

2011
Annual Report
of
Ark and Dove Presbyterian Church

20th Annual Congregational Meeting
January 29, 2012
6:00pm

Twentieth Annual Meeting of the Congregation

Ark and Dove Presbyterian Church U.S.A.

January 29, 2012

OPEN WITH PRAYER

ESTABLISH QUORUM

APPROVE MINUTES OF CONGREGATIONAL MEETINGS, see pg. 3-4
Nineteenth Annual Meeting of January 30, 2011

ANNUAL REPORTS, see pg. 4-15
- Motion needed to receive annual reports

THE TERMS OF CALL FOR THE MINISTERS FOR 2012, see pg. 14-15

2011 INCOME AND EXPENSE REPORTS, see pg. 17-29
- Motion needed to receive annual financial reports

2012 BUDGET, see pg. 27-28
- Motion needed to receive 2012 budget

BYLAWS CHANGES, see pg. 30-32
- Motion needed to approve Bylaws changes

NOMINATION AND ELECTION OF CHURCH OFFICERS, see pg. 15

ELECTION OF CONGREGATIONAL MEMBERS TO NOMINATING TEAM
Nominations from floor

MOTION: THAT ALL SITTING ELDERS AND THE CLERK OF SESSION BE DESIGNATED AS TRUSTEES OF ARK AND DOVE PRESBYTERIAN CHURCH FROM FEB 1, 2012 TO JAN 31, 2013.

EXPRESSIONS OF THANKSGIVING

NEW BUSINESS

CLOSE WITH PRAYER

**Ark and Dove Presbyterian Church
Minutes of the 19th Annual Congregational Meeting
Sunday, January 30, 2011**

Pastor Tim Stern opened the meeting with prayer at 6:30 p.m. A quorum was declared. There were approximately 64 members present.

A motion was made and approved to accept the minutes of the 18th Annual Congregational Meeting of January 31, 2010, the Special Congregational Meetings of March 21, 2010 and the October 17, 2010 in one vote.

Motions were made and approved to receive the printed reports from the following ministries:

Worship	Facilities	Mission	Board of Deacons
Administration	Education	Discipleship	Nominating Team

As part of our discussion on ministry reports, attendees spent several minutes brainstorming and then reporting their discussions on what things we should be grateful for as part of our 2010 ministry efforts as well as put forward ideas towards things that we wish for in 2011. The notes from these discussions were recorded by the Clerk and were to be forwarded to the ministries for future reference and action.

A motion was made and approved to accept the 2010 Statistical report.

A motion was made and approved to receive the 2010 income and expense reports for the Mission and Ministry, and the Walking in Faith... Growing in Grace funds.

A motion was made and approved to receive the 2011 budget.

A motion was made and approved to approve the terms of call for the ministers for 2011. Vaughn Brown put forward a recommendation to Session to look at committing funds to pastoral sabbaticals as an ongoing annual effort through the capital campaign or the mission and ministry fund.

Pastor Salary (\$34,500 is designated as housing allowance)	\$75,204.65
SECA allowance	\$5,753.16
Pension/Medical insurance	\$23,689.45
Education allowance	\$2,100.00
Travel allowance	\$3,335.00
Expense allowance	\$2,000.00
Vacation: 5 weeks (5 days are Sundays)	
Education leave: 2 weeks (2 days are Sundays)	
Weekend Sabbaths: 2 weekend Sabbaths (3 day weekend – Fri, Sat, Sun)	
Associate Pastor Salary (\$25,500 is designated as housing allowance)	\$55,825.00
SECA allowance	\$4,270.61
Pension/Medical insurance	\$17,584.88
Education allowance	\$1,680.00
Travel allowance	\$2,650.00
Expense allowance	\$1,600.00
Vacation: 4 weeks (4 days are Sundays)	
Education leave: 2 weeks (2 days are Sundays)	

Weekend Sabbaths: 2 weekend Sabbaths (3 day weekend –
Fri, Sat, Sun

The Nominating Team put forth the name of Judy Quigley Cooper, Gail Huff and Cathy Debus as Deacons for the Class of 2014; Paul Doughty and Christy Yeager as Elders for the class of 2014. There were no nominations from the floor. A motion was made and approved for the nominations to be closed and the Clerk was instructed to cast a single unanimous ballot in favor of electing the above individuals for the specified position and term.

A motion was made and approved to elect Fred Barrow, Steve Debus, Linda Lewis and Lisa Ferrer as congregational members to the 2011 nominating team.

A motion was made and approved to designate all sitting Elders and the Clerk of Session as Trustees of Ark and Dove Presbyterian Church of Odenton, Inc. for 2011.

There was no New Business.

A motion was approved to adjourn. The meeting was closed with prayer at 8:05 p.m.

