

# Annual Report

August 2021 – July 2022

*The third year of COVID-19*

## MISSION STATEMENT

*Daring to Live in Jesus' Transforming Love*

*New Life*

PRESBYTERIAN CHURCH

*A united community of people & friends*

## WE VALUE:

*Loving God, creation, all people;*

*exploring and sharing our faith;*

*broadening our minds; and*

*deepening our hearts.*

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## PASTOR'S REPORT

Reverend Riz Prakasim

Don't be misled: No one makes a fool of God. What a person plants, he will harvest. The person who plants selfishness, ignoring the needs of others—ignoring God!—harvests a crop of weeds. All he'll have to show for his life is weeds! But the one who plants in response to God, letting God's Spirit do the growth work in him, harvests a crop of real life, eternal life. – Galatians 6:7-8

Peace be with you church. As I look back on the past year, I see a harvest born of the hard work of the saints of the church. Each season has its joys and challenges. We were finally able to lift the COVID restrictions and fully resume worship with some modified practices to ensure our health and wellbeing. The majority of staff vacancies have now been fulfilled with a joyful, talented and hardworking staff that I am proud to serve alongside. The message of the church is now able to be broadcast in a new way with the digital sign as we invite the community to join us for worship and opportunities to serve one another. As a church that is part of a denomination that is experiencing contraction we continue to trust in God and labor for a harvest of righteousness that is not always able to be quantified. We mourn the loss of many faithful saints this last year as morbidity has taken its toll on our faith community. Yet we remain hopeful as we work to build up our faith community and share God's transforming love with the world. By the grace of God may we continue to labor for the harvest of eternal life for many years to come. Here are some highlights of the last year:

- Welcomed Michelle Kozitza, Geoffrey Sargent, Logan Combs and Roshelle Mountain to the staff.
- Many of our dearly loved members were laid to rest in the Lord as we celebrated their lives with celebrations of life that honored their memory and legacy.
- Presided over the sacrament of baptism for members and non-members.
- We welcomed new members with a new member class that focused on relationships.
- Provided training, installed and ordained new elders to the class of 2025.
- We recognized four senior graduates from youth group and welcomed new incoming youth.
- Preached at KCOC, provided pastoral coverage and administered communion as we welcomed the new pastor of KCOC Pastor Caleb Njuguna.
- Participated regularly in the Every Meal food security ministry at Como Park Elementary.
- Continued participating in a Presbyterian pastor's cohort made up of area pastors of

## **PASTOR'S REPORT (Continued)**

- the PCUSA.
- Serving on Presbyteries Anti-Racism working group.
- Attended Presbytery meetings.
- Provided pre-marital counseling, couples counseling and individual counseling.
- Presided over marriages for members & non-members.
- Led celebrations of life for members & non-members.
- Considered benevolence request and distributed to those in need.
- Began a confirmation class with North Presbyterian & KCOC.
- Led a Lenten Bible Study that was hybrid
- Continued to serve on the Presbyteries Pastoral Positions Team.
- Coordinated food distributions on the third Wednesdays by the Food Mobile, a part of Keystone Community Services.
- Continued as part of the Multicultural Advisory Group to Roseville Police Department.
- Was elected by the Presbytery to serve as a commissioner to the 225<sup>th</sup> General Assembly in Louisville, KY.

## **CHURCH ADMINISTRATOR'S REPORT**

Hello New Life!

It has been almost a year here at New Life. And I have to say it has been both a challenge and a wonderful time. It has been a pleasure working for you. I am still learning. Mary Fran was a wonderful teacher, and, in the process, I made a great friend in Deb Griffin. She made my journey here an easy one.

The Personnel Committee was hard at work when I joined New Life. Jan Cryer had her hands full. Thank you: J. Cryer, M. Maurey, C. Ward-Thompson and T. Ruter. They filled 3 staff positions including mine.

Roshelle Mountain, our new Administrative Assistant, filled her position with grace, gratitude, and a whole lot of knowledge. I love working with her every day. Next, Logan Combs, our new Music Director brings a breath of fresh air to our church and staff. He is always thinking of new adventures and ideas for us and the Music Ministry.

I also work closely with Geoffrey Sargent, together we try to find solutions to problems. (many with a lot of humor) He works hard and does his job with confidence.

Pamela Schoon has been a joy to work with. Her smile and humor brings a smile to my face.

Working with Pastor Riz reminds me once again, that a solid and gracious leader is absolutely needed and appreciated.

The Finance Committee amazes me at every meeting. They balance the needs of New Life with the

## **CHURCH ADMINISTRATORS REPORT (Continued)**

wants while dealing with many things that just come up. They are truly a blessing. Thank you: D. King, J. Hubbell, A. Schmidt, D. Skilling, I. Meinen and E. Brandsness. Jym Hubble is an amazing person and teacher. His willingness to teach and explain things (that sometimes are over my head) is far above anyone I have ever met.

The Building & Grounds Committee work so hard to make sure this church runs smoothly. The committee is filled with compassionate and knowledgeable people. Even with a complicated issue, they always find a way! Thank you: S. Barraclough, E. Hoekman, B. Jensen, J. Peterson, M. Wilson, J. Silliman and K. Spear. Earl Hoekmen continues to fill my head with knowledge about the whole Church. He is a walking, talking information video. I am blessed to have him on my side.

I hope my -deer in the head lights look is diminishing as of every meeting.

As I learn and grow in my position, I look forward to serving New Life for a long time to come. Thank you for the opportunity to be your Church Administrator. I am looking into the future with hope for us all.

Michelle Marie Kozitza

## **MUSIC MINISTRIES REPORT**

During the last year, New Life Presbyterian Church has gone without a Music Director. This lack of leadership, in addition to working in the wake of the COVID-19 pandemic, has naturally caused our music program to grow smaller and smaller. Hymns were selected by Riz, our pastor, and Prime Chimers Handbell Choir was able to continue operations during this last year under the leadership of Cynthia Erickson. Sanctuary Choir, Comosso, and the Children's Music program all ceased operations during this time.

In July, Logan Combs was confirmed as the new Director of Music, starting in early August. Logan will be leading the Sanctuary Choir, the Prime Chimers, selecting hymns, and generally re-growing our music ministry. Logan is a vocalist and conductor, whose philosophy of church music focuses on education and community building.

Thank you to Cynthia for leading the handbell choir, to Riz for selecting hymns, and to the Personnel Committee for selecting our new Music Director. Thank you, as well, to all of the volunteer musicians for your musical leadership during this time, and finally to Emily Urban and Joyce Brown for regularly stepping in to lead music from the piano and the organ during worship.

Logan Combs

## MUSIC MINISTRIES REPORT (Continued)

### Prime Chimers Handbell Choir

Cynthia Erickson

The bell program at New Life Presbyterian Church serves one primary purpose: to contribute to the worship experience of the congregation by participating in worship services and other events at NLPC. The handbell program is an arm of the Celebration and Worship Committee.

As understanding of the Covid infectious agent grew in 2021 and immunizations became available, NLPC felt it was becoming safe to restart at least some of our music program. Since we had a willing volunteer handbell director, the bell program restarted. During the 2021-2022 season, there was one adult bell team which consisted of volunteers, both as director and as ringers. The Prime Chimers rehearsed on an ad hoc basis, under Covid precautions, in November and December and then weekly on Monday evenings from February through May. The Prime Chimers contributed to worship services in December 2021 (during Advent), in April 2022 (Maundy Thursday and Easter Sunday), and again in May of 2022. During Advent, the bells were joined by Joyce Brown on the organ and several choir members recruited by Melinda Maurey. Those choir members were Gerry Buhaug, Ed Galle, Karin Link, and Bruce Nelson. The result of this collaboration garnered many positive comments from folks and encouraged the participants.

