

# Chapel in the Pines Presbyterian Church

Annual Report to the Congregation for 2021  
Presented March 20, 2022



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### **COMMITTEE REPORTS**

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Dear Chapel in the Pines,

Wendell Berry, my kindred spirit, defines gratitude as “the Maker’s joy in what is made.” God so loves the world, and sings a love song through all of creation. In gratitude for this grace, we are invited to lift our voices as well...or maybe our ukuleles!

I remember a year’s worth of ukulele songs played for you on Sunday mornings. There was plenty of Bob Dylan and Cat Stevens, two more of my favorites, but also Pharrell Williams’s song “Happy,” which I sang the morning we reopened the sanctuary for worship. That Sunday, I stood in the pulpit and started to say the welcome like always...only I wept. Tears of gratitude and joy. I know I missed plenty of notes on the ukulele! But those tears were right on key and in time.

When I think back on this year, other tears come to mind as well. Tears of grief. We have lost loved ones. We have mourned our dead in services of witness to the resurrection. This witness is to the faith, hope, and love that, though we weep for a night, there shall be joy in the morning (Psalm 30:5). While we wait for the dawn, we are also called to love one another through those dark nights of the soul. We are called to share our tears. We are called to love.

When I think back on this year, I’m grateful for the ways that we have loved one another and the larger community. We have lived into Christ’s command in Matthew 25: feeding the hungry and providing shelter. We have continued to support local agencies like the CORA food pantry. We also partnered with local churches to support Afghan refugees and people experiencing homelessness. With the Farm at Penny Lane and Breakaway Café, we supported a new ministry to deliver meals.

Speaking of what is new, The Taylor-Troutmans have a new family member—a puppy! She is a lab mix named Ramona after Beverly Cleary’s fictional character. Currently, my Ramona snoozes near my desk as I type. She is all puppy, either full speed or fast asleep. When awake, she reminds me of her namesake: “Ramona was often excited. She liked to be excited!”

When I think about the year ahead, the word “excitement” comes to mind. I remember the gift of the 10<sup>th</sup> anniversary service of the sanctuary and our calling to live into the next ten years. In the coming days, weeks, and months, we will live into the plans endorsed by session that grew from our work with Paul Nixon, our consultant, and the Vitality Team. Yes, I am excited! What a gift to sing and pray, live and love with each one of you.

In hope,

Andrew

Friends, as always, I am thrilled to update you on the growth of our music program. 2021 has been a year of transition and healing Chapel in the Pines Music Ministries. We opened our year continuing our virtual contributions to the video worship services. We got better and better at our use of technology but it was truly draining to the spirit of the choir. Music is such a collaborative creation that making our online choir projects felt isolating.

As we moved into summer and fall, we slowly began to bring music back to the in-person worship services. We moved methodically and with a purpose. First bringing back instrumental music, then congregational singing and choral anthems to the outdoor service, and now we have finally been able to bring the singing back inside. We are still being safe and it still doesn't feel the same, but it is very good to be back and a part of the worship of Chapel in the Pines.

The pandemic has taken a toll on our musicians and our music program. Many members have not felt comfortable returning to choir or bells and for others the mask makes participating difficult or impossible. Even in these times, we have managed to grow participation in our services. Both the bell choir and the adult choir have added new members to their ranks and more members of the congregation have offered their musical talents for our services.

We are not out of the woods yet, but it is good to be back and we will continue to find the best ways to serve the church through music.

**Mission:**

1. To provide the congregation of CIP 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 CIP
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 2021:**

- Return of music and singing to in person worship
- Provided music for the 10th anniversary service celebrating the first worship service in the new sanctuary
- Provided musical offerings for the new 2 service system

**Goals for 2022**

- Continue to bring back the music program safely during the pandemic.
- Work to find the best possible musical offerings to meeting the needs of the outdoor and indoor services.

Hello, friends!

I begin this letter with the words that I began each recorded Time with Young Disciples. As I think about where we were at the start of 2021—recorded worship services, Zoom youth group meetings, and at-home children's Sacred Art activities—I'm amazed and grateful for all of the ways our children's and youth ministries were able to grow and change throughout the year.

One of the few benefits of not being able to meet in-person was the opportunity to reflect on the unique needs and interests of our young disciples. We came into the pandemic with a diverse group of young people. As we began meeting outdoors, we discovered a whole new set of children and youth were eager to connect with our church community. I prayerfully reflected on how God was calling us to serve and integrate these amazing new people into our already thriving group of disciples. A few ideas and themes emerged. As I bounced these off staff and parents, I discovered they too were feeling called in a new direction.

In August, we began rolling out our Christian Education plan for the year. We said goodbye to a traditional children's Sunday school program, recognizing that the standard Sunday school hour and format wasn't drawing our young people into discipleship. Instead, we decided to lean into the worship service hour. Since worship is the heart of our lives as God's people, we aimed to connect with and to our families with children in that time and space. We offered a family-friendly outdoor worship service, which morphed into an inter-generational service at 9:30AM. During that time, we offered chalk for our young disciples to decorate the parking lot, and I continued to share the word of God through our Time with Young Disciples. When COVID vaccinations for children 5-11 came onto the horizon, we instituted a task force to evaluate our Sacred Art time. The task force recommended offering the program outdoors in the Remembrance Garden at the 9:30AM service beginning in Advent. We heightened the focus on connecting art with Scripture and we hired an interim Children's Assistant to help plan and implement this offering. And...it was a huge success. Many children ages 3-10 participated in Sacred Art and parents shared that their experiences were meaningful.

We also recognized that our older children needed particular spaces and opportunities to build community and explore their faith. We continued our middle school youth group, moving from Zoom to in-person meetings through the end of December. In our time together, we talked about our identities, created stamps and stationery which we sold to benefit Communities in Schools of Chatham, and organized a supply drive to benefit individuals affected by the hurricane. Our small but mighty high school group met online with Andrew and connected to the joint Mt. Zion/Chapel in the Pines Bible study.

Most exciting, though, was the addition of a new youth group to serve fourth and fifth graders. We called this the tween youth group. Five vivacious, thoughtful tweens gathered each week to begin creating community. We laughed, played, created art, and learned together. This group and our middle school group were supported by our new Youth Assistant, Chris Morgan.

As we head into 2022, we want to continue the momentum created in late 2021. Though COVID has again forced us to change plans, I am optimistic. Our children and youth love their church and we love them. We will continue to remain flexible and adaptable as we live into our baptismal vows.

In gratitude,  
Joelle Brummitt-Yale  
Director of Children's and Youth Ministries

*“Be joyful in hope, patient in affliction, faithful in prayer.” Romans 12:12*

*“Change is the only constant in life.” ~ Heraclitus*

Our Chapel in the Pines community, members and friends, responded generously in 2021 to fund our programs, staff and mission outreach this year - our “constant”. The year continued to be a time of change to which staff pivoted very well and we all adapted. Thank you all for your continued generosity!

