

Chapel in the Pines Presbyterian Church

Annual Report to the Congregation for 2019
Presented to the Congregation April 6, 2020



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Here we are at the end of 2019.

As I write this letter, I am reminded of one of our youngest disciples, who pointed at the giant wooden beam hanging vertically from our sanctuary's ceiling and declared, "There is God's pencil!"

With childlike faith, we recognize grace with the eyes of our hearts (Eph 1:18). I'm grateful to the Author of Life for the continuing story of faith here at Chapel in the Pines.

Looking back on the chapter of 2019, our congregation has received grace upon grace (John 1:16). I have had plenty of occasions to wear the "party stole" as we have welcomed new members. Our membership is larger than ever and people of all ages have grown closer together in welcome, worship, and witness. Together we set the highest annual budget in our congregation's history. And together we exceeded that stewardship goal!

I hope you will take the time to study the pages of this annual report and reflect on specific details of God's grace among us. We have so much to celebrate! In reviewing the following pages, you may even sense a nudge toward a ministry or volunteer opportunity. What is God writing upon your heart?

As for my heartfelt vision of the future, I plan to offer more adult education opportunities. Throughout 2020, I will teach Sunday School classes on topics of Presbyterian history and theology, as well as parenting and faith. Our church will also offer three weekend retreats for members of all ages to inspire faithful responses to such issues as creation care and creating inclusive communities.

I am also eager to provide more pastoral care support for our members, friends, and their families. Chapel in the Pines will once again activate Stephen Ministry, a program for pastoral care that involves trained lay leaders. In addition, our deacons have been meeting regularly to develop ideas to build community within our neighborhood groups.

In 2020, we will cultivate and grow our ministry partnerships with The Farm at Penny Lane and our mission co-workers in Costa Rica. It is my prayer that we can build on the faith we nurture inside these walls by serving the larger Chatham County and beyond. In gratitude for grace, we respond with love of God and neighbor.

Friends, let me also share these words written on my heart: in order to love your neighbor as yourself, you have to love *yourself*. I am deeply grateful for your generous support and loving care of my family and me.

Over the past year, you've likely heard me say that "stories are our best prayers" because a story moves theology from the head to the heart. Recently, a friend suggested that "prayers are also our best stories." May we take to heart these two story-prayers from the New Testament: *In Christ, we are joined together and grow into a holy temple called the church* (Eph 2:21). *I thank God every time I remember you* (Phil 1:3).

Here we are at the end of 2019. I look forward to continuing our stories and prayers. May we keep our mission in mind and our vision in sight.

In hope,
Andrew

Friends, as always, I am thrilled to update you on the growth of our music program. 2019 was a busy year in the Chapel in the Pines Music Ministries. The Adult Choir and Bell choir continue to be a large part of the worship service as well as a community building activity within the church community. This year we have been able to involve even more people in our music ministry. The choir has topped 33 members this year! As we expand our roster we continue to expand the music library. We are always seeking out ways to involve the music groups in our church in new and exciting ways. Our bell choir saw a great deal of musical growth during this year. We have rounded out a full bell choir with several subs. The bell choir continues to be an important part of every worship service. This year we have been able to add several instrumentalists to our roster and they have added greatly to our worship service. Rob Passow, our pianist at the start of 2019, sent in his resignation due to a move to DC. We miss his leadership and musicianship greatly. We are thrilled to welcome Daniel Seyfried to our team. Daniel started with us in September and has hit the ground running. I am so happy to have him with us. We have also expanded the choirs to include some children's choir events during service.

Mission:

1. To provide the congregation of CITP with music to enhance the worship service.
2. To engage the members of the church with meaningful expression of faith through the art of music.
3. To allow the members of the choir to participate in this congregational outreach through quality music and quality presentation.

Responsibilities:

1. Oversee the music of the church service
2. Oversee the music staff
3. Direct the Choir of CITP
4. Arrange for special music outside of the traditional service music
5. Encourage participation of the congregation in the music making of the church
6. Include congregational music in the worship service

Highlights of 2019:

- Adult Choir met Wednesday nights from 7:30 – 9:00 p.m.
- The bell choir has grown to a full choir of 12-14 members (plus subs) under the direction of Katherine Brekke.
- The bell choir expanded the difficulty of its music as well as its role in worship.
- Bell Choir met Wednesday nights from 6:15-7:00 p.m.
- We have started a children's choir that rehearses after worship on Sunday morning several weeks before they help in worship.
- We are exploring all of the musical possibilities in our sanctuary by performing all over the space, not just the front.
- The choir is maintaining weekly attendance of 20-25 singers helping to lead worship. With a top attendance of 34 singers!
- We have kept up congregational participation in service music with several people offering to add their own music to the service.
- The choir has focused on pairing the Anthems with the liturgy of the week.
- Members of the choir and bell choir continue to participate in Montreat.
- Grew the music library to incorporate more music for our growing choir

Goals for 2020

- Continue to advocate for a line item to the staff budget for our Bell Choir Director.
- Continue to build a strong bell choir program
- Continue to incorporate the bells into worship
- Continue to increase participation of the congregation in the music program of CITP – through the Choir, Bell Choir, and Instrumentalists
- Increase the usage of musicians from outside the church as a way to build our community
- To work with our pastor to infuse worship with music.
- Start building up our percussion instruments, replace broken instruments.
- Purchase 3-4 new music stands

Chapel in the Pines finished the year in great financial shape. For the year, operating revenues increased 16% over 2018 to \$395,254 while operating expenses at only grew 4% over last year to \$354,780. The result was that we operated at a surplus of around \$40,000 for the year. The Session decided to give \$4,000 or 10% of that total to support a new food pantry at The Farm at Penny Lane and voted to give an additional \$4,000 to our Presbytery to support ministry in our area. They also decided to spend \$1,075 on new nursery furniture to accommodate the increased attendance in the nursery. The rest of the surplus was set aside in a designated account for the purpose of providing the necessary resources which will inevitably be needed to accommodate our continued increasing membership and ministries. It was also decided to recognize the staff for their contribution to such a successful year by giving all the staff a \$500 gift of appreciation at the end of the year.

Our three year capital campaign started in 2016 called Pillars of Faith concluded at the end of June this year. The primary purpose of the campaign was to pay for building the Fellowship Hall and continue the mortgage payments on the loan to build the Sanctuary, offices, and classrooms in 2010. Again the campaign was a success. 99.4% of the pledge total of \$838,353 was paid by the end of 2019.

During 2019, we added 102 solar panels to the roofs of the office and Fellowship Hall. The solar array began operating in late July and the plan is to have the solar array produce as much electrical energy as we use during the year thus becoming a carbon neutral church as part of our belief to care for the earth God has given us. Financially, the \$68,200 cost was paid for by a \$26,250 solar rebate from Duke Energy and a \$45,700 10-year loan @ 2.75% from the Presbyterian Investment and Loan Program. The repayment of the loan is expected to be paid by the savings we on our electricity cost so there will be no cost to the congregation for installing the solar array.

Also during the year we budgeted and spent \$35,000 from the operating budget for our mission and service activities. There was an additional \$23,666 given through special offerings and individual gifts from members for 18 different outreach activities. The largest single one was \$4,437 this year to help individuals in need within our local community through the Pastor's Discretionary fund. These funds are used to provide emergency financial assistance to individuals and families in Chatham County. Other larger offerings or individual gifts were Pennies for Hunger (\$2,667), the Food Pantry (\$2,200) and the Christmas Joy Offering (\$2,056).

Finally, we were able to pay down our original loan to build the Sanctuary by \$46,100 during 2019. The original 20 year loan of \$964,000 made in 2010 is now down to \$650,700. We begin 2020 with a mortgage reserve of \$129,694 from the proceeds of the 2016 Capital Campaign. The plan is to use this reserve to allow us to gradually pay more over the next 5 years of the \$68,784 annual mortgage payment from the operating budget and avoid another capital campaign.

In conclusion, Chapel in the Pines had another successful year financially. Members were not only generous with their time and talent but also gave generously of their financial resources. New members and visitors also became quickly committed in giving to the church. It certainly makes the job of Treasurer a much easier one than many treasurers are faced with in other churches in this area and nationwide. Thanks to all of those who made financial gifts to our church in making 2019 such a successful year.

Active Membership of Chapel in the Pines Presbyterian Church
As of December 31, 2018: 186

Membership Gains in 2019 by:

Reaffirmation of Faith, Profession of Faith: 16

Letter of Transfer: 13

Other: 1 (Baptism)

Total Gains: 30

Membership Losses in 2019 by:

Letter of Transfer: 2

Death: 2

All other: 20 (Removed from Church Roll)

Total Losses: 24

Active Membership of Chapel in the Pines Presbyterian Church as of December 31, 2019: 192

During 2019, Chapel in the Pines received 13 members by Letter of Transfer, 16 by Reaffirmation/Profession of Faith, one by Baptism. 20 members were removed from roll, 2 members transferred by letter and 2 members died: Edith Hammond and James Bond. There were 3 child Baptisms: Annette Tiller, Gemma Bejcek and Oliver Bejcek.