There were 6 regular ringers in the Prime Chimers. Those involved were Patty Gould, Andy Ihlenfeldt, Joanne Kallstrom, Lois Morstad, Fae Wilson, and Roy Wilson, with Cynthia Reimers Erickson directing. The dedication and energy of all of these ringers and their willingness to attend rehearsals regularly, accept some different approaches to ringing, and be dependable ringers during services is truly appreciated and is a leading factor in the success of this ministry.

The bell program plans to continue in 2022-2023 with a similar mission. We hope to attract a few more ringers into our groups, and we would like to restart our children/youth bell team. We would like to collaborate with other musicians on music that incorporates handbells with voices and other instruments.

# COMMUNICATIONS COLLABORATOR'S REPORT

Communications Collaborator

Our church's communications ministry seeks to reach the congregation and our community with messages that inspire, inform, and invite participation in the life, mission and purposes of the Church.

This year we have:

- Maintained an email distribution list of around 200 addresses. These email communications via Vertical Response have included distributing:
  - And editing a bi-weekly E-notes electronic newsletter
  - And editing a weekly Sunday worship e-mail
  - A monthly newsletter
  - Special community and funeral announcements (as needed)
- Maintained the Facebook page, which has 306 likes and 386 followers with status updates 1-3 times per week (<https://www.facebook.com/NewLifeChurchRoseville>).
- Maintained a Twitter account and posted the same updates to it (@NewLifeChurchRo), where we have 172 followers.
- Updated and maintained the website <http://www.newlifechurchroseville.org/home> with current information.

If you have requests or suggestions or would like to help with communication, please contact [communications@newlifechurchroseville.org](mailto:communications@newlifechurchroseville.org). Please participate in spreading the news about our church by liking, following, forwarding, connecting with and sharing our communications online and in the real world.

# CLERK OF SESSION ANNUAL REPORT

**AUGUST 1, 2021 – JULY 31, 2022**

Barbara Nelson, Clerk of Session

## MEMBERSHIP STATISTICS:

Total Membership Roll as of July 31, 2021 (Active plus Baptized)		293
Active Membership Roll as of July 31, 2021		250
Added to Active Member Roll:		
Via certificate from other churches	3	
Via profession/reaffirmation of faith	2	
Reactivation of active membership	0	5
Total added		
Baptized Member Roll as of July 31, 2021	43	
Added to Baptized Member Roll	1	
Removed from Baptized Member Roll	0	
Total as of July 31, 2022	44	
Removed from Active Member Roll:		
Via certificate to other churches	1	
Requested removal	4	
Moved away	9	
Lack of participation	21	
Deaths	16	
Total removed		51
<b>Active Membership Roll as of July 31, 2022</b>		<b>204</b>
<b>Baptized Member Roll</b>		<b>44</b>
<b>TOTAL</b>		<b>248</b>

## CLERK OF SESSION REPORT (continued)

### Weddings:

Kingsley and Sasha Nwaiwu (non-members) August 7, 2021

### Deaths:

Janet Tschida (member) November 25, 2020 (Delayed notification)

Oliver Bogen (member) January 10, 2021 (Delayed notification)

Lois Jenkin (member) August 23, 2021

Stephen Bogen (member) September 18, 2021

Alice Spear-Bankey (member) October 18, 2021

Janet M. Schneider (member) October 18, 2021

Ann Marie Bursch (member) November 5, 2021

Roger Williams (member) November 6, 2021

Marilyn Stock (member) November 12, 2021

Barbara McCue (member) November 17, 2021

Barbara Rafn (member) March 2, 2022

A.J. David MacKinnon (member) February 21, 2022

Joanne Oltman (member) March 10, 2022

Darroll Chinander (member) March 27, 2022

Ethel Carr (non-member) April 21, 2022

Charlotte Nelson (member) June 21, 2022

Lois DeVout (member) July 17, 2022

### ELDERS OF SESSION:

#### CLASS OF 2022 (Outgoing as of July 31, 2022)

John Bootier (ordained, installed 8/25/19)

Dayan Dickson (ordained, installed 8/25/19)

John Kachel (ordained, installed 8/25/19)

Pete Marchetto (ordained, installed 8/25/19; Resigned 1/25/22)

#### CLASS OF 2023

Joanne Kallstrom (ordained, installed 9/20/20)

## **CLERK OF SESSION REPORT (Continued)**

### CLASS OF 2024

Tom Carlson (ordained, installed 8/22/21)

Sara Drake (ordained, installed 8/22/21)

Melinda Maurey (ordained, installed 8/22/21)

Kimberley Spear (installed 9/5/21)

# CLERK OF SESSION REPORT (Continued)

## NEW LIFE PRESBYTERIAN CHURCH

### ANNUAL CONGREGATIONAL MEETING

Annual Congregational Meeting Minutes

Sunday, November 14, 2021

**Meeting announcement:** “The Session of New Life Presbyterian Church has called a congregational meeting for Sunday, November 14<sup>th</sup>, 2021, following the worship service to receive the Annual Report that includes the church financials. Action items include: approval of the Terms of Call, election of the Nominating Committee, and approval of additional wording in the Church Bylaws allowing for electronic voting and virtual meetings. All active members have the privilege and responsibility of attending the meeting and of both speaking and voting.”

The meeting was announced during Sunday morning worship October 31, November 7, and 14. It was also stated in the E-Notes two weeks prior to the meeting. Copies of the Annual Report and the three action items were sent out via email the week prior to the meeting. Hard copies were also available at church the week prior to the meeting.

The moderator, Rev. Riz Prakasim, called the meeting to order at 10:56 a.m. This was an in-person meeting. (Approximately 30 active members were in attendance). A quorum was present. Pastor Riz opened the meeting with prayer.

**Treasurer’s report:** Jym Hubbell summarized his 19-page report printed on the yellow pages at the end of the Annual Report handed out to all members present and available on-line.

Assets increased by about \$146,000 mainly due to investments in the stock market. The Knox Legacy Fund realized about \$110,000 of this amount.

Payments on our \$250,000 synod loan were covered by the Knox Legacy Fund.

Some capital improvements (electrical panel upgrade, digital sign) have been/will be funded with the investment income.

The operating fund income exceeded expenses by \$18,457.

Operating fund expenses were lower than last year mainly due to staff vacancies.

Budgeting for fiscal 2022 is complicated by the uncertainties with COVID.

Our endowment fund increased \$150,000 mainly due to a bequest from the Barbara Conklin estate.

Predictions for 2022 show no grants, no waivers of insurance, and a decline in donations. Expenses depend on staffing, programing and the pandemic.

We are a long way from closing our doors and we have money to fund new initiatives!

## CLERK OF SESSION REPORT (Continued)

**Pastor's report:** We are in this "in-between space" due to ongoing COVID concerns. We want to be fully open but we have to pause and watch the numbers. He thanked Sara Drake for her help in formulating our COVID Preparedness Plan and protocols to keep us safe. We are the only Presbyterian church in Roseville. We continue many of our ministries but we are having difficulty finding volunteers to staff and participate in those ministries. We need Church & Society volunteers. He expressed his appreciation to Jan Cryer and members of Personnel for all their efforts to fill staff vacancies. New staff will help determine what new ministries will look like in the future. He also thanked the Building & Grounds committee members for all the work they do to keep our church in good condition. He encouraged us to be faithful, diligent and remain hopeful!

**Clerk's report:** Barb Nelson reported the active member roll decreased from 276 on August 1, 2020 to 250 on July 31, 2021. There were two baptisms and two weddings. Sadly, there were 13 deaths during that period.