For 2021, our financial picture is healthy. We pledged \$400,360 and succeeded! Giving beyond pledges totaled over \$48,000. Our total revenues budgeted were \$458,360 with \$453,416 actual (99%). Open Plate offerings were lower due to less inside services and a trend to give on-line. Expenses budgeted were \$440,063 with \$412,062 spent (94%). Some committees spent less due to COVID. We ended the year with a \$41,354 surplus. Our December cash balance of \$346,021 was very healthy.

We gave a total of \$110,000 to Mission in 2021. *How did that happen?* Our 2021 Mission & Service operating account contributed almost \$44,000. Further, we contributed over \$66,000 to causes through our Outreach restricted (think “specified”) funds. Our Mission Operating account funded Local, Global, and denominational groups. Causes funded by Outreach restricted funds included the Pastor’s Discretionary Fund where food, shelter and other aid was provided, Afghan Refugees Resettlement, The Farm at Penny Lane partnership including the Heat & Eat Program, Disaster Relief, Alternative Gift Market, Pennies for Hunger . . . and more. And don’t forget our donations to the four seasonal offerings: One Great Hour of Sharing, Peace, Pentecost, and Christmas Joy.

Our Operating Budget expense results are based on total operating actual expenses (excluding mortgage). Mission & Service distributions were 11.6%, Personnel expenses 71.5%, Programs 2.4% (low due to COVID), Building & Grounds 1.4% and Finance & Administration 13.0%. Meaningful improvements were made to our live streaming equipment, Wi-Fi system, security systems and HEPA filters for the sanctuary. Payments came from either the operating budget or restricted funds as appropriate.

Mortgage payments for the loan to build the Sanctuary and the Classrooms/Office Building are worth explaining. Total annual payments are \$68,791 with \$34,000 paid for 2021 from the “Other Expenses” Budget (separate from the Operating Budget). For 2021 ½ of our total mortgage payments were from the Operating Budget and ½ from the Mortgage Reserve restricted fund. Each year the annual payment is increased by \$9,000 in the Operating Budget since the Mortgage Reserve is a reducing restricted account funded mainly from past building campaigns (augmented in 2021 by a surplus contribution). The Hall For All was completely funded so has no mortgage. The Solar Panel loan was paid off early in 2021 saving on interest expense.

Surplus beginning balance was \$80,316; ending balance was \$13,209. \$68,000 was spent in 2021 with Session approval. This included 20% to Mission, 13% Vitality consulting, 34% Solar Panels loan payoff, 26% mortgage future payment offsets and 7% Building & Grounds improvements (including sanctuary HEPA filters). With the 2021 surplus of \$41,354, our Surplus is \$54,563 going into 2022.

The 2022 Stewardship campaign was a success with almost \$433,000 pledged!

I want to thank Jerry Wehmuller for his substantial insights as we transitioned the Treasurer’s post mid-year. I very much appreciate his willingness to continue as Assistant Treasurer! I also want to thank Janet Askew our accountant. She provides expertise, patient counsel and a friendly ear to anyone with a question.

All in all, 2021 was a vibrant year for CITP despite managing another COVID year. Your contributions – financial, time and talent – are generous and greatly appreciated for 2021 and growing in 2022!

Active Membership of Chapel in the Pines Presbyterian Church

As of December 31, 2020: 207

Membership Gains in 2021 by:

Reaffirmation of Faith, Profession of Faith: 3

Letter of Transfer: 9

Other: 0

Total Gains: 12

Membership Losses in 2021 by:

Letter of Transfer: 2

Death: 2

All other: 1

Total Losses: 5

Active Membership of Chapel in the Pines Presbyterian Church as of December 31, 2021: 214

During 2021, Chapel in the Pines received 9 members by Letter of Transfer, 3 by Reaffirmation/Profession of Faith. 1 member was removed from roll and 2 members died: Bob Hoerter and Pat Poret. There were no child Baptisms.

The Session met in 12 virtual stated meetings, there were 7 email votes by Session, 1 joint virtual meeting of the session and deacons on 12/20/21, 6 virtual called meeting, at which minutes were received and reports given from all standing committees and the staff. There was 1 virtual Congregational Meeting on March 14, 2021 for the purpose of approving the Annual Report to the Congregation for 2020, the Pastor's terms of call and the slate of officers presented by the nominating committee. On June 22, there was a virtual Session Retreat. We maintain a roll of members and a file of all minutes at 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:**

| <b>Member Class</b> | <b>Name</b>       | <b>Joined by</b> |
|---------------------|-------------------|------------------|
| April 25, 2021      | Ann Feicht        | Reaffirmation    |
| April 25, 2021      | Douglas Feicht    | Reaffirmation    |
| April 25, 2021      | Brownell Johnston | Transfer         |
| April 25, 2021      | Karen Johnston    | Transfer         |
| April 25, 2021      | Cynthia Schaefer  | Transfer         |
| April 25, 2021      | Henry Schaefer    | Transfer         |
| June 20, 2021       | Deborah Rogers    | Profession       |
| September 12, 2021  | Christine Jordan  | Transfer         |
| September 12, 2021  | Tony Jordan       | Transfer         |
| October 10, 2021    | Millie Kabrick    | Transfer         |
| October 10, 2021    | Randy Kabrick     | Transfer         |
| November 28, 2021   | Amy Trunnell      | Transfer         |

**Child Baptisms:** 0

**Membership losses:**

Removed from roll: 1

Letter of Transfer: 2

Deaths: 2

## COMMITTEE REPORTS

### Building and Grounds Committee

Bruce Raymond

November 2020 – November 2021

As with last year, this year has been one of new challenges due to COVID. COVID continues to prevent normal use of the church buildings. Building and Grounds periodically checked the building and maintained systems during the low usage. Certain tasks such as lawn care were unaffected. The grass was still cut every week, lawn dethatched, weeds killed and fertilizer applied as is typically done every year. Routine maintenance also continued. Janitorial service has been enhanced and returned to once a week. All plumbing fixtures and dishwashers were operated periodically to assure they remained in good working order.

At the end of September, 2020, outdoor worship services were started. Chalk “Circles of Safety” continued to be drawn in the main parking lot in front of the church for the 9:30 outdoor service. Building and Grounds made sure the circles were in place for all outdoor services.

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.

The list below catalogues our accomplishments this year. Reading it can give you a better idea of the type of things we work on. Items below were accomplished at no cost to the church through volunteer efforts unless otherwise noted.

