



We are the



Church!



2023 Annual Report of  
The Presbyterian Church of Dover

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***CLERK OF SESSION'S REPORT - 2023***

**MEMBERSHIP-DECEMBER-2022- 152**

**ADDITIONS: Received by Affirmation of Faith or by letter of Transfer (16)**

Cheryl Weil (3069) Thomas Hall (3179) Hannah Morgan (3178) Carri Knapp (3175)  
Margaret Iplenski (1184) Beth Griffin (3177) Stuart Knapp (3176) Sue Lindberg (3170)  
David Systma-Sherman (3172) Jeffrey Systma-Sherman (3171) Dee Johnson (3173)  
Heather Thomson (3174) Anthony Piatracatella (3074) Delores Piatracatella (3075)  
Victor Nadler (3180) Kathleen Garrity (3181)

**DELETIONS: 18**

**Transferred Out ( 4)**

Jack Cairns (791) Vicky Cairns (2037) J. Lynne Dixon (3132) Sue Miller (2073)

**Removed From the Rolls (7)**

Bob Frazier (2070) Gabre Cosey (3062) Nicole Cosey (1970) Wendell Banyay (3139)  
Michelle Webb Banyay (3144) Craig Hochstein (1909) Kimi Hochstein (1910)

**Letter of Resignation (0)**

**Deceased (7)**

Richard L Krueger Jr. (3095) January 16, 2023	Esther Krueger (1701) April 12, 2023
Elder John Dumas (1561) June 27, 2023	Deacon Wilma Hall (3122) August 11, 2023
Elder Anthonia Verwijs (1916) August 25, 2023	Dot Bishoff (182) October 23, 2023
Stuart Knapp (3176) November 29, 2023	

**MEMBERSHIP -DECEMBER 31, 2023 -150**

Weddings conducted in the sanctuary: (0)

Baptisms conducted: (1) Everleigh Sanchez, October 15, 2023

Average Weekly Attendance at Worship: 81

Numbers in parenthesis are individual membership designations assigned at time of acceptance into the congregation and are referenced in our Roll Books

Respectfully submitted,

Julia Wheeler-Dean, Clerk of Session

## *PASTOR'S REPORT*

To say that 2023 was a year of revitalization and renewal for our congregation would be an understatement. The energy of our new pastoral relationship in late 2022 fueled remarkable growth for our church. I might even go so far as to say that 2023 was our come back year!

There's more to growth and revitalization than numbers, but the numbers matter. Though we saw the death of 7 members, the removal of 7 members, and the transfer out of 4 members, we brought in 16 new members by transfer and profession of faith. We also celebrated one infant baptism. Worship attendance also soared to numbers not seen since well before the pandemic. Even a conservative estimate indicates an increased worship attendance of 50%! Though finances could've been better, our budget deficit was over \$25,000 less than projected at the beginning of 2023. All of these numbers tell the story of a congregation being renewed.

However, I prefer qualitative data to quantitative data. Numbers are nice, but the stories of our renewal are what really inspire me. Specifically, there are three areas I want to highlight.

First, we've seen an increase in missional engagement thanks to the good work of our IMPJ (Interpreting Mission, Peace, and Justice) committee. While IMPJ is responsible for funds distribution, they also have a responsibility for developing relationships with the community around the church. Members of the committee and others in the church have invested in a new relationship with an after-school program at the Sankofa Center in our neighborhood. Hearing stories of how our members are connecting with these children and how the children are benefiting from this relationship is truly inspiring. We also continue to provide food every Friday to those staying at Dover Interfaith Mission for Housing. Additionally, our own Heather Thomson joined others from our presbytery for a mission trip to the Congo in May. In 2024, this important work of building missional relationships will continue and, no doubt, increase.

Second, we've seen a tremendous amount of participation in the study of scripture and matters of faith. I offered six short term study options with topics ranging from joy and humor to Reformed theology and navigating a weary world. One of those six studies was our first adult Bible school where we enjoyed fellowship, food, fun, and a study of the parables of Jesus. Additionally, we provided sacred space for talking about death and dying from a Christian perspective this fall. We have several exciting studies already planned for 2024!

Third, we've seen a renewed commitment to exciting, innovative, and relevant worship. There's no greater compliment for a pastor than to hear that people are excited to come together to worship God on Sunday morning. Not only are attendance numbers up substantially, but the spirit of worship is also invigorating! We sing with gusto, pray without purpose, and wrestle with scripture in ways that truly leave us changed.

I couldn't be more thrilled to be your pastor and to lead us in this time of renewal and revitalization! We've been so incredibly blessed by God this year. I pray that we take notice of what God is doing in our midst and give God our thanks and praise. As wonderful as 2023 has been, I can't help but believe that 2024 will be even greater as we keep listening for God's call and following in the way of Christ by the power of the Spirit!

Yours in ministry,  
Rev. Dr. Mark E. Parsons II

## ***BOARD OF DEACONS ANNUAL REPORT***

The Deacons have had a busy year. We started off with nine deacons and lost two before the summer due to family illness and moving. Seven remained. We provided the following services for our church family:

- 92 phone calls
- 48 cards sent (not including Christmas)
- 33 home visits
- 25 in-home communions
- 9 funeral/celebration of life receptions
- 29 Easter & Christmas flower deliveries
- 40 Greeters on Sunday
- 4+ Lay Leader

Respectfully submitted,

Bonnie Wiley  
Moderator

### ***ADMINISTRATION COMMITTEE***

The Administration Committee is responsible for the financial and personnel management of The Presbyterian Church of Dover. We are also responsible for recommending amendments to the church's Operations Manual and considering ways to improve operations, where required.

During 2023 we met monthly, and reports were received from our Treasurer, relative to the status of our budget and investments. This information assisted us in developing the estimated 2024 budget. We began the year with an estimated shortfall and concluded it with a \$34,772 deficit. This deficit was covered by transfers, during the year from our Merrill Lynch investment Account.

Mark Douyard returned to chair the Stewardship Campaign and recommended our participation in The Kaleidoscope Stewardship Conference, from September 25-27, in Minneapolis, Minnesota, to assist us in developing a short and long-term plan in our Stewardship Program and learn how to provide more information to our congregation about our finances in positive ways that might encourage their additional giving of time, talent, and treasure. Mark, Pastor Mark and I received scholarships for the conference entrance fees, workshops, dinners, and lunches. We attended, after Session approved our recommendation, supporting expenses for housing, transportation, and other incidentals. The conference proved to be inciteful and helped us to consider additional approaches to achieving successful Stewardship efforts. As a result, the Stewardship Generosity Campaign began October 8 and ended November 5, with the theme "Oh, The Places We Will Go." Letters with a narrative budget and pledge card were mailed to the congregation in mid-October, and moments for mission were presented by congregants on why they participate in the stewardship of the church. Stewardship messages were preached from the pulpit weekly. We experienced an increase of nearly 20% in pledges (62 or 10 more) over the previous year for \$230,541. Letters of appreciation were mailed to responders and reminders to non-responders were sent also. Our Stewardship efforts are ongoing and will continue throughout the year.

