This was perfect timing to research the kind of system to install when replacing our equipment. Our current research indicates that a hybrid heat pump/natural gas furnace system is the best approach for most of the systems. Heat pumps use electricity and our church is looking at solar to provide clean electric energy. Our existing natural gas system would provide supplemental support when the heat pump cannot handle the load. In addition, energy star level equipment will be installed, as appropriate, to reduce the amount of energy we use.

- This committee continues to provide assistance to the Memorial Garden committee.

There is much more this committee does that has not been mentioned and I am blessed with an incredible committee. Please thank Gary Niskanen, Stan Bissey, Ed Tennent, Chris Cyrway, Brad Mitchell, Charlie Nahabedian and Dan Jablonski when you see them. Each of them has ownership of an area and jump to resolve the issue when a problem is brought to the committee without prompting by the chair. I am truly appreciative. Respectfully submitted, Steve Dorman



STEPHEN MINISTRY



Bear one another's burdens, and in this way you will fulfill the law of Christ. Galatians 6:2



Stephen Ministry is a program through which members of PPC are trained and organized to work alongside Pastor Emily to provide Christian care giving to members of our congregation. This multiplies the amount of caring ministry PPC can provide by giving the congregation a team of skilled caregivers who are

equipped to bring Christ's healing love to people who are grieving, in crisis, or experiencing other stresses in life.

The Stephen Ministry Program at PPC began in 1999 with four leaders: [Kerry Stoltzfus](#), [Ruthanne Stoltzfus](#), [Nancy Tietjen](#), and [Kathy McPherson](#), and sixteen candidates. **In the past 23 years, 92 Stephen Ministers have been trained, 79 from our church and 13 Stephen Ministers from other churches who undertook the training with us at PPC.**

Stephen Ministers receive 50 hours of training prior to being commissioned to serve for approximately 24 months. Once commissioned, Stephen Ministers generally meet twice monthly for Continuing Education and "Supervision" during which they refine their caring skills and integrate and practice those skills of active listening and care-giving. As confidentiality is a major component of this program during Supervision, the care receiver's identity and circumstances are never discussed at any time and are known only to the Pastors, Leaders, and the individual Stephen Minister. While Stephen Ministers provide compassionate care for care receivers, we develop close relationships with one another enhancing our faith in God as an active participant in our lives to help carry us through both difficult and happy times. We see the Holy Spirit at work in the lives of those we care for and our own lives. It is truly a life changing experience!

On Stephen Ministry Sunday, May 15, 2022, our 10th class of Stephen Ministers was joyfully commissioned: [Jan Cookerly](#), [Susan Pereles](#), and [Bob Plumb](#). We recognized [Hyun Lee](#) as we mourned his loss as our fourth trainee. We appreciate Stephen Ministers from prior classes serving during 2022: [Diane Chapin](#), [Chris Dowd](#), [Chidi Obasi](#), [Wendy Kuhn](#), [Wendy Petti](#), [Cal Reid](#), [Alex Shalaby](#), and [Mary Margaret Smith](#). Since COVID, current Stephen Ministers meet monthly via Zoom for Supervision.



Stephen Ministry is responsible for the display of “Care Notes,” small booklets that address topics such as grief, healing, illness, anger, anxiety, depression, prayer and more. These are available to the congregation and are on display in the Narthex. Please help yourself to these “Care Notes” if you find a topic of interest for you or a friend.

[Karen Karch](#) and [Wendy Petti](#) send out a series of four booklets, “Journeying through Grief”, to those in our congregation who have suffered a loss. This outreach is coordinated with Congregational Care.

The Stephen Ministry program continues to support and supplement the pastoral care of the congregation. Stephen Ministry is about caring in a highly confidential manner and ministering to each of us as the need arises. We are truly grateful for the unselfish and loving care provided by the many Stephen Ministers in our congregation.

The Stephen Ministry Leadership Team - Karen Karch, Sherry Johnson, Bob Stow

BOARD OF DEACONS

<u>Class of 2022</u>	<u>Class of 2023</u>	<u>Class of 2024</u>
Doug Dunlop	Penny Boyd	Allan Kamara
Ariana McFeaters	Dan Jablonski	Ainsley MacLean
Wendy Petti	Wendy Kuhn	Brad McAuliffe
Cal Reid	Bob Stow	Sharon Shively

With thankful hearts the Board of Deacons extends deep gratitude to the four Deacons who faithfully served our congregation as the Deacon Class of 2022 including Wendy Petti, Doug Dunlop, Cal Reid and Arianna McFeaters. Their creativity, dedication and energy will be greatly missed on the Board of Deacons.

Each Deacon serves as a liaison to their Parish Group members, keeping a watchful eye over approximately 25 members. We advise congregants of special events and worship services. Deacon oversight is particularly helpful for new members and continues to be a vital component of staying connected with many of our church members during the continued pandemic.

The Deacons are actively involved in the Congregational Care and/or Fellowship Committees as an outreach of the Board of Deacons. The Congregational Care ministry focuses on providing short-term assistance to members in times of need or change such as illness, hospitalization, birth, or death. Fellowship Committee members provide hospitality and plan social activities such as bingo, trivia gatherings, and craft activities. More information about the Congregation Care and Fellowship Committees can be found under their designated space in this Annual Report.



Traditionally, Deacons as well as Elders take turns hosting the weekly Fellowship Coffee Hours that follow our Sunday Worship services. We continued our traditions of packaging goodie bags for the members of the youth mission trip to enjoy on their journey as well as sending care packages to our college-aged youth which this year included t-shirts with our new logo!

The Deacons were thrilled to be able to host our Annual Williamsburg Breakfast in early December after which was well attended by members and their guest. On behalf of the Board of Deacons, it has been our pleasure to serve the congregation of Potomac Presbyterian Church.

Faithfully submitted,

Wendy Kuhn, 2022 Deacon Moderator



Fellowship Committee

The Fellowship Committee plans and carries out various activities for adults and families throughout the year, often in cooperation with other committees and groups in the congregation.

Projects and initiatives of the Committee include:

- Special Meals and Celebrations - Throughout the year, the Committee offers meals in support of special worship services or church events.
- Fellowship Events - The Committee started with holding monthly zoom meetings for January and February, due to Covid, then starting in March, we changed to in-person fellowship.

In 2022, the Fellowship Committee committed to serving the congregation by providing hospitality throughout the year to our church family, visitors and friends. The committee is composed of a dedicated group of volunteers who serve the Lord through event planning and hosting the events. The committee meets on zoom, the second Monday of each month throughout the year.

The following events took place during 2022:

January:

- Zoom Fellowship - “*Two Truths and a Lie*” event (1/17 @ 1pm) was a lot of fun, and so much we didn’t know about our members.

February:

- *Valentine’s Day Fellowship Bags*, (2/13 @ 1pm). Bags were filled with crafts, bible verses, pencils goodies and etc., were distributed after church services, outside and some delivered to homes where members could not attend church. Zoom was at 1pm, where Chris lead us in a game of “God’s Love”. This was a fun event for all.
- Zoom Fellowship - “*What Do We All Have in Commor*”, (2/27 @ 1pm). Chris lead a game Only three attended this event and was decided okay to have more in-person events.

March:

- *Cookies and Cocoa* in Fellowship Hall. This was the first in-person event in Fellowship Hall since Covid. We also opened the doors for ventilation. There were several in attendance, and everyone enjoyed themselves.

April:

- *Maundy Thursday Supper* (4/14 @ 6:30-7:15pm). The Fellowship Committee served a variety of soups and sliced bread for a simple meal, with water to drink, and cookies for dessert. We had approximately 24 who attended.
- *Easter Fellowship*. Easter Morning Scavenger Hunt (4/17/2022, from 10am-10:45am) - This event was held outside, in front of the church. We had a visit from the Easter Bunny (David Boyd), and an opportunity for children and families to take pictures with the Easter Bunny. Chris had two separate Easter Egg Hunts this year, one in the beginning and one at the end, which worked out well. There were a number of tables set up. Two tables for all the delicious snacks and baked goods, with a lot of tasty deviled eggs, one table for the drinks, two for crafts for the kids. This

event was so much fun for everyone who attended, especially the children. The weather was wonderful, and we got to participate in fellowship before attending Easter service!



