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 31, 2021
Rev. Ed Zumwinkel III, Moderator

Announcement of a Quorum

Opening Prayer

I Approval of the Minutes from January 26, 2020 Harriet Hall

II Clerk’s Report Harriet Hall

Membership Report

III Reports of Church Life Pastor Ed

Personnel Commission
Worship Arts Commission
Faith Formation Commission
Mission Outreach Commission
Connections Commission
Stewardship Commission

VIII Report of the Nominating Committee Lynne Binder

Election of Michael Patrick to fill unexpired one-year term

IV Approval of the Minister’s Terms of Call for 2021 Carrie Rao

V Presentation of the Church Budget for 2021 Carol Ault

VI Adjournment to the Meeting of the Association Pastor Ed
WEBSTER GROVES PRESBYTERIAN CHURCH
MINUTES OF THE ANNUAL MEETING OF THE CONGREGATION
JANUARY 26, 2020

OPENING
The Annual Meeting of the Congregation of the Webster Groves Presbyterian Church was held on
Sunday, January 26, 2020 in the Sanctuary immediately following the 10:30 am Service of Worship in
which incoming church officers were ordained and installed. The Clerk of Session declared a quorum.
Rev. Ed Zumwinkel, III called the meeting to order at 11:35 a.m. and opened the meeting with prayer.

APPROVAL OF THE MINUTES
A motion to approve the Minutes of the 2019 Annual Meeting of the Congregation as written was made,
seconded and approved.

CLERK’S REPORT
Ed introduced Clerk of Session Harriet Hall who referred the congregation to the 2019 Annual Report.
She highlighted the ways in which WGPC members participate at the presbytery on committees and
teams and reported that we sent commissioners to every presbytery gathering in 2019. She invited
interested persons to speak with her or Ed about ways to serve the presbytery. Harriet to the 2019
Membership Report in the Annual Report and briefly explained the process by which the membership
was adjusted. Questions were invited; none received.

ADOPTION OF REVISED BYLAWS AND ARTICLES OF THE ASSOCIATION
Ed reminded attendees that the proposed revisions had been posted on the website (wgpc.org) for
more than a month and that the Clerk of Session had held a Q & A session earlier this month. He stated
that these revisions serve to update as there had been no changes since 2003. A motion to adopt the
new Bylaws and Articles of the Association as presented was moved and seconded. Opened for discus-
sion. The motion was approved by unanimous voice vote.

ELECTION OF TRUSTEES FOR CLASS OF 2021
Brandon Thurmon, Chair of the 2020 Nominating Committee presented Jamie Scott and Steve Seele to
fill unexpired terms (Class of 2021) on the Board of Trustees. The floor was opened for nominations.
None received. Motion to approve their nominations was made and seconded. Jamie and Steve were
elected by unanimous voice vote.

REPORTS OF CHURCH LIFE
Personnel –Carrie Rao referred to the written report. She affirmed the work of the commission as
meaningful and important service to the church. She encouraged members to personally thank our staff
members.

Worship Arts –Shawn Portell referred to the written report. He acknowledged the work of this com-
mission in planning and executing four special worship services during the year from the ground up. He
encouraged the congregation to volunteer for this commission. Shawn shared his delight with the
Children’s Choir which has 16- 24 children (including pre-K) participating on Sunday nights. He espe-
cially enjoys the fact that some of these children are the children of former Youth Choir members at
WGPC.
Faith Formation – Pete Putnam reaffirmed that the commission is not called “Christian Education” as referenced on the agenda. The commission re-branded in 2018 to reflect that Faith Formation is a life-long challenge. He acknowledged Katie Petru and Amy Morff for their leadership of the commission and thanked all the teachers, and other volunteers who make these programs work. He recognized Summer Kohring who served as Interim Youth and Family Director while Brian Kuhn was on sabbatical. Pete referred to the Discipleship Milestones which the commission and session had adopted and which are posted on the website. He encouraged members to review them for personal spiritual reflection and shared that they are being used in planning programs. He clarified from the written report that no decisions have been made about the children and adult libraries, but that the commission is looking at ideas for how to help those books be better used.

