



# Annual Meeting of Webster Groves Presbyterian Church January 29, 2023



## Table of Contents

Congregational Meeting Agenda	p. 3
Minutes of the 2021 Congregational Meeting	p. 4
Terms of Call	p. 6
General Fund Budget Projections	p. 7
Proposed changes to the By-laws	p. 8
Agenda of the Meeting of the Association	p. 9
Analysis of 2021 Revenue & Expenses Report	p. 10
President of the Board's Report	p. 11



# **WEBSTER GROVES PRESBYTERIAN CHURCH**

## **OUR MISSION**

*We seek to live Christ's love, welcome all people and joyfully serve God.*

## **AGENDA**

### **THE ANNUAL MEETING OF THE CONGREGATION**

**Sunday, January 29, 2023**

Rev. Ed Zumwinkel III, Moderator

**Announcement of a Quorum**

**Opening Prayer**

**I Elect Acting Clerk of Session**

**II Approval of the Minutes from January 30, 2022** Pete Putnam

**III Clerk's Report** Pete Putnam  
Membership Report

**IV Reports of Church Life** Pastor Ed  
Personnel Commission  
Worship Arts Commission  
Faith Formation Commission  
Mission Outreach Commission  
Connections Commission  
Stewardship Commission

**V By-Law Changes**  
1. Changes to WGPC Congregational By-Laws  
2. Amend Articles of Association of WGPC  
3. WGPC Association By-Laws

**VI Election**  
1. Bill Schwartz – 3-year term as Trustee  
2. Patrick Sinclair – 1-year term as Trustee  
3. Caleb Howell – 3-year term as an Elder

**VII Elect At-Large Committee Members for Nominating Committee**

**VIII Approval of the Minister's Terms of Call for 2023** Jeff Escott

**IX Presentation of the Church Budget for 2023** Ryan Furtick

**X Adjournment to the Meeting of the Association** Pastor Ed

## **WEBSTER GROVES PRESBYTERIAN CHURCH**

### **Minutes of the Annual Meeting of the Congregation January 30, 2022**

#### **A. Opening**

The Annual Meeting of the Congregation of the Webster Groves Presbyterian Church was held on Sunday, January 30, 2022 in the sanctuary and via Zoom teleconference following the 9:30 am Service of Worship. The Clerk of Session declared a quorum. Rev. Ed Zumwinkel, III called the meeting to order at 10:29 am and opened the meeting with prayer.

#### **B. Approval of Minutes**

A motion to approve the Minutes of the 2021 Annual Meeting of the Congregation as written was made, seconded and approved.

#### **C. Clerk's report**

Ed introduced Carrie Rao, newly elected Clerk of Session, to give the Clerk's report. The report was prepared by the outgoing Clerk of Session, Harriet Hall, and was not included in the packet. Carrie gave a summary of the report, including highlights of the year such as managing the pandemic's effects on our worship and other activities, saying goodbye to Rev. Hannah Zyla, welcoming 23 new members, becoming a More Light Congregation, ending the year with a surplus in the budget, and continuing our important mission and advocacy work.

#### **D. Reports of Church Life**

**Personnel Commission** report was given by Brian Tobin (Chair Jeff Escott unable to attend). Brian referred to the personnel section of the Trustees report in the packet. The staff had a good year despite a few changes, including the departure of Rev. Hannah Zyla. The church has begun the process of discernment to design a new staffing plan for the coming year. A member of the congregation asked if the budget still includes expenditure for the salary of an Associate Pastor, which Brian confirmed.

**Worship Arts Commission** report was given by Shawn Portell. Shawn reflected on the effects the pandemic has had on music in churches and communities everywhere and expressed gratitude for the resiliency of WGPC's congregation. Despite reduced numbers and capacity, we have been able to combine with other groups such as the St. Louis Metro Singers to bring special music programs to this church. We have also engaged in special art projects to bring beauty to the sanctuary for those worshiping in person and online. He encouraged us to continue to trust in the Lord and express our love and faith through music, art, and fellowship.

**Faith Formation Commission** report was given by Dr. Pete Putnam, Chair of the Commission. A written report was included in the packet, and Pete delivered a summary and updates for 2022. He mentioned that although Hannah's departure was a tough transition for our education programs, we have faithful volunteers who have taken up the slack and continued with Hannah's well-developed plans and Cherstin Byers helps keep everything organized. He called for more volunteers, especially to provide dinners for the youth programs on Sunday evenings and encouraged the congregation to look forward to new confirmands, a youth mission trip, and continuing hybrid format for adult education in 2022.

**Mission Outreach Commission** report was summarized by Rev. Ed Zumwinkel, III in the absence of Beth Kazlauskas. He referred to the written report in the packet and reminded the congregation that our mission programs have three legs: outreach, in which we support community organizations and efforts; advocacy and justice work; and socially responsible investment through our endowment commission.