May:

- All Committee event - *Intergenerational Mother's Day Fellowship*, (5/8 from 9:45-10:45am)
- *Confirmation Lunch* with Confirmands, Mentors and Session, and *Stephen Ministry Sunday*, (5/15 @ 12noon), celebration with a cake. We had seven Confirmands in 2022.
- *Senior Day Fellowship*, (5/29 @ 12noon). We had ten seniors.

June:

- *Father's Day Cookout*, (6/20 @ 11am). A very successful fellowship on the patio. We provided hotdogs, hamburgers and chicken. There were games for the children and approximately 30-35 in attendance.
- *Windridge Vineyard Outing*, first of five trips to the winery. Chris set this up for the last Wednesday of each month through the summer initially. It was so popular, Chris extended through October 2022.

July:

- *Autism Speaks 5K*: (7/2). Long time annual event organized by Susan Pereles, where members come together to run and/or walk a 5K race, to raise money for this much needed cause. Thank you, Susan.
- *Fourth of July Fellowship*, (7/3 @ 11am). A special festive fellowship with decorative paper goods and patriotic snacks for all to enjoy on the patio.
- *Pot luck/Picnic at Jeanne Grillo's Farm*, (7/10). Jeanne Grillo hosted a fun outing for all to enjoy at her family farm. Many activities included a delicious pot luck, swimming, games, fellowship and much more. Thank you, Jeanne.
- *Blues Alley Club in DC*, (7/17). An unforgettable and amazing performance by PPC member, Bryan Eng. His parents are long time members, Corey and Patricia Eng. There were only three residents attended, but they all had rave reviews.
- *Udvar-Hazy Air and Space Museum* in Chantilly, (7/23). Charlie Leber, long time member of PPC, was our special Docent for this exciting trip. There were 21 attendees who enjoyed the informative and stimulating tour. Everyone had lunch afterwards at the museum.
- *Windridge Vineyard Outing*, (7/27). Our second visit to the Winery and those that attended enjoy sipping wine and fellowship. Thank you, Chris.



August:

- *Root Beer Float Social, (8/7)*. A special social for our returning work campers. Sadly, all work campers were advised to stay home since a few came down with Covid. Even without the campers, there were approximately 40 members in attendance, who enjoyed the tasty treat.
- *The National Baseball game in DC, (8/14)*. There were several who attended this fun outdoor event.
- *American Prophet, Matinee, at the Arena Stage, (8/21)*. Members had the opportunity to see American Prophet. The music and lyrics were written by Mark Hummon, the son of longtime members John and Jean Hummon. This musical was based on the life of Frederick Douglas. We had 20 attendees. Afterwards approximately ten went to dinner and shared in wonderful fellowship.
- *Hymn Sing*, where member gather to sign hymns.
- *Women's gathering, (August)*

- *Windridge Vineyard Outing, (8/31)*. There were 36 members who attended and some stayed passed 8:30pm closing. Due to this well attended social, Chris decided to have one in September and October.

September:

- *Kick-off Sunday, (9/11)*. The weather was touch and go with rain/drizzle. We ended up having fellowship both inside and outside. There were approximately 90 in attendance. Dan J and his son Matthew grilled 80 hamburgers and 30 hotdogs, all of which were consumed. Fun activities included several cake-walks, balloon toss, and etc. Everyone enjoyed the fellowship.
- *Men's Gathering, fellowship at the Mamalian home.*
- *Udvar-Hazy Air and Space Museum, (9/24)*. Interest was so high, we decided to ask Charlie Leber if he would be our Docent again. He agreed and those that attended had a memorable outing with PPC members lunch afterwards.
- *Windridge Vineyard Outing, (9/28)*. There were approximately 12 members who attended and enjoyed fellowship with one another.

October:

- *Chili Cookoff Contest and Bingo, (10/9)*. This was a Youth Fundraiser, for this summer's Youth Mission Trip. The youth ran this event, by setting-up, serving and clean-up. There were approximately 10 different kinds of homemade chili for all to taste and vote on their favorite one. All were delicious, but in the end, the youth's chili won out over the others. Second Place winner went to Emily D'Andrea and 3rd Place, was Cyndy Mamalian. Way to go to all of our winners, and especially to our Youth Group! Cornbread, cookies and all the good condiments that go with chili were also served. The total amount collected was \$751 in donations. There were several who won at BINGO too. We had approximately 50 in attendance. A great time was had by all.
- *Potomac Day Parade, (10/22)*. For our outreach, Jan Cookerly organized the 40th Annual Potomac Day Parade Event for PPC. PPC had a table located on the corner of Gary Rd. and River Rd, to talk with passer byes and to hand out brochures. Our walkers in the parade, handed out baggies filled with candy with an invitation to our Fall Festival the following day.
- *Fall Festival, (10/23)*. Our 2nd Annual Fall Festival was once again a huge success. Pizza and several fall festive snacks were served, including warm apple cider. We had a "Noah's Ark" Moon Bounce, for the kids. Also, a 3-legged race, pumpkin relay race, pumpkin toss, several fall crafts. Jars of candy corn and pumpkin candy, to guess the number in each jar. A large "Prayer Pumpkin" to write a prayer to yourself or someone else.
- *Windridge Vineyard Outing, (10/26)*. This social was well received again with several in attendance. This was the last one for the year, but don't worry, Chris is putting this on our 2023 calendar.
- *Cocoa & Cookies*. A fun and special way to gather.

November:

- *Potomac Area Interfaith Communities Thanksgiving Service*
- *Christmas Ornament craft, (11/20 @ 12noon)*. Everyone enjoyed the creative and fun way to make different kinds of ornaments. There were several who attended this event and everyone had a great time. Cookie, cheese and crackers and cider were served. Thanks to Wendy Petti, also for making the ornaments for our Williamsburg Breakfast table decorations.



December:

- *Church Decorating, (12/3)*. Three members decorated and help set up for our Annual Williamsburg Breakfast, for the following day.
- *Williamsburg Breakfast, (12/4)*. An all deacon annual event, this year, held in Fellowship Hall. We had a sign-up for volunteers to bring in selected items, to avoid having too much food. Everyone enjoyed Scripture readings, and Christmas carols. The deacons provided the ham. There were approximately 75 in attendance.
- Special thanks go to all committee members for volunteering their time, submitting their fun and creative ideas, and especially for helping to carry out these great ideas. The Fellowship Committee is very lucky to have the support of Chris McAuliffe, who is very active with the committee in putting together our events. For 2023 we have a new Chairperson for the committee, Brad McAuliffe has graciously accepted this position to lead the committee this coming year.

A big and sincere Thank You to all of our Fellowship Committee Members: Jan Cookerly-Kerr, Vicki Dorman, Jeanie Bissey, Susan and Tom Hougen, Ann Eagleson, Arianna McFeaters, Wendy Petti, Penny Coco-Boyd, Daniel Jablonski, Brad McAuliffe, Sharon Shively, Steve Gordon, Heather Davies, Bobbe Hartzog and Karen Karch.

Penny Coco-Boyd,
Fellowship Chair

Congregational Care Committee

The Congregational Care Committee is comprised of Deacons and other members who seek to serve those in our church family who need some extra help or support to get through challenging seasons in their lives. We strive to serve through Faith, Hope and Love. We are committed to providing comfort, support, and encouragement to the best of our abilities and with God's help and guidance, mindful of the struggles each member faces, whether physical, mental, emotional or spiritual. One way we are able to consistently provide support is through prayer. Monthly, we go through the Congregational Care Prayer List, discuss updates on those church members experiencing a concern, and name each of those members in a Prayer for our Congregation at the close of our meeting.