Action items:

**Election of Nominating Committee** -- John Bootier, chair, thanked the 2021 committee members: Sandy McGiffin, Bruce Nelson, Scott Barraclough, and John Bootier. He presented the names for the 2022 committee: **Sandy McGiffin, Bruce Nelson, Jenni Mancha, and John Bootier**, chair. Nancy Irsfeld moved to elect these nominees to serve on the 2022 Nominating Committee. 2<sup>nd</sup> Carole Rust. A vote was called by the moderator. A majority of members present voted "yes." (There were also 8 members who voted to approve prior to the meeting). **APPROVED.**

**Additional wording to Church Bylaws** – The clerk, Barb Nelson, presented the following wording to be added to the Church Bylaws: **"The Session and the Congregation may meet via electronic means if all members have reasonable notice of the electronic meeting and have the opportunity for communication to discuss, deliberate, and discern the will of God and to vote on business items. The quorum for an electronic meeting is the same as a quorum for a regular meeting."**

Earl Hoekman moved to approve the addition of this wording; 2<sup>nd</sup> Jerry Peterson. A vote was called by the moderator. A majority of members present voted "yes." (There were also 8 members who voted to approve prior to the meeting). **APPROVED.** This revised version will be placed in the Manual of Operations (MOO). A copy will also be placed in the permanent minutes.

**Terms of Call** -- Pastor Riz recused himself from this part of the meeting and the clerk moderated. Jan Cryer, chair of Personnel, made the following motion:

"I move on behalf of the Personnel Committee with the recommendation of Session on October 26, 2021, to approve the proposed Terms of Call for Pastor Risley Prakasim for the period of January 1, 2022, through December 31, 2022." (A copy was distributed to all members of the congregation and is attached to these minutes). This reflects a 3% raise. 2<sup>nd</sup> Nancy Irsfeld. The floor was opened for discussion. One member pointed out that people receiving Social Security are receiving a higher percentage. Jan Cryer shared that Pastor Riz requested no raise. Session felt this was a good compromise. With no further questions/concerns, the clerk called for a vote. A majority of members present voted "yes." (There were also 8 members who voted to approve prior to the meeting). **APPROVED.** Pastor Riz was thanked for all he has done to hold this church together during a difficult year.

## CLERK OF SESSION REPORT (Continued)

**Session's report on the "State of the Church"** -- Elder Kim Spear opened the presentation with a summary of the learnings of the Vision Team. Following surveys and listening sessions, it was obvious that change is needed. The team looked into relationships, worship/music, and building use. It was learned relationships matter, both inside and outside. Worship is core to all of us. We need to build our music ministry. The building is well-maintained and is in a great location. We need to build new congregational relationships and community partnerships.

Elder John Bootier reported his observation that the state of the church is good. We are a community that continues to host successful events such as Fair Trade, the Pumpkin Patch, the State Fair Park 'N Ride, etc. We are a community that continues to welcome new members. We had a new member class last year and will have another one this year. We are a community with a core group of "givers." However, membership and stewardship are on a downward trend. It has become increasingly difficult to get volunteers to staff our many ministries. COVID has made filling staff vacancies and member participation difficult. We need to rebuild our staff and restore our programs/ministries. We need to continue to do project partnering. We also need to nurture our core membership! We are sad to see the Pre-school close, but it is hoped we will be able to lease that space.

Elder Tom Carlson emphasized the need for growth and his plans to make it happen. He has experience in sales, internet marketing and website design. He reported that Session approved a new digital sign. This sign will offer a better impression and better communicate our ministries, thereby attracting new members. He wants to upgrade our website, restore our programs as soon as we are able, use Google maps to reach move-ins and car-pooling, develop an on-line membership directory, distribute business cards and mail postcards. He wants to have Pastor Riz's sermons online. He encouraged the congregation to move forward with courage and conviction.

**Floor open to questions/concerns:** Member, Irene Meinen, asked if there were plans to restore the choir and education. The chair of Personnel assured her these were the goals. She explained their efforts to interview candidates and the realities of the current job market. Member, Carole Rust, emphasized the urgent need for volunteers for Church & Society.

**Motion to adjourn:** Irene Meinen moved to adjourn the meeting; 2<sup>nd</sup> Sandy McGiffin. The majority of members voted "yes." **APPROVED.** Pastor Riz closed the meeting with prayer. The meeting adjourned at 12:05 p.m.

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Clerk of Session

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Moderator

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Date Approved

## CLERK OF SESSION REPORT (continued)

### NEW LIFE PRESBYTERIAN CHURCH

Congregational Meeting Minutes

July 17, 2022

**Meeting announcement:** The Session of New Life Presbyterian Church has called a congregational meeting for Sunday, July 17, 2022, following the worship service for the purpose of electing the following nominees for ruling elder: Emily Laizans, Marjory Johns, Pam Hord, Molly Cacek, Ed Galle, Maria Schultz and Fae Wilson. This will be an in-person meeting in the Great Room. If you wish to attend virtually, please call in your vote to Deb at the church office before July 15<sup>th</sup>. We strongly encourage active members to attend so that we have a quorum.

The call to the meeting was announced during Sunday morning worship July 3rd, 10th and 17<sup>th</sup>. It was also stated in the E-Notes two weeks prior to the meeting.

Moderator, Rev. Riz Prakasim, called the meeting to order at 11:00 a.m. He opened the meeting with prayer. The clerk stated a quorum was present.

The chair of the nominating committee, John Bootier, was called forward. He thanked his committee, Sandy McGiffin, Bruce Nelson, and Jenni Mancha, for their time and efforts in recruiting this slate of nominees. Pastor Riz thanked John for his leadership. Elder Bootier introduced the class of 2023 nominees: Emily Laizans, Maria Schultz and Fae Wilson. The class of 2025 nominees were: Pam Hord, Molly Cacek, Ed Galle and Marjory Johns. Pastor Riz asked for nominations from the floor. There were none. Deb Griffin moved to close nominations; 2<sup>nd</sup> Cynthia Erickson. **Motion approved.** Darroll Skilling moved to elect the seven nominees to become ruling elders; 2<sup>nd</sup> Sonja Ihlenfeldt. **Motion unanimously approved.** In addition, three “yes” votes were called in to the office prior to the meeting. The date of installation is to be determined but will be within the next few weeks.

Chuck Baumann moved to adjourn the meeting; 2<sup>nd</sup> John Silliman. **Motion approved.** The meeting adjourned at 11:10 a.m. Pastor Riz closed the meeting with prayer.

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Moderator

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Date approved

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Clerk of Session

# CLERK OF SESSION REPORT (continued)

## NEW LIFE PRESBYTERIAN CHURCH

Congregational Meeting Minutes

August 1, 2021

**Meeting announcement:** The Session of New Life Presbyterian Church has called a congregational meeting for Sunday, August 1<sup>st</sup>, following the worship service for the purpose of electing the following elders: Tom Carlson, Sara Drake, Melinda Maurey, Butch Inks, and Kim Spear. This will be an in-person meeting in the Sanctuary. However, if you wish to attend virtually, please call in your vote to Deb at the church office number before July 30<sup>th</sup>. We strongly encourage active members to attend so that we have a quorum.

The call to the meeting was announced during Sunday morning worship July 18, 25, and August 1. It was also stated in the E-Notes two weeks prior to the meeting.

Moderator, Rev. Riz Prakasim, called the meeting to order at 11:08 a.m. He opened the meeting with prayer. A quorum was present. In addition, six “yes” votes called in prior to the meeting. Deb Griffin moved to appoint Cynthia Erickson as clerk pro tem. 2<sup>nd</sup> John Bootier.

**Motion passed.**

The chair of the nominating committee, John Bootier, came forward and thanked his committee, Sandy McGiffin, Scott Barraclough, and Bruce Nelson, for their time and efforts. Nominees for the Session Class of 2024 were then introduced. They were: Melinda Maurey, Sara Drake, Tom Carlson, and Kim Spear-Wilson. (Butch Inks withdrew his name.) Pastor Riz asked if there were any nominations from the floor. None were offered. Pamela Hord moved to close the nominations and approve the nominees to become elders. 2<sup>nd</sup> Sandy McGiffin. Pastor Riz called for discussion and there was none. **Motion passed.**

The four new elders will be installed during the worship service Sunday, August 22<sup>nd</sup>.

