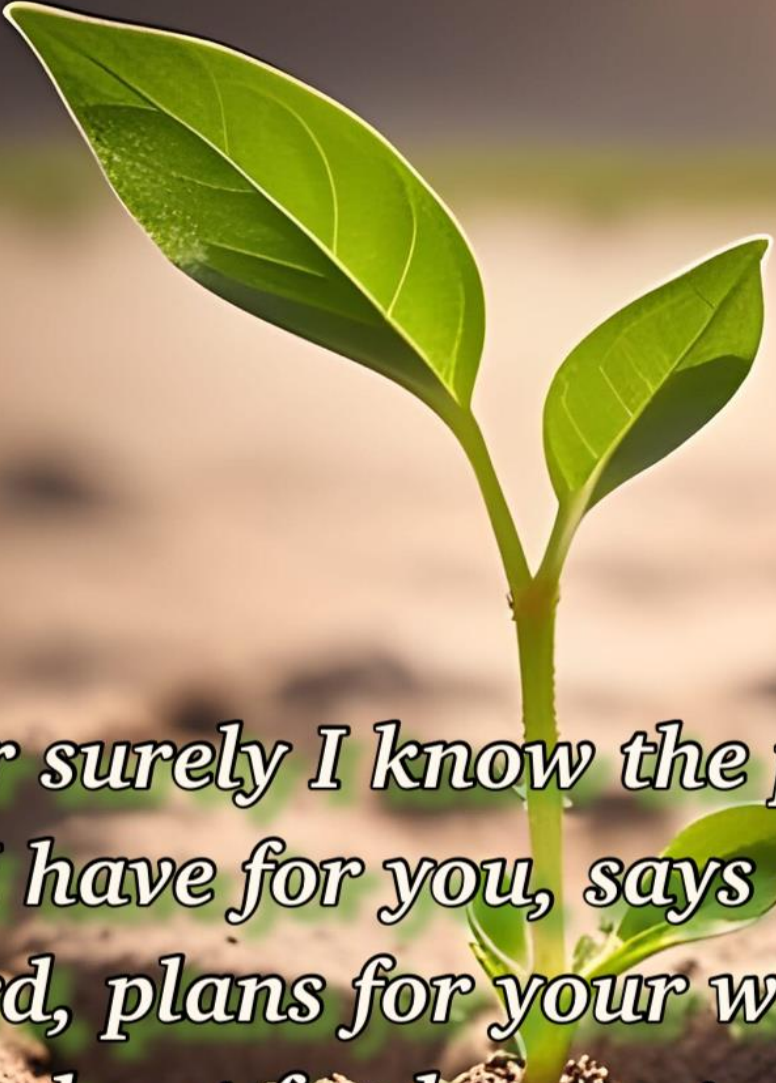


2024 Annual Report

The Presbyterian Church of Dover



*For surely I know the plans
I have for you, says the
Lord, plans for your welfare
and not for harm, to give
you a future with hope.*

Jeremiah 29:11 NRSVUE

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DOCKET ANNUAL MEETING OF THE CONGREGATION
THE PRESBYTERIAN CHURCH OF DOVER
Sunday, February 16, 2025,
following worship and streaming on YouTube and Facebook

The Moderator, The Rev. Dr. Mark E. Parsons II, to open the meeting with prayer.

Clerk to confirm the presence of a quorum.

Motion: from the Clerk to approve the docket.

Review of Clerk's and Committee reports: questions appropriate.

Review of 2024 expenses and the 2025 budget- Karin Faulhaber, Dave Denny, Tim Dean

The Moderator to close the meeting with prayer:

Respectfully submitted.

Julia Wheeler-Dean

Clerk of Session

CLERK OF SESSION'S REPORT - 2024

MEMBERSHIP-DECEMBER-2023- 150

ADDITIONS: Received by Affirmation of Faith or by Letter of Transfer (22)

(3182) Barto MaryJane, (3183) Blakey Donna, (3184) Geldof Evanelle, (3185) Goss Mollie, (3186) Morgan Charles, (3188) Stewart Janet, (3188) Stewart Michael, (3189) DiChiara Fred, (3190) Dichiara Harriet, (3192) Beharry Sumatie, (3191) Beharry Ramdeo, (3193) Burton Karen, (1523) Gregor Martha, (3196) Manigar Sophia, (3197) Mills Corrine, (3199) Pate Nancy, (3194) Faison Elizabeth, (1796) Sams Ellen, (1795) Sams Darrell, (3195) Martin Becky, (1533) Miller Lynn, (3198) Mason Gerald

DELETIONS (12)

Transferred Out (0)

Removed From the Rolls (12)

(1875) Litchford Keith, (1876) Litchford Susan, (3089) Litchford Sarah, (2012) Bolman Arnold, (1784) Boone Kathleen, (3154) Chatlas Jacksie, (3158) Cullen William, (3044) Deo Nancy, (3079) Loughney Linda, (116) Leavitt Marianne, (1958) Malmberg Carolyn, (750) Sidel Barbara

Letter of Resignation (0)

Deceased (4)

(999) Gazze Edward 3/15/2024, (370) Murray Nancy 4/28/2024, (3190) DiChiara Harriet 6/3/2024, (3105) Adom Naomi 6/15/2024

MEMBERSHIP -DECEMBER 31, 2024-156

Weddings conducted in the sanctuary: (1) Pat Chapman and Gerald Mason, August 25, 2024

Baptisms conducted: (0)

Average Weekly Attendance at Worship: 92

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

Grace and peace to you in the name of our Lord Jesus Christ,

What a year! Like 2023, 2024 saw tremendous growth for our church. We gained 22 new members. We grew in worship attendance—and even had 14 weeks above 100 attendees! We grew in children and youth—22 participated in our ministries. We grew in our finances—we finished in the black for the first time in 9 years. All of these are signs of growth and vitality!