The Session met in 11 stated meetings (no meeting in June) and 3 called meeting at which minutes were received and reports given from all standing committees and the staff. There were 11 email votes by Session. There were 2 Congregational Meetings – February 18th for the purpose of nominating and electing two members for the diaconate and March 10th to present the 2019 Annual Report to the Congregation. There was 1 stated meeting of the Board of Trustees. A roll of members and a file of all minutes are maintained in the church office.

I consider it a privilege to serve as the clerk of session for such an active, engaged and inspiring congregation.

Respectfully submitted,

Marcia Ladd

Clerk of Session

New Members:

John Howells	February 10, 2019
Marsha Howells	February 10, 2019
Dorothy Baird	February 10, 2019
Mary Barnard	February 10, 2019
Eli Tiller	February 24, 2019
Rosanne Tiller	February 24 2019
Jennifer Larson	March 10, 2019
Sara Botelho	March 10, 2019
Elizabeth Melton	March 10, 2019
Lynn White	March 10, 2019
Tim White	March 10, 2019
Gail Wilkins	March 10, 2019
Rob Passow	April 28, 2019
Joelle Brummitt-Yale	April 28, 2019
David Yale	April 28, 2019
Maggie Ford	May 12, 2019
Greg Link	June 9, 2019
Peter Poon	July 14, 2019
Celia Poon	July 14, 2019
Gael Jaeger	September 9, 2019
Thangam Arumugham	September 29, 2019
Serena zum Brunnen	September 29, 2019
Jeff Olson	October 6, 2019
Marian Olson	October 6, 2019
Andrea Bejcek	October 6, 2019
Andrew Bejcek	October 6, 2019
Donna Ross	November 17, 2019
Donna Truax	November 17, 2019
Sue Ellen Holleman	December 8, 2019

Child Baptisms: 3**Membership losses:****Removed from roll:** 20**Letter of Transfer:** 2**Deaths:** 2

COMMITTEE REPORTS

Building and Grounds Committee

Karen Atkins

This year has been one of a few transitions. Karen Atkins completed her term on Session, and Bruce Raymond took over for her as the Session representative from the Building and Grounds committee.

We would like to sincerely thank Jan Rickard for her years of service to the Remembrance Garden, Dina Crosby for stepping in to ably oversee and support our Garden volunteers, and the Garden Angels themselves, who keep the Remembrance Garden looking so beautiful.

We'd also like to thank all of the volunteers who have contributed to keeping our church building and grounds well-kept and beautiful. The mowing crew who keeps the grass trimmed and the grounds kept during the summer. The youth group for their participation in church improvement projects, constructing the stairway down from the overflow parking lot, and a pathway from the Remembrance Garden down to the biopond. The congregation for their help during our biannual workdays.

Looking forward, we'd like to continue to build our connections with other church committees and groups, and provide more opportunities for members (especially newer members) to participate in stewardship of our building and grounds.

To assist in planning for our future, we completed a reserve study that allow the Finance committee to better plan for major upcoming expenditures. We're currently in the process of completing a building use analysis for our educational wing that will help us make the best use of our resources as we continue to grow.

The list below catalogues our accomplishments this year. Reading it can give you a better idea of the type of things we work on.

Respectfully submitted by the Building and Grounds Committee:

Karen Atkins, Dina Crosby, Bart Holtz, Kevin O'Dell, Bruce Raymond, and Dana Staats

Bio-Pond

- The bio-pond continues to get its annual certification at no cost to the church
- Mowing the bio-pond was started in 2017 and continues
- The berm was bush hogged and will continue to be cut

Gravel Parking Lot

- Installed steps between Gravel parking lot and lower paved parking lot (youth project)