Rich Speir
Clerk of Session

ANNUAL REPORTS OF THE MINISTRIES

ADMINISTRATION MINISTRY

The Ministry has had a productive year attending to the business of our Church. We have experienced some challenges, however through the dedication of our team leaders, members and staff, we continue to answer our call to manage the affairs of Ark and Dove. We have maintained vigilance and focus on our budget and financial operations while attending to the needs of our pastors and staff. Administration has also worked diligently in the furtherance of our planning initiatives and vision for our future. We supported our mission goals, spent significant time creating and evaluating policies and on opportunities to enhance the appearance and functionality of our website.

Finance Team

Our Team continues to be led by our devoted Mission and Ministry Fund Treasurer, Brooks Emrick. The successful conclusion of our Walking in Faith Growing in Grace (WiFGiG) building fund campaign and the set-up and opening of Forward in Faith was managed during 2011 by our dedicated Building Fund Treasurer, Paula Griggs. We are pleased to report that in addition to paying the mortgages of the Church, a number of investments from WiFGiG gifts have been made for sanctuary technology, equipment, and furnishings as intended. Habitat for Humanity goals were reached, and reserves for Major Repairs and Replacements were bolstered.

In addition to the tireless work of our treasurers in making sure our obligations and commitments are paid, our financial statements are prepared, and our budgets are kept in balance, we were also blessed during 2011 with the time and talents of many members. Our sincere thanks to Anne-Marie Rosenthal for

preparation and production of our giving statements, to Shelley Franklin for assisting with payroll, and to her and many team members for assistance with the counting of offerings.

During 2011, the team has made additional improvements to the presentation of our financial information and financial forecasting, and facilitated planned giving opportunities by members of the congregation - such as qualified charitable contributions from IRA accounts and investment fund stock transfer gifts. The team also worked with a business partner to automate the staff payroll, providing the staff with many advantages of direct deposit and the team with savings of more than 200 annual volunteer hours of check production, IRS reporting, and W2 preparation. We also continue to benefit from the Stewardship demonstrated by the team as a result of an ongoing cost-conscious focus throughout all ministries of Ark and Dove.

Personnel and Policy Team

We are pleased to report that the Church was able to call a Team in 2011. The Team began 2011 with a considerable agenda of current policies that required review / update, new policies that required drafting, and several personnel needs including staff medical benefits. During the year a number of policies were also identified as needed among several ministries within the Church.

The time and talents of team members Lisa Hester, Joy Bullen, and Vaughn Brown, were brought to bear on a number of priorities and issues regarding our Church and our Staff. The Team dedicated significant time reviewing policies as well as investigating possible health care options for non-ordained staff. After working through a number of considerations, the Team was able to recommend a Health Insurance stipend for our Music Directors to Session, which was subsequently approved and has been implemented.

In mid-2011, The Presbytery of Baltimore issued recommendations regarding establishment of an Administrative Manual by all churches within the Presbytery as well as recommendations for the content of such manuals. The Team plans to take up this work in the coming year and looks forward to continuing its work in support of our staff, their goals and objectives, and those of our Church and Ministries.

Communications Team

Since we were blessed with the vision of past leadership that led to the establishment of our website, we have not maximized the value of this communication tool. As our outwardly-facing image to potential members, and an important tool for our ministries, we recognize the importance of our web presence. We appreciate the contributions from Rick Dixon and Virgil Liedy. In 2011, the Communications Team devoted a great deal of attention to the Church's website. While we have managed to keep the site populated with current information, we plan to do a better job in the future and have plans to refresh the page templates, content, and flow of the site. We plan to try to emphasize additional benefits of the website, however one of a number of challenges in maintaining the site has been the availability of administration resources in terms of time and talents.

In addition, to improvements to the site, the maintenance of our domain has been a challenge in 2011. We have worked through several issues regarding email, spam, and other issues typical to domain and website management, however the time investment in maintenance has effectively taken time from enhancements and development.

The Team also looked into software tools that have the potential to assist with administrative functions of the Church, Elders, Deacons, and Team Leaders. A Church intranet would provide for better communication among ministries and serve as a reference area for current and future leadership. The Team plans to continue to look for cost-effective options that may meet our needs.

Long Range Planning Team

Our long range planning team including Pastor Tim, Pastor Michelle, Laura Doughty, Julia Kirby, Paula Griggs, Christy Yeager, Donna Anderson, Spencer Keyes, Kim Jones and Rich Speir worked faithfully in 2011 to strategize and plan for living out our 2010 long range plan. Along with help from our friend and long time consultant Linnea Nilsen Capshaw, the team made an assessment of and subsequent recommendations for improvements to the discipleship processes of engaging and equipping adults as well as to the ways we train and support our leaders at Ark & Dove. This effort took a detailed look into many elements of how we're living out our mission statement of being a community of disciples that embody the life and spirit of Jesus Christ so that lives are transformed. As part of the data gathering effort, we talked to

many members directly and through various surveys. The outcome of this effort was a detailed plan that was presented and approved by Session for specific goals in 2012 and 2013. If you would like more details on the specifics of our hard work, please see Rich Speir for a copy of the report generated at the end of the effort. Again, we're grateful for the many hours of dedicated effort by our team members and were blessed to have such devoted leaders.