Even more important, we are growing in spirit. More people participated in my study group than any other time in my tenure. Worship continues to be filled with energy and meaning. Our music keeps getting better and better, nourishing the souls of the congregation and those who provide the music. We are taking seriously our call to be present in our community through events like Pride and the African American Heritage Festival. We have continued ministering to the children in the after-school program at Sankofa. We initiated conversation with People's Church and provided a meal in December through their community center. We added a new opportunity for recycling pill bottles that are used for medical missions in developing countries. We also continued our Friday feed at Dover Interfaith Mission for Housing. We partnered with Little School in Dover by providing space for their Christmas program. As a result, 400 people entered our facility who would have otherwise not done so. We also welcomed for the first time ChoralArts for a concert and welcomed back Kent Chamber Choir and Capital Ringers.

All signs show that we are a thriving, exciting community of faith! And we're just getting started! I encourage you to take time to celebrate where God has been present with our congregation and how the Spirit is leading us forward in ministry. Take time to pray for me as I shepherd you. Take time to pray for the session as they are our spiritual leaders. Take time to pray for our deacons as they provide care to our members. Take time to pray for all the committee and ministry groups of the church. Take time to pray for yourself that you might hear God's call to deeper discipleship and service to the church and the world. Most of all, take time to pray for those in our community who God will lead to us and for the continued ministry of our church.

Yours in ministry,



Rev. Dr. Mark E. Parsons II

BOARD OF DEACONS ANNUAL REPORT

The Deacons of the Presbyterian Church of Dover are charged with a ministry of caring, a ministry of love; a ministry of compassion and a ministry of prayer. There are currently nine Deacons serving. Of those nine, seven are currently active with two members limited in their activities due to their own illness. A liaison from Session meets with us monthly and also assists, as needed.

Each deacon has a list of church members, a Care Team List. We monitor the members on our lists and strive to be in touch with those who are sick, shut-in, and/or lonely. We visit hospitalized members, when we are aware of that need. We share Communion visits with shut-ins on a monthly basis. We deliver floral arrangements from worship services to designated persons when we are asked to do so. In partnership with the Prayer Shawl Ministry, we share prayer shawls with those who are seriously ill or bereaved.

The following is a breakdown of our activities for this year:

Personal Visits	60
In Home Communion	28
Assisted at church (Lay leader, nursery, choir, bells, nursery, videography, counting)	52
Phone calls	89
Text Messages	4
Delivered Flowers	12
Prayer shawls	5
Assisted/transported church members	4
Delivered a meal	3
Hospital visits	5
Funeral Receptions	2
Volunteer at local ministries on a regular basis (clothes closet & after school program)	2
Cards Sent (includes 2 churchwide mailings for Easter & Christmas)	230
Showers of Cards (Bettie Maine & Eva Ritter)	2
This was an activity initiated by the Deacons and supported by congregation members	

Respectfully Submitted,
Patricia Chapman, Moderator of Deacons

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.

During 2024 we met monthly and reviewed reports from our Treasurer related to the status of our budget and investments. We had expected a budget shortfall of \$50,590; however, we ended the year with a surplus of almost \$8,500. The Committee developed the 2025 budget with an estimated shortfall of \$12,687.

ADMINISTRATION COMMITTEE (cont.)

Other Committee accomplishments:

- The Committee focused this year on increasing Per Capita receipts. In 2024, we collected 46% of the expense compared to 29% in 2023.
- The Committee reviewed our 1099 procedures with one of our auditors, Sarah Patterson, and developed a procedure for annual 1099 reporting which will be implemented by the Treasurer for the 2024 tax year.
- Mark Douyard attended the Stewardship Kaleidoscope for 2024 held on September 23-25 in Portland, Oregon.
- Employees were offered the opportunity to participate in the Presbytery retirement savings plan.
- Several options for donations were added on the Vanco site so that people can donate to special offerings, per capita, etc. online.
- The Personnel Committee recruited our new Music Director, Michelle Taylor, and hired a contracted Church Custodian.

I am thankful for this congregation who is so generous in their support of the Church and the members of this committee: Tim Dean, Dave Denny, Mark Douyard, Charles Knox, Tom Mehl, Gary Patterson, Anthony Pietracatella, Evelyn Schlauch, Deb Stuck, and William Witham.

Prayerfully submitted,
Karin Faulhaber, 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, 2024, was \$365,205. The Portfolio ending balance on December 31, 2024, was \$367,121.

For 2024 The investment portfolio had a gross gain of \$42,932 and disbursements of \$41,016 for a net gain of \$1,916.00.

\$37,000 was transferred from the portfolio to the Church checking account to offset unbudgeted expenses and cashflow and \$4016 was paid to ML for investment services - a total of \$41,016.

In 2024, 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 2024 Committee Members were Tom Worley, Jim Hutchison, Bill Witham, Karin Faulhaber and Dave Denny (Church Treasurer).

Tom Worley, Member

PERSONNEL COMMITTEE

(SUB-COMMITTEE OF ADMINISTRATION)

The Personnel Subcommittee is a standing sub-committee of the Administration Committee of Session. Our responsibility is to review and recommend personnel policies for the Church, conduct annual reviews of staff, including clergy, and review the adequacy of compensation of all employees.

We generally meet as needed, but conduct regular meetings at appropriate intervals. Individual committee members are assigned as liaison to each staff employee to provide guidance. Staff reviews for 2024 were conducted by the Pastor and Chair and one other committee member present if possible. We address personnel issues, review proposed staff changes, job descriptions, and recommend salary increases to the Administration Committee for later consideration by the Session.

This year we reviewed staff positions with recommendations from the Pastor. We prepared personnel sub-committee operation procedures. We met with the new Director of Music, prepared hiring recommendations, moved the Janitor and Tech persons from property and worship to Personnel, respectively for all evaluations and performance reviews.

We believe we had a successful and productive year. I would like to thank the following members of the Subcommittee for their hard work and effort: Peggy Kroen, Charles Knox, and a special thanks to our Pastor Mark Parsons

Respectfully submitted,
William L. Witham Jr., Chair

CHRISTIAN EDUCATION COMMITTEE

The Christian Education Committee is tasked with Bible Study opportunities for children and adults, childcare during Worship, and Youth Group.