Personnel issues were wonderful until Heather Hamilton gave us notification of her leaving, December 24<sup>th</sup> to accept a new position closer to home. Steps were taken, immediately, to notify journals that publish openings for Music Director/Organist. Pastor Mark has assured us that we will be covered in our music until the appropriate musician is found.

Karin and her fellow website team did a wonderful job getting our website functional and it is quite an improvement over its predecessor.

I am, once again thankful that God showered us with the Holy Spirit throughout our zoom gatherings and for the wonderful contributions by members of this committee, Evelyn Schlauch, Deb Stuck, Dave Denny, Gary Patterson, Mark Douyard, Tom Mehl, William Whitham, Anthony Pietracatella, and incoming chair Karin Faulhaber. Thanks also to Pastor Mark for his prayers and contributions during the year.

Prayerfully submitted,

Charles Knox, Chair

***INVESTMENTS COMMITTEE***  
***(SUB-COMMITTEE OF ADMINISTRATION)***

This Committee is responsible for the unbudgeted cash in the church's various funds, including the General Fund and the Cemetery Perpetual Care Fund. Merrill Lynch holds and invests the cash in a single investment portfolio. The Committee oversees this process. Scott Connell is the Merrill Lynch financial advisor who meets with the Committee.

The Portfolio beginning balance on January 1, 2023, was \$410,066. The Portfolio ending balance on December 31, 2023, was \$365,205.

The investment account had a gain of \$10,139 for 2023.

During 2023, \$55,000 was transferred from the investment account to the Church checking account to offset the 2023 Church Operating Budget deficit.

In 2023, the Investment Committee met several times with Scott, and the Church Treasurer Dave Denny communicated via telephone and email periodically with him throughout the year.

The 2023 Committee Members were Tom Worley, Jim Hutchison, Bill Witham and Dave Denny.

Tom Worley  
Member

***PERSONNEL COMMITTEE***  
***(SUB-COMMITTEE OF ADMINISTRATION)***

The mission of the Personnel Committee is to assist the Session and Pastor in the management of church staff. Primary activities of the committee include:

- Review and revise staff position descriptions
- Management of hiring process for new staff
- Conducting annual approval of staff review by Pastor (Head of Staff)
- Conducting exit interviews with departing staff as necessary
- Assisting pastor in any decisions regarding overall management of staff where committee input is required
- Assisting the Church Treasurer and Administration Committee with annual salary raises and other compensation adjustments.
- The year 2023, a year of major changes in the Church. A new Pastor completing a year of innovative preaching with an uptick of new members and gaining solid footholds in the Church.
- Organist and Music Director

We have had a few earthquakes this year with the loss of our Director of Music and Organist with her final performance and direction in December of 2023. We are engaged once again in the arduous process of finding the “needle in the haystack” once again. This will entail an extensive search with advertisement, including with the American Guild of Organists.

Respectfully submitted,

Bill Witham, committee chair; members: Peggy Kroen and Charles Knox. A special thanks to Reid Beveridge, outgoing chair.

***CHRISTIAN EDUCATION COMMITTEE***

The Christian Education began the year with an open-ended brainstorming session, coming up with more exciting ideas than could possibly be done in a year. It was a starting point and started the year with enthusiasm. We talked about young adults, short series, faith-filled aging, community service, youth, Westminster Village, Murphy School, devotional guides, and summer events, to name a few. From there, we got down to work.

**For children**, we began by simply re-opening our nursery and built from there. The nursery is staffed by volunteers with each person signed up for one Sunday each month. The first staffing of the nursery was actually on Christmas Eve 2022 and it has been staffed each Sunday since then. We have ranged from 1 to 10 children each week. The next step was to invest in a Children’s Bulletin program, with bulletins and materials provided for children in church each Sunday. However, we still wanted to do more. We wanted to begin to teach our children the stories of the Bible. The fall church season began with telling the story of Moses, from his birth through the Exodus and to his death. Each lesson included a story followed by an activity reinforcing the story. The children have really seemed to enjoy learning the stories and doing the

hands-on activities. The year culminated with lessons during Advent that matched the congregation-wide theme of “How Does a Weary World Rejoice?” and the making of holiday ornaments related to weekly themes.

On August 27, Back-to-School Sunday, students and teachers in education were sent off with blessings for the coming year. This included hand-made tags for each child or adult’s backpack or carrying case.

**For adults**, Pastor Mark led a book study on *The Book of Joy: Lasting Happiness in a Changing World* by His Holiness the Dalai Lama, Desmond Tutu, and Douglas Abrams. The book celebrated our new beginnings as a congregation and pointed us in the direction of finding the joy to be had in our work as individuals and as a congregation.

For Lent, Pastor Mark led a study, *Testimony: A Vocabulary of Faith*. This study delved deeper into some of the key words of our faith and considered multiple aspects of their meaning for our lives today. Lenten devotional guides were provided to the congregation.

In May and June, Pastor Mark presented a 3-week study on humor in the Bible. Then, we geared up for the summer with the first Summer Adult Bible School. The theme for the summer study was the parables, based upon studies by Amy Jill Levine. It included lively discussions, games, and crafts. The program was a definite hit and was well attended with up to 30 participants during the week.

The Fall programming for adults started off strong with a 5-week course *The Last Dance, a series on Death and Dying*. The course included review of cultural views on death, legal aspects to be considered, grief and the grieving process, professional funeral services, and finally celebrating life within our Christian life. There were guest speakers and helpful handouts. There were an average of 26 participants each week.

In November, a short 3-week mini-series was run by Pastor Mark on Literature and Theology. Fifteen participants discussed 3 pieces of literature and how they might be interpreted and have meaning from a theological perspective.

The theme for Advent was church-wide, “How Does a Weary World Rejoice?” It included printed resources for use during worship, calendars and devotional guides made available for all members, children’s calendars, and weekly studies. The weekly classes discussed the Biblical passages ahead of each week’s service, with participants delving into how the Bible speaks to us time and time again even in the “busyness” and “wearyness” of our lives.

The Faith-Filled Aging adult group continues to provide a steady outlet for learning and friendship. They meet twice a month, skipping the cold winter months, but enjoying their time together the rest of the year. Studied discussions in 2023 related to aging from a Christian perspective and included the following books and videos: *The Land of Jesus* by Kathie Lee Gifford and Rabbi Jason Sobel and *I Love Growing Older But I’ll Never Grow Up* by J Ellsworth Kalas.