Carole Rust moved to adjourn the meeting. 2<sup>nd</sup> Tina Zoerb. **Motion passed.** Pastor Riz closed the meeting with prayer. The meeting adjourned at 11:15 a.m.

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Clerk pro tem

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Date Approved

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Clerk of Session

## SESSION COMMITTEES

### BUILDINGS & GROUNDS COMMITTEE ANNUAL REPORT 2021-2022

Scott Barraclough, Chair

**PURPOSE:** Building and Grounds Committee's goal is to implement responsible management of New Life Presbyterian Church's building, grounds, and legal concerns under the authority of the Session.

**MEMBERS:** Scott Barraclough, Earl Hoekman, Robert Jensen, Jerry Petersen, Jan Silliman, Craig Sulzdorf, and Michael Wilson. Michelle Kozitza, Church Administrator, manages the agenda and coordinates committee work with vendors. Kimberley Spear was the Session Liaison.

**MEETINGS:** The committee typically met the second Thursday of each month at 5:30pm. Members contribute countless hours of their time and talents, working at the church to repair and update our facility, doing research to find the best and most economical ways to keep the facility working well, and contributing to the maintenance of the grounds.

#### 2021-2022 REPORT

Highlights of the committee's accomplishments and ongoing efforts are noted below.

The committee worked and continues to work on security issues, adding cameras in the interior and exterior of the building to ensure the property and its contents are secure; cameras were added to the kitchen, over the main entrance door, and over the mailbox corner facing Chatsworth.

Activities were restarted to find leasees for the preschool space with committee endorsement and Session approval. Kim Spear and other Session members lead the effort. Jym Hubbell, church treasurer, forwarded the name of a firm for contracting for a search for leasees; SunTide Commercial Realty was contacted, Presbytery Board of Trustees (BOT) was notified of NLPC's interests, and next steps are proceeding to consider an external firm with expertise and experience with day care and preschools. Another firm came to the committee's attention through a newsletter and will be considered.

Committee work to get the new digital sign on the property operational and then optimal is ongoing. Staff trained includes Roshelle Mountain, Administrative Assistant, Michelle Kozitza, Church Administrator, and Riz Prakasim, Pastor. B&G lead is Earl Hoekman. Membership & Growth lead is Tom Carlson.

Lawn services were refreshed with garden coordinator input and restarted in October with TruGreen. Spring treatments for weed control, fertilizer, and overseeding are being planned to overcome the pause in treatment during the pandemic. Pumpkin Patch was moved to pallets on the parking lot to help with grass health and sustainability.

The expenses of the committee were covered from two sources: an operating budget and a dedicated fund for larger expenses. Operating budget includes the costs of utility, fuel, and run the building. These costs continue to increase, are largely out of the control of the committee, and stress the church budget.

Dedicated funds from the Knox Legacy Fund were used for larger expenses, for example new kitchen flooring and other kitchen upgrades, and parking lot replacement.

## **SESSION COMMITTEES (Continued)**

### **BUILDINGS & GROUNDS (Cont'd)**

The committee appreciated the volunteers who step forward to mow the lawn, tend the flower beds that surround the church, oversee the Planting Seeds of Hope Community Garden, as well as those who stopped leaks in ceilings immediately, got electrical problems addressed on a timely basis, got fans installed in the KCOC space to keep space comfortable in the summer, and ensured the dishwasher and its drain functioned without leaks.

Volunteers are welcome to join the committee. Contact any committee member, staff or liaison for more details.

Respectfully submitted, Kim Spear, with Earl Hoekman and Scott Barraclough.

### **CELEBRATION & WORSHIP**

2021-22 Annual Report from Celebration & Worship

**PURPOSE:** The purpose of the committee is to be loving ministers by supporting the Pastor(s) and the Director(s) of Music Ministry in glorifying God through the language of worship.

Committee members: Sara Drake (Session Liaison), Margie Johns, Karin Link, Deb Griffin (chair), Pastor Riz

The Celebration & Worship Committee has been working on many things this year to make worship more meaningful and joyful. The church has met both in person and virtually this past year for worship. It is our hope moving forward that we can continue to use technology and connect with the congregation even more effectively than in the past.

Here is a list of things we have set out to do in the last year:

- North Suburban Chorus provided a Christmas Concert at the church on Sunday, December 5<sup>th</sup>. They also recorded several songs for us to use in worship at a later date. Thank you especially to Fae Wilson as the Chorus President/liaison with New Life.
- We continued, with the help of Personnel, to advertise for an additional sound booth person.
- We were able to return to a more traditional form of serving communion.
- We are thankful for Karin Link and her beautiful liturgical arts contributions.
- We initiated Blue Barrel Sunday on the second Sunday of each month in an effort to enhance our Blue Barrel donations. As of July 31<sup>st</sup>, 511 pounds of food have been donated to the Keystone Food Shelf.
- Joyce Brown served as our organist and all-around music program contributor for most of the year as we searched for someone to serve in that position permanently. That search is still underway. When Joyce broke her wrist and was no longer able to play for us, we hired

## SESSION COMMITTEES (Continued)

### CELEBRATION & WORSHIP

Emily Urban as a temporary pianist. Both of these ladies have served us well and we are very grateful for them! We also enjoyed Aiyana Chin, Sara Drake, and Karin Link when they filled in on the Sundays when they were needed.

- On October 31<sup>st</sup> (a fifth Sunday) we worshiped with a blended favorite scripture/favorite songs service. Songs and scriptures were submitted in advance and blended with a Scripture Echo for a meaningful time of worship.
- When Cynthia Erickson volunteered to start up the Prime Chimers again, we encouraged folks to join the bell choir.
- We had the sanctuary piano tuned twice: once in September and just before Easter.
- We shared Lenten services with Trinity Presbyterian and North Presbyterian.
- We ordered Eco Palms for our Palm Sunday service. The order was shared with Gospel for all Nations Church (GFANC) and Foundation of Life Faith Community (FOLFC), our building partners.
- We encouraged pop tab donations and thank Sandy McGiffin for delivering several pounds worth to Ronald McDonald House.
- We worked with Carole Rust as she made plans for Earth Sunday on April 24<sup>th</sup>, 2022.

I'm sure I've missed some things that should have been on this list. We make an effort to have a special celebration *every* 5<sup>th</sup> Sunday of the year unless there is already a lot of activity on that Sunday. We are grateful for the opportunity to serve you.

Submitted by Deb Griffin, Chair

### CHURCH & SOCIETY

#### Mission and Outreach

**PURPOSE:** Jesus calls us to love one another. The Mission and Outreach Committee challenges our church community to respond to the needs of our community, world, and caring for our planet with joyful support. We interpret, celebrate, and offer opportunities to use God-given gifts to glorify God in loving service. We seek justice and mercy for our neighbors, near and far, work to care for God's creation.

**Members:** Molly Cacek (chair and session liaison), Ed Galle, and Carole Rust

**Special Note:** Molly Cacek has agreed to lead the Mission and Outreach committee in the fall of 2022, along with being the session representative. Ed Galle is continuing to be our blood drive representative. Carole Rust is giving support and experience on the ongoing programs and the budget along with Jym

**SESSION COMMITTEES (Continued)**

**CHURCH & SOCIETY (continued)**

Hubbell. Unfortunately, we needed to reduce our giving to some of the programs we support in 2022. Fortunately, we still have many ways to give and support our community and world that are available to this congregation. To this end we are looking for new members to join Mission and Outreach. If you want to show love to your community, world, and earth care please consider joining our team.