Buildings

- The high humidity condition in the fellowship hall was fixed.
- Solar power was installed and is currently meeting most of our electrical consumption
- The front porch columns were stripped and re-finished
- The sanctuary floor was re-conditioned (spring) and washed (fall)
- The tall sanctuary windows were cleaned
- All the exterior doors were adjusted to assure they fully close via door closures
- Replaced dislodged ridge shingles on the educational wing at no cost to church
- Installed donated cross in the Fellowship Hall
- Installed water shut-off in the church crawl space to allow isolation between Church/Remembrance Garden and Fellowship Hall
- Installed donated military grade un-interrupted power supply (UPS) for internet back-up
- Installed white board in Library (formerly in Gathering Room)
- Installed shelving in Godly Play room closet
- Added blinds to the Fellowship Hall conference room

Remembrance Garden

- Completed transition of Remembrance Garden leadership from Jan Rickard
- Established a full Garden Angel team
- Repaired lower garden exterior faucet
- Addressed bag worms on tree in garden
- Added a timer to the fountain to reduce water evaporation (was running 24/7)
- Added steps to bio pond area and landscaping stones (youth project)

Grounds

- Continue to mow lawns once a week with volunteers (no cost to church)
- Grounds workday (Mar 30)
 - Re-mulched all the church complex flower/shrub beds
 - Weeding
- Second Workday (Nov 2)
 - Re-mulched entire remembrance garden
 - Weeding
- Replaced trail bridges that were washed down stream as result of the hurricane (second time)
- Demolished and removed storage shed
- New storage shed installed
- Added ramp to new shed
- Acquired and installed snow plow on riding lawn mower
- Added boardwalk from side parking lot to church front
- Removed Manns Chapel Roar sign (required by Briar Chapel)
- Helped to establish Pollinator Garden (VBS project, in conjunction with Christian Education Committee)
- Replaced parking lot lights with LED lights (energy savings)
- Added trail markers to walking trail
- Installed drainage ditch/piping around playground
- Removed wooden benches and installed metal benches in the Remembrance Garden and front porch
- Added stop sign at end of the driveway (Great Ridge)
- Added parking lot signage

Misc.

- Completed the facilities portion of the Earth Care certification questionnaire for the Mission & Service committee
- Supported annual fire alarm inspection
- Completed the annual inspection of fire extinguishers
- Completed a Reserve Study – The study projects the cost over the next twenty-four years for the maintenance and the replacement of major items and systems such as roof coverings, heat pumps, paint (interior/exterior), carpeting, etc.
- Performed many minor repairs around the church
 - Re-glued coving (baseboard) as needed
 - Repaired Fellowship Hall heat pumps (twice)
 - Replaced faulty fire alarm in educational wing
 - Repaired urinal in Men's bathroom (second time)
 - Fixed family bathroom faucet
 - Repaired drywall in Fellowship Hall bathroom

The year in Christian education, like last year, found committee members responding to the rapid growth and changes in the church. While 2018 was marked by new education programs and church school classes, in 2019 the committee sought to continue to meet the church's education needs while avoiding overextending staff, committee members and volunteers.

So, while there was growth, there was also a realization that there are limits to the number and size of initiatives the committee and its members can accommodate.

In that light, the Christian education committee worked to accomplish the following:

- **Modified Godly Play classes** by reducing the older children's class to every other week and continuing to have the younger children's class every week; continued Godly Play through summer; looked at ways to increase participation.
- **Continued parents' morning out** under the direction of Joan Reardon with some modifications of programming, cost and structure, and by partnering with personnel committee.
- **Continued Duke Divinity intern relationship**, this year engaging Rachel Smith and Jordan Haywood.
- **Held Spring, Summer (VBS) and Fall retreats** by developing themes and programming, providing food and personpower; looked to partner with other committees in these endeavors; looked to partner with Haw River and Mt. Zion churches in new ways; simplified programming for fall retreat to make it more manageable.
- **Held a family cookout** in May to collaborate with parents on future programming goals.
- **Supported youth group** under Joelle's leadership and with the creation of a youth task force .
- **Supported youth choir** under Sarah McCormack's leadership.
- **Partnered with deacons for Easter plans and activities.**
- **Held one parents' night out event** with no plans to continue that activity.
- **Worked with Exploring Together** class on its adopted statement in response to President Trump.
- **Supported a visit by two international peacemakers** by participating in their scheduled events.
- **Continued to support Andrew** in the development of short-term Sunday School classes.
- **Continued to develop and strengthen the church child protection policy**, under Joelle's leadership, which is still in progress.
- **Strengthened Sacred Art Table** program, under Joelle's direction, by looking at improving processes and logistics.
- **Participated in time and talent fair** in order to recruit more CE volunteers and participants.