Three Women’s Circles met monthly for Bible study. A key theme for the year was based upon lessons from the book, *Sacred Encounters: The Power and Presence of Jesus in Luke through Acts*. The lessons cover incidents when ordinary people had life-changing encounters with Jesus. An underlying theme was discussions of how we can be like the women of the Bible, embracing our “aha” moments and encounters with Christ.



Adult programming across the board generally has used the hybrid model with both face-to-face sessions and Zoom. We have worked to improve our space, particularly the library, for learning and have established Zoom protocols to improve that functioning, particularly to allow small-group discussions even with those participating remotely.

As we look back on 2023, we are already looking ahead with enthusiasm for 2024.

Respectfully submitted,

Mary Herrera & M. Lynn Linscott

***IMPJ COMMITTEE (INTERPRETING MISSION, PEACE AND JUSTICE)***

The Interpreting Mission, Peace, and Justice Committee of The Presbyterian Church of Dover is responsible for interacting with agencies, churches, and other organizations that are committed to addressing issues of hunger, homelessness, equality, health, education, and peace, locally, nationally, and internationally. The Presbyterian Church of Dover has committed ten percent of its annual budget towards accomplishing this mission.

LOCAL AFFILIATIONS AND DONATIONS

Delaware Interfaith Men’s Housing	\$ 1,000
A Shepherd’s Place Shelter	\$ 1,000
Interfaith Ministerial Alliance	\$ 750
Central Delaware Interfaith Alliance	\$ 1,750
Murphey School	\$ 2,000
Deferred Action For Childhood Arrivals	\$ 1,500
Habitat For Humanity	\$ 2,000
Sankofa Arts and Cultural Center	<u>\$ 950</u>
Total	\$10,950

NATIONAL AFFILIATIONS AND DONATIONS

GENERAL ASSEMBLY:

One Great Hour Of Sharing	\$ 1,355
Peace Making Offering	\$ 1,324
Christmas Joy Offering	\$ 1,255 minus 25% = \$941.25
New Castle Presbytery Undesignated	<u>\$ 4,000</u>
Total	\$ 7,620.25

## INTERNATIONAL AFFILIATIONS AND DONATIONS

Presbytery Disaster Assistance	\$ 1,000
Sister Church DRC	\$ 5,000
IMCK Hospital DRC	<u>\$ 2,000</u>
Total	\$ 8,000
TOTAL DONATIONS	\$26,570.25

2023 was an exciting year for this committee's members, and we are grateful for God's guidance in our decisions to do this work in his name. Thanks to Steve Halstead, Sue Miller, Judy Worley, Jimmy Gray, Carol Neild, Pat Chapman, and Heather Thomson for their contributions. Special thanks to Heather for representing this church in the Democratic Republic of Congo last May and June. Thanks to Pastor Mark for his support and prayers. We pray for an exciting 2024.

Prayerfully submitted,

Charles Knox, chair

### ***MEMBERSHIP COMMITTEE***

The mission of the Membership Committee is to encourage active participation in the life of our church family and welcome those who are new area residents or visitors. We strive to work toward a path for membership for those who wish to join and to provide "Church Friends" to introduce new members to the congregation. Thanks to the many who have served as Church Friends during 2023.

The Membership Committee makes available name badges with lanyards in the Social Hall for use at fellowship events. Badges are updated frequently, adding the names of folks who attend on a regular basis. Name badges enable everyone to become acquainted in the friendly way for which The Presbyterian Church of Dover has always been known. Look for your name badge arranged alphabetically on the Social Hall wall during events so that others may get to know your name.

The Church Directory app is used enthusiastically by all who have downloaded it to their electronic devices. During 2023, Barb Bayers, Directory Project Coordinator for the Membership Committee, gave numerous tutorial sessions after worship for those experiencing issues downloading or utilizing the app. Many thanks to Barb, who continues to make updates to the directory, keeping it current. When you change your address, phone number, or email information, please call the Church Office at 302-734-3313 or send an email to [predvr@verizon.net](mailto:predvr@verizon.net) to assist in maintaining your most accurate information.

During 2023, we were overjoyed to welcome 16 new members. We mourned the loss of seven beloved members who completed their life journeys while four members transferred to congregations elsewhere. We give thanks to God for each one with appreciation for their many years of service as part of our community of faith.

Throughout the year, each committee member participates in our greeting card ministry by sending appropriate cards to members and friends of The Presbyterian Church of Dover. Thanks to Marjorie Ramsey for coordinating this effort. Monthly, newsletters include a list of birthdays and anniversaries for the coming month. If your birthday or anniversary is not listed or if it is incorrect, please call the Church Office.

With Pastor Mark's leadership, the Sign-up Sunday event of past years was transformed into Celebration Sunday. During Fellowship Time, each committee chair gave a one-minute description of the ways in which that committee impacts congregation life. You are encouraged to serve in areas which will benefit from your gifts and talents. If you are interested in participating on the Membership Committee, please contact any committee member: Barb Bayers, Betsy Gray, Betty Mater, Marjorie Ramsey, Cincy Takacs, and Bonnie Wiley. Many thanks to all committee members for their dedicated service in 2023. Thanks also to Karen Joseph, Office Manager, for her invaluable assistance throughout the year.

Respectfully submitted,

Evelyn Schlauch, chair

### ***NOMINATING COMMITTEE***

The Nominating committee met several times over the past year to pray and discern those to be nominated to fill various officers for the year.

In December of 2023 the following were elected to various positions:

**Elder class of 2026:** Don Blakey, Karin Faulhaber (2), Jimmy Gray, Bonnie Wiley

**Deacon Class of 2026:** Beth Griffin, Thomas Hall, Heather Thomson

**Trustee: (2026)** Bill Kroen

**Investments and Endowments: (2026)** Karin Faulhaber

**Auditor class of (2026):** Sarah Patterson

**Nominating Committee (2026) member at large:** Mary Knox, Gary Patterson

**Cemetery Committee (2026):** Tim Dean, Barbara Stephens

The Nominating Committee wishes to thank those who have faithfully served the Congregation of the Presbyterian Church of Dover.

Committee members:

Chair: Julia Wheeler-Dean, Leslie Denny, Mary Knox, Barbara Stephens, Bonnie Wiley

Submitted by Julia Wheeler-Dean

## ***PRESBYTERIAN WOMEN***

The Presbyterian Women's Group is made up of two groups:

**Circles 1 & 4/5** met on the third Tuesday of each month at 9:30 AM in the church Library  
(in 2024, this circle will become Ruth Women's Circle and meet at 12:30 PM)

**Circle 2** met on the third Monday of each month at 7:15 PM via Zoom  
(in 2024, this circle will become Esther Women's Circle)

Both groups are currently studying *Sacred Encounters*. Please come and join us.