Ongoing Activities:

- Meal Ministry - The Meal Ministry program provides meals to families who may appreciate some additional support at a particular time - whether that is a time of illness or loss or even a time of great joy, as in the birth of a new baby. As always, if you would like to help with our Soup or Meal Ministries, please let us know and we would be happy to add your name to our list of caring volunteers. This year, meal recipients included Charlie Leber, Jean Granum, Jeanie and Stan Bissey, Magda and Alex Shalaby, Susan and Robert Haynes, and the Andrew family. Thank you to the members of our church family that lovingly prepared and delivered the meals.
- Soup Ministry - In April and October committee members and other volunteers prepared homemade soup, muffins, and cookies and delivered the food to church members as a gesture of caring for all in faith, hope, and love. During the year, over 30 servings of soup were delivered to at least 18 church families. As always, our soup mission was focused on maintaining connections with individuals on our prayer list, as a reminder that they are prayed for and not alone.
- Knitting Ministry - Four baby blankets from the Knitting Ministry were given to babies who were baptized during the year. And in March of this year, the unused knitting yarn and other supplies left over from the Knitting Ministry were donated to the Montgomery County Association for Family and Community Education.
- Card Ministry - Cards were sent by committee members to those celebrating a birthday (85+), celebrating a life event (e.g., birth, baptism, confirmation, graduation, retirement, etc.), and condolence (loss of a loved one). Stephen Ministry "Journeying Through Grief" Booklets were also sent on a schedule to those experiencing loss of a loved one.
- Home Communion - In both April and October Home Communion was served to three or four homebound church members. Committee members reported these visits to be rewarding and meaningful experiences for both the communion receivers and servers.

New Initiatives:

- Visitation Ministry - The PPC Visitation Ministry is a new effort that provides outreach to church members who may be feeling isolated due to difficulty attending worship in person and who would like conversation and companionship with fellow church members. Launched this fall, over 20 visits were made in 2022 by volunteers to seven homebound church members. Special thanks to the church members who have volunteered to be part of this ministry by making these visits.

We sadly said goodbye to several PPC family members in 2022. Memorial services were held for Gloria Leber on 1/5/22 and for Edward Dager (father of member) on 8/7/22. We hold in our prayers the

families mourning the loss of loved ones, including Thomas Cookerly 1/16/22, Alyce Tamzarian 1/19/22, Bill Cotton 3/6/22, and Catherine Hotes 12/22/22.

With gratitude to the steadfast and compassionate members of the Congregational Care Committee: Sonia Russo, Beth Sherfy, Karen Wise, Janet Dunlop, Molly Singerling, Bob Stow, Wendy Kuhn, Allan Kamara, Ainsley MacLean, and Pastor Emily Berman D'Andrea and our team of faithful and enthusiastic volunteers, we respectfully submit this report.

Doug Dunlop, Chair, Congregational Care

WORSHIP COMMITTEE

Purpose:

The Worship Committee assists the minister in providing for meaningful worship of God and assists in carrying out the vision of the church through worship. The Committee is dedicated to serving the congregation and community through preaching, music, communion preparation and service, ushering, flower sharing, and greeting.

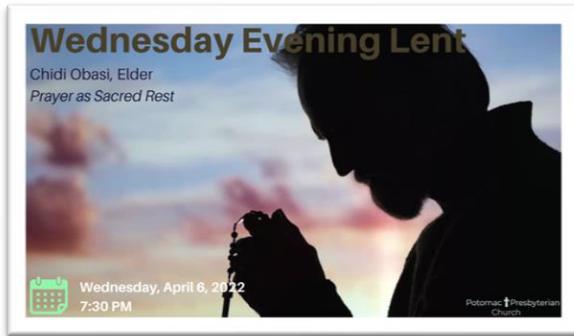
Committee members:

Beatrice Laryea, Bob Stow, Chidi Obasi, Daniel Chombo, Del Smith, Jon Davies, Judy Andrew, Karen Wise, Marcia Boogaard, Patricia McMillen, Susan Hougen, Wendy Petti, and the PPC staff, Pastor Emily D'Andrea & Tom Andrew. All committee members served faithfully in many capacities.

As a congregation, we successfully pivoted to a hybrid form of worship (In-person and on-line/Live stream) in the sanctuary, and continued to formalize the processes to live stream; improve the shared hybrid worship experience; and to engage greater congregational participation and broader community's talents to expand the musical offerings. We were guided by Pastor Emily's dedication on how best to connect the community through online worship @Potomac Presbyterian Church Facebook or YouTube. The addition of Technology Specialist James Chhetree in March was a big help with getting our livestream running as well as sound balancing for the online community.

Special services and celebrations:

- New officer ordination & installation on 1/9; Wednesday evening Lenten Communion Services centered around Sacred Rest- Practices that cultivate resting in the Lord Finding rest with Jesus led by Pastor Emily (Pets & all of God's creatures as Sacred Rest), Tom Andrew (Walking/Hiking in the Mountains and all of God's creation as Sacred Rest), Beatrice Laryea (Music & Hearing the sound of God as Sacred Rest), Bob Stow (Nature/Rock Climbing & Exploring Natural Beauty as Sacred Rest), and Chidi Obasi (Prayer as Sacred Rest); Palm/Passion Sunday; Maundy Thursday; Good Friday dramatic readings online only accessible at any time; Easter; Stephen Ministry Celebration & Commissioning led by the Stephen Ministers on 5/15, Confirmation Sunday on 5/15; Pentecost; HS Senior Recognition on May 22; World Communion Sunday, Reformation Sunday with a bagpiper; All Saints Sunday with a tour of the Memorial Garden; Potomac Area Interfaith Communities Thanksgiving Worship with the theme, *United in Hope* at the Lutheran Church; A Service of Lessons & Carols with the Chesapeake Brass Authority on 12/18, Longest Night of the Year service; Children's Christmas Pageant which was, "*The Three Trees*" directed by Judy Andrew and Chris McAuliffe; Christmas Eve services at 4PM (Family Worship) and at 7PM (Candlelight Communion).



- Our *Summer of Connections* theme prompted the worship Committee to plan and host a church-wide hymn sing and ice cream social on 8/17 held on the church patio under the new umbrellas. Approximately 40 people were in attendance. We are grateful to the Andrew Family for picking up the Ben and Jerry's ice cream for the event. We are also grateful to members of the congregation who shared their musical gifts for summer music: Dan Jablonski; Nettie Propps; Chan Chung; the Mamalians; the D'Andreas; the Devinneys; the McFeaters; & the McAuliffes.



Communion Services:

January 2, February 6, March 2 (Ash Wed), 6, 9, 16, 23, 30, April 6, 14 (Maundy Thursday), 17 (Easter), May 1, June 5, July 3, August 7, September 4, October 2, November 13, and December 4, 24. A special thank you to those who help prepare Communion and to Karen Wise for leading the process. We extended the fellowship we experience at the Lord's Table to our wider family of faith by encouraging the congregation to have ready their own communion elements of bread & grape juice while worshipping online. We have prepackaged elements for those who prefer that and reinstated Communion by intinction in the sanctuary with people coming forward to receive the elements on November 13.

Supportive roles:

- Tom Andrew, our dedicated Music Director, leads the adult and children's choirs, the hand bell choir, and special music throughout the year. Thank you to Tom and all our choir members.
- Communion has evolved from prepackages to include both cut pieces of homemade loaf and prepackages. Karen Wise has faithfully coordinated communion supplies.
- During in-person worship, our dedicated Ushers (led by Bob Stow and Marcia Boogaard) warmly welcome members and guests. Additional duties include candle lighting, counting in person congregants, receiving the offering, and refilling pew racks with prayer cards and guest registries.
- Flower Guild led by Pat McMillen lovingly coordinated flower arrangements for the sanctuary. For special seasons and Sundays members may donate to the flower fund in honor of loved ones.
- Immense appreciation to Susan Hougen who facilitates the invitation to serve as Liturgists by tapping into the richness of our diversity. Members of the congregation, Elders, & Deacons are invited to participate in leading portions of the service and reading the scripture lessons.

Key activities for 2023 will include: enhancing the live streaming and hybrid worship experience with new sanctuary lighting; and to engage the membership and broader community's talents to expand the musical offerings. As we move into our 60th year as a congregation we would like to highlight the ministry that has happened in the past and look ahead to where God is moving us at 60. This may mean including in the worship service short clips and interviews with long-time members about what PPC has meant to them as well as inviting former pastors and educators to preach and lead worship throughout the year.