FACILITIES MINISTRY

The Facilities Ministry keeps our building, kitchen, technology and grounds in shape so that Ark and Dove's many disciples can carry out their ministries. Thank you to all who participate throughout the year. We could not do what we do without the support of many. Unfortunately, our building is aging which requires more effort. As you read the list of work undertaken by the current facilities team, we would be happy to have your help and support.

Building Team: Mike Davie – Team Leader

Mike Davie was supported by Rob Yeager, Clay Heflebower (moved away in February), Lou Kareha, Mike Graziano, and new member Eric Zacharias. Team members open and close the building each Sunday, check HVAC operation and settings, restock restroom supplies, replace light tubes, bulbs and ballast transformers, and respond to building problems. Mike managed contractor services for building cleaning by Opportunity Builders, Inc., a local organization providing occupational services for adults with developmental disabilities, HVAC maintenance and repair, and fire sprinkler, extinguisher and alarm system inspection, adjustment and repair. Mike made HVAC system adjustments and basic electrical improvements including wall outlet replacement, activated a window-sill heating strip in the Director of Music office, did roof drain clearing and leak repairs, repaired the Kurzweil keyboard pedal board, un-stuck a grand piano pedal, replaced an oven pilot light thermocouple, arranged for state-required annual wheelchair lift safety inspection and lubricated the lift screw, had contractor renew weatherizing of exterior air ducts on sanctuary HVAC ground units to stop rain leaks into platform closets, took recyclables other than paper to the county drop-off in Millersville, and coordinated Verizon repair of landline phone service outages and BGE electric power restorations. Graz patched several interior wall dings, and managed contractor tile floor strip & wax in June while Mike was away. Mike and Rob researched and managed contractor upgrade of fluorescent lighting and enhanced contractor air conditioning system maintenance, both under BGE Energy Saver programs that paid 80% of the lighting upgrade cost, will pay an incentive allowance toward the AC maintenance cost, and should significantly reduce monthly electricity consumption. Eric completed window installations in several interior room doors, mounted a new flat screen monitor on the A&D Room wall, painted the kitchen ceiling, replaced the cigarette butt container outside the lobby entry door, replaced two deteriorated wood composite exterior doors, T1-11 siding panels, and exterior wood trim on the Sheppard Room north wall and the sanctuary/kitchen/hallway west wall and repainted those exterior areas. During March, Mike investigated small business recycling services available to reduce our waste stream, but could not find anyone willing to lead coordination of that effort. Clay Heflebower donated a 12-foot stepladder and 16-foot extension ladder when they moved to Arizona. Mike, Eric, and Bob Stevens raised the kitchen triple-sink and replaced the faucet. Jean Powers ordered 200 new worship chairs and two hand trucks to move chair stacks from area or room to room. Pastor Tim Stern recruited helpers to take delivery and found two organizations to pick up and use the old chairs. Joan Berry's quilting group restitched loose seams on the grand piano cover. Bob Chapman arranged purchase of new lobby entry door exterior mat made of recycled materials. Rob researched purchase of a digital light-dimming control system to replace individual light-switch dimmers, had an electrician install the cabinet and a 100 amp supply circuit above the kitchen hallway ceiling, and rerouted fourteen light circuit cables to the cabinet.

Technology Team: Chris Slinguff – Team Leader

The technology team is responsible for maintaining our server and office computers. For now we are mostly maintaining software licenses and user access to the server. It is an ongoing effort to keep the equipment up and running. We are at a point where our desktop technology is dated, and most of our computers will need to be replaced, if budget allows. We have also purchased another LCD monitor, to be utilized for the business of A&D. The monitor is part of our green effort, by reducing the amount of paper handouts and visually presenting our material at meetings.

Kitchen Team: Ray Busey – Team Leader

During the year of 2011 many leaders have stepped to the task in the kitchen area. We were able to provide many functions and host many events as a result of the kitchen and its many members. This team provides support to all the ministries who use the kitchen, including Education, Deacons, and Mission. The pantry was reorganized a couple of times this year and new shelves were added for additional storage. The hood ventilation system was cleaned. The suspended ceiling tiles that were damaged were repaired. The fire suppression system was serviced and a new "K" type kitchen fire extinguisher purchased and installed. The 11-year-old kitchen freezer and the old microwave both stopped working, and were replaced this year. We thank all of those who support the kitchen and its team members.

Grounds Team: Ellen Makar – Team Leader

Thank you to Cliff Wellington, for taking on the responsibility of lawn care this year. Cliff divided the Church property up in quadrants, and had individuals responsible for their quadrant. Thank you to all of those who were able to help with the mowing effort this year. The more people we get involved with these efforts, the easier it is to accomplish. Other items that were accomplished on our grounds this year were the repair of our pond fence, weeding and mulching of our front flower beds and planting of new plants along the driveway. Snow was manageable this year, and we are working to keep a budget item for snow removal going forward.