**Outreach Ministries Budget**

	Actual 2020-21	Budget 2021- 22	Actual 2021-22	Budget 2022-23
PC (USA) General Mission				
General Assembly	\$2,300	\$2,300	\$2,300	\$2,300
Synod	\$2,300	\$2,300	\$2,300	\$2,300
Presbytery	\$8,965	\$8,965	\$8,965	\$8,965
Missionaries	\$1,000	\$1,000	\$1,000	\$500
PC Theological	\$225	\$225	\$225	\$225
<b>SUBTOTAL - PC (USA) General Mission</b>	<b>\$14,790</b>	<b>\$14,790</b>	<b>\$14,790</b>	<b>\$14,290</b>
Other				
Special Offering Disbursements	\$23,305	\$25,000	\$25,000	\$25,000
Budgeted Benevolences	\$10,600	\$10,600	\$10,600	\$6,800
Emergency Assistance	\$3,500	\$3,500	\$3,500	\$3,500
Liberty Church	\$1,000	\$1,000	\$1,000	\$1,000
In-Kind Support of Preschool	\$17,030	\$16,754	\$0	\$0
<b>SUBTOTAL - Other</b>	<b>\$55,435</b>	<b>\$56,854</b>	<b>\$40,100</b>	<b>\$36,300</b>

**SESSION COMMITTEES (Continued)**

**CHURCH & SOCIETY (continued)**

**Special Offerings Donations**

<b>Item</b>	<b>Amount</b>
0022-Project Home	\$294
0031-OGHS—Paypal	\$75
0035-Special Offerings	\$225
0040-Presbyterian Disaster Relief	\$1,723
0041-Peace and Global Witness	\$1,105
0042-Christmas Joy Offering	\$2,530
0043-Pentecost Offering	\$1,582
0046-MN Food Share/Food Shelf	\$2,575
0047-One Great Hour of Sharing	\$5,325
0048-Thanksgiving Offering	\$700
0050-Habitat for Humanity	\$250
0065-Every Meal (Sheridan) Fund	\$1,325
0066-Greatest Need	\$1,000
<b>TOTAL</b>	<b>\$18,709</b>

**Budgeted Benevolence Budget Amount (total for year)**

<b>Item</b>	<b>Amount</b>
Interfaith Action Greater St Paul	\$1,500
Department of Indian Works	\$500
Holy Hammers (Habitat for Humanity)	\$1,000
Union Gospel Mission	\$300
People Inc.	\$500
Exodus Lending	\$250
MICAH	\$300
Joint Religious Legislative Coalition	\$300
Bread for the World	\$300
Presbyterians for Earth Care	\$300
Interfaith Power and Light	\$400
Sanctuary Support	\$150
<b>TOTAL</b>	<b>\$6,800</b>

## SESSION COMMITTEES (Continued)

### CHURCH & SOCIETY—Earth Care Team

**Members:** Carole Rust (Chair), Andy Ihlenfeldt

**Meetings:** We did not meet on a regular basis this past year.

**Purpose:** We use two Earth Care Pledges originally signed by Session in 2009-10 and reaffirmed in 2014 as our guidelines. As a PC(USA) Earth Care Congregation, all areas of our church activities are committed to Earth Care Stewardship and eco justice as a part of our expression of our faith. Our Team is represented with a member on the Mission Committee and works with the Session, various committees, and individuals to support Creation Care stewardship efforts at New Life & in God's world. We are currently using the 2018 General Assembly policy called, "The Earth Is the Lord's" in partnership with "Blessed Tomorrow".

The Covid pandemic & loss of church members continued to affect our church, but it was good to be on the healing and building side of things again. We submitted our annual report in October and dealt with church mission committee work as well. Both the garden and Pumpkin Patch did well (see their reports). The youth went to some church member's homes to help do yard work. They studied Climate Change and it's damaging affects before picking a related mission trip site. Unfortunately, the mission trip had to be cancelled and could not be rescheduled so the youth are looking forward to next year. Our Fellowship Hour began to slowly come back during the year thanks to the efforts of Bob Jensen, Mike Wilson, Bruce & Barb Nelson, Andy Ihlenfeldt, & some others who washed dishes, made coffee, brought treats, etc. Forgive us if we missed mentioning your name but know how grateful everyone has been for your service! We recertified as a 10+ yr Presbyterian Earth Care Congregation in February & posted the Earth Care Lenten Calendar in March. We celebrated Earth Day Sunday on April 24 with guest speaker, Whitney Terrill who is Environmental Justice Program Manager for MN Interfaith Power & Light and a special poem was written by Liz Johnson. Our theme was Invest in Our Planet and we had petitions to sign for Get the Lead Out & Prove It First (sulfide mining) legislation, a person from MN Pollution Control with lead-free tackle to give away, an invitation to join a statewide webinar with Senator Tina Smith, an environmental pledge board plus Presbyterian Project organic Fair Trade coffee, local organic half & half, organic &/or local cheese, organic & gluten free crackers, local organic butter. We decorated with local, sustainably raised pussy willows, branches & flowers. Early this summer, Pastor Riz attended General Assembly, heard our missionary(Jed Koball) & many important environmental actions were passed. We are currently looking for a few new members.

Respectfully submitted, Carole A. Rust, chair

## **SESSION COMMITTEES (Continued)**

### **CHURCH & SOCIETY— Blood Drives**

Starting in August of 2021, NLPC began holding quarterly blood drives in partnership with the Red Cross. This differed from past years when a single blood drive was held. With the Covid pandemic, donation levels of blood fell to extremely low levels. By holding more blood drives, NLPC would be able to help alleviate the severe shortages that the U.S. had seen since early 2020.

Ed Galle and Cynthia Erickson teamed up to organize the drives and schedule them more frequently. In 2021, drives were held in August and November, and in 2022, drives were held in February and May. A combined total of 114 units of blood were collected during all four events, and since each unit benefits three people, a total of 342 patients were supported by these donations.

The blood drives could not be held without having volunteers to handle a few important tasks. We had a group of dedicated volunteers over those 12 months. They helped to staff the check in desk and the canteen over these four dates and kept an eye on the donors to make sure they were healthy enough to leave. The volunteers were - Alice Brotherton, Kathy Buhaug, Mandy Flores, Andy Ihlenfeldt plus student Megan, Lois Morstad, Barb Nelson, Bruce Nelson, Virginia Redman, Gayle Stout, Fae Wilson, Roy Wilson, and Tina Zoerb, as well as Ed Galle and Cynthia Erickson. Thank you to all of you for giving your time towards this endeavor.

We plan to continue holding quarterly blood drives for the foreseeable future.

Reported by Cynthia Erickson

## SESSION COMMITTEES (Continued)

### CHURCH FINANCE

**Membership:** The committee is staffed by six (6) elders, preferably one (1) currently serving on session, and members of the congregation chosen by the elders and the committee. Three year terms are suggested. The Church Treasurer is a permanent non-voting member. The Church Administrator is an ex-officio member (staff liaison) and the Pastor is a resource. Committee membership is reported to the session, with membership changes reported throughout the year as an information item. Membership of this committee at the conclusion of fiscal year 2020-2021 includes:

**Voting members:** David King – Chair, Elder; Irene Meinen – Elder; Darroll Skilling– Elder; Eric Brandsness - Elder; John Kachel- Elder currently serving on Session; Amy Schmidt

**Non-voting members:** Jym Hubbell – Treasurer; Michelle Kozitza—Church Administrator; Riz Prakasim – Pastor

**General Statistics:** The Church Finance Committee generally meets on a monthly basis. This year, we typically held our meetings on the third Monday of the month from 7:00pm to 8:30pm.