Mission Outreach – Deb Grossman referred to the written report and expressed gratitude for the support of the congregation. She acknowledged the tireless work and dedication of Beth Kazlauskas, Mission Coordinator. The commission worked hard this year to determine how the Meyer funds designated for Mission would be used and ultimately focused on Hunger and Housing, Education and Empowerment, and Strong Communities. Deb highlighted the many ways people have been involved in hands-on mission including the October Mission Weekend in which over 110 people participated. The commission also includes the Advocacy and Environmental Stewardship teams both of which have been involved in significant events and efforts during the year.

Evangelism – No report from the Commission. Ed recognized Tracey Rapisardo, Connections Coordinator and Jan Scheurer, Business Administrator for their work on the new format Annual Report and also our “WGPC Connection” magazine. He also acknowledged the good work of Cherstin Byers, Assistant for Youth and Family Ministries for her efforts on the Friday Flash and website.

Stewardship – Ed reported for the Commission. The stewardship campaign did not yield the results we had hoped and the commission has spent time analyzing some possible causes. The budget the session approved is a “challenge budget”, reflecting about $53,000 in planned expenses over income. We have met and exceeded all of the challenge budgets in past years and Ed is confident we will again.

Planned Giving and Endowment – A written report was included in the Annual Report. Ed encouraged each member to think about their own legacy as a Christian and how they might include the church in estate plans.

Approval of Minister’s Terms of Call for 2020
Ed invited Carol Ault to moderate this portion of the meeting and he left the sanctuary. Carrie Rao presented the 2020 Pastor’s Terms of Call for Ed which had been made available in the meeting. She pointed out that Ed’s 2020 Terms of Call do not include any changes in his income and benefits from the previous year, per his request in recognition of the budget challenge. The Terms do include an additional week of vacation, bringing his to 5 weeks/year in addition to 2 weeks of study leave. A Motion to approve the 2020 Terms of Call for Ed was made and seconded. Discussion was opened and hopes expressed that Ed’s salary could be “revisited” again during the year if our budget looks good. Motion was approved by unanimous voice vote.
Carrie presented the Terms of Call for Rev. Hannah M. Zyla and made the motion to accept the Terms of Call as described. The motion was seconded and discussion opened. No further discussion. **The motion was approved unanimously by voice vote.** Ed returned to the meeting and was greeted with applause. He resumed the role of Moderator and expressed his appreciation for the privilege of serving with us at WGPC and for the hard work of all of the staff.

**PRESENTATION OF THE CHURCH BUDGET FOR 2020**
Carol Ault, Chair of the Budget Committee reported that the 2020 budget which was approved by Session on January 21, 2020 reflects expenditures of $1,265,501 and a challenge of approximately $53,000. The description of the allocations is included in the Annual Report. Questions were invited; none received.

**ADJOURNMENT TO THE MEETING OF THE ASSOCIATION**
A motion to adjourn was made, seconded and approved. Ed closed the meeting with prayer at approximately 12:10 p.m.

Respectfully submitted,

_____________________________  ______________________________
Harriet Hall                  Rev. Ed Zumwinkel, III
Clerk of Session             Moderator
### Webster Groves Presbyterian Church

#### Nominating Committee 2020

All terms are for the Class of ‘23 unless noted otherwise.

**Deacons**

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<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Dennis Frink</td>
<td>Laurie Goodfellow</td>
<td>Denise Thomas</td>
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<tr>
<td>DeEtte Howell</td>
<td>Jane Fairbanks</td>
<td>Becky Clausen</td>
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<td>Sandy Oliver</td>
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**Elders**

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<tr>
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<tr>
<td>Jo Gierse</td>
<td>Joanna Vandertuin</td>
<td>Bill Richards</td>
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<tr>
<td>Leslie McCormick</td>
<td>Matt Byrne</td>
<td>John Duckworth</td>
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<tr>
<td>Lily Johnston</td>
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**Trustees**