Prayerfully Submitted,

David Schafer
Facilities Ministry Elder

DISCIPLESHIP MINISTRY

The Discipleship ministry welcomes visitors into the church and assists them on the path to becoming members. We also help members to form meaningful connections with other members, with educational opportunities, and with opportunities for service within the church.

Fellowship

Many members of the congregation worked hard to offer fellowship opportunities for the congregation so they might form and maintain connections with each other and share common interests. Among the events offered were the Shrove Tuesday pancake dinner, the Church picnic, the Craft Fair, the Advent Dinner, a game night, several meetings of the crafters group led by Connie Kinnick and beading workshops led by Jean Powers.

Connections

This team reaches out to new and existing members and helps them find opportunities within the church where they feel called to serve. The team, led by Donna Anderson, has been working hard this year to develop ways

to serve the congregation more effectively. Julia Kirby and Jean Powers worked on ways to use Ark and Dove's existing database software to connect members with opportunities more easily.

Welcome

This team, led by Laurianne Brown, fosters a welcoming environment for visitors as they journey toward membership at Ark and Dove. The team greets visitors and members at the door every Sunday, delivers mugs to first-time visitors, and hosts breakfast for participants of the New Members/Inquirer's class. Thanks to Cathy Debus for hosting new members breakfasts, to Greg Makar for organizing the greeters, and to Donna Anderson for organizing the muggers.

Stewardship

The Stewardship team, led by Karen Dodson, led this year's mission and ministry fund campaign "Extravagant Generosity". As a part of the campaign, the stewardship team provided devotional books for all the families in the congregation. Goals for 2012 include providing education and opportunities for whole-life stewardship, including stewardship of time, personal finance, family and the environment.

Nominating

The nominating team included Steve Debus, Gail Huff, Fred Barrow, Linda Lewis, Lisa Ferrer and Christy Yeager. The team used a prayerful approach to calling leaders and used the six marks of discipleship as a guide for identifying and calling three deacons and two elders to serve our congregation.

Submitted by Christy Yeager, Discipleship Elder

WORSHIP MINISTRY

The worship ministry is blessed with many talented and dedicated people who have offered their time and talents throughout 2011 to enrich our worship at Ark and Dove. It's easy to forget that worship services take place 52 weeks a year, with further supplementary services during the holy seasons of Advent and Lent. For worship to take place so regularly and often, our paid staff have been absolutely critical in creating the opportunities for us to worship that we have enjoyed throughout the year. Our heartfelt thanks for all of their constant, and yet inspired, efforts go out to pastors Tim Stern and Michelle Hwang, our music directors Rebecca Bell and Mark Edwards, as well as our capable administrator Jean Powers.

Profound thanks must also be paid to all of the volunteers who have been involved in the worship ministry this year. The Long Range Plan envisions more opportunities for the congregation to participate in worship, and this year more volunteers have become involved in leadership in all areas of the worship ministry. The children in the Logos program have also been playing and increasing role in the worship leadership in our church. I and the ministry team leaders have tried to name the many people who were involved in the worship ministry leadership this year. However, since so many people step up at the last minute so often, we may have missed a few but are still grateful for their contributions too.

Worship Equipping

The worship equipping team is led by Deb Saylor. This team has prepared materials for the lay readers, and has taken over how the "Worshipscape" looks during services, including hanging the banners. The team has also taken over sending reminders to all people involved in lay reading, communion preparation, and communion serving, which has made a big difference in helping people to remember when it's their turn to serve. The team has scheduled a meeting in January to look over all the banners and identify themes for new banners. The team is Debbie Bates, Connie Kinnick, Cindy Oquist, Hilary Hoagwood, and Debbie Saylor.

Ushers

The usher team is led by Fred Barrow. Our ushers not only ensure the smooth running of the service, but greet you with a smile when you receive your bulletin before service! The ushers included Nick Anthis, Gary Myers, Greg Makar, Chris Wilkins, Mac Stum, and Russ Hester, Fred Barrow, Bill Champagne, Julia Kirkby, Carey Cowell, and Claire Henderson. Tom Ross was our head usher for the 9:30 service through the middle of the year, and we are very grateful for all of his past service to the church in this position.