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 be maintained by Building and grounds. The same tasks that have been completed in the past continued to be done:
  - The bio-pond continues to get its annual certification
  - Mowing the bio-pond was started in 2017 and continues
  - The berm was bush hogged and will continue to be cut

#### Buildings

- Replaced the emergency lights with units that are more compact. The old units have been removed and replaced, as repair was needed.
- Exterior windows and gutters have been cleaned – outside service (Labor Panes)
- Began replacing automatic faucets in men’s bathroom in the educational wing with manual facets as the automatic faucets are difficult to get parts for repair
- Replace the HVAC thermostats with newer units that can be remote controlled
- Repaired Hall 4 All toilet. This was repaired several times and finally replaced with new parts.
- Repair to Remembrance Garden fountain
- Replaced AED battery
- Repaired Hall 4 All double door panic bar
- Repaired Hall 4 All HVAC. This required a contractor (Boer Brothers). There was an electrical short in the attic unit
- The water fountain next to the educational wing bathrooms is non-functional. It was decided to defer repair due to diminished use, as a result COVID.
- As noted last year - B&G assisted in the installation of fiber (internet cable) in the church. This work has been completed and the church network now uses fiber optics.
- In anticipation of more space required for the nursery, we removed the wall between the current Library and the Godly Play room. Bi-fold doors will be installed. The demolition of the wall, moving the affected electrical and Ethernet connections and reframing, including trimming the opening, have been completed. Plans to re-locate both the infant nursery and the nursery into this expanded space are in discussion.
- In support of our ability to “live stream” services, an A/V booth sympathetic to the sanctuary was designed, constructed and installed in the south-east corner of the south transept of the sanctuary.

- We replaced the automatic light switches in the church office and copy room with manual switches. The automatic switches would occasionally cause the lights to go off while the rooms were occupied when there was limited movement
- B&G performed exhaustive research on indoor air quality in support of holding indoor worship services. Whole system air purification was researched and due to the potential ozone generation by the currently available systems, it was determined the most cost-effective approach was to install 4 stand-alone HEPA filter units which are currently in use. We employed enhanced cleaning using CDC approved cleaning agents. We altered the seating arrangement in the sanctuary to allow safe social distancing during services.
- The required 3 year Fire Marshall inspection was conducted and completed satisfactorily
- Routine maintenance was performed (light bulb replacement, hedge trimming, filter replacement, etc.)

#### Remembrance Garden

- Leadership change of the garden was accomplished. Many, many thanks to Jan Rickard for her years of developing and supporting the garden. We thank Stan Campbell who served as the interim lead until Greg and Page Link agreed to be in charge of overall maintenance with Dana Staats in charge of plant layout, planting schedule and overall layout of the garden. The last two work days (April and October) saw extensive cleanup, trimming and mulching of the garden
- We moved the Celtic cross from the location by the Narthex door to a permanent position at the west end of the gazebo pad. Veneer stones will be added to the base.
- The river rocks in the fountain have been refreshed with additional stones
- We added cleaning the fountain as a regular maintenance task.

#### Grounds

- The walking trail has been maintained (removing fallen trees, raking path to Ebenezer, weed control, etc.)
- Continue to mow lawns once a week with volunteers, noted above
- Weed control of the lawns, gravel lot and drainage ditches were performed periodically
- Stabilized the stairs to the gravel parking lot by adding landscape timbers to the lower side of the steps and back filling with Chapel Hill Grit (fine stones). Rocks outlining the path at the top next to the gravel lot were added.
- We held a spring and a fall workday for volunteers. General cleanup, re-mulching and trimming of vegetation was accomplished.
- All the drainage ditches were inspected and cleaned.
- A new riding mower was donated to the church – thank you Mark Herboth. The old riding mower was donated to Habitat for Humanity
- Repainted the pavement white line at the Great Ridge Stop sign

#### Afghan Refugee Re-location Program

Chapel in the Pines (CITP), The Local Church and the Church of the Reconciliation partnered with Church World Service to resettle refugees from Afghanistan. Volunteers signed up to supply furniture and other necessities, including household goods and cleaning supplies, to four families. CITP is the collection point for donated items. When the program started, we were earmarked to provide for a family. That quickly grew to where we are now currently collecting for four families. When collections started, they were placed in the classroom across from the current Library. Collections very quickly exceeded the space available. The following tasks were performed by B&G to assist in this endeavor:

- Re-locate collected items into the Hall 4 All
- Partitions to divide the Hall 4 All into two halves were constructed and placed in the Hall 4 All: south half – collections; north half - church space (small gatherings/meetings)
- Organize collections by items - separate areas for: beds, dressers, tables, lamps, rugs, appliances, kitchenware, chairs. The Hall 4 All conference room is being used for donated sheets, towels, clothing and cleaning supplies
- A POD unit was acquired to allow a single family's needs to be staged when we receive direction from Church World Services. TROSA has been contacted to make the delivery from the POD to family's assigned apartment

#### Misc.

- Supported annual fire alarm inspection
- Completed the annual inspection of fire extinguishers
- Currently supporting Communications Committee church sign efforts
- Had Operations Manual changed to clearly note that B&G is responsible for: fire alarm/fire extinguishers, thermostats and security systems in addition to already noted items and systems

- Supported COVID vaccination site
- Supporting Vitality Team's Task Force which is looking to:
  - Creating an amphitheater
  - Refurbishment of the playground
  - Construct a multi-use shelter

Our thanks to the Garden Angels who help maintain the Remembrance Garden throughout the year: Greg and Page Link, Sally and Jerry Wehmuehler, Bart and Sharon Holtz, Karen Fisher, Ann Feicht, Leigh Walker, Stan and Georgia Campbell, Kathryn Donahue

Members - Emily Behr, Mary Ellen Houck, Emily Smith, Lynn White, Polly Williams, Emily Williams, Andrew Taylor-Troutman, Joelle Brummitt-Yale.

The Christian Education Committee met monthly throughout 2021. Though COVID-19 limited some efforts, we strived to assess and supply the needs of our congregation - especially our young families and children. Below is a list of our activities. Each activity reflects many work-hours of preparation and execution. With prayerful consideration, this year we...

- Submitted Lenten Reflections for the CITP newsletters
- Regretfully released our contracted nursery workers from service during COVID-19
- Called for volunteers to help refurbish the playground
- Refurbished the playground - clean-up, repair, new mulch, new toys
- Created and Supported a Playground Covenant for COVID-19
- Supported two Sunday afternoon children's bike riding events
- Created and presented to Session, a job description for **Youth Assistant** to work with our youth groups on Sunday afternoons
- Interviewed and Hired a **Youth Assistant**
- Conducted and reviewed multiple parent surveys to collect data on families' worship needs during COVID-19
- Created and reviewed a decision-making matrix for reopening for our youth as it pertains to COVID-19
- Supported creating in-person and online Youth Camps for Summer 2021
- Supported and partially funded four high school students attending Youth Retreat at Montreat.
- Supported the creation of an additional youth group specifically for Tweenagers.
- Submitted a COVID-19 youth reopening plan to Session
- Supported Re-opening all Youth Group activities on Sunday Afternoons with COVID-19 protocols
- Supported and began preparation of a new nursery physical space with help from the Building and Grounds committee
- Supported and Continued **Adult Education** Offerings with Sandy Williams' leadership
  - Adult Exploring Together Class
  - Worship with Mt. Zion Church, and the study of Ephesians
- Updated Christian Education information on the CITP website
- Designed and presented the 2022 Christian Education plan to Session. This plan discontinued "Godly Play" programming, however, it added a Tweenager youth group. After lengthy discussion, and assessment of our volunteer resources and attendance, CE committee decided to support a format that would focus upon The Sacred Art Table and intergenerational worship in the Sanctuary to educate our youth.
- Readied the **Nursery Worker's** Job Descriptions and Salaries in anticipation of COVID-19 reopening approval
- Created a Christian Education budget for 2022
- Worked with the CITP Treasurer to clean up Restricted Accounts in Christian Education.
- Refined and submitted to Session the job description for the **Director of Children's and Youth Ministries**.
- Maintained COVID-19 cleaning standards for playground and all spaces used for youth group activities.
- Participated with information and educational materials in the October Fall Fair
- Created and presented to Session a job description for **Interim Children's Assistant**.
- Interviewed and Hired an **Interim Children's Assistant** for Advent 2021
- Supported the Re-opening of the Sacred Art Table at 9:30 a.m. service for Advent 2021.