**Community Connections Commission** report was given by Rev. Ed Zumwinkel, III. Ed stated that this commission, previously known as Evangelism, remains named as a commission, although most of its work been taken on by the Gathering Task Force in 2021. In 2022 the Session plans to discuss the future of this Commission and its work.

**Stewardship Commission** report was given by Bob Weng, Chair of the Commission. Bob announced that since his written report was submitted, we have surpassed the \$900,000 goal for pledges. Nearly half of all families have pledged, including 25 who had not pledged previously. Approximately half of those renewing their pledge increased the amount.

#### **E. Approval of Terms of Call for 2022**

Ed invited outgoing President of Trustees Brian Tobin to moderate this portion of the meeting while he stepped out of the room. Brian then referred to the written proposed terms of call in the packet. He asked for questions or discussion, and hearing none, asked for a motion to approve as written. After a motion and a second, and no discussion, the Terms of Call for Rev. Ed Zumwinkel were unanimously approved. Ed was invited back into the sanctuary and received enthusiastic applause from the congregation. He resumed the role of moderator and thanked everyone for their support.

#### **F. Presentation of the Church Budget for 2022**

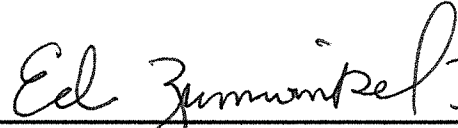
Ryan Furtick, Church Treasurer , presented the budget for 2022, printed in the packet, as approved by the Session. He pointed out the "challenge" of \$75,000 for 2022, which we have been able overcome in past years. The committee is confident that with reductions in expenses and increases in income we will be able to make up this difference throughout the course of the year.

#### **G. Adjournment to the meeting of the Association**

A motion to adjourn was made, seconded and approved. Ed closed the meeting with prayer at 11:04 am.

Respectfully submitted,

  
\_\_\_\_\_  
Carrie Rao, Clerk of Session

  
\_\_\_\_\_  
Rev. Ed Zumwinkel III, Moderator

1/19/2023

# Terms of Call

## 2023

	2022	2023
<b>E F Zumwinkel, III</b>		
Salary & Housing (1)	\$93,640	\$ 93,229
403B Annuity	\$26,000	\$ 30,000
<b>Effective Salary</b>	<b>\$119,640</b>	<b>\$ 123,229</b>
Professional Expenses (2)	\$6,500	\$ 6,500
Benefits (3)	\$45,622	\$ 49,500
Social Sec Reimb	\$9,152	\$ 9,428

- (1) Allocations of wages and housing are determined by the minister
- (2) Includes reimbursement for professional expenses and continuing education.
- (3) Includes pension, medical insurance, and long-term disability.

2023 Budget Projections			1/4/2023
	<u>2022</u> <u>Budget</u> <u>As Passed</u>	<u>2023</u> <u>Proposed</u>	
<b>Receipts</b>			
Pledges & Regular Offerings	\$900,000	\$ 970,000	
Other Offerings	\$40,500	\$ 31,500	
Other Income General	\$86,500	\$ 77,750	
<b>Total Receipts</b>	<b>\$1,027,000</b>	<b>\$1,079,250</b>	
<b>General Endowment Income</b>	\$ 100,000	\$ 80,000	
<b>Program Endowment Funds (Donor Restricted)</b>	\$ 32,000	\$ 100,000	
<b>Abundance of Generosity</b>	\$55,000	\$ 10,000	
<b>Total Anticipated Available Funds</b>	<b>\$1,214,000</b>	<b>\$1,269,250</b>	
<b>Total Ministry Disbursements</b>	<b>\$1,289,153</b>	<b>\$ 1,429,159</b>	
<b>Surplus / Challenge</b>	<b>-\$75,153</b>	<b>-\$159,909</b>	

<b>Programmatic Endowment Income*</b>	9/30/2022 balance	2023 Projected Income	<b>2023 Estimated Balance Available</b>
For Property Repairs & Improvements	\$ 63,899	\$ 19,344	\$ 83,243
For Mission Programs	\$ 34,400	\$ 20,930	\$ 55,330
For New Program Development	\$ 9,162	\$ 1,496	\$ 10,658
For Music Programs	\$ 11,488	\$ 3,343	\$ 14,831
For Youth Mission Program	\$ 16,123	\$ 1,812	\$ 17,935
For Adult Mission Program	\$ 27,406	\$ 3,603	\$ 31,009
2021 Projected Endowment Funds Available	\$ 162,478	\$ 50,528	\$ 213,006

# **ARTICLES OF ASSOCIATION OR CONSTITUTION OF THE WEBSTER GROVES PRESBYTERIAN CHURCH ASSOCIATION**

-6-

The business affairs of this Association shall be conducted by a Board of Trustees which shall consist of twelve (12) members to be elected from the membership of this Association. At a meeting of this Association held annually, four (4) members of this Association shall be elected Trustees and members of the Board of Trustees for terms of three (3) years. . . .