Members of Christian education in 2019 were Joelle Brummitt-Yale (director of children's and youth ministries), Serena Eberhardt, Sarah Graham, Mary Ellen Houck, Paul Isom (chair), Sarah Graham, Emily Smith, Andrew Taylor-Troutman (ex officio), Barbara Strange and Polly Williams.

The T+C Committee continued our 2018 focus on internal communications. Electronic communication remains strong and effective.

Social Media:

As of the end of 2019, the Chapel in the Pines' Facebook page had 697 followers, up from 595 in January 2018. This growth is organic, meaning it has happened naturally over time without paid advertising. Some people click through the Facebook page to get to the church website and some click through to get directions to Chapel in the Pines.

Responsibility for posting to the Facebook page has leveled during 2019 and includes staff members Andrew Taylor-Troutman and Joelle Brummitt-Yale, in addition to church member Karen Fisher. The Facebook page has picked up in activity with Andrew's posts of prayers, articles, poetry, and sermons. The Instagram page is also primarily managed by Karen Fisher. One or more new photos are added weekly. The Instagram page had 122 followers as of the end of 2019, up from 90 in January 2018. Instagram is a platform for a visual and social way to connect with each other. It would be useful to determine if the church wants to maintain a social media presence on this platform. If so, it will be helpful to find other contributors to share the responsibility. Some committee members are posting church events to Next Door, which also serves as a way to inform our neighbors in Chatham County of church events. The email address socialmedia@citppc.org has been added for members and friends to send in photos and other items of interest for use on the Facebook and Instagram pages or in the weekly e-news.

Publicity:

We placed banners advertising special services for Holy Week at the intersection of Mann's Chapel Road and Great Ridge Parkway. Due to planned changes at the Briar Chapel entrance, the banners for special Advent services were moved to the church entrance. We will arrange for special services banners to be placed at the church entrance so that they are visible to all folks traveling on Great Ridge Parkway. This committee posted no mailings in 2019. We plan to do a mailing advertising our special services during the Lenten Season. For print advertising, we designed a new 1/3 page ad for Chatham Magazine's 2020 Visitors and Relocation Guide.

Bulletin Changes:

Along with the Worship Committee, T+C put into effect changes in the bulletin which include the addition of icons to improve the worship experience for children, adults, and those who are differently abled. The announcements were moved to a separate page along with a new weekly calendar to facilitate its use by congregants during the week.

Literature Racks:

The addition of literature racks in the narthex and fellowship hall allow for the display of material pertaining to church programs for congregants and visitors who want print media.

Technology Support:

In 2019 the committee continued to recruit and train members of other committees to be responsible for updating web pages which pertain to their particular interests. This has been continued on a limited scale with some success. Mary Donna Pond continues to administer the website and regularly updates links for the weekly bulletin, weekly newsletter, and sermon podcasts. She works with church staff and committees to keep the site information timely and informative. Usage statistics for the website from February 2019 through January 2020 showed monthly visits to the site generally in the 14,000-15,000 range, up from 7000-8000 in 2018.

Audio-Visual:

Bob Warren manages the AV systems in the sanctuary and fellowship hall. Documentation for both systems have been improved so that they are usable by a broad variety of the church membership and friends. We continue to train people to serve on an audio team to take turns managing the audio levels for worship. Others have been trained to edit and post the sermon podcasts to the church website.

Committee members: Pat Chappell, Chair and Session liaison; Bob Warren, Audio-Visual; Karen Fisher, Social Media; Amanda Briggs, Advertising; Butch Smith; Nana Morelli, church staff.

Fellowship Committee

Barbara Amago

The Fellowship Committee organizes the congregation into seven fellowship teams to provide refreshments, prepare coffee, and clean up after fellowship time each Sunday. The teams also support special events such as the second Sunday potlucks, stewardship Sundays, and/or other events as needed.

The Committee provided the following in 2019:

- Updated support documents for the teams: *Fellowship Team Leader Best Practices* and *Tips for Fellowship on Sunday Mornings*.
- Monthly meetings for team feedback and suggestions for improvement.
- Regular kitchen cleanup and replenishment of supplies.
- Fried chicken and macaroni cheese for three Second Sunday Lunches.
- Deep cleaning of the Fellowship Hall kitchen, concurrent with the church fall work day.
- With the support of the Mission and Service Committee, Fellowship was able to begin offering Fair Trade coffee at fellowship.
- With the support of the Earth Care Committee we are also collecting all compostable kitchen waste for weekly pickup.