During fiscal year 2021-2022, the work of the Church Finance Committee has continued to focus on managing the finances of the church during the pandemic and return to normalcy. During this past year, Maryfran Moen retired as planned. New Life Presbyterian Church and this committee have benefitted from having an experienced staff member overseeing church administration. Maryfran Moen has been a thorough and stabilizing force. We have been very fortunate to have found someone equally as experienced to be able to pick up right where Maryfran left off. Michelle Kozitza assumed the role of Church Administrator and the church and this committee did not miss a beat! Michelle's experience and attention to detail helped New Life Presbyterian Church remain a strong fiscally responsible entity during this past fiscal year.

The committee has strived to balance risk and opportunity as we determine the investment strategy of New Life Presbyterian Church in a tight and struggling economy. Our goal is to grow the current reserves while staying true to our Christian beliefs and values. With this in mind, we slowly and systematically took some of the profit that we have received over the last several years. This revenue was set aside to help cover the cost of future projects such as resurfacing the parking lot. Given the downturn in the economy, this turned out to be a really positive move financially for NLPC.

The Coronavirus Global Pandemic has changed every aspect of our church community. We had to find new ways to connect, communicate and conduct the business of the church. At the time of this report, we are still not fully back to the way we conducted day to day operations prior to the pandemic. I am grateful to the members of this committee for their commitment and flexibility during this fiscal year.

**Purpose:**

To implement responsible management of New Life Presbyterian Church's finances and legal concerns under the authority of the session.

## SESSION COMMITTEES (Continued)

### CHURCH FINANCE

#### Objectives:

1. Maintain a working knowledge of the provisions of the Book of Order that pertain to finance and property matters. Arrange for annual audit of the church's finances, and maintain procedures in accordance with the recommendations of the church auditors.
2. Deposit all funds coming into the church and maintain records in accordance with the guidance of the session and the church auditors.
3. Facilitate and make recommendations to session regarding the annual operating budgets of all operating units of the church.
4. Facilitate the delegation of financial responsibilities from session to committees, staff and others, including the approval for payment of payroll and expenses in accordance with the annual operating budget and the special funds of the church.
5. Assist session in identifying sources for funding the short- and long-term financial plans.
6. Work closely with the Stewardship Team to quantify member contribution goals for sustaining our ministries and to coordinate stewardship activities with budget and other financial processes.
7. Oversee church investments.
8. Report regularly to the session and to the congregation regarding the status of church finances.
9. Negotiate insurance and other legal contracts for the church.
10. Acknowledge receipt of memorial funds and maintain proper records. Recommend to the session expenditure of memorial funds after consultation with the family where possible.
11. Facilitate the preparation of annual reports and the planning of the meeting of the congregation.

**Future Plans:** Although the Church Finance Committee's work in the coming year will pertain to carrying on the normal business of the church, we will also be working to create solutions and options to help our church deal with the decrease in revenues that is a reality of the demographics of our congregation. We will also continue to focus on our investment strategy and address the various questions that come our way as a result of insurance or other congregational issues.

Submitted by David King, Chair

## **SESSION COMMITTEES (Continued)**

### **CHURCH FINANCE (continued)**

#### **Memorial Gifts & Bequests**

Jym Hubbell, Church Finance Committee

New Life received gifts in memory of loved ones. These wonderful people blessed our church during their lifetimes and continue to do so in the way these gifts further our ministries. The life commemorated and the ministries supported through their memorial designations in fiscal 2021-22 are as follows:

Joanne Oltman—Larpenteur digital sign

Lois Devout—Larpenteur digital sign

Lois Jenkin—Larpenteur digital sign

Alice Spear-Bankey—Larpenteur digital sign

Ann Bursch—Larpenteur digital sign

Marilyn Stock—Larpenteur digital sign

Roger Williams—Larpenteur digital sign

Dave Mackinnon—Larpenteur digital sign

Ethel Carr—Music Ministries

## SESSION COMMITTEES (Continued)

### CONGREGATIONAL CARE

**CARE COORDINATORS:** Virginia Redman Nancy Irsfeld, Joanne Kallstrom (Session liaison), Grace Barnes, Tina Zoerb, Kathy Lawhead, Jan Cryer, Sandy McGiffin (Co-Chair), Alice Brotherton, Irene Meinen, Nancy Holt, Pam Hord and Karen Lee.

Sadly, we lost members Ann Bursch and Alice Spear-Bankey.

We welcome new members starting in late August: Barb Nelson and John Bootier.

Nancy Irsfeld is retiring after 25 to 30 years as a coordinator. Nancy, thank you for your help and support of the church. Enjoy your retirement time.

**PURPOSE:** The Congregational Care Coordinators have met via Zoom several times for supporting each other and praying for guidance. We send out birthday cards, Christmas cards, Easter cards, Get Well cards, etc. We check upon our fellow church members. If needed, we supply Christmas cards and stamps. The committee has operated under budget because of the generous donation of cards. We have shut-ins, who we try to call to let them know someone cares.

Care Coordinators are called to recruit Sunday Door Greeter.

We started the Over 90's Birthday group—so if a person is over 90 the Care Coordinators should be sending them a birthday card, even if they are not on their list. I hope we keep this up.

We asked the Care Coordinators to let us know if they find changes to their list. Jan Cryer and I have been trying to update the lists before they went to our new Coordinator members. This is an ongoing project. This information is then passed on to Roshelle Mountain (Church Administrative Assistant) to update the directory.

Help was requested to remind the Congregation of the Blood Drive, Park & Ride, and the Pumpkin Patch. The Care Coordinators were asked to call their lists and remind people of these events.

We've tried to encourage the guys to give the Care Coordinators a try. They might like it! Thank you John Bootier.

Roshelle has also helped to keep our lists updated and types up our notes. We are very grateful for her help!

We started our in-person contacts in February.

I will be retiring on June 30<sup>th</sup> after 25 to 30 years. When asked for volunteer no one stepped up.

## SESSION COMMITTEES (Continued)

### CONGREGATIONAL CARE

Projects I wished we have completed:

1. Changing our names back to deacons.
2. As I brought up in the town hall meeting before COVID-19. Opening the church up one night to the public for a free meal.
3. Clothing collection
4. Computer collection

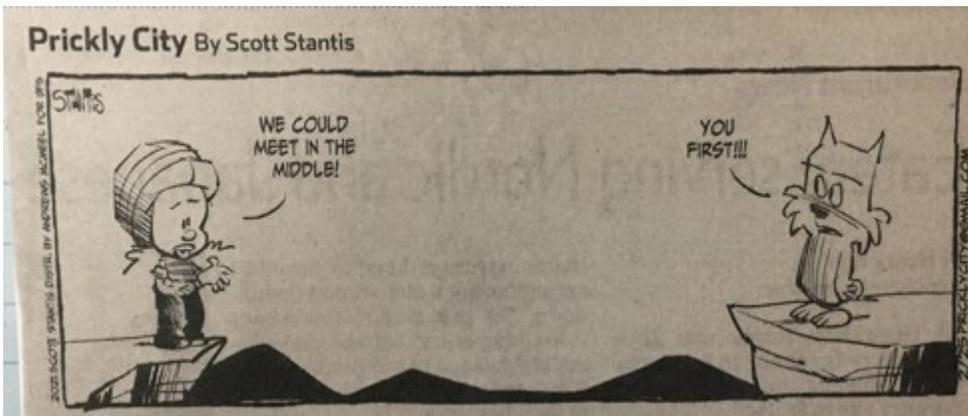
It has been fun working with everyone and getting to know you.

Stay safe.

Sandy McGiffin

Care Coordinators will start up again in the fall.

“We are only here for a short time let’s make the best of it.”



## SESSION COMMITTEES (Continued)

### MEMBERSHIP & GROWTH

**COMMITTEE MEMBERS:** Tom Carlson (chair & session liaison), Pastor Riz, Kim Spear, Joanne Kallstrom, Irene Meinen, Mary Barraclough

Membership & Growth have met about once a month or more this past year.