Communion Preparation and Serving

One exciting change in worship leadership this year was that many families have taken a hand in preparing communion for the services. It has been so much fun seeing kids in the kitchen carefully squirting the grape juice into the cups! And sometimes, communion preparers have even offered us homemade bread for the sacrament. Laurianne Brown has become the leader of communion preparation, and Alta Paronto has become the leader of the communion servers. Communion preparers have included Laurianne, the Cox family, Terrie Green, the Yeager family, Mary Stum, the Gaurin family, Ardeth Johns, the Schafer family, the Mosella family, and the Doughty family. Communion servers have included Kim Jones, Cathy Debus, Rich Speir, Mac Stum, Mike Davie, Christy Yeager, Scott Howe, Sarah Salkeld, Frances Keyes, Steve Debus, Kathy Emmert, Greg Makar, Bob Stevens, Mike Davie, Spencer Keyes, Brooks Emrick, Jim Cooper, Kelly Burnett, Gail Huff, Doug Walcutt, Carey Cowell, Paul Doughty, Donna Anderson, David Schafer, Carey Vaughn Brown, Karen Dodson, Adell Gaurin, Pepper Powers, Wes Gordon, Dot Bruno, Judy Cooper, Joan Berry, and Bill Champagne.

Storytellers

The Storyteller team is led by Joan Berry. This year the team established a Biblical Story Telling group called 'The Way-Words' to provide accurate renditions of scripture for church services and more creative story telling at social events. Joan Berry, Jim Cooper and Lisa Ferrar have been the core of performers during church services with Zach Brecheen, Kennefa Mullins and Sam Hamilton supporting the performers and looking for future opportunities themselves.

Taize

Breenny and David Mosella created and led the Taize worship services during Lent this year, and offered a quiet and meditative space for the congregation for each week of Lent and almost every night during holy week. Rebecca Bell and Mark Edwards led the music that provided a focus to the worship in these beautiful services.

Visual Media Ministry

The Video Media team is led by Scott Foster. The team has provided the visual atmosphere for our worship over the last year by creating the slides that help us to know which words we sing, finding and sharing images that have deepened the experience, played movie clips to reinforce points in the sermons, and so much more! The team also included Sam Hamilton, Debby Cowell, Ellen Makar, Doug Walcutt, and Carol and Ron Fudge.

Sound Ministry

The Sound team is led by Sam Hamilton, with special technical expertise by Jeff Hulett. The team has run the sound system, enabling us to hear everything better, from the quietest voice of a child in the Pageant to moderating the effects of the loudest rock chorus by the Band. In the coming year we are looking to get the sound team expanded, better trained, and to work with the Video Media Ministry to create Podcasts on the web. The team has also included Mike Davie and Steve Debus at the 9:30 service, and Alex Effiom, Claire Henderson, Heidi Hulett, James Franklin, and Josh Yeager at the 11:00 service.

Sunday Fellowship

The Sunday Fellowship Team is led by Marilyn Speir. The team had a good year of providing refreshments to our congregation and providing the opportunity to spend time together after services. The move out of the Narthex was a tough one and still causes bottlenecks but we have made it work in order to allow more

freedom of movement between services. Big thanks go to Linda Lewis, specifically, for doing so much for this team. Between set-up, preparation, and food contributions, she has been a tremendous help to this very important activity. Various other contributors are not easily identified as items are usually just dropped at the table. While contributions to the general stash of supplies were down (i.e., cups, coffee, cookies, napkins, etc.), we were able to get contributions periodically to supplement what we purchased through the year. More articles, announcements, and sign-ups are warranted and will be done to make people aware of the need for these items.

Music Ministry

Finally, the worship ministry has been continuously blessed by the efforts of our hard-working music leadership. The reports by Rebecca Bell and Mark Edwards are included verbatim to let them share the enthusiasm for their ministries more directly.

Traditional Music

I thought that this year was our strongest year by far, both musically and working together as a ministry. The choir sang quite difficult pieces during Lent, Easter, Advent, Christmas, and sang a very challenging cantata after Easter. All of these things were done extremely well, and I never felt as if they weren't ready to sing any of the pieces for any service this year. I believe that we have achieved a happy balance of singing difficult pieces and easier pieces when the choir is short. They have done a wonderful job about letting me know when they will be gone. We gained 2 new choir members this past year that were such a blessing- Paul Doughty and Paul Clemens. Both are good musicians, and each of them added such strength to the group. The members of the choir are: Wendy Wellington, Laura Doughty, Tracy Churchill, Helen Wilkens, Alta Paronto, Judy Cooper, Dick Paronto, Mike Davie, David Sparks, Paul Clemens, Steve Debus, and our sometimes members are Paul Doughty and Lorrie Yates. We also had Steve Jones singing with us this past year, who just moved away. We have a wonderful team of leaders, and I have heard many comments that our music has touched people in the congregation- and isn't that what it's all about. – *Rebecca Bell*

Children's Choir Ministry:

This year we had some ups and some downs in our Children's Choir, but overall I believe the program is still growing. We had a huge change this past August, where we moved the Children's Choirs to Tuesday nights. That has been very challenging because a lot of these kids never would have chosen to be involved in a music program. Where that can cause a lot of difficulty, it was also such a joy to see so many kids take to music and become involved in the musical this past Christmas season. The downside is that because of going through all of these challenges, the kids did not sing on any Sunday morning. That is something that I would like changed and I believe we are on our way there. I was so fortunate to have so many people helping- Wendy Wellington really stepped in and took over the Dove Choir when I had to rehearse with the kids in the pageant- what a huge help! Wendy Meetze and Lauren Smith are new this year and did an amazing job with staging and managing the musical. Laura Doughty was not only involved in the musical, but helped to keep the kids on task and filled in for me as well. Of course Sarah Salkeld and Beth Foster, who are such a huge part of Logos, really helped with whatever I needed. – *Rebecca Bell*

Contemporary Adult Band

2011 was a great year for growth in the music program at Ark & Dove, and the adult band was part of that growth. So much can happen in a year that it is hard to imagine everything that happened in just 12 months. For the adult band, we saw the addition of two very important members of the band, an electric guitarist, and a professional drummer. The addition of these two instruments has been very significant, to the point that now I don't think that congregation remembers the day when we didn't have a full band to listen to every week. We have been able to learn new music every week, with special emphasis on Advent/Christmas, and Lent/Easter, and even put on a special performance of selections from "Jesus Christ, Superstar." During 2011, we have also added back VMG support on Tuesday nights with the help of Sam Hamilton, and continue to grow the sound ministry team, which was expanded from only Jeff Hulett in 2011. Band members this year are: Jean Powers, Kim Champagne, Adell Gaurin, Aimee Schafer, Amy Benson, Laurie Barrow, Joan Berry, Laura Brecheen,

David Oquist, Jeff Hulett, Karen Dodson, Paul Doughty, as well as David Degge and Rebecca Bell for support. Without the support and help of all of the ministries working together, and the hard work of all of these individuals, we are able to do the impossible - have a full band 52 weeks out of the year. – **Mark Edwards**

Youth Band

2011 has been a great year for all youth ministries at Ark & Dove, and the Youth band has maintained steady attendance through the year. Band members are: Sam Wilson, Ethan Schafer, Jesse Gaurin, Zach Brecheen, Hayden Brecheen, Ashtyn Rosenthal, Zach Rosenthal, and Andrew Foster. Meeting during the school year, we sing for the congregation every 5 weeks, to support the LOGOS principle that there should be youth involved in service every week. Within these 5 weeks, we always learn a minimum of 1 new song, and 3 congregational songs, going as far as 2 new songs, and 5 congregational songs - a full service. In the Spring of 2011, I did have the support of parents of youth band members, and intend to have that same support back, because that support is one of the key factors of how much music the Youth Band can learn well. – **Mark Edwards**

All respectfully submitted,
Paul Doughty
Worship Elder

MISSION MINISTRY

Habitat for Humanity

Under Lorrie (Yates) Robinson's leadership, Ark and Dove Presbyterian Church provided support for an interfaith coalition build in Annapolis. We, along with other Christians, Jewish and Muslim partners worked with other coalitions to build a total of 11 homes on Clay Street in Annapolis. Along the way we learned about the faith practices and traditions and enhanced our understanding of each other's cultures. Special recognition should be given to Vaughn Brown, who led many of our builds and certified as a Red Hat with Habitat, Scott Foster and Rob Yeager who participated in many builds throughout the year, and to the many other volunteers at Ark and Dove who provided lunches for the interfaith coalition that met both Kosher and Halal requirements during our builds.

Sarah's House

Nichole Howe leads the Sarah's House team with support from Adria Graziano, Sarah Salkeld and Chloe Salkeld. Dinner was served to about 50 people each month. .

Winter Relief

We helped Church of the Redeemer in Glen Burnie during their week of winter relief in January. Linnie Girdner led our team of Vaughn Brown, Scott Howe, Jim Cooper, Alex Effiom, Spence Keyes, Judy Cooper, Scott Foster, and Cathy Debus. We had help with meals from the boy scouts, girl scouts, and the senior high students. The congregation really supported this mission effort with 120volunteers and an average of 8 hours of time donated per volunteer. All our beds were full most of the week. We have been providing transportation to church services to two of our former guests.

Christian Assistance Pantry

Greg Makar is our liaison to CAP. We have provided about 12-15 bags of food every month. Kathy Miller and Vaughn Brown led our efforts in the new CAP soup kitchen project. The CAP churches are cooperating to serve a hearty soup on Friday nights. They were aided by Adria Graziano and Greg Makar.

Book Bags

Under Greg Makar's leadership, we provided backpacks and supplies for 25 students at two elementary schools (Manor View and Meade Heights), and several boxes of supplies for students at Meade Middle School.

Holiday Sharing

Greg Makar and Nichole Howe coordinated the annual holiday sharing. We provided gifts for about 80 children from 37 families. The team appreciated how quickly the congregation signed up for the children.

Emergency Assistance

We provided emergency financial support for 120 west county residents.