Committee Members: Barbara Amago (Chair), Lynne Hoerter, Emily Smith

Finance and Administration Committee

Stan Campbell

1. Added Jim Harllee to the committee in June 2019.
2. Met monthly to review the financials and issued an approval of the financial statements to the Session each month.
3. Ensured a balanced budget while monitoring the impact on the reduction in reserves (a portion was anticipated to be needed to balance the budget after new expenditures were approved by Session during the year). That was not the case when collections exceeded expenses.
4. Made recommendations to Session regarding to what the surplus should be allocated.
5. Our 2020 Vision). The Stewardship Campaign committee was led by Heather Honeycutt and Lee Werley (Finance & Administration members) and included Cynthia Hilliard, Allie Grimes, Tom Crosby, David Jester, Jerry Wehmueller, and Andrew Taylor-Troutman and provided oversight of the annual *Stewardship Campaign for the 2020* budget. Goal for pledges was \$355,000. The campaign ended with a pledged amount of \$ 372,362 more than 5% over the goal.
6. Began establishing a preliminary proposed 2020 budget of \$ 414,000 for Session to approve in February 2020. After subtracting pledges received from the Stewardship Campaign, the remainder is anticipated to be received from unpledged donations, Sunday plate collections, and building use fees (based on past years' performance from these items).
7. Provided oversight of *Pillars of Faith Capital Campaign* collections. June 2019 was the 36^h month of a 36-month collection process. 98.3 % of the pledged amount had been paid by June 30, 2019 and 99.4 % by December 31, 2019 (some people made payments after June 30).
8. Oversight by treasurer Jerry Wehmueller of the solar array installation, Duke Power rebate, and Presbyterian Church USA solar loan approval process.
9. Maintained and updated a description of how cash is handled by Treasurer Jerry Wehmueller so that the committee and Session are up-to-date on the process.
10. Presented the Financial Review sub-committee's report. The committee [Andrew Riggs, Bob Betley, Paul Bolig and Lynne Hoerter (chair)] met on March 16, 2019, for three hours to review receipts, payables and payroll to determine if procedures were being followed or if procedures needed to be tweaked or developed. The sub-

committee's review of recommendations was finalized in April with a report to the chair of Finance & Administration.

11. Revised financial overview information sheets that are included in new member packets.
12. Started a Planned Giving/Wills/Bequest task force with Stan Campbell as chair. Process was postponed until 2020 due to Stan's illness.
13. Accepted gift-in-kind items on behalf of the Session.
14. Oversaw updates to the Wish List maintained by F&A for Session.

Committee members— Paul Bolig, Stan Campbell (session representative), Ron Greene, Jim Harlee, Lynne Hoerter, Heather Honeycutt, Andrew Taylor-Troutman, Jerry Wehmüller, Lee Werley, and Jack Zollinger (chair).

Membership Committee

Keith Glidewell

Visitors

One of the primary tasks of the membership committee is to welcome new and returning visitors. We station two volunteer greeters in the narthex each Sunday to be sure that everyone who visits gets a hug, a smile, a handshake and a warm hello. We continue the practice of creating printed name tags for all who visit. Our goal is to integrate people into the congregation as quickly as possible. Nana logs all of the entries from the friendship register and Andrew follows up with a note or a call to acknowledge their visit.

New Members

In 2019, 32 adults and 7 children joined our congregation. We post pictures of all members in the Realm church directory, and post new member photos on the corkboard in the narthex. On August 11, we held a photo day, complete with professional lighting and backdrops to create quality family and individual portraits for all members who chose to participate.

New Member Friends

In 2019, we continued the New Member Friends program. Existing members take new members under their wings to help them quickly integrate into the life of the church. New member friends help new members meet others, learn about the many opportunities for service, and answer questions. The membership committee held a new member dinner in November, including new members, their partners and children. The dinner provided fellowship and the chance for new members to give feedback on their experience and suggestions for improving the onboarding process.

Membership Rolls

Membership rolls are reviewed each January and recommendations are given to Session.

Name Tags

We continue to print name tags for all members and returning visitors. Keeping the name tags simple and uniform is intentionally done to avoid any perception of privilege of existing members over new members or visitors. We want everyone to feel equal. We started leaving the name tags in their holders, which makes the line move quicker when people are entering church. On a related note, we discussed the use of people's chosen pronouns on their badges. This was seen as an inclusive initiative. It was decided that we needed more discussion and education on the topic. Several members have hand written their pronouns on their name tags.

