

ANNUAL REPORT 2014



Leesburg Presbyterian Church

207 West Market Street
Leesburg, VA 20176

ASSOCIATE PASTOR'S REPORT

The Rev. James F. Cubie

My first ten months at Leesburg Presbyterian have been a delight, and I look forward to continuing to learn, and to look for transformational opportunities that God can use in our ministry together. To that end, in addition to my work with Children, Youth, LIFT, and Men's ministries, I have attended Youth and Christian Education conferences which have laid a solid foundation for sustaining and transforming those ministries at LPC. And I have to say that I am very fortunate to be apprenticing under Pastor Debbie, whose thirty plus years of pastoral experience, has saved me from any number of missteps, and has encouraged personal and professional growth which have stood me in good stead.

I am especially pleased with how our Children's Ministry programs are running, and rather than going into detail here, I would encourage you to look at the Christian Education report.

I would like to highlight three things from my ministry with you in 2014:

First, our Youth Group has continued to grow and strengthen. We have 18 regular participants, and we sometimes have as many as 24 in an evening. I am blessed to serve alongside veteran Youth Group leaders in Laura Herring and Wes Rhodes, and to inherit a thriving program which Pastor Debbie built and shaped with them. Our new Middlers have become acclimated in a Senior High heavy program, and this is due to the culture of hospitality that the leaders and the youth put in place. I look forward to finding ways to support the parents of youth, and to ways of creating a ministry that takes our youth into and beyond their college years.

Second, Our LIFT ministry – staffed by LPC members Mandy Kopp, Laura Hoff, Karisma Neely and Holly Rhodes - is up and running nicely. LIFT (Living In Faith Together) is our Young Adult ministry which focuses on mid-20's through mid-40s - both with and without children. We have had 3 fellowship events at members' houses, with an average attendance of 30 members, and one event as large as 54. Our LIFT demographic is our largest population at Leesburg Presbyterian, with 97 possible members. Going forward, we would like to keep our strong commitment to fun fellowship events, while incorporating service and study opportunities.

Finally, our Men's ministry has grown and strengthened since March of last year. We have a dedicated Task Force, comprised of Christian Hoff, Wes Rhodes, Hong McGill, and Paul Ritsema, which has expertly steered us in fruitful directions. We have had 6 events, including 3 breakfasts and 3 offsite gatherings, and have averaged 20 attendees, with some events going as high as 25 attendees. At our Men's breakfasts, we've begun a series of discussions on leadership that have focused on: stewardship of money, responsible outreach to non-members, finding work-life balance, and Sabbath time. Our interest, in the next year, is to build a

sustainable rhythm of Bible study and service opportunities, that round out our already popular fellowship gatherings.

Thank you for your support, prayers, and guidance as I've transitioned into ministry among you. I am excited to continue this journey with you, as we press into 2015, and look to establish near and long terms goals that: bring God glory, our members spiritual sustenance, and reach out to those who do not already know our God.

CLERK'S REPORT

2014 Clerk's Report

Recorded Information:

- **Seven** baptisms were recorded.
- **Thirty-five** new members were recorded.
- **Two** marriages were recorded.
- **Three** deaths were recorded.
- **Three** memberships were transferred out.
- **Eleven** were removed from the Active Roll.
- Total active membership: **312**

Session Meeting Information

- Congregational meetings were on January 26, 2014; March 2, 2014; May 4, 2014; and June 29, 2014
- There were **twelve** stated session meetings.
- There were **ten** called session meetings.
- Provided minutes for all stated and called session meetings

Clerk Responsibilities

- Work closely with pastor on session and church concerns.
- Continue to update church membership and session records for yearly review.
- Provide books for Presbytery review.
- Continue to be up-to-date on the Book of Order and Robert's Rules of Order to ensure that the session meetings are run accordingly.
- Attend to all correspondence from session.

CHRISTIAN EDUCATION COMMITTEE

Submitted by Trish Fraker, Chair

Overview:

The Christian Education Committee is dedicated to the formation and care of the children at LPC. The committee also coordinates with the Pastors in programs for youth and adults.

2014 Committee Members

Juli Barnes, Kim Vigil, Heidi Renner, Angela Helge, Holly Rhodes, Elders Cameron Spivey and Trish Fraker and Pastor James Cubie.

NURSERY CARE is provided from 8:15 am to 12:15 pm for infants through 3 year olds. Miss Pat and Miss Angie are our professional caregivers. Children are dropped off in the Nursery, located at the east end of the first floor of the Education Wing.