The Christian Education committee members have been faithful and considerate in walking through 2021 and COVID-19's challenges for our congregation. We invite you to join the committee as we consider how best to serve in 2022 and beyond.

2021 was a year of great change for the Communications Committee and one where our members demonstrated a willingness to be flexible, nimble and creative.

Chief among our accomplishments was our focus on upgrading the sound systems in the sanctuary and providing alternate ways to experience our worship services. We acquired systems for parking lot radio broadcasting, upgraded our ability to livestream video broadcasts to Facebook and YouTube, and acquired a new large screen TV mounted to a mobile cart.

There is room for more collaboration and integration of all the communications from the church; Website, Weekly News, Worship Bulletin, Instagram, Facebook and YouTube recorded worship services. All of these platforms will continue to serve their purposes even after the threat of COVID recedes.

Submitted by: Tom Crosby, Chair and Session liaison; Bob Warren, Karen Fisher, Zack Terry, Deb Rogers, Lily Jordan, Butch Smith, Nathan Kotecki; in cooperation with and gratitude for Keith Glidewell and Nana Morelli, church staff.

**Highlights**

- Website
- Social Media
- Technology and Livestreaming
- Other communications

**2022 Goals**

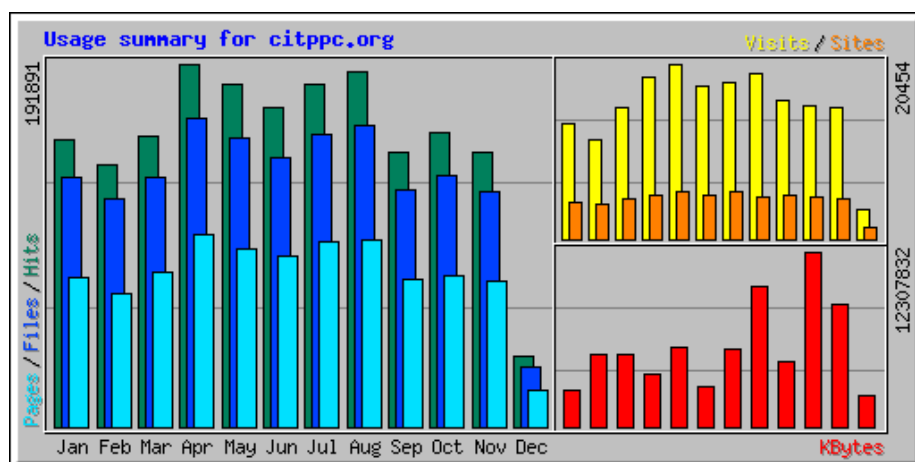
- Recruitment of an AV sound and audio technician for the Sunday morning Livestream service broadcasts and occasional other events
- Recruitment of additional volunteers
- Committee participant cross-training
- Continued Sanctuary sound system upgrades
- Developing and publishing procedures, policies and position statements
- Evolution to a Service Bureau model for collaboration with other committees
- Installation of a New Main Sign for the church on Great Ridge Parkway

**Website Report**

The church website has been vital during the COVID shutdown. In addition to the routine posting of weekly newsletters, worship bulletins, and livestream and video links, the site also has links for online donations, making financial pledges, updated church directories, staff bios and photos, Session meeting minutes, and many other resources for both members and visitors. The site is hosted by Page Progressive and maintained by volunteer CITP member Mary Donna Pond.

Our statistics reflect that the church's website is accessed regularly. Monthly fluctuations may reflect events, seasonality, travel and the COVID trend. More isolation may mean more website interaction. Our **Visit** totals are a good measure of our usage and show that on any day, we had between 417-659 visitors. This includes search engines and visitors who will not engage with us. From these numbers, we can project that returning visitors, i.e., our members and friends, are likely between 60-120 visitors per day. This is a strong number. Please note that December 2021 monthly totals show a drop-off because the numbers reflect only a portion of the month.

## Website statistics



### Summary by Month

| Month                    | Daily Avg |       |       |        | Monthly Totals |                 |               |               |                |                |
|--------------------------|-----------|-------|-------|--------|----------------|-----------------|---------------|---------------|----------------|----------------|
|                          | Hits      | Files | Pages | Visits | Sites          | KBytes          | Visits        | Pages         | Files          | Hits           |
| <a href="#">Dec 2021</a> | 5331      | 4534  | 2775  | 501    | 1387           | 2139683         | 3507          | 19428         | 31741          | 37320          |
| <a href="#">Nov 2021</a> | 4837      | 4145  | 2552  | 514    | 4732           | 8562878         | 15426         | 76585         | 124374         | 145118         |
| <a href="#">Oct 2021</a> | 5007      | 4278  | 2588  | 499    | 4926           | 12307832        | 15492         | 80253         | 132620         | 155217         |
| <a href="#">Sep 2021</a> | 4850      | 4161  | 2600  | 538    | 5190           | 4552779         | 16161         | 78026         | 124848         | 145513         |
| <a href="#">Aug 2021</a> | 6056      | 5129  | 3175  | 621    | 4902           | 9835243         | 19265         | 98425         | 159021         | 187752         |
| <a href="#">Jul 2021</a> | 5854      | 4973  | 3166  | 590    | 5631           | 5446345         | 18317         | 98156         | 154169         | 181475         |
| <a href="#">Jun 2021</a> | 5621      | 4747  | 3006  | 595    | 5022           | 2882861         | 17876         | 90192         | 142434         | 168654         |
| <a href="#">May 2021</a> | 5845      | 4910  | 3047  | 659    | 5594           | 5620013         | 20454         | 94470         | 152218         | 181206         |
| <a href="#">Apr 2021</a> | 6396      | 5440  | 3393  | 632    | 5136           | 3654925         | 18989         | 101819        | 163228         | 191891         |
| <a href="#">Mar 2021</a> | 4958      | 4261  | 2635  | 494    | 4615           | 5086704         | 15324         | 81702         | 132114         | 153710         |
| <a href="#">Feb 2021</a> | 4929      | 4293  | 2499  | 417    | 4075           | 5083351         | 11682         | 69992         | 120222         | 138012         |
| <a href="#">Jan 2021</a> | 4905      | 4268  | 2548  | 434    | 4240           | 2538460         | 13477         | 79003         | 132327         | 152073         |
| <b>Totals</b>            |           |       |       |        |                | <b>67711074</b> | <b>185970</b> | <b>968051</b> | <b>1569316</b> | <b>1837941</b> |

## Social Media

In 2021, social media continued to play a very important role in staying connected with church members and friends as COVID continued its grip on our community and the world. The church continues to be creative in providing online and in-person community options. Social media channels have proved vital in helping CITP extend welcome, worship and witness beyond the church building into a much wider audience, locally, nationally and even abroad.