Committee members: Keith Glidewell, Barbara Strange, Judy Kenyon, Polly Williams, Mary Donna Pond, Marcia Ladd, and Dorothy Baird.

Members: Barbara Amago, Jo Bolig, Monte Brekke, Amanda Briggs, Karen Fisher, Paul Harrell (chair), Will Siebert, Susie Smith, and Bob Warren.

2019 Budget:

The 2019 Mission and Service Budget was \$34,000, about 10% of the church operating budget. The Session of Chapel in the Pines passed a resolution this year expressing their strong desire that the Mission budget continue to be 10% of our budget, and that is what is proposed for the 2020 budget.

\$15,415 of the total was dedicated to Salem Presbytery, The General Assembly of PCUSA, the Theological education Fund, and The University of North Carolina Campus Ministry. The remaining funds were split between Local and Global Mission Projects (\$8,792.50 each).

Global Mission:

We continued our support for CEDEPCA (Centro Evangelico de Estudios Pastorales en Cento America) from both the Global Mission funds, and 2016 Capital Campaign funds. We also continue to support the ministry of our mission co-worker, Karla Koll, who is at The American Biblical University (UBL) in Costa Rica. The committee hosted Karla and International Peace-Maker Erlinda Quesada for a week this year. There were several meetings at Chapel in the Pines as well as other local churches and UNC where Erlinda talked about her work trying to protect water quality from the effects of large scale pineapple farming in Costa Rica. We are supporting her work this year from Global Mission funds.

We are also partnering with Karla and the UBL in Costa Rica to begin a community garden there. This will serve as both a teaching opportunity and a resource for those in the local community. We made a substantial contribution to this ministry from the 2016 capital campaign funds, and expect to continue our support in the future.

We also support three missions in Guatemala:

The Francisco Coll School, which is located at the Guatemala City garbage dump, provides quality education and nutritious food to more than 300 children in grades 1-6.

The health clinic in Pachaj, Quetzaltenango that provides primary, maternal and child care in a rural part of Guatemala.

Casa Materna, a short term, free residence for women within reach of medical facilities for expecting mothers.

The balance of our global mission funds went to World Central Kitchen which responds to disasters such as the hurricane in Puerto Rico.

Local Mission: We supported these local missions in 2019:

- Take and Eat food Pantry
- Take and Read books
- Chatham Habitat for Humanity
- Chatham County Literacy Council
- Chatham Organizing for Racial Equity (CORE)
- Chatham Youth Development Center
- Communities in Schools of Chatham County
- Fuel Up at Perry Harrison Elementary
- The Farm at Penny Lane

The Farm at Penny Lane received a substantial contribution this year, both from our local mission fund and the 2016 capital campaign funds. This was for operation of the farm, the tiny house community they are building for clients, and to set up a satellite distribution location for the CORA food pantry. The Take and Eat food pantry closed in December, and transferred their assets to CORA (Chatham Outreach Alliance). The Farm at Penny Lane will now distribute food for CORA in northern Chatham Co. We hope the many members who volunteered at Take and Eat will find opportunities to serve at this new location. The offering of "First Fruits and Vegetables" we receive on the first Sunday of each month will continue, and be donated to CORA.

We continued our support for Chatham Habitat for Humanity, both financially and with volunteer work groups throughout

the year.

An Earth Care subcommittee was established this year to focus the church's efforts in this area. Through their work, and with the help of other committees, Chapel in the Pines was certified as an Earth Care Congregation by PCUSA. Working with the Fellowship Committee they started a program to compost all of the church food waste, and to serve Free Trade, organic coffee at all church events. They are planning a number of events to inform the congregation in the coming year.

Chapel in the Pines was also certified as a Hunger Action Congregation this year, and we hope this will lead to increased awareness and activity in this area.

Personnel Committee

John McDowell

The Personnel Committee meets regularly to discuss various staff matters that arise during the year at Chapel in the Pines. Currently, Chapel in the Pines has seven individuals working as staff or contract employees. We evaluate the work of the Pastor and assist him/her in evaluating other staff members. Staff is listed below with contact information.

Changes in 2019:

- Our Assistant Director of Music Ministry Rob Passow moved in June 2019 and we hired Daniel Seyfried.
- Joelle's job title was changed from Director of Christian Education to Director of Children and Youth Ministries
- Increased the number of paid nursery/childcare staff and volunteers

Goals for 2020:

- provide general oversight of the personnel program of the church
- in particular, work with the Pastor to assess personnel needs of the church, supporting changes as the need arises
- respond to any other personnel issues as they arise

Members of the committee are John McDowell (Chair), Marcia Ladd, Greg Behr, Betsy Sunde.