GODLY PLAY is offered from 11:20 am to 12:00 pm, for children age 4 to 3rd grade. Children are dismissed to Godly Play immediately after the Time with the Children. Godly Play provides age appropriate worship for children, which helps them deepen their understanding of God through storytelling, hands-on activities, and prayer. Holly Rhodes directs this program which involves trained storytellers and doorkeepers. LPC has three newly trained storytellers for 2015.

CHURCH SCHOOL is offered between our two services of worship from 9:45am to 10:45 am for children age 3 to 5th grade. Church school takes place in the Education Wing, and is led by members and parents, serving our children and their families in this vital ministry. We have three classes: Preschool meets downstairs in Rm 4, Kindergarten-2nd grade meet upstairs in Rm 3, and 3rd-5th grade meet upstairs in Rm. 2. These children also participate in twice monthly music sessions offered by Wayne and Angela Helge. Our Middlers (6th, 7th and 8th graders) participated in two 4 part classes offered in September and November.

VACATION BIBLE SCHOOL was held for 5 evenings in July with 70 children in attendance. Children participated in opening worship, a rotation of biblical themed classes and a local mission project. The committee is especially grateful to Sophia Spivey for her creative artwork which decorated the sanctuary.

Third Graders were presented with Bibles during an 11:00 service. Pastor James Cubie offered a class for these children and their parents prior to the service presentation.

Youth Group has 18 regular participants, and sometimes goes as high as 24. Each evening includes a meal, team-building games, a devotion, and time in prayer. Youth Group went on a

Senior High mission trip to Mingo County, West Virginia, in the Summer of 2014, while our Middlers attended the Massanetta Middler Conference – staffed by one of our Senior Highs! We especially thank our veteran youth leaders, Wes Rhodes and Laura Herring.

The Christian Education Committee is grateful to the many dedicated volunteers who staff our Church School and Godly Play activities each week and support Vacation Bible School in the summer. Their commitment to the religious training of the children at LPC sustains these vital programs.

DEACONS

Submitted by Sharon Schmidt, Moderator

The Board of Deacons strives to serve the needs and care of the congregation through the ministries of hospitality and pastoral care. Our board consists of 12 Deacons. 10 of the Deacons are assigned to geographically designated Parishes while Christian Hoff serves as the coordinator for the Men's Ministry and I serve as the Deacon Moderator.

The ministry of hospitality organizes and provides venues for members of the congregation to come together in fellowship, celebrations, nurturing, and spiritual growth.

We are one year into our Parish System implementation with mixed results. The System was intended to increase congregational engagement and foster a stronger sense of connection to the Church community. The variance in success is largely due to the unique characteristics of each Parish. While some welcome the opportunity to become more engaged others either lack the time or inclination to become more involved with their Parish community. Additionally, the differences among our Deacons – in terms of available time and outreach have further impacted the degree of connection and community achieved by each Parish.

Fellowship – This year we discontinued Second Sunday Feast and the Fellowship reception after each service. The change was necessitated due to our inability to find sufficient volunteers to staff this duty each week.

We moved to a new model now “Coffee Hour” for providing coffee and tea and occasional light snacks from 9:30 – 10:30 A.M. . Additionally, given the low attendance at the Fellowships and numerous other congregational gatherings fostering engagement we determined that it was not necessary to continue with the original Fellowship/2nd Sunday Feast model.

The Coffee Service is set-up at 9 A.M. by a Deacon. Following the 11:00 service the Church Sexton tidies up, turns off the lights and closes Fellowship Hall.

Bereavement Services – Unfortunately the Deacons have managed several Memorial Receptions this past year – including those for Mary Hunter Leach, Harry Brown, Peggy Howard, Hal Glovier and Florence O'Hey's daughter, Holly.

Take a Meal Ministry – We changed the name from “Casserole Patrol” to “Take a Meal Ministry”. We leverage the *Take them a meal* website to organize volunteers and keep the recipients aware of the meals being delivered. This year we have had numerous occasions to provide meals, for those with health issues such as Kim Vigil, surgeries such as our dear Pastor

Debbie Parsons, new mothers like Brooke Mallin and those in mourning such as Freddie Howard.

Chili Cook – Off - this popular event was attended by approximately 180 – the competition consisted of about 12 entries with top honors going to John Niccolls. The Deacons coordinated the event.