Youth Mission

We sent two teens to the Lakota Sioux reservation. A group went on a week-long Habitat build. We were able to provide a limited amount of scholarship support for the youth trips. The youth participated in the souper bowl.

Foreign Mission

We continued to support Karla Koll in Guatemala and the Fletchers in the Congo through the Christmas joy offering.

Submitted

Kathy Emmert

Mission Elder

CHRISTIAN EDUCATION MINISTRY

Logos

- Our LOGOS program continues to be ably led by Beth Foster and Sarah Salkeld. Thank you both for your passion and commitment to this ministry! Logos expanded the program this year to include grade 4. We are excited about the growth and future opportunities!
- This year we expanded the LOGOS program to include kids from Kindergarten and up. (Previously, we had used 5th grader as the entry point.) According to Beth and Sarah, the transition has been an overwhelming success.
- Enrollment is up to 51 kids, a 55% growth over last year. Weekly participation averages 85% of enrollees. Amazing!
- There are 43 adults who serve as leaders each week. Thanks to all!
- Some of youth served on a mission trip this Summer to the Lakota Reservation, and several helped on a Habitat for Humanity build in Pennsylvania. Thanks to our committed kids, and their adult leaders, pastor Tim and Bill Gaurin.
- 9 adults and 24 kids attended the annual LOGOS conference in July. A good time was had by all. Thanks!
- Beth and Sarah arranged for multiple LOGOS Leader Training opportunities throughout the year.

Nursery

Rose Telak continues to do a great job looking after our youngest members. We have 26 children enrolled in the Nursery program, weekly attendance averages 6. Miss Rose does an amazing job and is loved by all of her charges.

Sunday School

- We have 17 teachers and 6 substitutes for Pre-K through High School. Middle School and High School classes meet at 9:30 and the Pre-K through 5th meet during both services.
- There are approximately 153 children and youth at Ark and Dove. Sunday School attendance averages 37 weekly.

- Lisa Ferrer continues to do an amazing job as our Children's Ministry Team Leader. In the Fall, Lisa reprised her role as "Mrs Noah" this fall to promote the Heifer Project International Fund Drive. Thanks, Lisa!
- "Thanks" too to *all* of the Sunday School Teachers for their commitment to nurturing the spiritual development of the children in our congregation.

VBS – Wendy Wellington and Cheryl Walcutt

- This year's VBS theme was "Shake it Up Café". Thanks to Wendy, Cheryl and all those who participated! This was a real nice clam bake!
- Pastors Tim and Michelle co-led an adult small group book study of "forgiving Ararat" by Gita Nazareth, which was well attended and led to many stimulated discussions.

Godly Play

- Each Sunday at 9:30, our 2nd and 3rd graders gather to hear a Bible story, reflect on the message and break bread with their classmates and adult leaders. The stories are told, never read, using props and materials that help bring the characters and locations to life. This experiential learning program allows our youngsters to encounter God and God's people in a safe, sacred space. Thanks to Team Leader Tina Anthis and co-leaders, Cindy Oquist and Michelle Cox for the hours of preparation they dedicate each week to making this opportunity available for our children. Thanks also to Pastor Michelle for introducing us to Godly Play and shepherding the dream into reality. We hope to expand the program to 2 or 3 additional classes in the Fall.

Adult Education/Small Groups (from Breinny Mosella)

Breinny Mosella continues to do a terrific job in organizing and nurturing our Small Group Ministry. Thanks, Breinny, to you and your team for a job well done!

Breinny provided this update for the Annual Report:

- The Small Group Ministry TEAM increased from one person to FOUR in 2011!
- Winter of 2011 kicked off several small group studies, many elected to take a break from their normal course of study to read our Lenten book, "Take This Bread" by Sara Miles. Our team created equipping documents and discussion questions for each of the small group leaders. There were seven study groups during Lent, with an additional online group, started specifically for this occasion.
- In the Fall, nine groups initiated studies of new books, including a group formed to study the Companions In Christ series. The Companions in Christ series is on their third topic as they move into Winter 2012.
- The Small Groups Ministry Team seeks to convene monthly. At our meetings, we have devotions, discuss the on-going business of supporting and facilitating small studies groups within the church, as well as to entertain new ideas for groups and to plan for upcoming seasons of study. We currently gather meeting information from groups, help to advertise the group studies through the Arkive, e-Arkive and church bulletins. Pastor Michelle has been instrumental in creating brochure for the Fall and Winter group kick-offs, and we are thankful! We also maintain the large bulletin board just outside of the sanctuary with sign-up sheets for upcoming studies.

As I complete my tenure as Christian Education Elder, I would like to thank Pastor Michelle, Beth and Sarah, Lisa, Breinny, Wendy, Cheryl and Rose - all those in the Ark & Dove family who faithfully served our community as Sunday School Teachers, LOGOS Leaders and Small Group Leaders for the hard work these folks have done in 2011. Those of us who participated in and benefitted from these programs are truly grateful.