YouTube, Facebook and Instagram helped us create and maintain community, and extended the welcome far and wide. We seek more members to share in the responsibility for maintaining these growing ministries. In 2021, we welcomed two additional social media team members who have begun to help post and manage the information flow on Facebook and Instagram.

### Facebook

In 2021, new church member Deb Rogers took over daily responsibility of managing the church's Facebook page. The page has multiple regular contributors, including staff members Andrew Taylor-Troutman and Joelle Brummitt-Yale, church member volunteers Karen S. Fisher and Zach Terry also frequently post. We regularly post announcements, links to service recordings, devotionals, poems, notices of interest, articles, and more. Members can watch our services live on Facebook or on our YouTube channel.

Pastor Andrew Taylor-Troutman made extensive use of Facebook by posting Facebook Live Sunday morning devotionals, links to livestream events and recorded Sunday Worship Services. Pastor Andrew keeps up a lively pace on the church's Facebook page by posting prayers, articles, poetry and sermons.

As of mid-December 2021, the CITP "Facebook Page Reach" was 971 (up from **861** in 2020, **697** in 2019, **595** in 2018, **448** in 2017). We have nearly doubled in 5 years.

We have **814 followers** — Impressive for a church with around 300 members. Facebook followers are 66.6 percent women, 33.4 percent men. The largest percentage of followers – more than 20 percent –are 65+. The page's growth is organic, meaning it has happened naturally over time without paid advertising. Often, people click through the Facebook page to access the church website where there are links to recorded worship services, publications, and much more. Our videos on the page range from 25 views to 50 views of services each week. Selected videos have been viewed more than 100 times. Recently, those include the Blessings of the Backpacks, a memorial service for Bob Hoerter, and Paul Nixon's report to the church.

In 2022, Facebook guidelines will be developed in 2022 as part of a larger effort to publish our policies and standards. Additionally, our intent is to ramp up contact and member participation more. We'll be seeking committee participation regarding announcements of events as well as photos to share, meeting information and other desired posts. Our Facebook page can become a fun, informative, and inspirational place for our church community to reach out to each other, and to others in the community.

### Instagram

Instagram is a visual platform offering two way social connection. There is so much that a creative Instagram page can do for the church community, and we have only scratched the surface of our possibilities. The church's Instagram page, "chapelinthepines," has 177 followers (up from 158 in 2020, 122 in 2019, and 90 in 2018, and 49 in 2017). Instagram followers are 76 percent women and 24 percent men. Just over 20 percent of Instagram followers range in age between 35-44. This platform continues to grow. Church member and volunteer, Karen S. Fisher, has maintained posting on this platform since its inception, and continues her effort to engage more contributors to this vibrant platform. Come join the team and help us share the vision and fun.



## **Livestreaming and Other Projects to Provide Alternate Worship Opportunities**

Since for much of 2021 it was still not possible to have worship in person, church staff continued to record parts of the service for later play on YouTube and Facebook (with editing done by Zach Terry). These continued to be very polished and well received by members and the public.

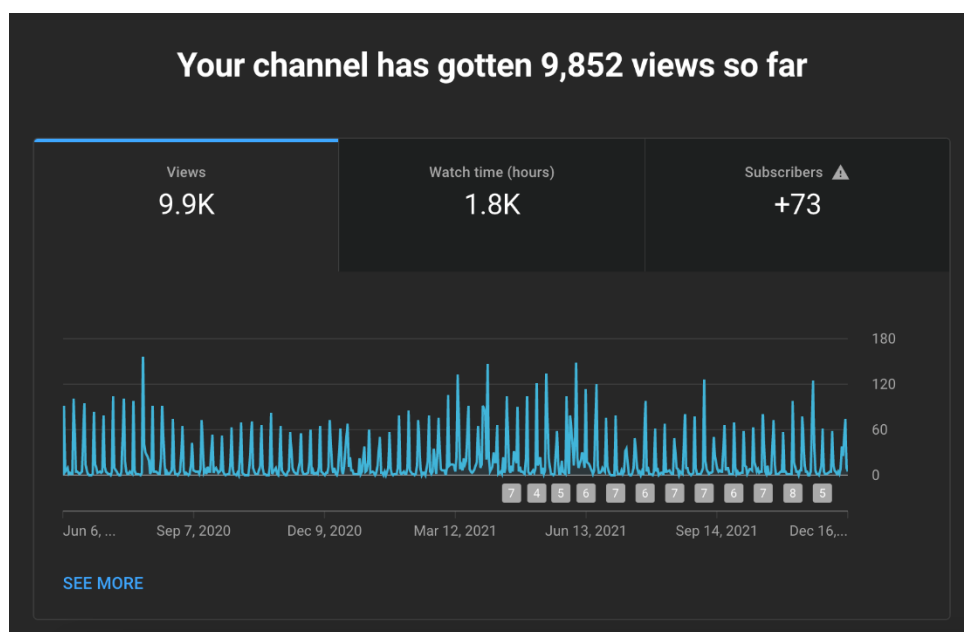
During the winter months, outdoor worship services were able to continue using a low power FM transmitter. Members could listen to the service in the church parking lot using their car radios.

The Imagine Design company installed two high performance video cameras (purchased in 2020) in the sanctuary along with supporting cabling. Zach was able to source a powerful computer to drive the system at essentially no additional cost. We also purchased from Imagine Design a digital mixer that is much more flexible and user configurable. All existing mics are connected to this mixer along with new mics mounted in the piano to allow piano audio to be part of the livestream. We have added other mics to pick up the bell and voice choirs.

Bruce Raymond built a very functional and stylish control booth for the livestream control computer and other hardware based on Zach Terry's design.

The first livestream was available on June 6, 2021. There has been a livestream nearly every Sunday since then. These are viewed not just by existing members but also by former members and the public at large. The livestream system has also been used for special services as well.

At this point, the availability of the livestream is and will be an integral part of the welcome, worship, witness mission of Chapel in the Pines. We have about 160 videos, we are close to 10,000 views and 2,000 total hours watched. We have 74 subscribers to our channel.



Through a restricted gift, the committee purchased a large screen TV that can be used in the fellowship hall to display the service livestream there. This will make it possible for the fellowship hall to be used as an "overflow" location. This has been easy to implement because the camera technology supports "state of the art" audio/video protocols that use existing wiring. The utility of the systems makes it an ideal system for use in other areas of the church's functions, such as social events, meetings, classroom instruction and youth group meetings.