Children's Programming:

We have now completed our second year of revitalized programming for children after a gap during the pandemic. Following the Children's Sermon, children transition to the nurse where they participate in a Bible Study that usually coordinates with sermon topics &/or lectionary. They also complete a craft that aligns with the topic. With increased numbers of children participating, in 2024 we differentiated the curriculum for younger and older children. The nursery is staffed by a rotating schedule of volunteers with each pair generally covering one Sunday a month. Additional volunteers prepare curriculum and design craft projects. Children's programming requires a large number of volunteers to be successful, and additional volunteers would be helpful to continue this revitalization. New in the Fall of 2024, Youth Group for middle and high school ages was brought back. Youth group activities focus on fun and fellowship.

A unique offering this year involved a partnership with a local Boy Scout Troop. Pastor Mark, with assistance from committee members, helped a group of young boys and girls earn their "God and Me" badge.

CHRISTIAN EDUCATION COMMITTEE (cont.)

Adult Programming:

Our congregation is blessed with a pastor who enjoys and is skilled at teaching. Pastor Mark led five themed evening Bible Studies in 2024. These Bible Studies followed a hybrid model with both live and online participants. Adult studies included both conventional offerings such as Lenten and Advent studies and several unique offerings. We completed a book study on Mister Rodgers. Another unique class was on death and dying and included guest speakers such as hospice workers, an attorney, and a funeral home director. We also held a class on “The Politics of Jesus” shortly before the presidential election. In addition to evening Bible Study series, we enjoyed our second annual Adult VBS with Bible study, projects, and fellowship.

Committee Members: Leslie Denny, Karin Faulhaber, Mary Herrera, Bill Kroen, Peggy Kroen (Chair), and Lynn Linscott (Co-chair–nursery)

Respectfully Submitted,
Peggy Kroen, Chair

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. Our church has committed ten percent of its annual budget towards accomplishing this mission.

LOCAL AFFILIATIONS AND DONATIONS:

A SHEPARD’S PLACE SHELTER	\$ 2,000
CENTRAL DELAWARE INTERFAITH ALLIANCE	\$ 2,000
MURPHEY SCHOOL	\$ 2,000
DEFERRED ACTION FOR CHILDHOOD ARRIVALS	\$ 1,500
HABITAT FOR HUMANITY	\$ 2,000
SANKOFA ARTS AND CULTURAL CENTER	\$ 1,000
PASTOR’S DISCRETIONARY FUND	\$ 750
PRIDE CELEBRATION	\$ 600
AFRICAN AMERICAN HERITAGE CELEBRATION	\$ 300
HOUSE OF HOPE	\$ 500
PEOPLE’S CHURCH HOMELESS MEAL	\$ 205
TOTAL	\$12,855

IMPJ COMMITTEE (INTERPRETING MISSION, PEACE AND JUSTICE) (cont.)

NATIONAL AFFILIATIONS AND DONATIONS:

GENERAL ASSEMBLY:

ONE GREAT HOUR OF SHARING	\$ 2,012
PEACE MAKING OFFERING	\$ 1,523
CHRISTMAS JOY OFFERING	\$ 1,946
NEW CASTLE PRESBYTERY	\$ 500
PRESBYTERY DISASTER RELIEF	<u>\$ 1,500</u>
TOTAL	\$ 7,481

INTERNATIONAL AFFILIATIONS AND DONATIONS:

SISTER CHURCH	\$ 5,000
CONGO FLOODING	\$ 1,000
CONGO IMCK HOSPITAL	<u>\$ 2,000</u>
TOTAL	\$ 8,000
TOTAL DONATIONS	<u>\$28,336</u>

We also donated our Code Purple beds, sheets, and pillows to The House of Hope to use in their homeless efforts. The blankets and sleeping bags were donated to People’s Church to support their Code Purple Program.

We collected medicine bottles to assist in the distribution of medical pills in indigenous areas, nationally and internationally.

We made personal contact, through visits, with many of the agencies to determine that our donations are being used properly. We were satisfied that was occurring.

We hosted a luncheon for Heather’s presentation of her Congo Experience. We hosted a luncheon for a representative from Kanaga Presbyterian in Congo.

We spearheaded a food drive project that emanated from students affiliated with Sankofa.

We spearheaded Christmas gifts for two needy families affiliated with Sankofa.

We participated in a Habitat for Humanity groundbreaking ceremony in Dover for a single parent with five children.

There are some amazing additional opportunities available for this committee in 2025 and we plan to embrace them.

I feel blessed and thankful for the members of our committee for their commitment to our mission efforts. Pat Chapman, Jimmy Gray, Don Blakey, Delores Blakey, Donna Blakey, Heather Thomson, Hannah Morgan, Carol Neild, and Jessie Mbah.

Prayerfully submitted,
Charles Knox, Chair

MEMBERSHIP COMMITTEE

For 2024, the Membership Committee's emphasis was on planning and designing a new/updated pictorial church directory for the Presbyterian Church of Dover. To this end, PCD contracted with Universal Church Directories for photography sessions available to our entire church family in October. Copies of our new Church Directory will be published in 2025. Special thanks are extended to Barb Bayers for her technological expertise and the many hours she devoted to updating the app and preparing the new directory for publication. We also thank Laurie Cummins for using her gift of photography by taking photos of all of the many PCD committees and groups to be included in the new directory.

Committee members attended and provided snacks at each of the gatherings hosted by Pastor Mark for those requesting information regarding church membership. With joy, our church family welcomed 22 new members during the year! Our thanks to Karen Hutchison, who provided boutonnieres for each new member as we welcomed them during worship. Thanks, again, to Laurie Cummins for photographing new members for our newsletters and to Karen Joseph, Office Manager, for working to include photos and informational paragraphs in the newsletters.