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<tr>
<td>Lafe Goodfellow</td>
<td>Cindy Lueder</td>
<td>Noreen Mayfield</td>
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<tr>
<td>John Rawlings</td>
<td>Jamie Scott</td>
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**Nominating**

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<tr>
<td>Gerri Seitz</td>
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**Planned Giving and Endowment**

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<tr>
<td>David Miyazaki</td>
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# Terms of Call

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2021</th>
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<tbody>
<tr>
<td><strong>E F Zumwinkel, III</strong></td>
<td></td>
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<tr>
<td>Salary &amp; Housing (1)</td>
<td>$ 87,772</td>
<td>$ 90,155</td>
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<tr>
<td>403B Annuity</td>
<td>$ 25,000</td>
<td>$ 26,000</td>
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<tr>
<td><strong>Effective Salary</strong></td>
<td><strong>$ 112,772</strong></td>
<td><strong>$ 116,155</strong></td>
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<tr>
<td>Professional Expenses (2)</td>
<td>$ 6,500</td>
<td>$ 6,500</td>
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<tr>
<td>Benefits (3)</td>
<td>$ 42,553</td>
<td>$ 44,293</td>
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<td>Social Sec Reimb</td>
<td>$ 8,696</td>
<td>$ 8,886</td>
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<tr>
<td><strong>H M Zyla</strong></td>
<td></td>
<td></td>
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<tr>
<td>Salary &amp; Housing (1)</td>
<td>$ 57,700</td>
<td>$ 61,903</td>
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<tr>
<td>403B Annuity</td>
<td>$ 2,400</td>
<td>$ -</td>
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<td><strong>Effective Salary</strong></td>
<td><strong>$ 60,100</strong></td>
<td><strong>$ 61,903</strong></td>
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<td>Professional Expenses (2)</td>
<td>$ 4,000</td>
<td>$ 4,000</td>
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<tr>
<td>Benefits (3)</td>
<td>$ 21,589</td>
<td>$ 22,904</td>
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# GENERAL FUND BUDGET PROJECTIONS

## 2021

<table>
<thead>
<tr>
<th>Receipts</th>
<th>2020 BUDGET</th>
<th>2021 BUDGET</th>
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<tbody>
<tr>
<td>Pledges &amp; Regular Offerings</td>
<td>$966,000</td>
<td>$900,000</td>
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<tr>
<td>Other Offerings</td>
<td>$46,000</td>
<td>$30,000</td>
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<tr>
<td>Other Income General</td>
<td>$118,000</td>
<td>$75,000</td>
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<tr>
<td><strong>Total Receipts</strong></td>
<td><strong>$1,130,000</strong></td>
<td><strong>$1,005,000</strong></td>
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**General Endowment Income (Spending Ratio)**

<table>
<thead>
<tr>
<th>Programmatic Endowment Funds (Donor Restricted)</th>
<th>2020</th>
<th>2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>$20,175</td>
<td>$31,000</td>
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</table>

**2020 Abundance of Generosity**

| **$55,000** |

**Total Anticipated Available Funds**

| **$1,207,958** | **$1,170,843** |

**Total Disbursements**

| **$1,261,120** | **$1,196,591** |

**Surplus/(Challenge)**

| **($53,162)** | **($25,748)** |

## PROGRAMATIC ENDOWMENT FUNDS *

<table>
<thead>
<tr>
<th>(Donor Restricted)</th>
<th>9/30/20 balance</th>
<th>2021 Projected Income</th>
<th>2021 Projected Endowment Funds Balance Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>For Property Repairs &amp; Improvements</td>
<td>$ 50,474</td>
<td>$ 21,028</td>
<td>$71,501.60</td>
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<tr>
<td>For Mission Programs</td>
<td>$ 55,964</td>
<td>$ 22,752</td>
<td>$78,715.80</td>
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<tr>
<td>For New Program Development</td>
<td>$ 5,509</td>
<td>$ 1,626</td>
<td>$7,135.00</td>
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<td>For Music Programs</td>
<td>$ 14,182</td>
<td>$ 3,634</td>
<td>$17,815.92</td>
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<tr>
<td>For Youth Mission Program</td>
<td>$ 12,059</td>
<td>$ 1,962</td>
<td>$14,020.96</td>
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<tr>
<td>For Adult Mission Program</td>
<td>$ 19,299</td>
<td>$ 3,924</td>
<td>$23,222.68</td>
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<tr>
<td>For Stephen/Caring Ministries</td>
<td>$ 24,220</td>
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<tr>
<td>For Christian Ed. (Smith Fund)</td>
<td>$ 4,017</td>
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</table>