Ordination of Associate Pastor – The Reception for James Cubie’s Ordination was held on the afternoon of May 18th and approximately 120 attended including clergy from National Capital Presbytery. This was an important event in the life of LPC and the reception reflected well on our church. A BBQ theme was selected for the event to acknowledge James’ southern roots.

Ash Wednesday – Approximately 85 people attended the Pancake Supper. The Deacons provided pancakes, bacon, sausage, beverages and pancake making expertise.

Parish Night Out – The Spring “Guess Who’s Coming to Appetizers” was themed around the new Parish Plan and Parishes teamed up to host the evening festivities at 5 homes using the houses of one of the two host Deacons. The evening was very well attended and helped establish a sense of community for the individual Parishes – approximately 315 attended the multiple parties.

Easter Continental Breakfast – When the Easter worship schedule changed from three services held at 8:00 AM, 9:30 AM, and 11:00 AM, we changed our traditional sit-down Easter breakfast to a Continental style breakfast. Not only did this new format fit the new worship schedule, but also it better fitted our church families’ Easter morning rituals and activities. The Continental Breakfast was deemed successful based on feedback from those attending.

Annual Church Picnic – The Annual Picnic changed its traditional time from the first day of our summer schedule to the last day of our summer schedule when we have one service. It truly is a celebration of the end of summer!

Christmas Dinner – Possibly the largest attendance on record – approximately 200 attended the dinner with both seatings having close to 100 in attendance. This was unexpected we only received 160 RSVP’s and had planned on food accordingly. We ran out of food during the 2nd seating with the exception of dessert which we always seem to have too much of. We have debriefed on the dinner and have already addressed how to prepare for the next dinner to avoid food shortages and other issues noted.

The Deacons have served tirelessly in the past 12 months and the results are a continued sense of community within the LPC congregation. As for the Parishes themselves we still need to do more to connect individuals to their Parishes and their fellow members. Balancing the

engagement of the congregation and their Parishes with the other significant duties of the Deacons continues to be a challenge. We continue to seek ideas on how to optimize the Parish system.

ENDOWMENT COMMITTEE

The Endowment Committee is comprised of Brad Brown, Betty Lowenbach, and Pam Poisson. The purpose of the Endowment Committee, as confirmed by Session, is to entertain requests from Session for the use of endowment funds, and to determine which specific fund(s) may be utilized to stay in keeping with the terms of various trusts that comprise the endowment. The Endowment Committee is also tasked with ensuring that the funds are invested in a safe and secure manner. Finally, the Endowment Committee considers and rejects or approves requests for scholarship grants from the endowment as allowed by the terms of the trusts.

In 2014, the Endowment Committee determined that the following requests from Session for use of the funds were in keeping with the terms of the trusts, and proceeded to liquidate \$51,840 worth of investments for the following purposes:

- \$27,000 for the organ repair
- \$8,340 for 9 scholarships
- \$500 for the Community Table (Mission & Witness); and
- \$16,000 for the capital reserve fund for future building projects/repairs

Current investments are worth \$478,305.93 of which \$206,153.82 is permanently restricted.

Submitted by Pam Poisson

EVANGELISM/MEMBERSHIP COMMITTEE

The Evangelism and Membership Committee was very busy in 2014. Our committee consists of six members: Linda Gibson and Linda Rawlett, co-chairs, Glenna Bingham, Chryslie Cultice, Laura Hoff and Connie Niccolls. The committee organized "Guess Who's Coming for Appetizers?" event in the fall and the Deacons organized the spring event. These events are very popular with our congregation and are very well attended. We also hosted two successful Ladies Night Out events in Leesburg where the ladies of our congregation enjoyed time of fellowship and renewing friendships. We also hosted several "Believing and Belonging" luncheons which occurred after worship service. A light lunch is provided and Reverend Parsons speaks to prospective members about being a Presbyterian; specifically about LPC and what we have to offer our membership. We had 35 new members join the church this year. The Evangelism and Membership Committee financially supported the care packages for our college students.

Submitted by: Linda Rawlett, co-chair of the Evangelism and Membership Committee

FINANCE AND STEWARDSHIP COMMITTEE

On behalf of the Finance Committee, I am happy to report that 2014 was once again an excellent year at LPC. Thank you all for your contributions during 2014 and your pledges for 2015. We certainly could not maintain our beautiful church and also add the associate pastor position without all the generous support we have received and continue to receive from our members and visitors.