Funds were donated to add additional speakers near the back of the sanctuary. The equipment has been ordered and the installation work will take place in early 2022.

The three volunteer operators (Zach Terry, Brett Stegall, and Keith Glidewell) have done a great job, however, The livestream system needs additional operational support. Session has authorized the hiring of an Audio Visual Operator part time and we hope to have a person beginning in January.

### **Bulletin and Weekly Newsletter**

We resumed utilizing printed bulletins. These are coordinated by Nana with some communications committee input as is the Weekly e-news, which continues to use “one click”, direct links to the church website.

### **Additional Highlights and Collaborations**

Members of the communications committee worked with the Stewardship group to create/refine a Stewardship theme logo, a banner and sign support. This will be an ongoing relationship.



### **Signs**



Nathan Kotecki continued to serve in an ad hoc graphic design capacity. This year he designed new roadside signs and created logo collateral for the Called to Connect initiative. He also provided consulting advice on the design of a new permanent church sign. This sign will be completed in 2022.

### **Narrative Budget**

Communications worked closely with Paul Bolig and Tim White to create a narrative budget presentation document to illustrate how our spending aligns with our mission of welcome, worship, witness. We anticipate this to be an annual collaboration.

## Narrative Budget Title

**2022 CITP  
Narrative  
Budget**

The story of how our budget supports our mission

Presenters: Paul Bollig, Elder, Finance & Administration  
Tim White, Treasurer

**Called  
to *Connect***



Chapel in the Pines  
Presbyterian Church

Slide

## Ad in Chatham/Chapel Hill Magazine Visitors and Relocation Guide

**Chapel in the Pines  
Presbyterian Church (USA)**

A growing, progressive church in North Chatham County.  
All are invited. All are included. Come as you are.

**Come join us!**  
**[citppc.org](http://citppc.org) | 919 960-0616 |  **  
314 Great Ridge Parkway, Chapel Hill, NC 27516  
(Off Manns Chapel Road)

We are also a Gold Sponsor of the Chatham Arts Guild and are listed and linked on the organization's [website](#).

## **Fellowship Committee**

**Sarah McCormack**

Fellowship Committee: Sarah McCormack (chair), Barbara Amago, Braxton Malan, Lynn White, Tim White, Peter Poon, Celia Poon, Keith Glidewell, Bob Richardson, Cheryl Richardson

This year, the Fellowship Committee has primarily been responsible for providing ushers and welcomers for the 11:00 AM service. The Committee represents the team leaders from all seven fellowship teams. Each team was responsible for ushers and welcomers for at least one month in 2021.

In 2022, we would like to move back to our pre-pandemic responsibilities, which are providing food and drink for congregational fellowship. It has been suggested that this time be between our service times (10:30-11:00 AM) to provide fellowship opportunities for both the 9:30 and 11 AM services. We hope to offer this outside when the weather gets warmer this spring. This is predicated on if we can also find another way to have ushers at the 11 AM service.

## **Finance and Administration Committee**

**Paul Bolig**

1. Added Stan Campbell (December 2021) and Brownell Johnston (October 2021) as members to the committee.
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.
4. Made recommendations to Session regarding to where the surplus should be allocated.
6. Maintained and updated various financial policies of the church.
7. Accepted gift-in-kind items on behalf of the Session.
8. Oversaw updates to the Wish List maintained by F&A for Session.
9. Mailed an annual packet in August to members about planned giving opportunities.
10. Initiated discussions to promote establishing a robust endowment, based on recommendations by consultant Paul Nixon and the Vitality Team.
11. The Summary of Restricted Accounts was updated by Janet Askew, Jerry Wehmueller and Tim White collaborating.
12. A Records Retention Policy was drafted by Tim White and recommended to Session.
13. Selected the firm of Ward and Foust to complete an Agreed Upon Procedure (review of the finances and financial processes) of CIP, met with the representative of the firm who completed the AUP, and reported the results to Session.
14. (Called to Connect). The Stewardship Campaign committee, which was led by Cynthia Hilliard and Tom Crosby and included David Jester, Chuck Rickard, Terry Rudolph, Andrew Taylor-Troutman, and Sarah Thompson provided oversight of the annual Stewardship Campaign for the 2022 budget. The campaign was overwhelmingly successful, exceeding the goal of \$418,000 by almost \$15,000.
15. Under the leadership of Paul Bolig and Tim White, and with the assistance of Tom Crosby (Chair, Communications Committee), a “2022 Narrative Budget” was developed and presented to the membership of CIP. The narrative budget was designed to “connect” the 2022 budget to our Church’s mission, Paul Nixon’s report, and the Vitality Team’s recommendations.
16. Developed and proposed a 2022 budget of \$491,000 to Session for its approval on January 24, 2022.

17. Through the leadership of Bob Warren, significant improvements to the internal network infrastructure were made. The nearly 10-year-old network hardware was replaced by a new network that is much more reliable and flexible. As an example, one can connect to the wireless network and stay connected as they move between buildings. The new network hardware supports the livestreaming system, both to the Internet and to the fellowship hall.

18. New thermostats and ADT security cameras were added to the new wireless network. Existing connections (fellowship hall TV, fire alarm, solar arrays, etc.) were reconfigured to work with the new network. Bottom line: the "behind the scenes" systems needed for church administration to operate well are much more capable and reliable going forward.

Committee members— Robert Betley, Paul Bolig (Session Representative), Stan Campbell, Cynthia Hilliard, Brownell Johnston, Andrew Taylor-Troutman, Jerry Wehmueeller (Chair and Assistant Treasurer) and Tim White (Treasurer)

The members of the Finance and Administration Committee would like to thank Lynne Hoerter and Sarah Thomson for their past contributions to the committee.

In the face of continuing COVID, the Membership Committee has revised some of its tactics, while continuing to welcome new members and help integrate them into the life of the church.

**New Members**

We continued to add new members, even in the face of COVID. Many of the new members first encountered our church online, via the recorded and live services. The outdoor services have been an attraction for families with younger children, since they can move about and make some noise without causing a disturbance.

In 2021, we had 12 adults and 2 children join our congregation. We post pictures of all members in the Realm church directory.

**Ushers and Greeters**

The membership committee took on the responsibility of recruiting ushers and greeters for the 9:30 AM outdoor service. We're always looking for more help here. No experience required.

**Vitality Team Actions**

One of the items recommended from the Paul Nixon Vitality Team was to track and systematically contact church visitors. We have been asking visitors to fill out an information card and contacting them via email. We're also gleaning visitor information from the church service registrations.

Another recommendation from the Vitality Team report was to commit to welcoming the LGBTQIA+ community to our church. CITP has always been welcoming to all, regardless of sexual orientation, but it was recommended that we make a more public assertion of this fact. A task force was formed to explore becoming a More Light Presbyterian church (<http://www.mlp.org>). This task force is planning to roll out their plans in January 2022. As a first step, we have pronoun stickers available for people to affix to their name tags.