Through the year, the Membership Committee worked with Pastor Mark to provide a Church Friend for each of our newest members. Church Friends introduced each new member to the congregation during worship and we are grateful to the many who served as a Church Friend.

The mission of the Membership Committee is to encourage active participation in the life of our church family while seeking to interest visitors and friends in becoming members. As part of our mission, the Membership Committee provides name badges in the Social Hall for each person who is regularly attending services. Thanks to Barb Bayers and Betsy Gray for keeping the name badges updated. Please remember to use your name badge when events are held in the Social Hall to help us all become better acquainted.

An ongoing ministry of this committee is sending birthday and anniversary cards to our members. Every committee member participates in this effort and we thank Marjorie Ramsey for coordinating it. If your birthday or anniversary does not appear in the newsletter for the correct month, please contact the Church Office.

In 2024, our church family grieved the loss of 4 beloved members who completed their life's journey. There were twenty members removed from the rolls through transfer or other means.

I extend my personal thanks to Barb Bayers, Betsy Gray, Marjorie Ramey, Cindy Takacs, and Bonnie Wiley for their continued, faithful service on the Membership Committee. We recognize Betty Mater upon her retirement from the Membership Committee with gratitude for her many years of dedicated service. In 2025, Betsy Gray will become chair of the Membership Committee as I retire from that position after several years. We look forward to Betsy's leadership and a joyful year in 2025.

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 2024 the following were elected to various positions:

Elder class of 2027: Sue Lindberg, Lynn Miller, Hannah Morgan, Reid Beveridge

Deacon Class of 2027: Donna Blakey, Kathleen Garrity, Cheryl Weil

Trustee: (2027) Reid Beveridge, William Witham

Investments and Endowments: (2027) Tom Worley

Auditor class of (2027):

Nominating Committee (2027) member at large: Julia Wheeler-Dean

Cemetery Committee (2027): Betsy Gray

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, Tom Hall, Mary Knox, Barbara Stephens, Leslie Denny

Submitted by Julia Wheeler-Dean

PRESBYTERIAN WOMEN

The Women's Presbyterian Groups consist of two distinct circles:

1. The **Esther** group meets on the third Tuesday of each month at 7:00 PM via Zoom. For more information, contact Laurie Cummins.
2. The **Ruth** group gathers on the same day, the third Tuesday of the month, at 12:30 PM in person at the church library. Contact Margaret Thomas for details.

Both groups offer a combination of fellowship and Bible study. Feel free to join either group by reaching out to the respective contact person!

Submitted

Margaret Thomas

PRESBYTERIAN WOMEN'S TREASURER'S REPORT

Balance as of 1-1-2024 **\$2,119.10**

Receipts

Per Capita	\$ 8.00	
Circle Pledges	\$ 63.25	
Least Coin	\$ 42.25	
Birthday Offering	\$ 700.00	
Thank Offering	\$ 610.00	
		<u>\$1,423.50</u>
		\$3,542.60

Disbursements

PW in NCP:		
Per Capita	\$ 48.00	
Least Coin	\$ 42.25	
Birthday Offering	\$ 700.00	
Thank Offering	\$ 610.00	
Check Order	\$ 30.50	
		<u>\$1,430.75</u>

Balance as of 12-31-2024 **\$2,111.85**

Respectfully Submitted,
Nancy Parish, Treasurer

PROPERTY COMMITTEE

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

1. "Homeless Population Problem" addressed by the installation of "dusk-to-dawn" lights on Reed Street side of church and over rear entrances along with "No Loitering" signs around church.
2. Removed overgrown boxwoods in front yard, planted some new bushes, and applied black mulch as part of "Church Yard Revitalization" project.
3. 2 additional security cameras installed and camera system made available to staff members and Property committee for installation on cell phones.
4. Painting of Sanctuary, Chancel, New Narthex and Portico completed. Sanctuary tile floors painted (thanks to Julia Dean and Gary Patterson). Outside "PCD" sign painted.
5. Omni-directional microphones obtained to improve on-line worship.
6. 2nd AED device obtained and installed on 2nd floor.
7. Social Hall stage hand-rails obtained and installed.
8. Office formerly used by Daybreak Counseling completely renovated to be rented to "a PCD partner."
9. "Electrical Use Review" conducted by UD led to obtaining a new refrigerator and making lighting upgrades. Ongoing changes planned for 2025.

PROPERTY COMMITTEE (cont.)

Ongoing and/or Planned Projects:

10. Library upgrade is still delayed for budgetary reasons.
11. Window repairs are still underway.
12. Repointing and sealing of rear steps are still underway.
13. Diseased trees in cemetery trimmed of dead branches; trees to be removed.
14. Cemetery fence to be painted once trees have been removed.
15. Additional bushes to be obtained and planted as part of “Church Yard Beautification” project.
16. Hot water heater to be replaced as part of “Electrical Use Review”.
17. Solar Panels placed on roof (alley side of church) to possibly be obtained as part of “Electrical Use Review.”

I would like to thank all members (official and unofficial) in helping the Property Committee during 2024. Special thanks go to Dave Denny to recognize his past service.

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 Committee meets the second Thursday of each month.

The Cemetery’s annual maintenance is funded solely 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.

In 2024:

The Committee began the review and revision of the Guidelines for the Use, Operation, and Management of the Cemetery dated September 1, 1999.

US Flags were placed on the graves of veterans interred in the Cemetery for Memorial Day and Veterans Day.

The activities at the adjacent EPA Super Fund groundwater site were monitored. No intrusion occurred in the Cemetery. It is anticipated that the installation of the groundwater heaters will begin this Spring (2024) followed by the start of the remediation of the pollution.

There were three burials and six standard-size plots were sold.

2024 Committee members were Betsy Gray, Tim Dean, Barbara Stephens, Charles Morgan, Karen Burton, 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 most thankful for our continued leadership with our pastor, The Rev. Dr. Mark E. Parsons II. 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 both in-person and via Zoom. All services continue to be available for viewing via live streaming and YouTube.