Chidi Obasi and Jon Davies, Worship Committee Co-Chairs

MEMORIAL GARDEN COMMITTEE

Our Potomac Presbyterian Church Memorial Garden continues to grow while remaining a quiet, intimate space that combines a seasonally changing natural garden with the permanence of a perpetual care columbarium—an important ministry for PPC members.

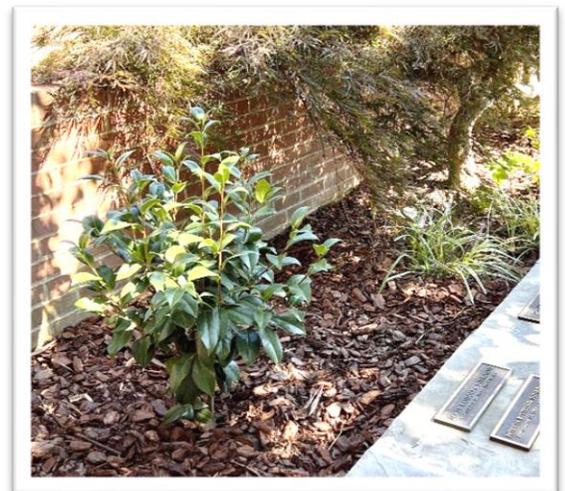
Entrance is from the church Fellowship Hall patio and the Gary Road driveway. The memorial garden continues to be a place of beauty, tranquility and peace for all who visit, while providing comfort for the family and friends of those interred or memorialized on the commemorative plaque.



During 2022, there was one interment: Harry Tovmassian's ashes were put in his niche on July 16. The photo at left shows Chris McAuliffe, officiant, Harry's son, Troy, daughter, Tiffany, and granddaughter, Taylor. There were two additions to the Commemorative Plaque: Marye Cotton and Bill Cotton.

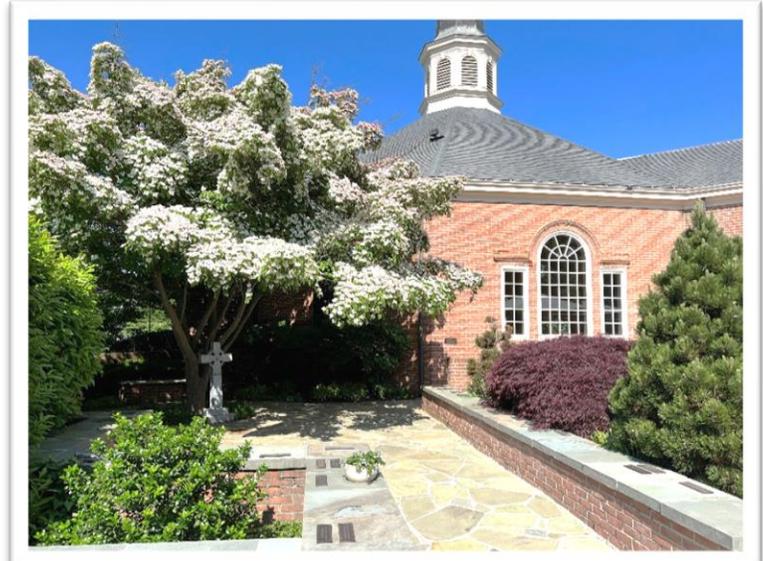
Thank you to Bob Mecklenburg for placing the nameplates on the niches and the Commemorative Plaque and repairing the Gary Road Celtic cross. We were most appreciative of the \$1,000 from PPC's operating budget which was used for annuals, replacement plants, watering equipment, and a variety of plant materials in addition to a portion of three replacement niche capstones. (Most certainly, the memorial garden is in a caring, replacing and repairing phase for both the hardscape and landscape.)

The Landscape Subcommittee (Karen Wise, chair, Dianne Gregg, and Bob Mecklenburg) added more Mondo Grass plants and other perennials, replaced bare soil with sod on the Gary Road side of the garden, and removed and replaced a dying Bosnia Pine with a lovely "Silver Wave" Camellia. Additionally, in December three niche capstones were purchased to replace two badly flaking capstones and to prepare the base niche for the new granite cross to replace the temporary Celtic Cross. Routine general maintenance is part of PPC's property committee budget. Weeding, watering, and weekly clean-up were also provided by committee members.



To celebrate All Saints Sunday, the November 6, 2022, worship service ended in the memorial garden. Led by Jason McFeaters on the saxophone, the final hymn, "For All the Saints," was sung while the congregation processed from the sanctuary into the garden. Standing on the memorial garden walkway, the congregation received Chris' benediction surrounded by "all the saints." Jason concluded the service with "When the Saints Go Marching In".

A memorial garden niche may be purchased for \$5,000.00 and a nameplate on the commemorative plaque is available for \$500.00. On July 1, 2023, the price of a niche will increase to \$5,500.00. We are grateful for any and all financial donations to the Memorial Garden Fund which will be used for major repairs, capital maintenance, garden enhancements and future expansion. 2022 saw \$1,200.00 in donations. Additionally, \$1,405.28 was received as an "in kind" donation. Please feel free to talk with Emily D'Andrea, Jeanne Grillo, and/or any committee member about this final resting place option for PPC members. Brochures are available in the church office. Congregational members interested in joining our committee, which may include gardening work or attaching nameplates to niche capstones, are always welcome.



Respectfully submitted,
Mary Margaret Smith, Memorial Garden Committee Chair

For the Committee: Nelia Anberg, Nelda Coligan, Emily D'Andrea, Jim Dart, Dianne Gregg, Bobbe Hartzog, Bob Mecklenburg, Ed Tennent, Nancy Tietjen and Karen Wise.

CHRISTIAN EDUCATION COMMITTEE

A Faith Filled Year

Children's Ministry

We were so excited to welcome Miss Angela this Fall as our new Sunday School teacher! The students loved learning from her each week as they discovered the basics of our faith. Sunday School shifted this year to meet during the worship service, and the feedback we have received so far has been very positive. We are excited to see what 2023 has in store as we live more into this new model.



Vacation Bible School also returned this year and was held from August 22 - 24th. Parents signed their students in each morning at 9:00 am and picked them up at 12:00 pm. The children rotated through 4 stations each day with 2 in the early morning and 2 in the late morning. There were 4 youth volunteers that stayed with their designated group and brought the children to each station.



Each activity was around 25 minutes with 5 minutes to rotate. The children explored God's Creation through several activities including crafts and science experiments. We had a wonderful in-house field trip with an entertainer from "My Reptile Guys" on our final day. Bible passages and songs were linked to our lessons to show how God's creation varies from tiny DNA strands to vast bodies of water. It was a fun time of learning and fellowship.

Youth Ministry

Our Youth Group had a wonderful year of faith exploration and serving. Highlights from the year include the annual ski trip, overnighter, mission projects such as sorting clothes and handing out school uniforms, and retreats where we had a blast and grew closer together. We were also blessed to welcome 7 confirmation students in the Spring as new members of PPC!



We had an amazing trip to West Virginia building wheelchair ramps and porches for families in need. It was a joy working with Pastor Cab and Bonita once again to serve their community. If you want to see and hear what the trip was like, here is a link to the worship service where we shared all about it: <https://youtu.be/p9qHyTCT3io>.

Adult Education

The Christian Education Committee provides a variety of programming to appeal to a wide range of interests in the church community, whether in-person, online or hybrid.

- Faith, Hope & Lunch and Faith, Hope & Coffee - Two women's book discussion groups
- Men's Bible Study
- Wednesday Morning Bible Study
- Men's Book Group
- Science, Technology and Faith Group



Adult Sunday Mornings - Approximately 26 classes were held on Sundays at 9:45 a.m. via hybrid (both in-person and online) learning. Participation averaged about 20 attendees, with more returning in person. The curriculum featured a blend of topics including:

- Biblical lessons with Pastors Chris and Emily, and professors from local seminaries and the Reformed Institute.
- Explorations in spiritual deepening through music, meditation, and contemplative prayer.
- Faith Journeys, or testimonies from members.
- Topics relevant in today's society - including race & religion, social media, the economy post-COVID, and the environment/sustainability.
- Mission update from Autism Speaks.