Respectfully Submitted,  
Margaret Thomas, Moderator of Presbytery Women

### ***PRESBYTERIAN WOMEN'S TREASURER'S REPORT***

<b>Balance as of 1-1-2023</b>		<b>\$1,983.92</b>
<u>Receipts</u>		
Per Capita	\$ 6.00	
Circle Pledges	\$ 91.00	
Least Coin	\$ 26.55	
Sunshine Fund (Circle 1)	\$ 99.18	
Birthday Offering	\$ 605.00	
Thank Offering	\$ 819.00	
		<u>\$1,646.73</u>
		<u>\$3,630.65</u>
<u>Disbursements</u>		
PW in NCP:		
Per Capita	\$ 56.00	
Least Coin	\$ 31.55	
Birthday Offering	\$ 605.00	
Thank Offering	\$ 819.00	
		<u>\$1,511.55</u>
<b>Balance as of 12-31-2023</b>		<b>\$2,119.10</b>

Respectfully Submitted,  
Nancy Parish, Treasurer

## ***PROPERTY COMMITTEE***

The Property Committee had a successful year that saw us accomplish the following:

1. Steel storage shed (donated by John Murray) to be used for storage of outside equipment. Painted by him, delivered, and anchored in place.
2. Removed overgrown bushes and trees in front of church; applied several loads of black mulch to spruce up this area as part of “Church Yard Revitalization” project.
3. Purchased a new lawn mower and instituted a program for committee members to cut grass on a rotating schedule.
4. Phone lines replaced with new ones compatible with Wi-Fi (headed by Pastor Mark).
5. Replaced and/or added new security cameras around building.
6. Replaced “No Trespassing” signs with ones that are more inviting.
7. Fixed library ceiling light issues.
8. Replaced toilets in both Social Hall bathrooms.
9. Painted steps leading into Chancery (thanks to Gary Patterson).
10. Painted inner and outer offices (thanks to Julia Wheeler-Dean and helpers).
11. Mounted Fire Extinguishers and replaced some ceiling tiles in Social Hall.
12. Obtained and permanently mounted 2 outdoor trash cans.
13. Rear step railings (at double doors) repaired and painted; doors also painted.
14. Contracted with Fletchers HVAC for semi-annual service for all A/C units.
15. Social Hall floor cleaned, stripped, waxed, and burnished.

### Ongoing Planned Projects:

1. Painting of Sanctuary is still delayed due to budgetary constraints (new quotes to be obtained).
2. Library upgrade is still delayed for the same reason.
3. Window-sill rot and insect damage in process of being repaired; nearly completed.
4. Rear steps (at double doors) in process of being repointed and sealed.
5. Bannisters (near Reed Street doors) in the process of being repaired and restained
6. The area behind the church (concrete top of kitchen pantry) has been sealed and painted and new asphalt installed; still an open item until no further leaks are found. Quote for sump pump in pantry to be obtained since it still leaks.
7. Diseased trees (2) in cemetery to be removed in spring.
8. New bushes to be obtained and installed in spring as part of “Church Yard Revitalization” project.

I would like to thank all members (official and unofficial) for helping the Property Committee during 2023.

Respectfully submitted by Jimmy Gray, Chair

***CEMETERY COMMITTEE***  
***(SUB-COMMITTEE OF PROPERTY)***

The Old Presbyterian Church Cemetery – Founded 1714  
316 S Governors Avenue, Dover, Delaware

The Cemetery Committee maintains the cemetery grounds, sells plots, and coordinates burials with local funeral homes.

The Cemetery is funded by the Cemetery Perpetual Care Fund. The Fund is managed by the Church Investment Committee. In addition, the John Clayton Trust provides funding for the Clayton Family grave site located in the Cemetery. The Committee is a subcommittee of the Church Property Committee.

Cemetery maintenance is contracted with Kent Landscaping. The contract calls for mowing/trimming/cleanup every two weeks April through November.

The Committee places US Flags on the graves of veterans for Memorial Day and Veterans Day.

In 2023 there were four burials and two standard size plots were sold.

2023 Committee members were Betsy Gray, Nancy Murray, and Tom Worley.

Tom Worley, Chair

***WORSHIP COMMITTEE***

The mission of the Worship Committee is to ensure reverent, meaningful worship services for our parishioners.

We are so thankful to have our pastor, Rev. Dr. Mark E. Parsons II, with us. We have experienced a wonderful year of growth and energy. We enjoyed several sermon series throughout the year with special communion table decorations added each week to coordinate with the sermon. Several Bible study sessions were presented throughout the year and were well attended in-person and via Zoom. All services continue to be available for viewing via live streaming and You Tube. We are grateful to Jim Hutchison, Heather Thomson, Reid Beveridge, Tim Dean, Marjorie Ramsey, Tom Worley, and Barb Bayers for making this possible each Sunday.

The choir has been singing weekly under the direction of Dr. Heather Hamilton, Director of Music and Organist, with several new members. Unfortunately, we accepted the resignation of Dr. Hamilton in November. We will miss her greatly but wish her well in her new endeavors.

Bells of Praise continues under the direction of Betsy Gray. The Bell Choir plays once a month and also at special services throughout the year. They participated in the annual bell festival in Ocean City, Maryland, in March.

Barb Bayers continues as our Media Tech. Her position involves posting our worship services on You Tube weekly and posting items on our Facebook page. Members have been encouraged to “Like” and “Share” our posts on Facebook.

**Worship service highlights for 2023:**

Epiphany/Baptism of the Lord, January 8 – Communion served.

Transfiguration of the Lord, February 19

Ash Wednesday, February 22 – Communion served. A midday service and evening service were held.

Palm Sunday, April 2

Maundy Thursday, April 6 – Communion served. Peoples Church also attended.

Easter, April 9 – Flowering of the cross prior to service beginning. Communion served.

Pentecost, May 28 – Communion served.

World Communion, October 1 – Communion served.

Advent Services – Dec. 3, 10, 17 and 24

Christmas Eve, Dec. 24 - One service held at 7 p.m. with communion.

Thanks to the following committee members for their efforts to ensure worship runs smoothly:

Lay leaders: Laurie Cummins

Usher/Greeters: Karen Hutchison

Flowers: Karen Hutchison

Communion: Nancy Parish and Karen Hutchison

Communion table decorations for special services: Karen Hutchison

Thank you to all the committee members for their faithful and dedicated service throughout the year:

Pastor Mark Parsons, Laurie Cummins, Pat Franze, Kathy Gazze, Mary Herrera, Karen Hutchison, Evie Schlauch, Betsy Gray, Barb Bayers, Heather Hamilton, Sue Lindberg, Nancy Parish

Respectfully Submitted,

Nancy Parish, Co-Chair

Karen Hutchison, Co-Chair

***FELLOWSHIP COMMITTEE  
(SUB-COMMITTEE OF WORSHIP)***

The Fellowship Committee, a subcommittee of the Worship Committee, coordinates, sponsors, and/or provides a variety of activities throughout the year. The focus of these events is to provide time for our congregation to develop and strengthen our church family relationships.