This report includes several sections:

1. Highlights of the 2014 operating results
2. Summary of the 2015 budget
3. Committee activities
4. Overall financial position

2014 Operating Results

We finished 2014 with a surplus of approximately \$38,600, which is about 8% of our budgeted income. This surplus came primarily as a result of higher-than-expected non-pledge income. We budgeted to receive \$40,000 in 2014, and actually received over \$84,000. Loose plate collection was also about \$3,000 higher than anticipated. In total, these numbers were slightly higher than in 2013, when we surpassed our budget in non-pledge, loose plate and other miscellaneous contributions by approximately \$32,000.

We did however fall short in reaching our full pledged income of \$397,380 by about \$14,000 (we actually collected \$383,337), and our property expenses were about \$10,000 greater than expected, thanks in no small part to old man winter 2014 and the necessary snow removals.

2015 Budget

Our goal during the 2014 stewardship season was to increase our pledged income from \$397,380 in 2014 to \$427,000 for 2015. Unfortunately, we did not hit our target, but we gratefully received pledges in the increased amount of \$407,000, which will help increase our total budgeted income to about \$473,000. However, this is lower than 2014's actual income of \$480,150.

Additionally, although LPC had a financial surplus at the end of 2014, the Finance Committee is recommending to Session that the \$38,600 surplus be placed into the Capital Building Fund for future projects for our church. These projects include upcoming headstone renovations, parking lot repairs, and HVAC repairs. Other projects already on deck for 2014 include drainage repairs to ensure we move the rains away from the building foundation, and bathroom renovations. As discussed during the stewardship season and below, our goal is to place about

\$50,000 per year into this Capital Building Fund so that we can preserve our church for future congregations.

Based on the projected funding noted above, the Finance Committee proposed a budget, using input from each of the other committees, that was presented to Session on January 20, 2015.

The proposed budget generally allocates LPC's funds in a similar manner to how the funding was allocated in 2014, with one main exception. In great part, because we fell short on our target for 2015 pledges, our estimated deficit (which exists when expected expenses are greater than expected income) for the year ahead is about \$50,000. To cover that deficit, we plan to fund a portion of the associate pastor position with money from the Christian Educator fund, which currently sits at about \$118,000. When we established the associate pastor position, the expectation was that this C.E. fund would be used to pay a portion of salary/benefits over three years. We were fortunate that we used none of these funds in 2014. However, unless the non-pledge income is higher than expected again in 2015, we need to be prepared to use these funds for the exact purpose they were designed for. The advantage in using these funds is that it frees up money to be used for other important committees such as Mission & Witness, Worship, and Evangelism and Membership, along with ongoing church projects. Other expenses that are expected to increase this year include:

- Salaries, with modest increases recommended by the Personnel Committee;
- Administrative costs, including server replacement and insurance property & liability insurance;
- Increasing the budgeted contribution to the Capital Building Fund from \$10,000 to \$20,000. If at the end of 2015 we have a surplus, Finance Committee may again recommend placing the surplus (or a portion thereof) into the Capital Building Fund to get closer or hit our goal of depositing \$50,000 annually into this fund; and
- The Church website: Evangelism anticipates spending about \$3,000 to redesign the website.

Committee Activities

In 2014, the Finance and Stewardship Committee includes Julie Koochagian (LPC Business Manager), Doug Sweeney, Bud Elliott, Scott Lutz, and Wayne Helge (elder/LPC Treasurer). The Committee is assisted by designated check signer Helen Taylor, and receives input and guidance from Pastor Debbie Parsons.

This year, the Committee continued to focus on three key areas:

- Expanding on a longer-term financial and property preservation strategy;
- Conducting an effective stewardship campaign; and

- Coordination of Financial Strategies and Goals with the Endowment Committee overseeing LPC's investments.

The Committee also:

- Prepared and presented the 2014 budget to Session, and in late 2014/early 2015 prepared the 2015 budget, which has been presented to Session;
- Conducted monthly reviews of the income statement, balance sheet, and transaction records for quality control and to identify trends/risks; and
- Delivered a monthly update to Session, noting trends, outliers, and planned action items, including estimated full-year outlook of collections and expenditures.