Women's Retreat

Our 2022 women's retreat was a virtual event held on Saturday, March 5, on the topic "Enneagram for Beginners with facilitator Kim Eddy. We had 18 attendees.

MISSION COMMITTEE

The Mission Committee was able to plan several projects in 2022 despite limitations or full restrictions in place for on-site volunteers to limit the spread of COVID. Some groups still did not allow for volunteers, other groups had opportunities for masked volunteers or selected events. Despite these limitations the mission committee ventured into the community to serve others with faith, hope and love. In line with 2022 strategic objectives, the mission committee is striving to measure mission project participation and results. Some of that data is included in this year's annual report:

- **Manna Food:** with in-person worship and activities increasing in the church and continuing demand for the mission committee adjusted our food collection to be ongoing throughout the year benefitting a single organization, Manna. Approximately 750 pounds of food was collected and delivered to the Manna Food Warehouse in Gaithersburg.
- **Interfaith Works (IW) Clothing Center:** Two volunteer days sorting and displaying clothing donations were attended by PPC volunteers in February and April with a total of 27 youth and adult volunteers. Clothing center customers approved by Interfaith Works are able to select clothing and household items at no charge.
- **Interfaith Works Women Shelter meals:** PPC provided dinner and breakfast for 35 women at the Derwood location for four nights. The PPC youth group (12 youth and 6 adult helpers) prepared a full dinner for the 35 residents. Six PPC members prepared meals for three additional nights and congregation members supplied breakfast items. At the time of this service (March) volunteers were allowed to drop off prepared food at the new shelter location in Derwood but not to stay and service or interact with residents.
- **School Supply Drive:** A total of 191 items from the school supply wish list were donated by the congregation and delivered to Interfaith Works to help students in Montgomery County get a good start on the school year.
- **Autism Speaks:** Support for Team PPC was the "best ever" at this July 4th annual tradition!
- **Solutions in Hometown Connections:** Chris McAuliffe and 5 middle school youth volunteered at the SHC distribution of school uniforms and supplies in August. Doug Dunlop shared with the Mission Committee his meaningful experience tutoring English for several of SHC's clients!
- **Thanksgiving grocery gift cards:** IW invited PPC to help for the first time by providing grocery gift cards for clients for Thanksgiving; we met the goal of 25 gift cards and oversubscribed cards were shared with Christmas gift project families.
- **Christmas gifts for IW Friends in Action children:** This year PPC provided gifts for 60 children up from 58 last year and each of the 22 families got a \$25 grocery gift card donated by congregation members.
- **Holiday tote bags for Empowerment Center Progress Place:** This year PPC with the faithful support of Metropolitan's Women's club filled 60 gift bags up from 46 last year.
- **Kindworks:** Although we did not plan a church wide project with Kindworks, several members were able to support refugee apartment set ups with donations of furniture, household essentials, a crib and sewing machine.



Three new local Mission organizations in were added this year expanding the types of organizations

- **DC Diaper Bank:** Mothers Day the Mission Committee sponsored a supplies drive benefitting this organization that supports families in the greater DC area. Over 350 diapers and the packages baby wipes contained over 1300 wipes were some of the items donated and delivered to the DC Diaper Bank.
- **Leveling the Playing Field (LPF):** LPF distributes used sports equipment to schools, recreation centers and sports programs in underserved Washington DC areas. A fall campaign in conjunction with Potomac Elementary and friends of the congregation was successful in almost filling the LPF trailer. Leveling the Playing field valued the donations at over \$2100. The PPC youth group sorted and loaded donations for several weeks with a cumulative number of participants (including repeats) of 50!
- **Scotland A.M.E. Zion Church Second Century campaign:** This historic African Methodist Episcopal Zion church on Seven Locks Road was built by congregants and opened in 1924. A major flood in 2019 made the building unusable. The congregation has been worshipping on-line and at alternate nearby locations for three years. They recently completed architectural plans for a three phase project to renovate the historic structure while protecting it from future flooding. The Mission committee took advantage of a matching gift opportunity to support this project in late 2022 and looks forward to sharing more about more about this three phase project for Restoration, Regeneration and Rejuvenation.

Additionally, we partnered with the international organizations listed below:

- **Hands Along the Nile:** PPC hosted Hands Along the Nile during a coffee hour in December. Crafts created by women artisans at the Association for the Protection of the Environment (APE), were available to view and purchase. The women participate in a job skills training program for women living and working in the garbage recycler's community in Cairo. Proceeds benefit the female artisans and enable more women to receive vocational training along with literacy and computer classes.
- **Por Cristo:** After a multi-year hiatus due to political unrest and the COVID pandemic, the Por Cristo cardiac medical team returned to Quito to work alongside local physicians and medical staff and complete lifesaving surgeries. PPC continues scholarship support of five students at the Jamie Roldos School. In addition, members donated new soccer balls to share with patients and the scholarship students. Gently used books and soccer balls were a welcome contribution for the school. Also in 2022, Por Cristo recognized PPC member, Tom Hougen, for thirty years of leadership of Por Cristo's cardiac team!
- **International Missionary support Church of Central Africa Presbyterian (CCAP):** At the conclusion of the service of missionaries Jeremy and Luta Garbat-Welch, the committee began supporting PCUSA Missionary Cheryl Barnes, also serving in central Africa. Cheryl is resident in Malawi but also serves in Zimbabwe and Zambia focusing on improving education in CCAP schools. Her focus includes Special Education and student retention in school, especially girls.

Presbyterian Denominational

The Mission Committee continues to support National Capital Presbytery unified mission giving through operating budget funds. Congregational special offerings such as Christmas Joy and One Great Hour of Sharing are generously supported by PPC members a few times each year.

Endowments

PPC is blessed through the generosity of prior members to have endowment funds to expand the reach of the current operating budget for Mission. The Alexander Rozner Seminary Scholarship endowment fund disbursement for 2022 was donated to Princeton Seminary scholarship fund. Proceeds of the Randall Lee Frazier endowment to benefit habitat for humanity or a similar building program with PPC participation were donated to those working in the community of West Virginia where the last two PPC mission trips were held. The PPC General Endowment helped expand the reach of the mission operating budget for missionaries in Africa and local mission.

Review

As part of its assessment of mission, this year the committee reviewed recipients of mission funds for participation and leadership by PPC members, volunteer support and quality using Charity Navigator and Guidestar on-line tools. In some cases published financial reports available from the charities

themselves supplemented. As a result of the review we were not concerned about the quality of any of these organizations but with limited resources the committee decided to concentrate support with a single groups supporting food insecurity, Manna and made several other adjustments to concentrate our support where we can have a meaningful impact in the community.

Mission Committee Members

This outreach to the community and beyond would not be possible without the active support of committee members: Nelia Andberg, Jan Cookerly Kerr, Jackie Cronin, Janet Dunlop, Gayle Goff, Tom Hougen, Linda Knowles, John Norvell, Kay Norvell, Elsie Reid, Tracy Talbot and Alex Shalaby. Other congregation members actively involved in planning and implementing projects this year include Marianne Beardall, Stephanie Hampton, Susan Pereles, Erin Valez, Doug Dunlop and all of the PPC members who gave of time, time talents and treasures to support Mission in the local community and around the world.

In August, we bid a fond farewell and heartfelt appreciation to Elsie Reid who has faithfully been a part of the PPC Mission Committee for 38 years! We wish Elsie and Cal Godspeed in their move to North Carolina. In December, we bid farewell to Nelia Andberg who has actively supported Mission projects in recent years, especially the youth mission trips and youth group. Godspeed Nelia, in your move to Pennsylvania. We are especially grateful for the support of Chris McAuliffe as the Mission Committee staff member for his insight, encouragement and active support of the committee.