We hosted Fellowship Hour on the second Sunday of each month except May, February, and November. Two special meals were served: Pancake Lunch in February and the Thanksgiving Dinner in November.

Committee Members: Kathy Gazze, Deb Stuck, Cindy Takacs, Marsha, Chris and Harold Wykoff, Julia Wheeler-Dean, Carol Nield, Cheryl Weil, Lucy Mehl, and Debbie Louie

Respectfully submitted,

Judy Worley, Chair, 2023

## ***ELDERS AND DEACONS 2023-2025***

### **SESSION**

2023	Karin Faulhaber	302-233-1127 (c)	<a href="mailto:karinfau@msn.com">karinfau@msn.com</a>
2023	Charles Knox	570-460-4762 (c)	<a href="mailto:chasknox@comcast.net">chasknox@comcast.net</a>
2023	Judy Worley	302-423-2850 (c)	<a href="mailto:jwworley@aol.com">jwworley@aol.com</a>
2023	vacant		
2024	Julia Wheeler-Dean (clerk)	862-266-6175 (c)	<a href="mailto:juliadean59@gmail.com">juliadean59@gmail.com</a>
2024	Peggy Kroen	302-242-2047 (c)	<a href="mailto:pkroen@comcast.net">pkroen@comcast.net</a>
2024	Nancy Parish	302-678-1223 (h)	<a href="mailto:neparish@verizon.net">neparish@verizon.net</a>
2024	Bill Witham	302-678-8620 (h)	<a href="mailto:witham425@verizon.net">witham425@verizon.net</a>
2025	Laurie Cummins	302-734-1214 (h)	<a href="mailto:lauriecum@gmail.com">lauriecum@gmail.com</a>
2025	Lynn Linscott	302-632-9330 (c)	<a href="mailto:mllinscott2005@msn.com">mllinscott2005@msn.com</a>
2025	Evelyn (Evie) Schlauch	302-943-5865 (c)	<a href="mailto:erschlauch@aol.com">erschlauch@aol.com</a>
2025	Cindy Takacs	302-222-6192 (c)	<a href="mailto:cindytnj@verizon.net">cindytnj@verizon.net</a>

### **DEACONS**

2023	Bonnie Wiley (chair)	302-668-8944 (c)	<a href="mailto:sstuff12@comcast.net">sstuff12@comcast.net</a>
2023	<del>Kerry Davies</del> - Resigned	302-542-5919 (h)	<a href="mailto:kerryskennels@comcast.net">kerryskennels@comcast.net</a>
2023	Linda Loughney	302-241-6941 (c)	<a href="mailto:lindaloughney@outlook.com">lindaloughney@outlook.com</a>
2024	Chris Case	302-734-7107 (h)	<a href="mailto:ccase52@yahoo.com">ccase52@yahoo.com</a>
2024	Marilyn Halstead	410-259-4687 (c)	<a href="mailto:mhalstead@towson.edu">mhalstead@towson.edu</a>
2024	Mary Lou Webb	302-245-4072 (c)	<a href="mailto:mlwebb@comcast.net">mlwebb@comcast.net</a>
2025	Pat Chapman	502-235-5793 (c)	<a href="mailto:ptrish21@aol.com">ptrish21@aol.com</a>
2025	Pat Franze	302-734-0191 (h)	<a href="mailto:franzirish@comcast.net">franzirish@comcast.net</a>
2025	Armando Herrera	302-382-4723 (c)	<a href="mailto:aherrera@berryvanlines.com">aherrera@berryvanlines.com</a>
*Liaison	Laurie Cummins	201-937-5722 (c)	<a href="mailto:lauriecum@gmail.com">lauriecum@gmail.com</a>

### **TRUSTEES**

2023	Karin Faulhaber	302-233-1127 (c)	<a href="mailto:karinfau@msn.com">karinfau@msn.com</a>
2023	Gary Patterson	302-270-5287 (c)	<a href="mailto:gpatterson@gmail.com">gpatterson@gmail.com</a>
2024	Jimmy Gray	302-670-7848 (c)	<a href="mailto:jlg1950@yahoo.com">jlg1950@yahoo.com</a>
2024	Julia Wheeler-Dean	862-266-6175 (c)	<a href="mailto:juliadean59@gmail.com">juliadean59@gmail.com</a>
2025	Dave Denny	302-382-6862 (c)	<a href="mailto:landddenny@comcast.net">landddenny@comcast.net</a>
2025	Lynn Linscott	302-632-9330 (c)	<a href="mailto:mllinscott2005@msn.com">mllinscott2005@msn.com</a>



## **PRESBYTERY COMMISSIONERS**

+ Charles Knox	570-460-4762 (c)	<a href="mailto:chasknox@comcast.net">chasknox@comcast.net</a>
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+ Bill Witham	302-678-8620 (h)	<a href="mailto:witham425@verizon.net">witham425@verizon.net</a>
+ Reid Beveridge (alternate)	302-299-5041 (c)	<a href="mailto:beveridgeeileenreid@gmail.com">beveridgeeileenreid@gmail.com</a>
+ Gary Patterson (alternate)	302-270-5287 (c)	<a href="mailto:gpattersongallc@gmail.com">gpattersongallc@gmail.com</a>

## **MINISTRY GROUPS & LEADERS**

Media Tech	Barb Bayers	203-260-4295 (c)	<a href="mailto:babayers@gmail.com">babayers@gmail.com</a>
PW	Margaret Thomas	240-355-4744 (c)	<a href="mailto:momzeetee@aol.com">momzeetee@aol.com</a>
PW Circle 1	Marilyn Halstead	410-259-4687 (c)	<a href="mailto:mthalstead@gmail.com">mthalstead@gmail.com</a>
PW Circle 2	Laurie Cummins	201-937-5722 (c)	<a href="mailto:lauriecum@gmail.com">lauriecum@gmail.com</a>
PW Circle 4/5	Margaret Thomas	240-355-4744 (c)	<a href="mailto:momzeetee@aol.com">momzeetee@aol.com</a>
Faith-filled Aging	Vacant		
Prayer Shawl	Evelyn (Evie) Schlauch	302-943-5865 (c)	<a href="mailto:erschlauch@aol.com">erschlauch@aol.com</a>
Treasurer	Dave Denny	302-382-6862 (c)	<a href="mailto:landddenny@comcast.net">landddenny@comcast.net</a>
Asst. Treasurer	Tim Dean	845-772-1831 (c)	<a href="mailto:timdean590@gmail.com">timdean590@gmail.com</a>
President	Gary Patterson	302-270-5287 (c)	<a href="mailto:gpattersongallc@gmail.com">gpattersongallc@gmail.com</a>
Secretary	Julia Wheeler-Dean	862-266-6175 (c)	<a href="mailto:juliadean59@gmail.com">juliadean59@gmail.com</a>