The Committee recognizes the need for a multi-year financial strategy and plan to support everything from expanding church programming, increasing community giving and preservation of our church facility. Given the age of our church, both maintenance repairs and capital expenditures are needed, many of which have been deferred in recent years. As a result, in 2014 the Committee hired an independent third party, Miller & Dodson, to study our facility and prepare a multi-year financial strategy to maintain and preserve our church for generations to come. As a result of this study, Miller & Dodson recommended that we set aside \$50,000 annually for future maintenance and repairs. While we may not always use exactly \$50,000 per year, this was the amount recommended to ensure that funds would be available in years with more expensive projects. We are blessed with a beautiful old church building with a 210+ year legacy. Older churches, like all older buildings, need to be maintained, and we want to help take care of our church for generations to come.

Our Financial Position

In addition to the operating and savings accounts having a year-end balance of about \$362,000, LPC is further supported by multiple funds held in investment accounts totaling approximately \$483,000. Each fund was set up with a particular purpose by the donor (or the church in some cases) supporting such initiatives as property preservation, youth scholarship and mission. Currently, these funds are invested in various New Covenant Mutual Funds. In 2014, the church disbursed funds for the maintenance and repairs of the organ, which work is now complete. The Endowment Committee oversees the management of these funds, and provides a separate report on its status.

While I opened this report by noting that our church had an excellent year, I also see potential risks for the future.

- First, we were able to invest in the Capital Building Fund thanks to the 2014 annual surplus. However, without a surplus, we would have ended 2014 without investing any of the recommended annual \$50,000 investment to this fund. Currently we have

budgeted \$20,000 to the Capital Building Fund in 2015, which is again less than recommended. Further, if other unforeseen costs arise in 2015, some or all of this funding may be in jeopardy.

- Second, 2015 finds us in need of tapping into the C.E. Fund to help pay for the associate pastor position. While this was anticipated as part of LPC's plan to bring on an associate pastor, it suggests that without other changes, we may no longer be able to fund an associate pastor after our three-year target expires.
- Third, though our congregation took great steps to meet (and exceed) the stated goals during the stewardship campaign in November 2013, we saw a more moderate increase in pledges for 2015. We also failed to collect the full pledged amount in 2014. Of course we are very grateful to all who pledge and contribute, and any increase in our annual income is of course a blessing to LPC. However, planning for future spending becomes more difficult as a greater percentage of our income comes from non-pledge contributions. At our current annual expenses, it would require additional income of \$80,000 per year to fully fund both the annual investment into the Capital Building Fund and the associate pastor salary/benefits.

In view of these risks, I would like to quote from prior Finance Committee Chair Doug Sweeney's annual report for 2014: "[T]he Committee's assessment is that LPC can support a full-time position without any other increased revenues or impacts to other committees through 2016. *The Committee further suggests that the intervening three years provide ample opportunity to refine financial plans and grow the congregation such that we are positioned to support the position indefinitely.*" (emphasis added).

I assumed the role of Finance Committee Chairman this summer, and anticipate a three-year tenure that will coincide with Doug's insightful goals for refining financial plans and growing the congregation. While LPC has experienced a number of financially successful years recently, challenges remain. I plan to face these challenges head-on during my tenure, and look forward to serving LPC alongside the wildly intelligent members of the Finance Committee, Julie, Doug, Bud, and Scott. To them I say thank you for all your hard work in 2014, and I look forward to developing and implementing strategies for these challenges in 2015.

Sincerely,

Wayne Helge
Finance Committee Chair

LPCP PRESCHOOL

In answer to Christ's call to care and nurture children, Leesburg Presbyterian Church Preschool (LPCP) seeks to answer and serve the children and families of both Leesburg Presbyterian Church (LPC) and the greater Leesburg community by providing a safe and loving first learning experience. In addition, LPCP will endeavor to share our faith with the community through its outreach to and care for young families. Our preschool was established in 1972.

The Board of Directors provides oversight to all of the LPCP operations to ensure everything runs smoothly. The Board consists of Kim Hovda (chairperson), Heather Strokes, Meredith Moore, and Shanan Burnside.

Elaine Thiel serves as the current Director. Mrs. Thiel has been with the Preschool since August of 2010 and has implemented many positive changes to enhance and improve our preschool program. She works very closely with LPC staff to ensure a positive, healthy relationship between church and preschool. She also works closely with each individual family and knows each student by name.