Respectfully submitted,

Julie McMahan
Chairperson, Mission Committee



FINANCE COMMITTEE

2021 continued to challenge PPC, as in-person attendance at worship remained low and many activities were curtailed. Our church leadership was, however, able to adapt to meet the challenges and the church finished the year in a strong financial position. The full church financials follow this report but following are some key items:

- The total 2021 income was \$572,288, which was \$11,788 or 2.1% ahead of budget but \$13,032 or 2.2% below the total 2020 income (note, however, that 2020 income included \$15,850 of parking lot rental income).
- The majority of the 2021 income was from contributions, which totaled \$568,547. That amount was \$11,047 or 2.0% ahead of budget, and \$1,576 or .3% above 2020. While pledged contributions were \$11,185 below 2020's budget, non-pledged contributions came in \$23,760 above budget.
- 2021 income also included a \$9,000 technology grant from the Church Development Committee of the National Capital Presbytery.
- Total expenses for 2021 were \$547,784, which was \$12,405 or 2.2% below budget, and 1.6% above 2020 expenses.
- As a result, the total net income for 2021 was \$24,504.
- In 2020 and in 2021, PPC applied for and received two forgivable loans from the Paycheck Protection Program (PPP), a program enacted by the Federal government in response to the COVID-19 crisis, to help businesses keep their workforce employed. The 2020 loan was for \$54,900 and the 2021 loan was for \$57,297. PPC met the criteria for forgiveness of both loans and the full amount of the two loans (\$112,197) was forgiven in 2021 and is reflected in "Other Income".
- After including the PPP loan forgiveness, total Net Income for 2021 was \$136,701.

As a result of all of this activity and the investment performance of the church's funds, the total in cash and investments (less liabilities) as December 31, 2021 was \$2,519,068, a \$418,619 increase over the prior year.

In 2021, the Finance Committee recommended, and Session approved, a plan to combine the PPP funds (\$112,197) and the Operating Reserve Fund (\$40,000) into the Faithful Giving Fund (FGF), bringing the balance in the FGF, at the end of 2021, to approximately \$375,000. A portion of this fund (assumed 4% to 5%) will be used each year to supplement the annual operating budget of the church. In 2022, \$15,000 will be used from the FGF to supplement the 2022 income.

The Finance Committee, working with staff, the Session and each of the church committees, developed a budget for 2022. A few highlights of the 2022 Budget:

- The 2022 Budget plans for total pledge and non-pledge contributions of \$575,500, which is \$6,953 or 1.2% more than 2021 actuals and \$18,000 or 3.2% more than the 2021 budget.
- The total income for 2022 is budgeted at \$593,500, which is \$21,212 or 3.7% more than 2021 actuals and \$33,000 or 5.9% more than the 2021 budget.

- The increase in budgeted income has allowed for increases in budgeted expenses in 2022. Total expenses for 2022 are budgeted to be \$593,506, which is \$45,722 or 8.4% more than 2021 actuals and \$33,317 or 6.0% more than the 2021 budget.

The Finance Committee engaged GRF CPAs & Advisors to conduct a financial review of the 2020 financial statements. The report is nearly final and will be presented to the Finance Committee and the Session shortly. We anticipate the review to find no “exceptions”.

In summary, the Church is in a strong financial condition with over \$2.5 million in cash and investments, pledged contributions have increased over 2021, and the 2022 budget plans for growth. In addition, the oversight of the church financials and the financial governance continue to be strong.

The Finance Committee would like to thank Lindsay Chapin (Treasurer) and Jeanne Grillo (Office Administrator) for their dedication, expertise and support throughout the year.

Committee Members: Paul Mamalian (Chair), Greg Grigorian, Robert Haynes, Leslie Kerr, Gregg Johnson and Chris Smith.

FINANCIAL STATEMENTS

Financial Statement 2022

Potomac Presbyterian Church

Financial Statement - 2022

Operating Fund

	<u>Jan - Dec 2022</u>	<u>Annual Budget</u>
Operating Fund Receipts		
Total Contributions	632,391.96	575,500.00
FGF Distribution	15,000.00	15,000.00
Interest & Dividends	0.00	3,000.00
Total Operating Fund Receipts	<u>647,391.96</u>	<u>593,500.00</u>
Payroll Expenses	368,219.24	374,321.00
Administrative Services	24,864.20	29,000.00
Christian Education	12,604.75	16,200.00
Worship	19,473.65	18,713.00
Board of Deacons	2,951.86	3,050.00
Stephen Ministry	320.62	2,352.00
Mission	34,981.80	35,000.00
Apportionment	17,793.39	17,800.00
Church - Ops & Maint	90,767.77	81,570.00
Finance Committee	13,300.00	15,000.00
Safe Church Task Force	645.25	500.00
Memorial Garden Expenses	1,001.39	1,000.00
Total Operating Fund Disbursement	<u>586,923.92</u>	<u>594,506.00</u>
	60,468.04	-1,006.00
Pres Foundation Value Fluctuations	-7,203.13	0.00
Special Collections	7,105.00	0.00
Total Other In	<u>-98.13</u>	<u>0.00</u>
Growth Initiative	23,079.87	
Special Funds Collected	7,105.00	0.00
Total Other Out	<u>30,184.87</u>	<u>0.00</u>
	<u>-30,283.00</u>	<u>0.00</u>
Excess(Deficit) Receipts over Disbursements	<u>30,185.04</u>	<u>-1,006.00</u>

Summary of All Funds

	Balance 1/1/2022	2022 Receipts & Transfers	2022 Disburse & Transfers	Balance 1/1/2023
Operating Fund	51,473.56	647,293.83	617,108.79	81,658.60
Special Funds	2,467,593.88	343,744.96	567,904.26	2,243,434.58
Total Funds	<u>2,519,067.44</u>	<u>991,038.79</u>	<u>1,185,013.05</u>	<u>2,325,093.18</u>

Bank & Investment Accounts

Money Market & Mutual Funds - Presbyterian Foundation	549,293.58
Checking Account - M&T Bank	177,769.65
Sweep Account - M&T Bank	44,000.00
TD Ameritrade FFSF	837,152.26
TD Ameritrade HAF	375,381.52
TD Ameritrade FGF	398,776.87
TD Ameritrade Memorial Garden	25,450.50
Prepaid Expenses	2,535.25
Equipment/Fixed Asset Purchases	16,158.80
Credit Card Liability	(4,006.06)
Accrued Vacation	(1,793.28)
Prepaid Pledges	(91,113.49)
Payroll Taxes Payable	(4,512.42)
Total	<u>2,325,093.18</u>