## **STAFF**

Pastor	Rev. Dr. Mark E. Parsons II	304-532-3628 (c)	<a href="mailto:revdrparsons@gmail.com">revdrparsons@gmail.com</a>
Office Manager	Karen Joseph	302-734-3313 (o), 508-733-1199 (c)	<a href="mailto:predvr@verizon.net">predvr@verizon.net</a>
Custodian	vacant		
Music Director	Heather Hamilton	203-913-7698 (c)	<a href="mailto:hamiltonpcdmusic@gmail.com">hamiltonpcdmusic@gmail.com</a>
Bells Director	Betsy Gray	302-359-8809 (c)	<a href="mailto:betsygray1952@gmail.com">betsygray1952@gmail.com</a>
AV Consultant	Barb Bayers	203-260-4295 (c)	<a href="mailto:babayers@gmail.com">babayers@gmail.com</a>

## **COMMITTEES**

### **Administration Committee**

+ Dave Denny	302-382-6862 (c)	<a href="mailto:landddenny@comcast.net">landddenny@comcast.net</a>
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+ Charles Knox (chair)	570-460-4762 (c)	<a href="mailto:chasknox@comcast.net">chasknox@comcast.net</a>
+ Tom Mehl	302-424-4789 (h)	<a href="mailto:htmehl@aol.com">htmehl@aol.com</a>
+ Gary Patterson	302-270-5287 (c)	<a href="mailto:gpattersongallc@gmail.com">gpattersongallc@gmail.com</a>
+ Evelyn (Evie) Schlauch	302-943-5865 (c)	<a href="mailto:erschlauch@aol.com">erschlauch@aol.com</a>
+ Deb Stuck	302-331-5201 (c)	<a href="mailto:debstuck17@comcast.net">debstuck17@comcast.net</a>
+ William Witham	302-678-8620 (h)	<a href="mailto:witham425@verizon.net">witham425@verizon.net</a>

### **Audit Committee**

+ Sarah Patterson (2023)	No House or Cell #	<a href="mailto:spatterson94@gmail.com">spatterson94@gmail.com</a>
+ Mary Miles (2024)	302-735-7879 (h)	<a href="mailto:mtm1969@verizon.net">mtm1969@verizon.net</a>
+ Armando Herrera (2025)	302-382-4723 (c)	<a href="mailto:aherrera@berryvanlines.com">aherrera@berryvanlines.com</a>

### **Christian Education**

+ Mary Herrera (co-chair)	302-943-7251 (c)	<a href="mailto:mckimherrera@gmail.com">mckimherrera@gmail.com</a>
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+ Pat Chapman	502-235-5793 (c)	<a href="mailto:ptribh2l@aol.com">ptribh2l@aol.com</a>

+ Leslie Denny	302-222-4220 (c)	<a href="mailto:ladenny@comcast.net">ladenny@comcast.net</a>
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+ Bill Kroen	302-399-1332 (c)	<a href="mailto:william.kroen@gmail.com">william.kroen@gmail.com</a>
+ Peggy Kroen	302-242-2047 (c)	<a href="mailto:pkroen@comcast.net">pkroen@comcast.net</a>

### **Cemetery Committee**

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+ Betsy Gray (2024)	302-359-8809 (c)	<a href="mailto:betsygray1952@gmail.com">betsygray1952@gmail.com</a>
+ Tom Worley (2025)	302-242-6742 (c)	<a href="mailto:rtworley1@gmail.com">rtworley1@gmail.com</a>

### **Fellowship Committee**

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+ Kathy Gazze	302-382-1192 (c)	<a href="mailto:kgazze@verizon.net">kgazze@verizon.net</a>
+ Debbie Louie	302-222-4637 (c)	<a href="mailto:dslal818@gmail.com">dslal818@gmail.com</a>
+ Lucy Mehl	302-424-4789 (h)	NA
+ Deb Stuck	302-331-5201 (c)	<a href="mailto:debstuck17@comcast.net">debstuck17@comcast.net</a>
+ Cindy Takacs	302-222-6192 (c)	<a href="mailto:cindytnj@verizon.net">cindytnj@verizon.net</a>
+ Cheryl Weil	302-242-9263 (c)	<a href="mailto:cheryl.weil@gmail.com">cheryl.weil@gmail.com</a>
+ Judy Worley (chair)	302-423-2850 (c)	<a href="mailto:jwworley@aol.com">jwworley@aol.com</a>
+ Harold Wyckoff	862-324-6682 (c)	<a href="mailto:haroldwyckoff0@gmail.com">haroldwyckoff0@gmail.com</a>
+ Marsha Wyckoff	862-324-6927 (c)	<a href="mailto:marshawyckoff588@gmail.com">marshawyckoff588@gmail.com</a>

### **Interpreting Mission, Peace, and Justice**

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+ Heather Thomson	979-571-1413 (c)	<a href="mailto:hthomson@udel.edu">hthomson@udel.edu</a>
+ Judy Worley	302-423-2850 (c)	<a href="mailto:jwworley@aol.com">jwworley@aol.com</a>

### **Investment Committee**

+ Jim Hutchison (2023)	302-270-6101 (c)	<a href="mailto:jim@perpetualendurance.com">jim@perpetualendurance.com</a>
+ Tom Worley (2024)	302-242-6742 (c)	<a href="mailto:rtworley1@gmail.com">rtworley1@gmail.com</a>
+ Bill Witham (2025)	302-678-8620 (h)	<a href="mailto:witham425@verizon.net">witham425@verizon.net</a>
+ Dave Denny (Treasurer)	302-697-3875 (h)	<a href="mailto:landdenny@comcast.net">landdenny@comcast.net</a>

### **Membership Committee**

+ Evelyn (Evie) Schlauch (chair)	302-943-5865 (c)	<a href="mailto:erschlauch@aol.com">erschlauch@aol.com</a>
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+ Betsy Gray	302-359-8809 (c)	<a href="mailto:betsygray1952@gmail.com">betsygray1952@gmail.com</a>
+ Betty Mater	302-382-3986 (c)	<a href="mailto:bcmater@comcast.net">bcmater@comcast.net</a>
+ Marjorie Ramsey	302-236-6672 (c)	<a href="mailto:marjoriekl@gmail.com">marjoriekl@gmail.com</a>
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+ Barbara Stephens (2024)	302-270-0843 (c)	<a href="mailto:doublebogey5@comcast.net">doublebogey5@comcast.net</a>
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+ Bonnie Wiley, Deacon	302-668-8944 (c)	<a href="mailto:sstuff12@comcast.net">sstuff12@comcast.net</a>
+ Julia Wheeler-Dean (co-chair)	862-266-6175 (c)	<a href="mailto:juliadean59@gmail.com">juliadean59@gmail.com</a>
+ Nancy Parish (co-chair)	302-678-1223 (h)	<a href="mailto:neparish@verizon.net">neparish@verizon.net</a>