**2021 Projected Endowment Funds Balance Available: Total**

| $212,411.96 |

**Suggested spending goal 15% **

| $31,861.79 |
AGENDA
ANNUAL MEETING OF THE ASSOCIATION
WEBSTER GROVES PRESBYTERIAN CHURCH

Sunday, January 31, 2020

Brian Tobin
President, Board of Trustees

Declaration of a Quorum

I. Approval of Minutes of January 26, 2020  
   Brian Tobin

II. Report of the Treasurer  
    Ryan Furtick

III. Report of the President  
     Brian Tobin

IV. Other Business

VI. Adjournment

VII. Closing Prayer  
     Pastor Ed Zumwinkel, III
Webster Groves Presbyterian Church
Association Annual Meeting
January 26, 2020

Minutes

The Association Meeting was called to order by Carol Ault, President, Board of Trustees 2019. Ms. Ault affirmed the presence of a quorum for the meeting. Ms. Ault asked for approval of the Association Minutes dated January 27, 2019. A motion was made and seconded to approve the Minutes, no discussion; Motion passed.

Ms. Ault introduced Ryan Furtick, Treasurer, who replaced Jack Porter mid-year to give the budget reports for 2019 and the proposed 2020 budget. Printed handouts of the budget reports were available to all members present. After the reports were given a motion was made and seconded to accept the reports; there were no questions. The Motion passed.

Ms. Ault gave a summary of the printed Annual Report that each member received: Property Committee, Chaired by Todd Meyer.

1. Building fire panel replaced.
2. Tuck pointing and water proofing in the walls of the ECC building and several interior walls were replaced and/or reconditioned.
3. Completed miscellaneous roofing repairs on the ECC building and above staff offices.
4. Refurbishment of the Nursery room painting, carpeting and furnishings.
5. Installed new tile at the Hale Entrance of the building.
7. Started work to evaluate the condition of the Hale parking lot and how to improve the walking surface for general safety.

The Property Committee managed the construction at Regions Bank next door that effected the church property.
The Property Committee commissioned an Energy Audit to look at church building energy use and were given options to lower our overall usage and associated costs.
The Property Committee worked with local vendors to lease parking lot space. As a result, two parking lot lease agreements were made with two local vendors to use of our parking lots when they are not in use for church functions.
Lease agreements were also made with Patterson Performing Arts and Thimble and Thread Quilting Guild to use space in our building. This helps with our finances and also uses our unused space more effectively. This is also good for community relations.

ECC: This has been a transformative year for ECC. The ECC created a new branding with a new logo, signage, brochures and website that includes videos and offers online payment and registration. There is a new STEAM ROOM (Science, Technology, Engineering, Arts and Math) for students.
Ms. Ault reported on the work of the **Financial Committee, Chaired by J. R. Walters**, which included an outside Audit Report by the firm Anders CPA’s and Advisors. The final report stated that, “in their opinion, the financial statements present fairly in all material respects the financial position of the church as of December 31, 2018.” The Church does have a challenge in the 2020 budget.

Ms. Ault recognized the Trustees as dedicated and conscientious and thanked the outgoing members for their services: Steve O’Loughlin and Matt Robinson, both served on the Property Committee.

A motion was made and seconded to adjourn the Annual Meeting.

The meeting was adjourned with prayer by Pastor Ed.