LPCP has six different weekly classes. Enrollment at this time is 72 students. The two's classes meet two days per week per class and are led by Sherry Williamson and Carolyn Gazdick. There is a younger two year old class and an older two year old class with 10 students attending each class. The three year old classes meet Monday – Wednesday mornings and Monday through Thursday afternoons. Those teachers are Betsy Reeve and Adaweya Atari who do an excellent job in preparing their students for our Pre-K program. Our Pre-K staff are Gloria Haines and Mary Barnes who teach both morning and afternoon Pre-K classes four days per week. These teachers do an outstanding job in preparing their students for kindergarten.

The LPCP staff employment terms are as follows:

Adaweya Atari:	Hire date:	September, 2007
Mary Barnes:	Hire Date;	August, 2011
Carolyn Gazdick:	Hire Date:	August, 2014
Gloria Haines:	Hire Date:	September, 2007
Betsy Reeve:	Hire Date:	August, 2008
Sherry Williamson:	Hire Date:	August, 2012
Ginger Wilhoite:	Hire Date:	January, 2011

One of the programs Mrs. Thiel has implemented is the Lunch Bunch Program which meets Monday, Tuesday, and Wednesday from 11:30 to 1:00. This gives our morning 3's and Pre-K students the option of staying for lunch giving parents extra time while the children enjoy extra time with their peers. Currently the lunch bunch class is full with 16 students.

Another successful program implemented in the past 3 years is our music program with music teacher Ginger Wilhoite. The children perform a Christmas and a spring program singing and playing their instruments. Music enhances areas of child development- intellectual, social and emotional, motor, language, and literacy. The students also participate in chapel twice a month with Pastor Debbie hearing stories about Jesus and having song and prayer.

The preschool participates in many programs throughout the year teaching our students the importance of giving back to our community. In November, fifty bags of food were delivered to Frederick Douglass Elementary School for Thanksgiving to support the Loudoun County Backpack coalition. Parents Night Out is held the first Friday of December. All money raised goes to Team Shawn to support families in our community who are affected by cancer. A cap and gown graduation ceremony is held at the end of May for Pre-K students that will be entering Kindergarten.

Every year the Preschool conducts a Parent Survey. The results of this survey provide constructive feedback to Elaine and the Board in order to continue to meet the needs of our preschool families. Survey results have been extremely positive regarding staff and the satisfaction of parents with our program.

Below is an example from one of our parents' survey feedback:

"It is part of an establishment that has been a part of Leesburg for generations. It maintains a hometown, caring and welcoming feeling and attitude. The teachers and staff are all very positive, happy people who seem to truly and genuinely care about children in general, and my child specifically. There is a focus on enriching the whole child, not just academics, and not just play time. I appreciate the frequent communications from the teachers (newsletters, emails). It is also nice to hear from the director and know that she is involved in the everyday goings on of the school. I enjoy being invited into the classroom and into the school for music and holiday programs. It has been really nice to have my child there from the 2s class all the way up to the 4s pre-K. It has been great to have many of the same children in the program for all of those years, moving up along with my child. I appreciate the fundraising style that just asks parents for money, instead of having us buy something; that way all the money goes directly to the school. I appreciate the 'extra' offers, like lunch bunch and parents' night out. I appreciate that my child loves to say grace before meals and brings religion based lessons and songs home to share."

Submitted by: Kim Hovda and Elaine Thiel

MISSION AND WITNESS COMMITTEE

Overview

The Mission Witness Committee in 2014 was engaged with the responsibilities and duties of carrying out God's mission for Leesburg Presbyterian Church in the areas of local, national, and international mission. The ongoing goals of this committee are to identify needs of our brothers and sisters, to promote awareness of these needs through the written and spoken word and to address the issues using our financial gifts from the congregation, donation of material goods, and offering of time and talents while partnering with others in the congregation and community.

Committee Members

Returning members of the committee were Pat Ahrens, Kathy Brown, Tom Chase, Linda Duffey, Todd Joyce (Chair), Pat Kropp, Shirley Pearson, and Kathi Stone. Nancy Chapin Burgess joined the committee in 2014.

Activities and Accomplishments

Overall, the committee managed the distribution of \$23,000 for mission activities in 2014. This budget included \$13,000 in local missions, \$1000 for national missions, and \$5000 for national missions. The committee also pledged \$6000 to the National Capital Presbytery for shared mission support.

Supported local missions included: Backpack Buddies, Loudoun Literacy Council, Community Holiday Coalition, Friends of Loudoun County Mental Health, Loudoun Interfaith Relief, Loudoun Volunteer Caregivers, Mobile Hope, Grace to Go, and Volunteers of America Transitional Housing and Cold Weather Shelter. International missions included our continued support of our mission in Malawi, and our development of mission opportunities in Cuba.