STAFF

Pastor:

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Office Manager:

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OUR DEACONS AND ELDERS

TERM	Elders	Deacons
Through May 2020	Stan Campbell Paul Isom John McDowell	Madeline Schalk Susie Smith Vince Walker
Through May 2021	Barbara Amago Pat Chappell Paul Harrell	Heather Honeycutt Braxton Malan Barbara Strange Sally Wehmueller
Through May 2022	Keith Glidewell Mary Roodkowsky Bruce Raymond	Susie Park Mary Donna Pond Vicky Raymond Emily Williams

Worship Committee

Mary Roodkowsky

The Worship Committee supported a year of fullness in terms of participation and enthusiasm at Chapel in the Pines. The responsibilities of the Committee include supporting music, flowers, the children's message, readers, communion, ushering, and internal signage and decoration.

Music Ministry grows

The past year has been a special one for music at Chapel in the Pines. We were sad to see Rob Passow, our Assistant Director of Music Ministry, leave us as he moved to another part of the country. Beth Shirey served in an interim capacity and accompanied our services for several months. After a wide search, a new Assistant Director of Music Ministry, Daniel Seyfried, was appointed; he has brought new musical dimensions to our hymns and choir anthems and through musical reflections during our services. The Handbell Choir has become a more important part of the service; in addition to "ringing in" our services, the Handbells are also providing music offerings during the service. The church has been blessed by the gifts of accompanists from our membership as well. These include Jerry Douglas, Bob Warren, Sarah McCormack, Karen Atkins and Steve Mann. Emily Williams continues to interpret some of our hymns into Sign Language, and in leading our congregation in signing them as well. Jeremy Nabors, the Director of Music Ministry, provides overall guidance and leadership to all these musical efforts.

Regular services

In addition to the regular sermons preached by our Pastor Andrew Taylor-Troutman, we have been blessed to have several guest preachers, including the Rev. Lee Strange; our interns over the course of the year Jordan Haywood, Rachel Smith and Vance Stiles; and our mission co-worker Erlinda Quesada.

Communion was celebrated the first Sunday of each month and other special days in our liturgical year. To make the experience inclusive for all, we offer gluten-free bread and grape juice. All are welcome at the table, and communion is brought to those who are not able to come forward and to the members taking care of children.

Open Spaces, an informal service of silence, sacrament and song, continues to provide a time for reflection and spiritual renewal. It is held on the second and fourth Mondays of each month at 6pm.

Special services

Lenten season services were again celebrated with special services on Ash Wednesday, Maundy Thursday and Good Friday. Easter celebrations were full of energy and music and brought together many members, friends and visitors. In

Advent, the children's choir sang during the Service of Lessons and Carols on the third Sunday of Advent. A special service "The Longest Night" was held a few days before Christmas, to provide comfort and quiet during this celebratory season. The Christmas Eve service was also very well attended; it was joyfully celebrated with the choir and handbell choir and closed with a hymn sung in the light of candles, passed from one member to another.

Special services were held outside at the nearby Freuler Family's Farm-ish, including a blessing of the animals in November.

Children at our church

Under the leadership of Joelle Brummitt-Yale, Director of Children's and Youth Ministries, children continue to actively participate in our services. The participatory Children's Sermon highlights the Sunday's theme, and adults join with the children in praying together before the children leave to The Sacred Art Table, to discuss and illustrate those themes which they present with the offerings. As part of our liturgical arts program, Elizabeth Melton worked with the children to create messaging which the children presented to the congregation as a whole. The children continue to collect Pennies for Hunger offering on the fourth Sundays of the month.

Opportunities to serve

Some of the many opportunities to serve in the life of our church are through volunteering to serve as an usher or a lay reader, to serve communion, to bring flowers to commemorate or celebrate loved ones or an anniversary, to contribute to flowers for Christmas or Easter, and to join the rotation of children's sermon presenters.

Committee members

Members of the Committee are Terry Rudolph (Chair for the first half of 2019); Mary Roodkowsky (member and Chair from second half of 2019); Sara Botelho, Pat Chappell, Elizabeth Melton, Vicky Raymond; and staff Katherine Brekke, Joelle Brummitt-Yale; and Jeremy Nabors.