## **BY-LAWS OF THE ASSOCIATION**

### **ARTICLE V- - - THE BOARD OF TRUSTEES**

**Section 1. – Number** There shall be twelve (12) members of the Board of Trustees.

## **BY-LAWS OF WEBSTER GROVES PRESBYTERIAN CHURCH**

### **ARTICLE II - - - NOMINATIONS AND ELECTIONS**

The Nominating Committee shall be comprised of the Pastor, as an ex-officio member without vote, and five (5) active members of the Church, both men and women, designated as follows:

- One (1) by the Session from its members:
- One (1) by the Board of Deacons from its members:
- One (1) by the Board of Trustees from its members.
- Two (2) At-Large members elected by a meeting of the Congregation upon nomination from its Nominating Committee.
- One of these members will be nominated by the Session to serve as Moderator of the committee and elected at a meeting of the Congregation. . . .



**AGENDA**  
**ANNUAL MEETING OF THE ASSOCIATION**  
**WEBSTER GROVES PRESBYTERIAN CHURCH**

Sunday, January 29, 2023

Doug Stanley  
President, Board of Trustees

- |       |  |                          |
|-------|--|--------------------------|
| I.    | Declaration of a Quorum                      |                          |
| II.   | Identification of Secretary/Acting Secretary |                          |
| III.  | Welcome and Introduction                     | Doug Stanley             |
| IV.   | Report of the Treasurer                      | Ryan Furtick             |
| V.    | Report of the President                      | Doug Stanley             |
| VI.   | Other Business                               |                          |
| VII.  | Adjournment                                  |                          |
| VIII. | Closing Prayer                               | Pastor Ed Zumwinkel, III |

Date : 01/11/2023  
Time : 8:12:21 AM

**Webster Groves Presbyterian Church**  
**Revenue & Expense Report**  
**Fund: GENERAL FUND**

**January to December 2022**

## **Treasurer's Report to the Congregation**

<b>Accounts</b>	<b>Actual (2022)</b>	<b>Budget (2022)</b>	<b>Budget/ Actual (2022)</b>
<b>Total REVENUES</b>	\$1,123,462	\$1,027,000	\$96,512
<b>Total EXPENSES</b>	\$1,087,035	\$1,188,296	\$101,261
<b>Net Total</b>	\$36,427	(\$161,296)	

Report of 1/17/2023 in advance of 2022 year end closing.

**Board of Trustees Annual Report**  
**Doug Stanley, 2022 President**  
**January 29, 2023**

I am pleased to report that the financial affairs of WGPC are well. While our church building is aging gracefully the Board of Trustees decided to commence long range plans to budget for the maintenance and care of the building and grounds. These plans will continue with the 2023 Board of Trustees. Despite the overall economic issues we faced in 2022, the generous donations of time, talent, and treasure from our staff and congregation came through and we ended 2022 with our actual receipts less disbursements in the black and exceeding budget. We worship in a glorious facility that welcomes members, guests and the community of Webster Groves. The Board of Trustees is blessed to have wonderful leadership from Pastor Ed and our Church Business Administrator, Jan Scheurer.

Highlighted below is a sampling of key activities and accomplishments in 2022 from our Committees and Commissions:

**Property**

- Roof Repairs were made in August
- Significant HVAC upgrades were made in the Sanctuary in August
- Installation of insulation on pipes in the Early Childhood Center
- Lease of the Moody Lot was extended
- Audio visual improvements were made
- Parking lot upgrades were made including sealing; lighting; signage upgrades; grounds maintenance (trees/natural garden)
- The Sunken Garden improvement plans are underway
- The Mission Hub/Gathering Spot areas were created
- Flooring upgrades
- ECC upgrades

**Finance**

- Adopted a new document and record retention/destruction policy
- Established the financial review committee that performed the review of the 2021 WGPC financials
- Started the process of applying for the employee retention tax credit

**Endowment**

- Continued the Minute for Mission talks
- Attorney Beth McCarter and CPA Craig Campbell gave a planned giving presentation in November
- Rev. Joseph Moore from the Presbyterian Foundation provided an estate planning session in May

**Personnel**

- The Associate Pastor Nominating Committee was formed
- We welcomed Michelle Lepak, Director of Welcome and Involvement and Matt Miller, Student Pastor
- We reopened the nursery with paid staff providing consistent coverage

It has been an honor to serve as President in 2022. Blessings, Doug Stanley