A new mission opportunity this year was the Community Table of Loudoun County. The goal of this mission is to bring members of the community together to offer a meal and fellowship to the underserved in Loudoun. Nancy Chapin Burgess and Nancy Vanzandt organized youth and adults within our congregation to collect, prepare, and serve food for a very special night in September.

Special thanks to Pat Kropp for, once again, organizing our monthly Loaves and Fishes contribution to the Loudoun Interfaith Relief. In 2014 we contributed over 2000 pounds of food, and over \$1500 in gift cards. Pat Kropp and Pat Ahrens also helped organize our special offerings in 2014 – One Great Hour of Sharing, the Pentecost offering, the Peacemaking offering, and the Christmas Joy Offering.

We also want to thank Trish and Jeff Fraker for continuing to lead our contribution to the very important Grace to Go ministry Loudoun County. This year, Grace to Go prepared over 9,000 meals for local residents in need. This has developed into a wonderful mission, and the many volunteers from our congregation have become an integral part of this program.

A special highlight of the year was the Cuba Partnership trip which included many members of our congregation, including committee members Kathy Brown and Shirley Pearson. We began investigating the long process of creating a partnership with a church in Cuba, and visited several churches associated with First Presbyterian Church of Havana. Considering the recent developments in US/Cuba relations, the committee hopes to continue this process and organize additional trips in the near future.

The Mission Witness Committee had a very active year, and continues to be blessed by the generosity of the Session and the members of the congregation. The dedication of the committee members and the congregation continues to bring hope to those who have little to hope for, friendship to those in need, and blessings to many within our community. The work of this committee is extremely rewarding, and we welcome anyone within the congregation who would be interested in joining the wonderful work of the Mission Witness Committee.

Todd Joyce
Chair

PROPERTY COMMITTEE

The Property Committee has just completed a busy year of projects and planning for upcoming activities in 2015. The items below were some of our major activities for the year.

Tree Damage from Storms: Several large trees on the grounds came down this year during strong storms. One of the very large trees had significant decay in the trunk, causing the tree to fall during the heavy winds. Thankfully, no one was hurt and only minor damage occurred. The Church spent nearly ten thousand dollars of unbudgeted funds to provide for the safe removal of the trees. In one case, a crane was required to stabilize the tree as it was sawn down.

Spring Work Day: On Saturday, April 26, many Church volunteers came out to work on various property projects. Tasks included cleaning, mulching flowerbeds and trees, planting a hedge of azaleas to screen the new above ground oil tank, weeding the flower beds and family cemetery plots, seeding new grass along the sidewalks, staining the playground fence, painting (and repainting and repainting) a second floor classroom, and taking a conditions inventory of the tombstones to prepare for tombstone repairs in 2015.

Reserve Study: The Property Committee worked with members of the Finance Committee and the consulting firm of Miller Dodson to develop a long range reserve study that will assist the Church in planning for long term capital needs. Moving forward, the Church will set aside money in each year's budget to fund major capital repairs.

Gutter Replacement and Soffit Repairs: After receiving approval from the Town's Board of Architectural Review, the Church moved forward with much needed repairs to the severely rotted soffits and the undersized and clogged gutter system on the Christian Education Wing. Brad Brown and his team from Maidstone Construction did a superb job of installing high quality copper gutters and downspouts that match the style of those used on the oldest portions of the church building. The Church's investment in quality materials will provide many years of low maintenance service. The underground pipes that carry the water away from the building were also inspected by camera. Clogs and breaks in the pipe were identified and we hope to correct these issues in 2015.

Lighting: Aging electrical wiring to the light posts located near the front of the statuary caused the lights to stop working. New wires were run in new conduit, a new photocell sensor was added to turn on the lights at dusk, and new long-lasting LED bulbs were installed to reduce energy costs and improve reliability. Also, new low-voltage lighting was added on the sidewalk near the office door to provide greater safety at night.

Boiler Issues: The main oil-fired boiler that supplies hot water to heat the sanctuary, fellowship hall, and Church offices continues to be problematic. Repair technicians have been called out several times over the year to fix various issues. After water entered the boiler through the fuel line and caused significant damage, a new above ground storage tank was installed and the

buried tank was removed. Also, because of this issue, we will be proactively removing the underground oil storage tank that is used for the CE Wing and installing a new tank above ground.