### **Personnel Committee**

+ Bill Witham (chair)	302-678-8620 (h)	<a href="mailto:witham425@verizon.net">witham425@verizon.net</a>
+ Reid Beveridge	302-645-1659 (h)	<a href="mailto:beveridgeeileenreid@gmail.com">beveridgeeileenreid@gmail.com</a>
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### **Property Committee**

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+ Tim Dean	845-772-1831 (c)	<a href="mailto:timdean590@gmail.com">timdean590@gmail.com</a>
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+ John Murray		<a href="mailto:murco@tnjmurray.com">murco@tnjmurray.com</a>
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### **Stewardship Committee**

+ Mark Douyard (chair)	302-260-4486(c)	<a href="mailto:mdouyard@gmail.com">mdouyard@gmail.com</a>
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### **Worship Committee**

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# THE PRESBYTERIAN CHURCH OF DOVER

*founded 1714*

**2023**

## **FINANCIAL REPORTS**

**Compiled by**  
*David A. Denny, Treasurer*

54 South State Street  
Dover, Delaware 19901-7312

The Rev. Dr. Mark E Parsons II, Pastor

**2023 Final Treasurer's Report**  
**Income to Expenses**  
The Presbyterian Church of Dover

**Operating**

Gross Receipts	\$265,191.21
Gross Spending	<u>\$299,963.27</u>
Surplus or loss	<u>-\$34,772.06</u>

Transfer \$34,772.06 from Contingency Fund to General Fund to zero out shortage

**Investments**

Merrill Lynch funds had a growth of \$10,138.70

Delaware Community Foundation had a growth of \$6,422.40

Funds have been adjusted to reflect these changes

# The Presbyterian Church of Dover

## 2023 Year End Assets

	12/31/23 Balance	Outstanding Checks/Transfers	Ending Balance
<b>Banking</b>			
Citizens Bank funds	\$9,225.51	\$2,811.09 CK's	\$6,414.42
<b>Funds</b>			
Merrill Lynch fund balance	\$365,204.63		
Delaware Community Foundation. John Clayton Trust	\$122,533.82		
Total funds	<u>\$487,738.45</u>		\$487,738.45
		Total all assets	<u>\$494,152.87</u>
 Iconcno System Funds			
		Difference	<u>\$494,152.87</u>
 Outstanding checks			
31138 Middletown High School	\$300.00		
41144 Mark Parsons	\$221.09		
41146 One License	\$290.00		
41147 Murphy School	\$1,000.00		
41148 Kent Interfaith Alliance	\$1,000.00		
	<u>\$2,811.09</u>		

**Presbyterian Church of Dover**  
**Budget Comparison for 2023 with approved 2024 budget**

<b>Account</b>	<b>2023 Actual</b>	<b>2,023 Budget</b>	<b>2024 Budget</b>
<b>Revenues</b>			
Building Use	3,035.00	2,000	1,000
help offset the processing fee	57.72	60	60
Offerings and Pledges-Regular Giving	254,348.39	235,000	245,000
Per Capita Receipts	1,350.00	1,600	1,500
Plate Offerings	6,400.10	2,000	3,000
Transfer from Contingency Fund	34,772.06	58,439	50,590
<b>Total Revenues</b>	<b>299,963.27</b>	<b>299,099</b>	<b>301,150</b>
<b>Expenditures</b>			
Administration Committee Expenses			
Background checks	0.00	50	50
Church Management Software	792.00	750	800
Corporate and Filing Fee Expense	25.00	25	25
Insurance Expense	13,140.00	12,500	13,500
Payroll Vendor	2,241.20	2,250	2,500
Stewardship Committee Expenses	0.00	500	500
Session Retreat	0.00	0	150
Supplies Expense	0.00	300	200
Vanco processing fee	541.86	250	525
Website Expense	166.73	300	200
<b>SubTotal Administration Committee Expenses</b>	<b>16,906.79</b>	<b>16,925</b>	<b>18,450</b>
Building & Grounds Expenses			
Annual Fire Alarm inspect and monitoring	3,789.14	2,100	2,000
Building repairs and maintenance	10,730.50	5,500	7,000
Cleaning Service Expense	11,798.40	17,595	15,000
Electric/Water/TrashtSewer	5,501.06	4,700	6,000
Elevator Maintenance Expense	1,723.00	1,800	1,800
Fire Department Contribution	0.00	250	250
Grounds Maintenance	0.00	500	500
Heat (Natural Gas)	4,907.03	5,000	5,000
Special Projects & Improvements	1,318.31	2,000	2,000
Supplies	828.14	500	900
<b>SubTotal Building &amp; Grounds Expenses</b>	<b>40,595.58</b>	<b>39,945</b>	<b>40,450</b>
Christian Education Committee			



The Presbyterian Church of Dover

Change in Net Assets for Period: 01/01/2023 to 12/31/2023

Fund	Starting Balan	Receipts	Disbursemen	Transfers	Ending Balance
Building Fund (R)	16,373.47	0.00	7,419.00	0.00	8,954.47
Cemetery Fund (R)	55,255.74	2,619.42	4,749.47	0.00	53,125.69
Christian Ed. Fund (R)	19,124.23	0.00	0.00	0.00	19,124.23
Christmas Joy Fund (R)	1,370.00	1,255.00	1,390.00	0.00	1,235.00
Code Purple (R)	3,305.38	0.00	195.50	0.00	3,109.88
Contingency Fund (U)	88,024.49	8,719.28	0.00	-35,052.06	61,691.71
Deacons Fund (R)	2,043.95	0.00	0.00	0.00	2,043.95
Ellen Solum (U)	67,282.46	0.00	3,350.00	0.00	63,932.46
Flowers (R)	5,651.17	815.00	625.00	0.00	5,841.17
General Fund (U)	0.00	265,211.21	299,263.27	34,052.06	0.00
Haiti Mission Trip (R)	0.00	0.00	0.00	0.00	0.00
Handbell Fund (R)	2,805.20	0.00	250.00	0.00	2,555.20
Hymnal Fund (R)	1,357.33	0.00	0.00	0.00	1,357.33
Ignite Fund (R)	4,294.40	0.00	0.00	0.00	4,294.40
John Clayton Trust (R)	116,111.42	6,422.40	0.00	0.00	122,533.82
Kitchen Fund (R)	235.24	0.00	0.00	0.00	235.24
Memorial Fund (U)	69,662.45	1,100.00	9,871.76	0.00	60,890.69
Mission Fund (R)	17,435.43	2,740.00	4,585.20	1,000.00	16,590.23
Music Fund (R)	1,504.68	0.00	340.00	0.00	1,164.68
OGHS Fund (R)	300.00	1,355.00	1,555.00	0.00	100.00
Organ Fund (R)	21,524.37	0.00	200.00	0.00	21,324.37
Pastor Discretionary Fund (U)	3,615.00	0.00	450.00	0.00	3,165.00
Peacemaking Fund (R)	0.00	1,324.00	1,324.00	0.00	0.00
Presbytery Disaster Relief (R)	50.00	0.00	0.00	0.00	50.00
Scholarship Fund- J Reed Mem (R)	816.78	0.00	0.00	0.00	816.78
Soup Kitchen (R)	962.43	500.00	264.00	0.00	1,198.43
Undesignated Gifts Fund (U)	31,401.94	150.00	0.00	0.00	31,551.94
Youth Fund (R)	7,266.20	0.00	0.00	0.00	7,266.20
<b>Total</b>	<b>537,773.76</b>	<b>292,211.31</b>	<b>335,832.20</b>	<b>0.00</b>	<b>494,152.87</b>