The choir was under the direction of Betsy Gray for the first half of the year. Our new choir director/organist, Michelle Taylor, joined us in August. The choir has been growing in participants and continues to sing weekly. Many thanks to Betsy Gray for stepping in when needed.

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 YouTube weekly and posting items on our Facebook page. Members have been encouraged to “Like” and “Share” our posts on Facebook.

Worship service highlights for 2024:

Epiphany/Baptism of the Lord, January 7 – Communion served.

Transfiguration of the Lord, February 11

Ash Wednesday, February 14 – Communion served. A mid-day service and evening service were held.

Palm Sunday, March 24

Maundy Thursday, March 28 – Communion served. People’s Church invited to attend. Stations of the Cross were experienced.

Easter, March 31 – Communion served. Flowering of the cross prior to service beginning.

Pentecost, May 19 – Communion served.

World Communion, October 6 – Communion served.

All Saints’ Day, Nov. 3 – Communion served. Congregations provided photos of deceased loved ones.

Advent Services – Dec. 1, 8, 15, and 22.

Christmas Eve, Dec. 24 – Two services held at 4 PM and 9 PM with communion at both.

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, Karen Hutchison, and Cheryl Weil

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, Karen Hutchison, Evie Schlauch, Betsy Gray, Barb Bayers,

Michelle Taylor, Sue Lindberg, Cheryl Weil, Nancy Parish

Respectfully Submitted,

Nancy Parish, Co-Chair

Karen Hutchison, Co-Chair

FELLOWSHIP TEAM
(UNDER PURVIEW OF WORSHIP)

The Fellowship Team's purpose is to encourage and supplement community among members, friends, and visitors of the church. In 2024 we held fellowship hours after church for Pentecost, Celebration Sunday, Pastor Appreciation, and Cookies and Carols.

Our annual Thanksgiving dinner was successful and enjoyed by all. In addition, we prepared coffee and snacks for Coffee with the Pastor.

Thank you to our team members Cheryl Weil, Julia Dean, Deb Stuck, Kathy Gazze, Debbie Louie, Marsha Wyckoff, Harold Wyckoff, Chris Wyckoff, Lucy Mehl, and Karen Burton. In addition, thank you to all of the people who assisted and/or donated food or decorations!

We look forward to 2025 events.

Respectfully submitted by Cindy Takacs, Fellowship Coordinator

PCD LEADERSHIP 2025

SESSION

2025	Laurie Cummins	302-734-1214 (h)	lauriecum@gmail.com
2025	Lynn Linscott	302-632-9330 (c)	mllinscott2005@msn.com
2025	Evelyn (Evie) Schlauch	302-943-5865 (c)	erschlauch@aol.com
2025	Cindy Takacs	302-222-6192 (c)	cindytnj@verizon.net
2026	Karin Faulhaber	302-233-1127 (c)	karinfau@msn.com
2026	Bonnie Wiley	302-668-8944 (c)	bonniedwiley@gmail.com
2026	Jimmy Gray	302-670-7848 (c)	jlg1950@yahoo.com
2026	Don Blakey	302-697-6723 (h)	slimdukey1@yahoo.com
2027	Lynn Miller	302-242-2125 (h)	mlbh.miller@verizon.net
2027	Sue Lindberg	252-945-0746 (c)	suelindberg0@gmail.com
2027	Hannah Morgan	757-871-9204 (c)	hannah.e.morgan@outlook.com
2027	Reid Beveridge	302-299-5041 (c)	beveridgeeileenreid@gmail.com
Clerk	Julia Wheeler-Dean	862-266-6175 (c)	juliadean59@gmail.com

DEACONS

2025	Pat Chapman (Chair)	502-235-5793 (c)	ptrish2L@aol.com
2025	Pat Franze	302-734-0191 (h)	franzirish@comcast.net
2025	Armando Herrera	302-382-4723 (c)	aherrera@berryvanlines.com
2026	Tom Hall	302-922-7460 (c)	thomashall55@msn.com
2026	Beth Griffin	757-846-0260 (c)	bethgriffin825@gmail.com
2026	Heather Thomson	979-571-1413 (c)	hthomson@udel.edu
2027	Cheryl Weil	302-242-9263 (c)	cheryl.weil@gmail.com
2027	Donna Blakey	302-359-2531 (c)	donnablakey@gmail.com
2027	Kathleen Garrity	914-649-6911 (c)	garrityk2479@yahoo.com
*Liaison	Laurie Cummins	201-937-5722 (c)	lauriecum@gmail.com

TRUSTEES

	Gary Patterson (President)	302-270-5287 (c)	gpattersongallc@gmail.com
2025	Dave Denny	302-382-6864 (c)	landddenny@comcast.net
2025	Lynn Linscott	302-632-9330 (c)	mllinscott2005@msn.com
2026	Bill Kroen	302-399-1332 (c)	william.kroen@gmail.com
2026	Karin Faulhaber	302-233-1127 (c)	karinfau@msn.com
2027	Reid Beveridge	302-299-5041 (c)	beveridgeeileenreid@gmail.com
2027	Bill Witham	302-678-8620 (h)	witham425@verizon.net

MINISTRY GROUPS & LEADERS

PW Ruth Cir.	Margaret Thomas	240-355-4744 (c)	momzeetee@aol.com
PW Esther Cir.	Laurie Cummins	201-937-5722 (c)	lauriecum@gmail.com
Prayer Shawl	Evie Schlauch	302-943-5865 (c)	erschlauch@aol.com
Treasurer	Dave Denny	302-382-6864 (c)	landddenny@comcast.net
Asst. Treasurer	Tim Dean	845-772-1831 (c)	timdean590@gmail.com
Fellowship	Cindy Takacs	302-222-6192 (c)	cindytnj@verizon.net

PCD LEADERSHIP 2025 (cont.)