Respectfully Submitted,

Jim Cooper

Christian Education Elder

BOARD OF DEACONS

The Board of Deacons met formally as a group once per month or 12 times. Our main focus is care-giving to the congregation. The following is a list of specific activities that we completed this year:

Caring for the congregation

- *cards sent to members and guests: sixty-three
- *Christmas Cards sent to all members, friends and guests
- *emails sent (approximate number): fifty-nine
- *personal contacts (approximate number): 117
- *meals prepared and delivered: 46
- *all members and guests were called in September-just to check in
- *prayer through prayer partners and for others in need

Additional ministry work

- *presentation of baptismal bibles
- *serving communion
- *participation in small groups
- *helping with LOGOS
- *teaching Sunday school
- *working with Forward in Faith campaign
- *women's retreat
- *serving at Sarah's House
- *helping with Winter Relief
- *attending new member's classes

The Deacons would like to thank everyone who has helped us to make and deliver meals this past year. What a wonderful way to share your gifts!

Respectfully submitted,

Gail Huff

Moderator of Deacons

ARK AND DOVE PRESBYTERIAN CHURCH TERMS OF CALL FOR MINISTERS

Pastor – Full time (Tim Stern)

	<u>2011</u>	<u>2012</u>	<u>Notes</u>
*Salary	75,204.65	76,332.72	1.5% increase
SECA Allowance	5,753.16	5,839.45	
Pension/Medical Insurance	23,689.45	24,617.30	mandated 32.25%
Education Allowance	2,100.00	2,100.00	\$1,000 minimum
Travel Allowance	3,335.00	3,335.00	
Expense Allowance	2,000.00	2,000.00	
Reserve for 2012 Sabbatical		1296.78	

Vacation: Five weeks (5 days are Sundays).

Education Leave: 2 weeks (2 days are Sundays)

Weekend Sabbaths: 2 weekend Sabbaths (3-day weekend – Fri, Sat and Sun)

- 35,800 of 76,332.72 is designated as Housing Allowance.

Terms of Call for Ministers, cont.

Associate Pastor – Full time (Michelle Hwang)

	<u>2011</u>	<u>2012</u>	<u>Sabbatical Comp.</u>	<u>Total 2012 comp</u>	<u>Notes</u>
*Salary	55,825.00	56,662.38	3,250.00	59,912.38	
SECA Allowance	4,207.00	4,334.67	248.00	4,582.67	
Pension/Medical Insurance	17,584.88	19,263.62	1,048.13	20,311.75	mandated 32.25%
Education Allowance	1,680.00	1,680.00			\$1,000 minimum
Travel Allowance	2,650.00	2,650.00	300.00	2,950.00	
Expense Allowance	1,600.00	1,600.00			

* 25,000 of 56,662.38 is designated as Housing Allowance.

Vacation: 4 weeks (4 days are Sundays).

Education Leave: 2 weeks (2 days are Sundays)

Weekend Sabbaths: 2 weekend Sabbaths (3-day weekend – Fri, Sat and Sun)

NOMINATING TEAM

The nominating team nominates Julia Kirby and Rich Speir as Elder and Scott Howe, Julie Devers, Tracy Churchill and Linda Girdner as Deacon.

Assuming the congregation elects this slate, the following would be the composition of the Church Officers:

Session (6)

Deacons (9)

Class of 2013

Kathy Emmert

Robert (Bob) Stevens

Class of 2013

Martha Anderson

Vacant

Scott Howe

Class of 2014

Paul Doughty

Christy Yeager

Class of 2014

Judy Quigley Cooper

Gail Huff

Cathy Debus

Class of 2015

Julia Kirby

Rich Speir

Class of 2015

Julie Devers

Tracy Churchill

Linnie Girdner

STATISTICAL REPORT FOR 2011

MEMBERSHIP

ACTIVE MEMBERS 12/31/2010 -----268

Gains for 2010

By reaffirmation of Faith	17
By Confirmation	7
By Baptism	2
By Certificate of Transfer	4
Affiliate membership	<u>0</u>

Total Gains -----30

Subtotal 288

Losses for 2009

By Certificate of Transfer	4
Death	0
Other (moved, inactive...)	<u>23</u>

Total Losses----- 27

TOTAL ACTIVE MEMBERSHIP 12/31/2011-----271

BAPTISM

Total Baptisms in 2011----- 13

NECROLOGY

Total Deaths in 2011----- 0

Historical Average Worship Attendance and Church Membership Statistics

<u>Year</u>	<u>Avg Worship Attendance</u>	<u>Membership</u>	<u>Sunday School Attendance</u>
1997	112	173	
1998	157	188	
1999	150	213	
2000	157	230	
2001	163	234	
2002	178	234	
2003	172	238	
2004	178	243	
2005	184	239	
2006	185	237	
2007	182	233	
2008	193	256	
2009	197	260	
2010	196	268	41
2011	195	271	39