<b>Account</b>	<b>2023 Actual</b>	<b>2,023 Budget</b>	<b>2024 Budget</b>
Employer Social Security Salary	1,674.00	1,674	1,724
SubTotal Office Manager	27,000.00	27,000	27,810
Pastor	29,065.49	29,066	29,938
Automobile Expenses	239.42	500	0
Continuing Education	200.00	0	500
Death/Disability Benefits	1,345.50	1,191	1,191
Dental Benefits	1,327.43	1,225	1,225
Med-Wrap	1,588.00	1,588	1,588
Medical Coverage	24,812.46	23,026	23,026
Pastor Housing Allowance	27,750.06	25,000	36,000
Pension	7,311.46	6,749	6,749
Professional Expenses	2,314.95	2,000	2,000
Salary	51,649.86	54,400	43,400
Soc Sec Contribution	6,074.15	6,074	6,074
SubTotal Pastor	124,613.30	121,753	121,753
SubTotal Personnel Payroll	<b>195,357.15</b>	<b>192,498</b>	<b>192,990</b>
Per Capita	<b>4,590.00</b>	<b>4,590</b>	<b>4,560</b>
Worship Expenses			
Bells	444.55	300	450
Choir Robe Cleaning	0.00	150	150
Flowers Expense	0.00	100	100
Licensing Fees	825.00	1,000	600
Misc Expenses	275.44	25	250
Music Program (vocal groups)	595.73	500	500
Organist Supply	0.00	1,200	1,200
Outside Musicians	0.00	250	250
Piano and Organ Maintenance	350.17	750	750
Pulpit Supply	1,000.00	1,200	1,200
Streaming Consultant	5,400.24	5,000	5,000
Worship Supplies Expense	153.77	200	200
SubTotal Worship Expenses	<b>9,044.90</b>	<b>10,675</b>	<b>10,650</b>
Mission			
General Mission to Others	24,060.00	24,066	24,500
SubTotal Mission	<b>24,060.00</b>	<b>24,066</b>	<b>24,500</b>
<b>Total Expenditures</b>	<b>299,963.27</b>	<b>299,099</b>	<b>301,150</b>

<b>Account</b>	<b>2023 Actual</b>	<b>2,023 Budget</b>	<b>2024 Budget</b>
Adult Education Expense	311.98	350	400
Christian Edu Development	230.94	0	350
Session Retreat	0.00	150	0
Supplies	0.00	100	0
<b>SubTotal Christian Education Committee</b>	<b>542.92</b>	<b>600</b>	<b>750</b>
<b>Congregational Nurture</b>			
<b>Deacons</b>			
Funeral receptions	102.03	0	0
Miscellaneous	0.00	50	50
Stamps and Supplies	0.00	100	100
<b>SubTotal Deacons</b>	<b>102.03</b>	<b>150</b>	<b>150</b>
Fellowship Committee Expenses	435.29	150	150
Membership Committee Expenses	0.00	100	100
<b>SubTotal Congregational Nurture</b>	<b>537.32</b>	<b>400</b>	<b>400</b>
<b>Office Expenses</b>			
Computer Equipment	0.00	500	500
Equipment Maintenance	0.00	200	200
MISC Office expense	386.58	600	600
Office Supplies	1,190.15	800	1,000
Office Technology Expense	149.90	100	150
Postage Expense	541.69	600	650
Printing Expenses	1,710.69	1,500	1,800
Telephone and Internet Expense	4,349.60	4,700	3,500
<b>SubTotal Office Expenses</b>	<b>8,328.61</b>	<b>9,000</b>	<b>8,400</b>
<b>Personnel Payroll</b>			
			3% raise
<b>Handbell Director</b>			
Employer Medicare	97.40	97	100
Employer Social Security	416.42	417	430
Salary	6,716.64	6,717	6,918
<b>SubTotal Handbell Director</b>	<b>7,230.46</b>	<b>7,231</b>	<b>7,448</b>
<b>Music Director</b>			
Employer Medicare	463.98	464	351
Employer Social Security	1,984.01	1,984	1,500
Salary	31,999.92	32,000	32,000
<b>SubTotal Music Director</b>	<b>34,447.91</b>	<b>34,448</b>	<b>33,851</b>
<b>Office Manager</b>			
Employer Medicare	391.49	392	404

## ***INTERNAL AUDIT***

The audit committee performed two audits for the 2023 calendar year. Records for 1/1/23-6/30/23 were reviewed on July 29, 2023, and records for 7/1/23-12/31/23 were reviewed on January 6, 2024. Treasurer Dave Denny provided bank statement copies and documentation for expenditures by month for the Citizens checking account and the Merrill Lynch investment account, which are the only two cash accounts held by the church. We cross-referenced the checks and debit transactions reported on the bank statements with the documentation authorizing those expenditures.

We confirmed beginning and ending balances of both the checking and investment accounts: ending cash balances at 12/31/23 provided in the Treasurer's 2023 Financial Report were confirmed with bank/investment statements. In addition, we confirmed all transfers between the two cash accounts.

We confirmed that quarterly payroll reports (941's) were filed and taxes were remitted for all 2023 quarters by reviewing the IRS EFTPS payment history report. We confirmed that we are reporting all wages and other payments in accordance with IRS regulations by reviewing Paychex payroll reports.

We reviewed all large-dollar transactions and cross-checked session minutes and other documentation for approval. In addition, expenditures were checked against bank statements to make sure amounts agreed.

Dave answered all questions and provided all documentation requested. We did not find any unapproved transactions or inappropriate spending. Procedures for church spending and documentation are being followed and records are being properly maintained and well-organized.

From: Audit Committee (Armando Herrera, Mary Miles, and Sarah Patterson)

# The Presbyterian Church of Dover

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