STAFF

Pastor	Rev. Dr. Mark E. Parsons II	304-532-3628 (c)	revdrparsons@gmail.com
Office Manager	Karen Joseph	302-734-3313 (o)	predvr@verizon.net
Custodian	Melissa Thompkins	302-359-4894 (c)	
Music Director	Michelle Taylor	435-757-7043 (c)	michelle@michellespianostudio.com
Bells Director	Betsy Gray	302-359-8809 (c)	betsygray1952@gmail.com
Media Tech Coord.	Barb Bayers	203-260-4295 (c)	babayers@gmail.com

COMMITTEES

ADMINISTRATION COMMITTEE

+ Karin Faulhaber (chair)	302-233-1127 (c)	karinfau@msn.com
+ Tim Dean (Asst. Treasurer)	845-772-1831 (c)	timdean590@gmail.com
+ Dave Denny (Treasurer)	302-382-6864 (c)	landddenny@comcast.net
+ Charles Knox	570-460-4762 (c)	chasknox@comcast.net
+ Gary Patterson	302-270-5287 (c)	gpattersongallc@gmail.com
+ Evelyn (Evie) Schlauch	302-943-5865 (c)	erschlauch@aol.com
+ Deb Stuck	302-331-5201 (c)	debstuck17@comcast.net
+ William Witham	302-678-8620 (h)	witham425@verizon.net
+ Anthony Pietracatella	613-219-2584 (c)	anpietrac1@gmail.com
+ Mark Douyard (Stewardship lead)	302-260-4486 (c)	mdouyard@gmail.com

AUDIT COMMITTEE

+ Armando Herrera (2025)	302-382-4723 (c)	aherrera@berryvanlines.com
+ Sarah Patterson (2026)	No House or Cell #	spatterson94@gmail.com

CHRISTIAN EDUCATION

+ Hannah Morgan (chair)	757-871-9204 (c)	hannah.e.morgan@outlook.com
+ Mary Herrera	302-943-7251 (c)	mckimherrera@gmail.com
+ Lynn Linscott	302-632-9330 (c)	mlinscott2005@msn.com
+ Leslie Denny	302-222-4220 (c)	ladenny@comcast.net
+ Karin Faulhaber	302-233-1127 (c)	karinfau@msn.com
+ Bill Kroen	302-399-1332 (c)	william.kroen@gmail.com

CEMETERY COMMITTEE

+ Tom Worley (2025)	302-242-6742 (c)	rtworley1@gmail.com
+ Tim Dean (2026)	845-772-1831 (c)	timdean590@gmail.com
+ Barbara Stephens (2026)	302-270-0843 (c)	doublebogey5@comcast.net
+ Betsy Gray (2027)	302-359-8809 (c)	betsygray1952@gmail.com

PCD LEADERSHIP 2025 (cont.)

INTERPRETING MISSION, PEACE, AND JUSTICE

+ Charles Knox (chair)	570-460-4762 (c)	chasknox@comcast.net
+ Don Blakey	302-697-6723 (h)	slimdukey1@yahoo.com
+ Pat Chapman	502-235-5793 (c)	ptrish2L@aol.com
+ Jimmy Gray	302-670-7848 (c)	jlg1950@yahoo.com
+ Carol Neild	302-734-8018 (h)	gil.car.neild57@gmail.com
+ Heather Thomson	979-571-1413 (c)	hthomson@udel.edu
+ Judy Worley	302-423-2850 (c)	jwworley@aol.com
+ Hannah Morgan	757-871-9204 (c)	hannah.e.morgan@outlook.com

INVESTMENT COMMITTEE

+ Bill Witham (2025)	302-678-8620 (h)	witham425@verizon.net
+ Karin Faulhaber (2026)	302-233-1127 (c)	karinfau@msn.com
+ Tom Worley (2027) (chair)	302-242-6742 (c)	rtworley1@gmail.com
+ Dave Denny (Treasurer)	302-382-6864 (c)	landdenny@comcast.net

MEMBERSHIP COMMITTEE

+ Betsy Gray (chair)	302-359-8809 (c)	betsygray1952@gmail.com
+ Evelyn (Evie) Schlauch	302-943-5865 (c)	erschlauch@aol.com
+ Barb Bayers	203-260-4295 (c)	babayers@gmail.com
+ Marjorie Ramsey	302-236-6672 (c)	marjoriekl@gmail.com
+ Bonnie Wiley	302-668-8944 (c)	bonniedwiley@gmail.com
+ Cindy Takacs	302-222-6192 (c)	cindytnj@verizon.net

NOMINATING COMMITTEE

+ Reid Beveridge (chair)	302-299-5041 (c)	beveridgeeileenreid@gmail.com
+ Leslie Denny (2025)	302-222-4220 (c)	ladenny@comcast.net
+ Mary Knox (2026)	570-460-0865 (c)	maryknox@comcast.net
+ Julia Wheeler-Dean (2027)	862-266-6175 (c)	juliadean59@gmail.com
+ Tom Hall (deacon)	302-922-7460 (c)	thomashall55@msn.com

PERSONNEL COMMITTEE

+ Lynn Miller (Personnel chair)	302-242-2125 (h)	mlbh.miller@verizon.net
+ Charles Knox	570-460-4762 (c)	chasknox@comcast.net
+ Peggy Kroen	302-242-2047 (c)	pkroen@comcast.net

PROPERTY COMMITTEE

+ Jimmy Gray (chair)	302-670-7848 (c)	jlg1950@yahoo.com
+ Barb Bayers	203-260-4295 (c)	babayers@gmail.com
+ Julia Wheeler-Dean	862-266-6175 (c)	juliadean59@gmail.com
+ Tim Dean	845-772-1831 (c)	timdean590@gmail.com
+ Jim Stuck	302-331-4018 (c)	jastuck@comcast.net
+ Tom Worley	302-242-6742 (c)	rtworley1@gmail.com
+ Tom Hall	302-922-7460 (c)	thomashall55@msn.com
+ Beth Griffin	757-846-0260 (c)	bethgriffin825@gmail.com

PCD LEADERSHIP 2025 (cont.)