Tom had a serious injury 7-21-22 which has delayed implementing many plans.

Accomplishments:

- New digital sign installed and staff getting ongoing training
- New promo business card printed and shared with church
- Approval from Google for non-profit status for Google AdWords and Google Workspace
- Confidential NLPC church membership mapped out geographically on Google Maps
- Approved with church staff regarding building a parallel WordPress site for testing.
- Some adult education ideas in Google Drive – need more and need to implement
- Some digital sign message ideas in Google Drive – need more and need to implement
- WordPress website layout created but not implemented
- Relaunched signup pad during church service (should change to only asking new members)
- Missional Marketing: Tom's ongoing discussions regarding their building NLPC website and doing some marketing work – in particular now that Tom is injured
- Postcard mailings on adult ed: researched by Tom – should use PostCard Mania's new technologies for mailings and also connecting to social media.
- Reviewed some demographic data of local area

Plan:

- Contract with Missional Marketing to build website, add NLPC to more online directories, get review sites updated, convert sermons to words with voice recognition for SEO, add more and better content, photos of Riz, staff, elders, videos. Show more energy.
- Start FREE Google Adwords after website built
- Add content for Search Engine Optimization (SEO) for website
- Get more adult education programs going
- Improve digital sign messaging
- Improve graphic design of digital sign
- Distribute promo content at local restaurants, businesses, etc.
- Create forecasts for costs versus growth – Tom already made several spreadsheets.

## SESSION COMMITTEES (Continued)

### MEMBERSHIP & GROWTH

- Market to people of various ethnicities and skin tones
- Use demographic data for post card mailings

Members gained vs. members lost:

Not sure of results or financial implications

### NOMINATING

**COMMITTEE MEMBERS:** John Bootier (Chair), Sandy McGiffin, Bruce Nelson, Jenni Mancha

**PURPOSE:** The purpose of the NLPC Nominating Committee is to seek members of the congregation of New Life Presbyterian Church to serve in elected positions of ruling eldership to carry on God's work.

**ACTIVITIES:** The Nominating Committee met in 2022 to review the NLPC Nominating Committee purpose and processes, to review elder candidate criteria, and to brainstorm candidate names and backgrounds.

The 2022 Nominating Committee contacted numerous candidates and nominated Emily Laizans, Margie Johns, Molly Cacek, Pam Hord, Ed Galle, Maria Schultz, and Fae Wilson for NLPC ruling elder membership to the NLPC congregation in 2022.

Elders Emily Laizans, Margie Johns, Molly Cacek, Pam Hord, Ed Galle, Maria Schultz, and Fae Wilson were elected as new ruling elders at the congregational meeting on July 17, 2022. Elders Emily Laizans, Margie Johns, Maria Schultz, and Ed Galle were installed to the NLPC Session during worship service in August 7, 2022. Elders Molly Cacek, Pam Hord, and Fae Wilson were installed to the NLPC Session during worship service on October 9, 2022.

# SESSION COMMITTEES (Continued)

## PERSONNEL

### Personnel Annual Report: Aug, 2021 – July, 2022

**Membership:** Jan Cryer, **Chair**, Melinda Maurey, **Session Liaison**, Bruce Nelson, Tom Ruter, Cindy Ward-Thompson, Pastor Riz ex officio.

**Purpose:** The primary focus of the Personnel Committee is to promote a strong and nurturing faith community through a healthy work environment along with open and productive communication among pastor, staff and members of the congregation. The Committee strives for insightful problem solving and planning, is committed to open and direct communication with each other and staff and conducts thoughtful, thorough, confidential evaluations of policies, staff performance and concerns of congregation members.

#### **Financial Information**

Funds to support New Life's staff comprise the largest portion of Personnel's annual budget. Please refer to the Financial Report provided by Treasurer Jym Hubbell in this Annual Report for specific details.

The Personnel Committee remains concerned and hopeful that New Life will have a firm financial foundation in order to maintain an appropriate staffing level based on the needs of the congregation. Stable staffing is important, both for maintaining the focus of present ministry and post-COVID-19 programming and outreach and for the future growth of our faith community and outreach.

#### **Review of Stated Committee Objectives**

The following constitutes the Personnel Committee's major areas of concentration:

- Serve as an advocate for staff members.

- Counsel staff regarding their work, goals and objectives, terms of employment and compensation.

- Assist the Pastor with supervisory responsibilities and ministries, respond to members of the congregation who have concerns, evaluate staff performance and counsel staff members.

- Conduct annual performance and compensation reviews, including evaluation of goals and objectives.

- Filling vacant or new staff positions, writing position descriptions, conducting interviews and reference checks and writing employment agreements.

- Make budget recommendations to Session regarding staffing, salaries or pay scales for members of the church staff.

- Review budget items monthly and quarterly summaries of staff vacations, sick leave and continuing education.

- Evaluate position descriptions as needed.

- Examine Personnel policies, research and propose additions/changes as needed and submit to Session for approval.

- Perform ongoing liaison work with staff and other committees as needed, requested or expressed by staff, elders or members of the congregation.

## SESSION COMMITTEES (Continued)

### PERSONNEL (Continued)

Contact Presbytery of the Twin Cities Area for guidance as needed.

#### **Significant Staff-Related Events: 2021-2022**

Continued work within the COVID-19 pandemic parameters for all church-related activities, including hiring of new positions.

Terminated employment of custodian due to refusal to be vaccinated for COVID-19 as required by the Mandatory COVID-19 Vaccination Policy for NLPC Employees and Volunteers.

Hired Geoffrey Sargent as new custodian in early November.

Worked with director and staff of North Como Preschool after Director Sher Noot gave brief notice of resignation. Remaining staff also resigned forcing the preschool to close in November, 2021.

Worked with Maryfran Moen under a post-retirement agreement until a permanent replacement could be hired. She announced her retirement to be effective June 9, 2021 but agreed to a more limited post-retirement work schedule.

Started interview process for replacement of retiring Church Business Administrator. Hired Michelle Kozitza as our new Church Business Administrator. Michelle started January 4, 2022. Maryfran Moen and Jym Hubbell did a fantastic job of training Michelle who has been a great addition to NLPC staff.

In early 2022, at the request of Celebration and Worship Committee, a new job description was created for an Audio/Video Tech position. William Schoon had already been doing the work. Diana Slotness started as an alternate. Diana was only able to stay in the position until mid-July. Since then, others have attended training with William but have been unable to keep up the commitment. Still seeking a second A/V tech.

Discussed whether or not New Life should continue with a combined music director and accompanist position as had recently been the model. Decided on having two separate positions – Director of Music and Accompanist. Interviewed and hired Logan Combs as our director of Music in July. He started work the first week in August.

Roshelle Mountain replaced retiring Deb Griffin as our new Administrative Assistant. Due to lack of qualified applicants, we went to Kelly Temp Services and found Roshelle as our second applicant. Personnel wanted more of a ‘presence’ in the church office so expanded the hours of this position from 20 to 30 hours per week. Deb did a great job of passing on her knowledge and Roshelle hasn’t missed a beat!

Faith Formation/Christian Education Director position remains open pending outcome of upcoming Task Force decisions regarding budget availability.

#### **Staff Information**

Risley (Riz) Prakasim, Pastor, provides the spiritual leadership to make the church a warm and welcoming place in which to worship. He helps guide participation in both church and community outreach activities.

## SESSION COMMITTEES (continued)

### PERSONNEL (Continued)

Michelle Kozitza, Church Business Administrator, is active in all aspects of the church's administrative and financial matters, assists with a variety of tasks and serves as a liaison with staff, committees and congregation.