**Brothers on Tap**

We resumed the Brothers on Tap gatherings. We have several men come out monthly to a local pub for lively discussions and laughs. There are typically 6-10 attendees per session. All are welcome!

**New Member Friends**

In 2021, 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. With limited physical meetings, the New Member Friends have been especially important at making all of our members feel integrated with the congregation.

**Membership Rolls**

Membership rolls are normally reviewed each January, but we will wait until after in-person services resume to address this for 2022.

**Moving Forward**

We have made some improvements to the joining process by moving the new member forms online. We have also created a document to inform new members what to expect when joining the church. One of the steps to joining is meeting with the membership committee over Zoom at our monthly meeting.

<https://docs.google.com/document/d/1vWZ8aFUPutRfT0RnLOCdm-KPPsAzuNTu-wHBcMbIf4/edit?usp=sharing>

We'll continue to hold new member meetings on Zoom until the latest wave of COVID-19 subsides.

**Committee members:** Keith Glidewell, Barbara Strange, Mary Donna Pond, Marcia Ladd, Stephanie Miller and Paul Isom.

## **Mission and Service Committee**

**Sara Botelho**

Members: Paul Harrell, Susie Smith, Barbara Amago, Jeff Olsen, Todd Adams, Monte Brekke, Bob Warren, Sara Botelho, Karen Fisher

Sara Botelho was installed as Elder and Chair of Mission and Service in the middle of the year, with former Chair Paul Harrell continuing on as a committee member. The monthly committee meetings were mostly hybrid this year as we dealt with the continuing pandemic. One of the key items for the committee this year was the church-wide survey given towards the start of the year about how CIP members would spend a hypothetical \$100 among four categories: Shelter, Education, Food, and Prison. Respondents were also allowed to provide an Other and describe their preferences if they chose to do so. The overwhelming majority of the hypothetical funds went to Food as the main priority, with Shelter second, Education coming in third, and Prison fourth. This helped guide a great deal of our discussions about recognizing how best to be stewards of the budget and funds entrusted to the committee. We also saw this as further cause to live out our Matthew 25 mission, and strove to use this budget year to enact the values encapsulated by those verses and the church vision.

### **2021 Budget**

The 2021 budget for Mission and Service was \$44,000, which is 10% of the church's operating budget as directed by Session. \$17,000 of that funding is already set aside to go to Salem Presbytery, the Theological Education Fund, UNC Campus Ministry, and the Pastor's Discretionary Fund. The remaining funds were split among the Global (\$13,000) and Local (\$14,000) Mission Projects.

### **Global Missions**

The committee continued our support of CEDEPCA (Centro Ecangelico de Estudios en Cento America), as well as our support of Mission Co-Worker Karla Koll in Costa Rica. Additional continued financial support went to the Francisco Coll School and Pachaj Health Post, both in Guatemala, the World Central Kitchen, and Benevolence Farm.

This year the committee saw the need for additional donations to the Presbyterian Disaster Assistance fund (\$2,500) due to the impact of Hurricane Ida and the continued various natural disasters impacting the world around us. Additional disaster relief money (\$400) was sent to the Polish Red Cross (International Committee of the Red Cross) to help with the current Poland/Belarus crisis at the border.

Keeping in mind the will of the church for supporting food insecurities, the committee decided to again give money directly to the Pennies for Hunger program (\$600) to make up for the impacted in-person donations and provide an additional \$1,500 to the Presbyterian Hunger Fund, reflecting our Matthew 25 aims.

Multiple individuals in the church have championed the cause of the Afghan refugees resettling in our area this year. The Mission and Service committee set aside \$500 to specifically address any immediate needs when families arrive, and will continue to look for opportunities to support this ongoing effort in the new year.

### **Local Missions**

The committee was blessed to be able to continue support to key community partners as well as expand with new opportunities that arose this year. Though the pandemic continues, community partners were able to continue making positive impacts with vulnerable populations in our area as well as increase their impact with new partnerships. Thankfully the in-person opportunities for volunteering are starting to open back up as the year progresses, so we look forward to adding donations of our physical time and talents to some of our partners as well as the monetary donations. The M&S committee continued financial support with partners that impact the food, shelter, and educational needs of the Chatham community: Habitat for Humanity, Communities in Schools, Chatham Literacy Council, Chatham YMCA,

Chatham Youth Development Center, CORA Food Pantry, Food Bank of Eastern NC, and Fuel Up program at Perry Harrison.

A few items of note:

#### *The Farm at Penny Lane*

This CITP partnership has blossomed even in the midst of the weight of the pandemic in 2021. The Farm MAC (Mission Action Committee) was formed and headed by Jeff Olsen, who has been an invaluable partner and advocate for the work happening at the Farm and with Thava. The Farm was able to establish a Food Pantry with funds provided by CITP and additional support from other partners, thus impacting the food insecurities in the Chatham community. Additionally, they partnered with Breakaway Cafe to provide Heat and Eat meals to Chatham and Wake county areas, to which CITP donated \$2,000 and supported them providing over 8,000 meals by the end of 2021. The budgeted money from the committee for this program was greatly supplemented by the generosity of church members who donated over \$5,000 to the restricted fund for the Heat and Eat initiative. The Farm also partnered with a new organization, HomeLink, which provides housing assistance to those needing immediate, temporary help. This was done through the creation of a B&B in one of the tiny homes at the Farm, with CITP providing both financial (\$500) and physical support to get the home furnished and ready to receive those in need.

#### *EarthCare Sub-Committee*

Headed by Susie Smith and Todd Adams, the EarthCare committee started the EarthCare MAC (Mission Action Community) and was able to take on projects this year after having to halt last year due to the pandemic. One of the items the committee supported was the purchase of a trail camera for use by the EarthCare MAC to be installed on the trail behind the church. The EarthCare sub-committee is looking forward to continuing their advocacy for a sustainable future in the coming year.

#### *New local partner: Love Chatham*

This organization was started by several pastors and advocates in Chatham county, working to impact the housing and homelessness crisis in the community, especially impacted by the ongoing pandemic. The M&S committee gave an initial donation of \$500 to help the organization get started, while advocating for additional support and a solid partnership in the coming year. With Pastor Andrew's involvement as well, we hope this will be a long-term partner, and Love Chatham already has volunteer opportunities on the horizon for 2022 with training to take place in mid-January for any interested.



## Personnel Committee

Greg Behr/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 12 individuals working as staff or contract employees. We evaluate the work of and coordinate with all staff members.

Staff and contact information listed below.

Due to the ongoing pandemic, 2021 brought many changes to the way work is organized and completed by staff at Chapel in the Pines.

- With a return to in-person worship, staff was asked to continue to follow best health and safety protocols across an indoor and outdoor service.
- In late 2021, we approved an Interim Children's Ministry Assistant to support the Sacred Art Table. The church is seeking to make that a permanent position in 2022.
- Similarly, as the church continues to offer a popular virtual service and has purchased equipment to increase its quality, the church seeks a permanent A/V position to ensure its operations.