WORSHIP COMMITTEE

+ Karen Hutchison (co-chair)	302-270-2085 (c)	karen@hutchison-mail.net
+ Nancy Parish (co-chair)	302-678-1223 (h)	neparish@verizon.net
+ Barb Bayers	203-260-4295 (c)	babayers@gmail.com
+ Laurie Cummins	201-937-5722 (c)	lauriecum@gmail.com
+ Betsy Gray	302-359-8809 (c)	betsygray1951@gmail.com
+ Evie Schlauch	302-943-5865 (c)	erschlauch@aol.com
+ Sue Lindberg (Session Liaison)	252-945-0746 (c)	suelindberg0@gmail.com

PRESBYTERY COMMISSIONERS

+ Hannah Morgan	757-871-9204 (c)	hannah.e.morgan@outlook.com
+ Lynn Linscott	302-632-9330 (c)	mllinscott2005@msn.com
+ Reid Beveridge	302-299-5041 (c)	beveridgeeileenreid@gmail.com
+ Gary Patterson (alternate)	302-270-5287 (c)	gpattersongallc@gmail.com

The Presbyterian Church of Dover

founded 1714

2024 FINANCIAL REPORTS

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

**54 South State Street
Dover, Delaware 19901-7312**

The Rev. Dr. Mark E. Parsons II, Pastor

2024 Final Treasurer's Report
Income to Expenses
The Presbyterian Church of Dover

Operating

Gross Receipts \$292,231.75

Gross Spending \$283,739.88

Surplus or loss \$8,491.87

Transferred \$8,491.87 from the General Fund to the Contingency Fund as we had an overage in 2024

Merrill Lynch funds had a growth of \$38,917.09

Delaware Community Foundation had a growth of \$22,564.76

Funds have been adjusted to reflect these changes

The Presbyterian Church of Dover
2024 Year End Assets

	12/31/23 Balance	Outstanding Checks/Transfers	Ending Balance
Banking			
Citizens Bank funds	\$26,671.51	\$4,166.35 CK's	\$22,505.16
Funds			
Merrill Lynch fund balance	\$367,121.72		
Delaware Community Foundation. John Clayton Trust	\$145,098.58		
Total funds	\$512,220.30		\$512,220.30
		Total all assets	\$534,725.46
Transferred \$32,000 from M/L to Citizens Bank based on cash needs.			
Iconcmo System Funds			\$534,725.46
		Difference between Financial Institutions and ICONCMO balance	\$0.00

Outstanding checks

31384 Charles Knox	\$204.70
31383 Kent Signs	\$20.00
31382 Mark Parsons	\$65.22
31380 B-Safe	\$69.43
31379 Travelers Ins	\$57.00
31377 House of Hope	\$500.00
31376 PCUSA Disaster Relief	\$500.00
31375 Shepards Place	\$2,000.00
31374 Barb Bayers	\$200.00
31372 Dover Fire Company	\$250.00
31368 One License	\$300.00

Total \$4,166.35

The Presbyterian Church of Dover

Change in Net Assets for Period: 01/01/2024 to 12/31/2024

Fund	Type	Starting Balanc	Amount Changed	Ending Balance
Building Fund	Restricted	8,954.47	-1,737.12	7,217.35
Cemetery Fund	Restricted	53,125.69	-2,470.66	50,655.03
Christian Ed. Fund	Restricted	19,124.23	-396.16	18,728.07
Christmas Joy Fund	Restricted	1,235.00	710.88	1,945.88
Code Purple	Restricted	3,109.88	-204.70	2,905.18
Contingency Fund	Unrestricted	61,691.71	29,204.38	90,896.09
Deacons Fund	Restricted	2,043.95	0.00	2,043.95
Ellen Solum	Unrestricted	63,932.46	-1,522.00	62,410.46
Flowers	Restricted	5,841.17	568.85	6,410.02
General Fund	Unrestricted	0.00	0.00	0.00
Handbell Fund	Restricted	2,555.20	-870.00	1,685.20
Hymnal Fund	Restricted	1,357.33	0.00	1,357.33
Ignite Fund	Restricted	4,294.40	-609.12	3,685.28
John Clayton Trust	Restricted	122,533.82	22,564.76	145,098.58
Kitchen Fund	Restricted	235.24	0.00	235.24
Memorial Fund	Unrestricted	60,890.69	445.00	61,335.69
Mission Fund	Restricted	16,590.23	-375.00	16,215.23
Music Fund	Restricted	1,164.68	-100.00	1,064.68
OGHS Fund	Restricted	100.00	0.00	100.00
Organ Fund	Restricted	21,324.37	0.00	21,324.37
Pastor Discretionary Fund	Unrestricted	3,165.00	-964.52	2,200.48
Peacemaking Fund	Restricted	0.00	20.00	20.00
Presbytery Disaster Relief	Restricted	50.00	0.00	50.00
Scholarship Fund- J Reed Mem	Restricted	816.78	0.00	816.78
Soup Kitchen	Restricted	1,198.43	-270.00	928.43
Undesignated Gifts Fund	Unrestricted	31,551.94	-3,422.00	28,129.94
Youth Fund	Restricted	7,266.20	0.00	7,266.20
		=====	=====	=====
	Total	494,152.87	40,572.59	534,725.46

The Presbyterian Church of Dover
Final budget comparison for 2024 with budget for 2025