The Coming Year: Planning for a very productive 2015 is well underway. In the next several months the Committee will be managing the renovations of the two upstairs restrooms in the Christian Education Wing. New lighting will be added to the west parking lot to provide additional safety at night, new heating and air-conditioning units will be installed in the office area, new safety lighting will be added in the Church hallways, and new double doors will be installed on the front of the Church in front of the stairwell to the Christian Education Wing. Later this year we will resurface the parking lots and remark the parking spaces. Please let any member of the committee know if you have any questions, suggestions, or would like to help or donate funds to any project.

Respectfully submitted,

Keith Markel

Committee Members: Tom Gurney, Randy Jackson, Keith Markel, Jim Ruddell

WORSHIP COMMITTEE REPORT

RESPONSIBILITIES: Music; Flowers; Special Services; Sanctuary decorum; Ushers, Liturgist; Communion services; Baptisms, weddings, funerals, etc.; Formal and informal worship services; Pulpit supplies; Liaison with organist and choir directors.

The mission of the committee is to provide a warm, God as Father, Christ-centered, Holy Spirit-filled, Scripture-oriented Worship Service for all members and visitors.

The Worship Committee provides and sets up all supplies for Communion services as well as coordinating the Elders and Deacons who serve. This covers the first Sunday of each month, plus Maundy Thursday and one service on Christmas Eve. The committee is also responsible for supplying liturgists, ushers and volunteers for flowers for the sanctuary each Sunday. It is the responsibility of the committee to make sure that the correct paraments are on the table and pulpit all year.

On April 9, 2014, during the regular worship services, the permanent cross in the front of the sanctuary was dedicated. The placing of this cross was a culmination of several years' effort by Pastor Parsons, others including both the Worship and Property Committees, and the generous gifts of time, effort, and talent of Brad and Kathy Brown. As best our church records indicate, this is the first permanent placement of a cross in our church's over 200 year history.

On May 18, 2014 we prepared the sanctuary and welcomed National Capital Presbytery for the ordination of the Rev. James Cubie as LPC's first associate pastor, and as far as we can determine, the first Ordination of Minister of the Word and Sacrament to be performed in our church.

During the Lent and Easter seasons, we held services on Ash Wednesday and Maundy Thursday. On Easter Sunday we held three full services: 8:00, 9:30, and 11:00 a.m. On Maundy Thursday we held a modified Tenebrae service. The Easter Sunday format worked well with the 9:30 service helping relieve the crowding for 11AM. This format will be considered again for 2015.

Christmas Eve service times were changed to 5:00, 7:30 and 10:30. As usual, the two early services were standing room only, and the 10:30 service was over 90. We expect to use similar timing again for 2015.

In 2014 we served Communion by Intinction at three services: Ash Wednesday, Maundy Thursday, August 10, and the 10:30 p.m. Christmas Eve Candlelight service.

The committee is responsible for supplying substitute ministers when our minister is away for either vacation or study leave. In 2014 guest ministers included: Rev. Ruth Huizenga Everhart,

Elder Frank Gasperini, Rev. David Bast, Rev. Alice Peterson, Rev. Suzanne Rudiselle, Elder Dr. John Sawyer. Associate Pastor James Cubie preached six Sundays.

The decoration of the church for the holidays was planned/organized by members of the Worship Committee and supplies were purchased by the committee. We thank LPC Member Jennifer Morris for leading this year.

Worship Committee coordinated introduction of the new Presbyterian hymnal and sponsorship opportunities by the congregation. Sponsorship donations paid for significant additional music presentations, including instrumental musicians and presentation of a major cantata at Christmas. Much of this special music, including the guest musicians at the Christmas cantata, are not in the Committee's regular budget and were possible only because of the additional funding from the hymnal sponsorships.

The committee coordinates weddings held at Leesburg Presbyterian Church. In 2014 we hosted two weddings - one each in May and June, both non-Members of the congregation. We did not schedule any other weddings for the summer/autumn because of uncertainty about the organ renovation project which is now complete. LPC is often selected by non-members who are looking for a historic church and Google for locations meeting these criteria. Our Committee is blessed to have long-time Member Jane Wallace manage the wedding details and arrangements with LPC Member families and guest families alike.

Respectfully submitted,

Frank Gasperini

Committee Members: Frank Gasperini, Peggy Moats, John Sawyer, Jane Wallace, and Wynne Rodgers, Deborah Parsons