Goals for 2022:

- Respond dynamically to the evolving needs of the church and staff during the ongoing pandemic.
- Put in place additional processes and systems to support the church's staffing functions and needs.
- Help staff members with their professional development.
- Provide general oversight of the personnel program of the church with a more hands-on role.
- 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.
- Add an additional Personnel Committee member.

Members of the committee are John McDowell (Chair), Marcia Ladd, Betsy Sunde, and Sandy Williams.

## STAFF

### **Pastor:**

Andrew Taylor-Troutman  
[andrew@citppc.org](mailto:andrew@citppc.org)  
(Start: January 1, 2018)

### **Dir. Of Children/Youth Ministries:**

Joelle Brummitt-Yale  
[jbrummittvale@citppc.org](mailto:jbrummittvale@citppc.org)  
(Start: August 1, 2017)

### **Bookkeeper:**

Janet Askew  
[acctg@citppc.org](mailto:acctg@citppc.org)  
(Start: 4/23/2009)

### **Dir of Music Ministry:**

Jeremy Nabors  
[naborsje@gmail.com](mailto:naborsje@gmail.com)  
(Start: August 1, 2006)

### **Asst. Director Of Music Ministry:**

Daniel Seyfried  
[dskyler@gmail.com](mailto:dskyler@gmail.com)  
(Start: August 28, 2009)

### **Director of Bell Choir:**

Katherine Brekke  
[katherine.brekke@gmail.com](mailto:katherine.brekke@gmail.com)  
(Start: 1/1/2020)

### **Office Manager:**

Nana Morelli  
[nmorelli@citppc.org](mailto:nmorelli@citppc.org)  
(Start: August 1, 2006)

### **Sexton:**

Dennis Dallke  
[dallke@upcch.org](mailto:dallke@upcch.org)  
(Start: July 2006)

### **Interim Children's Asst.**

April Williams  
[anwilliams926@gmail.com](mailto:anwilliams926@gmail.com)  
(Start: November 2021)

### **Youth Assistant**

Chris Morgan  
[cjmorgan@live.unc.edu](mailto:cjmorgan@live.unc.edu)  
(Start: May 2021)

## OUR DEACONS AND ELDERS

| Term             | Elders  | Deacons   |
|------------------|---|---|
| Through May 2022 | Keith Glidewell<br>Mary Roodkowsky<br>Bruce Raymond | Jerry Douglas<br>Mary Donna Pond<br>Vicky Raymond<br>Emily Williams |
| Through May 2023 | Greg Behr<br>Paul Bolig<br>Serena zum Brunnen       | Jim Harllee<br>Melissa Staples<br>Lee Werley<br>Peggy Wilkerson     |
| Through May 2024 | Sara Botelho<br>Tom Crosby<br>Sarah McCormack       | (VACANT)<br>Leigh Walker<br>Polly Williams<br>(VACANT)              |

## **Worship Committee**

**Mary Roodkowsky**

During 2021, a full year of Covid-19, worship at Chapel in the Pines evolved to meet the changing situation of the pandemic as infection levels cycled through waves of escalation and waning.

As Covid-19 infections peaked early after the winter holidays, and on the recommendation of the health authorities who advised against in-person gatherings, even outside, we began the year by replacing the services where people sat in “Circles of Safety” in the parking lot with “drive-in” service, with people listening on their car radios on a short-range FM frequency.

By early March, it was possible to resume services with “Circles of Safety” outside. People sat in their “pods” of people they lived with or frequented, appropriately distanced with the help of chalk circles.

### ***Reopening, and then reclosing, of the Sanctuary***

When vaccinations became available in early 2021, initially only for older adults, we began planning for an eventual return to in-person worship in the sanctuary. Session decided that the sanctuary could re-open after immunization had become available to all adults, with a grace period added to enable people to get their shots and build immunity.

In preparation for this **Covenants** were established both from the church (to create a safe space) and worshipers (to practice Covid precautions). Buildings and Grounds moved chairs to facilitate proper distancing, with every other row only available for seating; improved the air filtration system; ensured stepped-up cleaning. Congregants agreed to mask inside, to keep an appropriate distance from those not in their “pods”, and to leave orderly and to socialize outside only.

The sanctuary reopened for worship in June and continued through the end of the year, when yet another wave of Covid-19 infections spurred the closing of the sanctuary at the end of the year.

### ***Livestreams and recordings available throughout the year***

Throughout the year, there has always been an on-line opportunity for worship. At the beginning of the year, this took the form of a recorded video of a full worship service, plus a recording of a short early morning devotional. When outside services resumed, they were livestreamed. For the reopening of the sanctuary in June 2021, the Communications Committees and the staff worked together to build capacity for live streaming, with improved electronics; Buildings and Grounds built a console for someone to manage the livestream. All livestreams are made available online afterward.

### ***Beyond the regular Sunday services***

Contemplative worship services were held evenings, in the beginning and ending months of the year. These provide the chance for guided contemplation, and in November communion was offered as well. Communion services were held weekly by Zoom through most of the year, and in-person communion began in November.

In addition to Holy Week services, held outside and online, and Christmas services, a very special service has held on December 12, to commemorate the tenth anniversary of the opening of the Chapel in the Pines Sanctuary. The service was held in person, and online, and brought together many of the founding members and leaders of our congregation.

### ***Children at our church***

Under the leadership of Joelle Brummitt-Yale, Director of Children’s and Youth Ministries, all our Sunday services, whether on-line or in-person include the participation of children. This includes a Children’s Sermon, and participatory prayer, as we had in our regular services previously.

## **Music at CITP**

All of the services – from the morning devotional to the in-person services, to the recorded videos of early 2021, included music. Early in the year, the recorded services included piano, anthems and hymns from the choir, and handbells. As outside in-person services were introduced, congregational hymn singing was added to the above. By October, in the sanctuary, hymn singing was again possible along with piano, choir, and handbells.

## **How communion was offered**

Throughout most of the year, communion services were held on line on Wednesdays. By November a new system of safely providing communion outside was instituted, both for Sundays and for the contemplative service.

## **Flowers**

With the reopening of the sanctuary, and with the regular livestreaming of the in-person services, flowers are again an important part of our ministry. Hope Weber from the Worship Committee has spearheaded providing the flowers, for regular Sundays and for special occasions.

## ***Worship leadership***

Jeremy Nabors continued as Music Director, guiding all the musical input to worship, including hymns, a variety of instrumental inputs including piano, handbells, and drums; Daniel Seyfried as Assistant Music Director, providing us with piano music in solos and to accompany hymns; and Katherine Brekke, Director of the Handbell Choir and a member of staff.

Members of the Committee in 2021 were Pat Chappell\*, Braxton Malan\*, Sue Mannshardt\*, Vicky Raymond, Erin Riggs\*, Mary Roodkowsky (Chair), Terry Rudolph, Zach Terry, Hope Weber

\*Part of the year