Respectfully Submitted,

Lestene D. Followell  
Secretary, Board of Trustees
### 2020 Revenue and Expense Report
January to December 2020

<table>
<thead>
<tr>
<th></th>
<th>2020 Actual</th>
<th>2020 Budget</th>
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<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pledges</td>
<td>$984,200</td>
<td>$966,000</td>
</tr>
<tr>
<td>Other Offerings</td>
<td>$48,988</td>
<td>$48,000</td>
</tr>
<tr>
<td>Other Income</td>
<td>$113,414</td>
<td>$118,000</td>
</tr>
<tr>
<td><strong>Total REVENUES</strong></td>
<td>$1,146,602</td>
<td>$1,130,000</td>
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<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
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<tr>
<td>Total EXPENSES</td>
<td>$1,090,759</td>
<td>$1,183,850</td>
</tr>
<tr>
<td><strong>Net Total</strong></td>
<td>$55,843</td>
<td>$(53,850)</td>
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</table>
It has been a challenging yet rewarding year for the Board of Trustees. Our Church is financially secure, the building and grounds have never looked better and our staff and clergy have been dedicated yet flexible in carrying out their duties and the mission of our congregation while reflecting the spirit of Christ. I thank all our members and staff for their faithfulness and look forward to the changes and challenges we face going into 2021. Below I have listed some of the highlights of the various Boards and Committees who serve with and report to the Trustees.

Finance- Under the leadership of J.R. Walters, the Finance Committee, building off the successful Audit in 2019 accomplished the following as presented to and passed by the Board:

- Established the Paid Leave Account which will be used to fund any expenses incurred by WGPC when staff or clergy are on sabbatical, maternity/paternity leave or FMLA not otherwise covered by short-term disability.
- Investigated and implemented by moving to retain Anders CPAs & Advisors to provide an annual financial review in compliance with the Book of Order.
- Continued the committee’s work on making the financial reports provided to the Trustees, Session, and the congregation easier to read and understand.

Property- Under the leadership of Todd Meyer, and with the invaluable time and efforts from Jan Scheurer, and our Custodial Staff of Pete, Pierre and Ken, the Property Committee has been busy keeping our wonderful Church a great place to worship, pray and inviting to our members and the larger community to serve Christ:

- Monitored and updated the HVAC system including consideration of an energy audit.
- Monitored and implemented security system updates including the fire alarm.
- Performed repairs on the Scout Garage.
- Monitored and ensured compliance by Regions Bank with the new construction.
- Had the church bell inspected by Jean Magre for the COVID-19 Memorial.
- Approved remodeling the Hale Entrance to include new doors for outside access, new doors for inside access into the ECC, security access hardware and cameras to tie into the church’s security system. Jordan Gatewood’s firm, Mackey Mitchell Architects, provided 40 hours of pro-bono architectural services. The construction contract with Hof Construction has been signed and permits have been issued. The total cost is approximately $40,000 with half of those funds coming from Dorothy Meyer funding and the rest from other memorial funds.
- Led by a $10,000 gift, oversaw the repairs, repaving and restriping of the primary parking lot.
- Received a bid for a new elevator which has been deferred for now.
• Implemented necessary technology and phone system upgrades by AT&T and the AVID Group.
• Contracted for the installation of ionization air cleaning system.

Memorial Garden- The Committee presented, and the Board passed a motion by which an individual or family who purchases a niche then later decides to not use it can direct those funds as a donation to the Memorial Garden.

Early Childhood Center- As reported by Jamie Scott- The ECC has had a good year given the COVID-19 complications. Robin Cannon resigned as Director and the ECC Board has decided to operate without a Director for now. Enrollment has held steady and plans for growth are in the works. The ECC is financially stable and used COVID-19 grants and funding from St. Louis County to cover applicable expenses. A tuition increase was approved for the next school year.

I want to express my gratitude on behalf of the Board of Trustees to the outgoing members who are Jon Schickedanz, Dick Peterson, J.R. Walters, Karen Imse, Teenie Followell and Jean Magre. Their contributions in serving on their respective committees and the Board have been greatly appreciated.

Respectfully submitted,

Brian Tobin
President Board of Trustees