Roshelle Mountain replaced retiring Deb Griffin as our new Administrative Assistant a position which supports committee chairs, makes sure that notices and reports are correct and on time and assists members and visitors.

Logan Combs, Music Director, is our first music staff person in eighteen months. He brings a wealth of enthusiasm and skills to NLPC.

Pamela Schoon, Communication Collaborator, keeps our congregation apprised, in a timely manner, of all church news in her weekly E-Notes and entries to our Website and Facebook pages.

Pam Hord, Nursery Coordinator, cared for young children during the worship hour until in-person worship was halted due to COVID-19 restrictions. Unfortunately, there has been little need for the nursery but we hope that will change in the future.

Geoffrey Sargent, Custodian, is tasked with keeping our building a clean and safe environment in which to worship and participate in church activities.

The Personnel Committee continues to be appreciative of each of our staff. We hope and pray that, as a congregation, we can build on our strengths to increase participation in all aspects of our life together and encourage membership growth.

Submitted by: Jan Cryer; Oct 15,2022

### SEEDS OF HOPE COMMUNITY GARDEN

**The Leadership:** Bill Pederson

**What's New:** 32 Plots. 4 raised beds, 2 food shelf plots and 8 raised food shelf beds: giving aplenty.

This year our garden welcomed 8 new gardeners to our bunch. As you know- we have many garden beds, but two real missions- give people a space to do their personal gardening, and to grow food for those who need it. Again this year, we partnered with Every Meal and delivered the produce we grew. We delivered 1257.2 lbs of food to them this year- food that was given to families in need within our community. What a gift!

We do great work with the few volunteers we have. The community garden is in need of involvement from church members so it can continue. Bill Pederson has been garden coordinator this season and greatly relied on Michael Wilson for his help.

## **SESSION COMMITTEES (Continued)**

### **SEEDS OF HOPE COMMUNITY GARDEN (Continued)**

Together, they made sure the lawn was mowed, the weeds were kept down, and plant waste was brought to the compost site. Three people volunteer to help grow and deliver produce to Every Meal, formerly Sheridan Story. Having a garden coordinator who is not involved with New Life Church poses challenges, such as communication and volunteer recruitment.

#### **Successes and challenges:**

- Welcomed many new gardeners this season. 8 new gardeners and 14 returning gardeners
- Bob Bystrom, Jym Hubbell, Bill Pederson, and Roy Wilson tended to our giving plots.
- Watering was taxing due to drought all summer.
- Many beautiful flowers grown along borders and in gardens around the church campus.
- Former garden coordinator, Nancy Marchetto had a large presence in the community and the church. Her move away left large holes.

#### **Recommendations**

- Now that Covid is largely behind us, have an in-person kick off event in the fall
- Reinstate a Garden Leadership committee to try to get more buy-in from current gardeners.
- Find more volunteers to help with watering the giving garden boxes.
- Appoint one person to be in charge of Food shelf gardens, and one person to manage the rental plots?
- Perhaps insert a small volunteer requirement for returning gardeners in gardener agreement.

## SESSION COMMITTEES (Continued)

### STEWARDSHIP

**MEMBERS:** Bruce Nelson (Chair), Deb Griffin, Darroll Skilling, Pastor Riz Prakasim (ex-officio member)

**PURPOSE:** The Stewardship Committee is responsible to continually and creatively invite the members of our church to contribute financially as responsible and grateful stewards of God's gifts.

**ACTIVITY:** As our church recovered from the COVID 19 pandemic early in 2022 and began Sunday morning worship in the Sanctuary, we were able to bring the stewardship message directly to the congregation again. Pastor Riz faithfully reminded us each Sunday of the ways giving could take place even though we don't "pass the plate" anymore.

In early 2022, we were able to raise more than \$3000 toward our 'per capita' goal of \$10,000 (this is the amount we are charged by the Presbytery). It is not as much as we'd like, but that's \$3000 more dollars that are available to pay New Life's operating costs. We appreciate all the folks that were able to contribute.

In May the Committee began the Stewardship campaign with a letter to each member of the congregation (146 giving units). The letter was personalized and hand-addressed. We emphasized the fact that New Life Church was now open for business again, with new opportunities for worship including a new director of music. We followed up the letter with presentations from the pulpit several times in the next two months.

Results of the campaign so far: Commitments received for 2022-22 = \$146,656. In addition, there are several donors who use Vanco for electronic giving but do not pledge. Their giving amounts to an extra \$25,000 annually. Our contributory base continues to decrease due to deaths, which puts an extra burden on our remaining faithful givers. As always, we thank you for all your help as New Life moves into a new growth initiative.

## FELLOWSHIP

### ESTHER CIRCLE

**MEMBERS:** Cynthia Erickson, Patty Gould, Amanda Herbst, Marjory Johns, Liz Johnson, Joanne Kallstrom, Carole Rust, and Tina Zoerb.

**MEETINGS/PURPOSE:** Esther Circle met this year on the third Tuesday of each month via Zoom from 6:30-8:00p. We gathered for Bible study, fellowship, and support beginning the month of September.

We had two special, in person potluck meetings, Dec, 4th was in the Game Room at The Point where Marjory Johns lives and our summer June 4th "picnic" at church. Both were a lot of fun!

We decided to go back to using the Presbyterian Women's study guide (Horizon's Magazine publishes). Our study this year was called "What My Grandmother's Taught Me" (a genealogy of Jesus' female forebears). Our circle is putting a copy of this study in the church library next to the sanctuary for anyone who wishes to borrow it. Please remember to sign it out so that it does not get lost. Thanks!

Respectfully submitted by Carole Rust  
651.488.1273 / 651.726.4824 (no texting)

### NEW LIFE QUILTERS

**GROUP MEMBERS:** Kathy Bugaug, Nancy Irsfeld, Kay Konkkel, Bev Liebenstein, Jackie Lind, Sandy McGiffin (chair), Ginny Seaborg, Gayle Stout, Faith Wisland, and Tina Zoerb.

The purpose of the New Life Quilters is to make warm, beautiful quilts for those in need in our surrounding communities. The quilt group meets from 9:00—11:00a year-round at the church on Wednesdays. We are always looking for new members and welcome anyone interested. Quilting and sewing experience is not necessary — we're happy to teach you!

Our quilters are aging and experiencing eyesight and other physical problems. Some have passed away or moved to be closer to family members. The fingers of those who remain are not as nimble as they once were. We've contacted other churches and made announcements in our church hoping to find people interested in joining our group.

Due to COVID-19, Presbyterian Homes, Johanna Shores, and Children's hospital and many organizations didn't want to participate or respond to our inquiries. The pulpit area was decorated in quilts and dedicated. Those who did receive quilts were: Tubman, Lamb School of Bangladesh, and Hope House of St. Croix Valley. Quilts were picked up the following week and 25 quilts found new homes. The joy and warmth given to each individual is impossible to put a price on.

We gratefully received financial donations and gifts of fabric and other quilting supplies throughout the year. We used these funds to purchase quilting supplies. What we can't use is passed along to other organizations who can.

When COVID-19 hit the church, we took the materials and our members worked from home.

## FELLOWSHIP (continued)

### NEW LIFE QUILTERS (continued)

Quilts to be knotted were left on porches and vestibules and doorbells rung. Those to be picked up were left outside and swapped out. Thus we kept apart and busy for those who couldn't get around safely. The quilters were like hyper-Energizer bunnies — they kept on going! We stayed safe by social distancing.

Quilts were given to 14 members of our church. If we missed someone, we apologize. With COVID-19 and not being in the church, we weren't always aware of events. We will continue to create quilts with love for those in need of warmth.

Thank you, quilters, for all your help. Thank you, Deb, for all your service.

~ Sandy McGiffin

*"The recipient is wrapped in love and warmth  
and shown someone cares and they are not alone."*