Operating Fund 2022

Potomac Presbyterian Church
Operating Fund Financial Statement
 December 2022

	Dec 22	Jan - Dec 22	Jan - Dec 21	Annual Budget	Budget Difference
Ordinary Income/Expense					
Income					
Operating Fund Receipts					
Contributions					
Total Pledged Contributions	35,691.00	512,551.80	478,815.24	520,000.00	-7,448.20
Non-Pledged Contributions					0.00
Other Contributions	63,757.60	98,142.60	73,759.79	38,000.00	60,142.60
Loose Offering	557.00	1,409.00	882.00	6,500.00	-5,091.00
Misc Contributions	2,913.88	5,652.56	14,689.55	8,000.00	-2,347.44
CE Contributions	0.00	1,400.00	400.00	3,000.00	-1,600.00
Building Use-Church	5,550.00	13,236.00	0.00		13,236.00
Total Non-Pledged Contributions	72,778.48	119,840.16	89,731.34	55,500.00	64,340.16
Total Contributions	108,469.48	632,391.96	568,546.58	575,500.00	56,891.96
Parking Lot Rent			300.00		0.00
Interest & Dividends	0.00	0.00	3,441.56	3,000.00	-3,000.00
Total Operating Fund Receipts	108,469.48	632,391.96	572,288.14	578,500.00	53,891.96
FGF Distribution	1,250.00	15,000.00	0.00	15,000.00	0.00
Total Income	109,719.48	647,391.96	572,288.14	593,500.00	53,891.96
Expense					
Payroll Expenses					
Total Salaries	23,025.04	264,993.00	244,962.29	265,922.00	-929.00
Church FICA	958.89	11,506.21	10,568.62	11,506.00	0.21
Church Medicare	224.26	2,690.97	2,471.70	2,691.00	-0.03
Total Pension & Medical	3,551.95	42,617.83	42,895.68	44,902.00	-2,284.17
Total Allowances	4,421.84	46,115.23	44,849.55	49,000.00	-2,884.77
Payroll Expenses - Other	28.75	296.00	292.50	300.00	-4.00
Total Payroll Expenses	32,210.73	368,219.24	346,040.34	374,321.00	-6,101.76
Administrative Services					
Office Equipment-Contracts	113.00	4,097.61	9,941.96	10,000.00	-5,902.39
Office Supplies	227.38	5,090.02	3,088.60	5,000.00	90.02
Postage	0.00	463.59	946.65	1,000.00	-536.41
Stewardship	0.00	168.00	69.49	500.00	-332.00
Copying	89.21	1,714.28	799.25	1,500.00	214.28
Telephone, Cell, DSL	719.14	5,377.83	5,220.10	4,800.00	577.63
Credit Card & Bank Fees	282.48	3,329.25	4,343.41	4,200.00	-870.75
Tech Support	222.89	4,623.82	7,327.14	2,000.00	2,623.82
Online Ministry & Technology	0.00	0.00	5,277.50	0.00	0.00
Total Administrative Services	1,654.10	24,864.20	37,014.10	29,000.00	-4,135.80
Christian Education					
Supplies	307.55	969.33	416.52	1,000.00	-30.67
Program Resources	3.99	395.65	104.33	500.00	-104.35
Youth Curriculum	0.00	219.99	0.00	100.00	119.99
Adult Study Groups	0.00	502.99	570.91	250.00	252.99
Teacher and Officer Training	120.00	895.92	497.20	400.00	495.92
Guest Speaker Honoraria	0.00	1,000.00	1,950.00	2,000.00	-1,000.00
Youth Ministry	662.67	3,896.95	1,566.21	3,500.00	396.95
Summer Youth Outreach	0.00	1,036.62	1,404.65	2,000.00	-963.38
Reformed Institute	0.00	2,500.00	2,500.00	2,500.00	0.00
Confirmation	0.00	434.64	246.26	1,500.00	-1,065.36
Fall Kickoff	0.00	252.66	932.44	750.00	-497.34
Women's Retreat	0.00	500.00	0.00	1,700.00	-1,200.00
Total Christian Education	1,094.21	12,604.75	10,188.52	16,200.00	-3,595.25

Potomac Presbyterian Church
Operating Fund Financial Statement
 December 2022

	Dec 22	Jan - Dec 22	Jan - Dec 21	Annual Budget	Budget Difference
Worship					
Supplies	493.01	2,233.85	539.30	1,000.00	1,233.85
Pulpit Supply	0.00	0.00	500.00	1,000.00	-1,000.00
Substitute Organists	0.00	1,590.00	0.00	1,000.00	590.00
Music	444.96	2,653.45	1,787.47	2,013.00	640.45
Flowers	0.00	1,846.35	1,611.59	1,600.00	246.35
Section Leaders	1,275.00	9,150.00	5,275.00	10,000.00	-850.00
Supplemental Musicians	1,050.00	2,000.00	948.00	2,100.00	-100.00
Total Worship	<u>3,262.97</u>	<u>19,473.65</u>	<u>10,661.36</u>	<u>18,713.00</u>	<u>760.65</u>
Board of Deacons					
Fellowship	65.97	1,258.53	907.37	1,000.00	258.53
Kitchen	39.98	247.88	0.00	350.00	-102.32
Congregational care	0.00	828.49	157.30	500.00	328.49
Deacon Events	38.55	617.16	135.16	1,200.00	-582.84
Total Board of Deacons	<u>144.50</u>	<u>2,951.86</u>	<u>1,199.83</u>	<u>3,050.00</u>	<u>-98.14</u>
Stephen Ministry					
Stephen Ministry	0.00	320.62	823.52	2,352.00	-2,031.38
Total Stephen Ministry	<u>0.00</u>	<u>320.62</u>	<u>823.52</u>	<u>2,352.00</u>	<u>-2,031.38</u>
Mission					
Session Directed	220.20	34,981.80	34,921.12	35,000.00	-18.20
Total Mission	<u>220.20</u>	<u>34,981.80</u>	<u>34,921.12</u>	<u>35,000.00</u>	<u>-18.20</u>
Apportionment					
Apportionment	0.00	17,793.39	17,494.70	17,800.00	-6.61
Total Apportionment	<u>0.00</u>	<u>17,793.39</u>	<u>17,494.70</u>	<u>17,800.00</u>	<u>-6.61</u>
Church - Ops & Maint					
Insurance	0.00	9,371.00	9,154.00	9,500.00	-129.00
Fuel	2,696.56	8,059.14	6,106.64	5,500.00	2,559.14
Water and Sewer	234.89	750.30	813.30	1,200.00	-449.70
Electricity	1,017.03	13,383.32	9,483.97	10,000.00	3,383.32
Trash Removal	50.00	2,450.00	2,400.00	2,500.00	-50.00
Lawn Care	1,121.50	17,787.50	14,116.50	14,000.00	3,787.50
Custodial Services	2,500.00	26,500.00	26,000.00	26,000.00	500.00
Real Estate Taxes and FFB	0.00	1,150.18	1,105.70	1,100.00	50.18
Supplies	335.89	738.33	335.15	1,000.00	-261.67
Repairs and Maintenance-Regul	262.00	10,578.00	11,441.75	10,000.00	578.00
Exterminator	0.00	0.00	767.00	770.00	-770.00
Total Church - Ops & Maint	<u>8,217.67</u>	<u>90,767.77</u>	<u>81,724.01</u>	<u>81,570.00</u>	<u>9,197.77</u>
Finance Committee	7,000.00	13,300.00	7,500.00	15,000.00	-1,700.00
Safe Church Task Force	0.00	645.25	216.35	500.00	145.25
Memorial Garden Expense	350.00	1,001.39	0.00	1,000.00	1.39
Total Expense	<u>54,154.38</u>	<u>586,923.92</u>	<u>547,783.85</u>	<u>594,506.00</u>	<u>-7,582.08</u>
Net Ordinary Income	<u>55,565.10</u>	<u>60,468.04</u>	<u>24,504.29</u>	<u>-1,006.00</u>	<u>61,474.04</u>
Other Income/Expense					
Presbyterian Foundation Market Value Fluctuations	0.00	-7,203.13	0.00		-7,203.13
Special Collections	1,710.00	7,105.00	12,533.00		7,105.00
Total Other Income	<u>1,710.00</u>	<u>-98.13</u>	<u>12,533.00</u>		<u>-98.13</u>
Other Expense					
Growth Initiative	2,908.00	23,079.87	0.00		23,079.87
Special Funds Collected	1,710.00	7,105.00	12,533.00		7,105.00
Total Other Expense	<u>4,618.00</u>	<u>30,184.87</u>	<u>12,533.00</u>		<u>30,184.87</u>
Net Other Income	<u>-2,908.00</u>	<u>-30,283.00</u>	<u>0.00</u>		<u>-30,283.00</u>
Net Income	<u>52,657.10</u>	<u>30,185.04</u>	<u>24,504.29</u>	<u>-1,006.00</u>	<u>31,191.04</u>

Balance Sheet 2022

Potomac Presbyterian Church
Balance Sheet
 As of December 31, 2022

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
Checking - M&T Bank	177,769.65
Sweep - M&T Bank	44,000.00
TD Ameritrade FFSF	837,152.26
TD Ameritrade HAF	375,381.52
TD Ameritrade FGF	
TD FGF	398,776.87
TD Memorial Garden	25,450.50
Total TD Ameritrade FGF	424,227.37
Presbyterian Foundation	
Endowment Funds	500,031.23
General Fund	4,366.74
Memorial Funds GIMER	44,895.61
Total Presbyterian Foundation	549,293.58
Total Checking/Savings	2,407,824.38
Other Current Assets	
Prepaid Expenses	2,535.25
Total Other Current Assets	2,535.25
Total Current Assets	2,410,359.63
Fixed Assets	
Memorial Garden	155,755.58
Church Building	950,000.00
Church Land	242,620.00
Church Parking Lot	725,754.65
Equipment/Improvements	450,891.53
Accumulated Depreciation	-1,200,642.57
Total Fixed Assets	1,324,379.19
TOTAL ASSETS	3,734,738.82
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Total Credit Cards	4,006.06
Other Current Liabilities	
Accrued Vacation	1,793.28
Prepaid Pledges	91,113.49
FICA Tax Withheld	958.94
Fed Tax Withheld	1,301.00
Medicare Tax Withheld	224.26
State Tax Withheld	1,228.22
Def Comp Withheld	800.00
Total Other Current Liabilities	97,419.19
Total Current Liabilities	101,425.25
Total Liabilities	101,425.25
Equity	
Opening Bal Equity	1,375,239.00
Retained Earnings	2,134,877.83
Permanently Restricted Net	317,171.00
Net Income	-193,974.26
Total Equity	3,633,313.57
TOTAL LIABILITIES & EQUITY	3,734,738.82