Account	2024		2025 Planned
	Actual	Budget	Budget
Revenues			
Building Use	1,854.37	1,000.00	1,500
help offset the processing fee	57.72	60.00	60
Offerings and Pledges-Regular Giving	281,460.28	245,000.00	300,000
Per Capita Receipts	2,109.56	1,500.00	2,000
Plate Offerings	6,749.82	3,000.00	4,000
Transfer from church funds			15,186
Total Revenues	292,231.75	250,560.00	322,746
Expenditures			
Administration Committee Expenses			
Background checks	110.00	50.00	200
Church Management Software	649.00	800.00	800
Corporate and Filing Fee Expense	25.00	25.00	25
Insurance Expense	14,224.25	13,500.00	14,000
Payroll Vendor	2,263.50	2,500.00	2,700
Session Retreat	112.31	150.00	150
Stewardship Committee Expenses	259.01	500.00	1,000
Supplies Expense	0.00	200.00	100
Vanco processing fee	850.49	525.00	800
Website Expense	358.27	200.00	350
SubTotal Administration Committee Expenses	18,851.83	18,450.00	20,125
Building & Grounds Expenses			
Annual Fire Alarm inspect and monitoring	3,484.74	2,000.00	3,500
Building repairs and maintenance	5,086.44	7,000.00	6,700
Cleaning Service Expense	13,045.02	15,000.00	16,000
Electric/Water/TrashtSewer	6,384.05	6,000.00	6,750
Elevator Maintenance Expense	1,809.00	1,800.00	1,900
Fire Department Contribution	250.00	250.00	250
Grounds Maintenance	0.00	500.00	500
Heat (Natural Gas)	3,716.43	5,000.00	4,250
Special Projects & Improvements	1,252.38	2,000.00	2,000
Supplies	1,445.23	900.00	1,000
SubTotal Building & Grounds Expenses	36,473.29	40,450.00	42,850
Christian Education Committee			
Adult Education Expense	207.25	400.00	600
Childrens Church	115.68	350.00	250
Library	0.00	0.00	50
Sunday School Curriculum			200

Supplies			100
Teacher Appreciation			50
Youth Group			350
SubTotal Christian Education Committee	322.93	750.00	1,600
Congregational Nurture			
Deacons			
Funeral receptions	32.99	0.00	150
Miscellaneous	41.78	50.00	50
Stamps and Supplies	73.00	100.00	200
SubTotal Deacons	147.77	150.00	400
Fellowship Committee Expenses	399.02	150.00	400
Membership Committee Expenses	87.73	100.00	300
SubTotal Congregational Nurture	634.52	400.00	1,100
Office Expenses			
Computer Equipment	0.00	500.00	250
Equipment Maintenance	0.00	200.00	200
MISC Office expense	619.72	600.00	700
Office Supplies	230.71	1,000.00	1,000
Office Technology Expense	111.98	150.00	150
Postage Expense	569.16	650.00	700
Printing Expenses	1,248.03	1,800.00	1,500
Telephone and Internet Expense	3,463.23	3,500.00	3,500
SubTotal Office Expenses	6,242.83	8,400.00	8,000
Personnel Payroll		0.025 increase for 2025	
Handbell Director			
Employer Medicare	100.29	100.00	99
Employer Social Security	418.87	430.00	443
Salary	6,918.00	6,918.00	7,091
SubTotal Handbell Director	7,437.16	7,448.00	7,633
Music Director			
Employer Medicare	237.34	351.00	392
Employer Social Security	1,021.43	1,500.00	1,750
Salary	16,488.92	32,000.00	28,000
SubTotal Music Director	17,747.69	33,851.00	30,142
Office Manager			
Employer Medicare	427.41	404.00	494
Employer Social Security	1,827.66	1,724.00	2,206
Salary	29,478.48	27,810.00	35,296
SubTotal Office Manager	31,733.55	29,938.00	37,996
Organist			
Employer Medicare	40.60	0.00	
Employer Social Security	173.60	0.00	
Professional Expenses	69.95	0.00	
Salary	2,800.00	0.00	

SubTotal Organist	3,084.15	0.00	
Pastor			
Continuing Education	290.00	500.00	1,000
Death/Disability Benefits	1,242.00	1,191.00	1,258
Dental Benefits	1,225.32	1,225.00	1,300
Med-Wrap	1,588.00	1,588.00	1,677
Medical Coverage	23,025.96	23,026.00	22,633
Medicare expense	0.00	0.00	1,174
Pastor Housing Allowance	36,000.00	36,000.00	36,000
Pension	6,749.04	6,749.00	7,125
Professional Expenses	2,238.23	2,000.00	2,500
Salary	43,399.92	43,400.00	47,827
Soc Sec Contribution	6,074.16	6,074.00	5,239
SubTotal Pastor	121,832.63	121,753.00	127,733
Streaming Consultant			
Wages	4,635.20	5,000.00	5,125
Employers Medicare	68.95	0.00	72
employer Social Security	298.80	0.00	320
SubTotal Streaming Consultant	5,929.99	5,000.00	5,517
SubTotal Personnel Payroll	187,765.17	197,990.00	209,021
Per Capita	4,560.00	4,560.00	4,500
Worship Expenses			
Bells	361.04	450.00	450
Choir Robe Cleaning	123.29	150.00	250
Flowers Expense	0.00	100.00	100
Licensing Fees	549.00	600.00	600
Misc Expenses	97.15	250.00	250
Music Program (vocal groups)	529.01	500.00	700
Organist Supply	999.50	1,200.00	400
Outside Musicians	0.00	250.00	250
Piano and Organ Maintenance	435.00	750.00	750
Pulpit Supply	1,322.61	1,200.00	1,400
Worship Supplies Expense	162.00	200.00	400
SubTotal Worship Expenses	4,578.60	5,650.00	5,550
Mission	0.00	0.00	
Community Assistance	1,280.07	750.00	27,000
General Mission to Others	23,090.64	23,750.00	3,000
SubTotal Mission	24,370.71	24,500.00	30,000
Total Expenditures	283,799.88	301,150.00	322,746
Gain or Loss	8,431.87	-50,590.00	0

INTERNAL AUDIT

The Audit Committee performed two audits for the 2024 calendar year. Records for 1/1/23-6/30/23 were reviewed on July 29, 2024, 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 2024 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 2024 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

www.doverpresbyterian.org

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Betsy Gray, Handbell Choir Director, betsygray1952@gmail.com

Barb Bayers, Media Technology Coordinator, babayers@gmail.com

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