GENEROSITY COMMITTEE

Faithful Giving - *Rekindle the gift of God that is within you . . . 2 Timothy 1:6*

The Generosity Committee of Potomac Presbyterian Church leads the effort to raise financial resources for Potomac Presbyterian Church in both i) the short term through the annual Generosity Campaign and ii) over the long term through gifts and “planned or legacy giving” to the Faithful Giving Fund and the Endowment Fund.



Annual Giving

We offer our very sincere appreciation to the 93 members and friends of PPC who pledged for 2023 and those who contributed, and are especially grateful to the 43 families who increased their collective 2023 pledges by \$36,608. We also received pledges from six new members. These increases were partially offset by the loss of 2022 pledges of \$18,400 by nine families, due primarily to moving from the area and illness or death in the family.

The annual Generosity Campaign has resulted in \$529,522 in 2023 pledges, up from \$509,314 in pledges in 2022. PPC also benefits from non-pledge contributions which are budgeted to reach \$68,000 in 2023. This financial support is critical to the on-going delivery of our ministries to our congregation and community.

Long Term Planned & Legacy Giving

The Faithful Giving Fund was created in 2019 based on the efforts of the Generosity, Endowment and Finance Committees, together with Pastor Emily and the approval of Session. The **Faithful Giving Fund** provides members and friends the choice to contribute through current gifts and bequests in estate plans, from which both principal and earnings may be used, or alternatively to the **Endowment Fund** from which earnings alone may be used. The Faithful Giving Fund has grown to \$424,227 while the Endowment Funds have grown to \$500,031 at 12/31/22. Further information on both Funds may be found in the Endowment Committee Annual Report.

Please consider a gift to either Fund at any time. It is critically helpful for our Church’s ministries and thus beneficial to us all. For example, the Faithful Giving Fund will provide \$20,000 in 2023 to support the annual PPC budget while the Endowment Funds support several ministries of the church each year.

Legacy gifts through a new **bequest in your estate plans** can be easily made to either fund by use of a simple codicil to your Will, a template for which is available along with additional fund information in the Church office. Thank you to the members of the PPC **Steeple Society** who have remembered the church in their estate plans!

Thank you all for your continued generosity to Potomac Presbyterian Church!

Committee Members: Jeanie Bissey, Jan Cookerly, Mike Dager, Chris Dowd, Gregg Johnson (Chair), Paul Mamalian, Pat McMillen, Elsie Reid and Ed Tennent

ENDOWMENT AND INVESTMENT COMMITTEE

PPC offers two funds to which members and friends are encouraged to contribute to ensure the long-term financial stability of the church; **the Faithful Giving Fund and PPC Endowment Fund**. The Endowment & Investment Committee is responsible for overseeing these, the Firm Foundation, Shining Future (FFSF) and the Housing Assistance funds (HAF).

Annual distributions - In January 2022 the Endowment Committee recommended for Session approval that up to a 5% (\$29,900) distribution of the named and general **Endowment Funds** would be consistent with the Committee's goal of preserving PPC's endowment assets. Funds are made available upon request from the respective eligible ministries of the Church. Similarly, the **Faithful Giving Fund (FGF)**, with Session approval, distributed \$15,000 in 2022 and will distribute \$20,000 in 2023 to the annual operating budget to augment support of the ministries of the church.

Long-Term Investment Accounts

PPC has designated three additional funds as long term in nature and invests them through TD Ameritrade. The accounts are invested in a) a liquid Insured Deposit Account (IDA), to preserve capital, which as expected had a negligible annual return in 2022, b) Treasury (T) bills invested in increasing amounts throughout the year with yields approaching 4% by year end and c) in the Vanguard S&P 500 Exchange Traded Fund (symbol "VOO"), which after several years of superior returns declined by 18.15% in 2022. The Committee reduced the equity allocation early in the year and trimmed further thereafter. Funds were re-allocated from the IDA to the T-bills throughout the year as interest rates rose.

1. Faithful Giving Fund (FGF) - The FGF was established in 2019 at \$140,000 as an attractive long-term giving alternative to the Endowment Fund for gifts and bequests. The flexible FGF is able to distribute principal as well as income and appreciation in contrast to the Endowment, which can distribute only from income and appreciation. The FGF has grown to \$424,227 at 12/30/22; through a consolidation of some non-interest-bearing accounts, appreciation & income and contributions. Of this total, 55% was invested in equities (\$232,235), 8% was in the IDA (34,583) and 37% was in T bills at year end.

2. Firm Foundation Shining Future (FFSF) In 2015, the Finance Committee recommended, and the Session directed the Endowment Committee to prudently invest \$500,000 of the funds donated during the FFSF Capital campaign as a reserve. \$300,000 of these funds were invested in the Vanguard VOO S & P 500 equity index fund, with the remaining \$200,000 in the IDA money market account both held at TD Ameritrade. As of 12/30/22, the balance in this FFSF account was \$837,152. Of this total, 53% was invested in equities (385,420), 12% was in the IDA (191,369), 35% was in T bills (260,363). A further \$100,000 was held in the IDA in reserve for the PPC Growth Initiative.

3. Housing Assistance Fund (HAF) The original \$340,000 represents the net proceeds of the 2019 manse sale to be retained for the housing needs of a future Pastor. It was moved to TD in 2020 to provide enhanced investment alternatives and is \$375,382 on 12/30/22. Of this total, 52% was in equities (196,399), 13% was in the IDA (47,313) and 35% was in T bills (131,670).

Endowments

Endowments are gifts that have been given to PPC over the past 30 years both for general use as well as by families, in a minimum amount, for a special use. The goal is to preserve the principal associated with the gift and let some portion of the interest, dividends and appreciation flow back to the church when requested.

PPC's endowments are invested in mutual funds managed by the publicly traded New Covenant Funds, an investment firm affiliated with the Presbyterian Church USA. New Covenant Funds contracts with professional fund managers to execute the fund's investment strategies.

- As of December 31, 2022, PPC had a total balance of \$549,294 in New Covenant Funds; consisting primarily of the Endowment Fund balance of \$500,031.
- Of this total, 50% (275,655) was in the New Covenant Growth Fund, 15% (83,982) was in the New Covenant Income Fund, and 35% (189,657) was in the New Covenant Treasury Obligations (money market) Fund to guard against a likely decline in the income fund.
- The 50% equity allocation was reduced from 62% early in 2022 given expected economic headwinds and through the market value decline. This complied with the PPC equity allocation guideline of between 50% and 60%.

Following several years of a strong equity market, 2022 was a struggle as widely reported. The New Covenant Growth Fund was down 19.35% while the New Covenant Income Fund declined 10.78%. The New Covenant Treasury Obligations Fund yielded a negligible return as expected, but far exceeded the performance of the Income Fund.

In summary, the Endowment & Investment Committee believes that each of these accounts is conservatively positioned in these uncertain times for the long- term benefit of the church, but not unduly so. While not attempting to "time the market", modifications were made in 2022 to trim equity exposure and to minimize the allocation to the Endowment Income Fund which proved beneficial.

Committee Members: Chris Dowd (Chair), Gayle Goff, Gregg Johnson,
Leslie Kerr, Chris Smith and Rob Wescott