

# **Annual Report 2020: Appendix**

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**WALLINGFORD PRESBYTERIAN CHURCH**  
**Wallingford, Pennsylvania**  
**January 31, 2021**

**Annual Meeting of the Congregation and Corporation via Zoom**

**AGENDA**

- ❖ Call to Order **(FRANCOIS)**
  
- ❖ Welcome members, friends and visitors. **(FRANCOIS)**
  - *(Reminder that only members of the congregation have the responsibility and privilege to vote. Explain how we will vote, by raising hand and waving at the screen until the clerk can ascertain the vote, I will then ask to lower hands)*
  - Certification of Quorum **(JUDY)**
  - Call for New Business **(FRANCOIS)**
  
- ❖ Review of our work, mission and ministry **(FRANCOIS)**
  - Pastor's Remarks **(FRANCOIS)**
  - Associate Pastor's Remarks **(TAYLOR)**
  - Review Reports from Councils, Committees and Organizations
  
- ❖ Nominating Committee Report – **ELDER CHRIS DARR**

Present the slate of the 'at large' nominees to the Nominating Committee.

  - Joanne Callahan, Pam Mattote, Dine Nixon, Mary Payne, David Rudd.
  - Alternates: Jeni Albany, Walt Kaminski

➤ Pass \_\_\_\_\_ Fail \_\_\_\_\_
  
- ❖ Call for the Meeting of the Corporation – **TRUSTEE KEVIN MONTAGUE**
  - Certification of Quorum **(JUDY)**

- Call for New Business

- Board of Trustees Report

➤ **Move to receive Reports**

\_\_\_\_\_ Move \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail

❖ Reconvene the Meeting of the Congregation (**François**)

- Address New Business (**If any, François**)
- Treasurer's Report for 2020 **ELDER DAVE SHIPMAN**
  - 2020 Financial Review
- Review of the 2021 Budget Approved by the Session

❖ Review and Approval of Pastoral Terms of Call for 2021

➤ **Move to approve the Terms of Call**

\_\_\_\_\_ Pass \_\_\_\_\_ Fail

**Move to receive reports of Boards, Councils and Organizations.  
(FRANCOIS)**

\_\_\_\_\_ Move \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail

➤ **Move to Adjourn the Meeting (FRANCOIS)**

\_\_\_\_\_ Move \_\_\_\_\_ Second \_\_\_\_\_ Pass \_\_\_\_\_ Fail

❖ Closing Prayer, Grace and Benediction (**TAYLOR**)

**Annual Meeting of the  
Congregation and Corporation  
Wallingford Presbyterian Church  
Wallingford, Pennsylvania  
January 26, 2020**

Moderator the Reverend François Lacroix called the meeting to order and opened with prayer. He welcomed friends and visitors and reminded everyone that only members have the privilege and responsibility to vote. Clerk Judy Kenworthy certified that a quorum was present.

There was no new business and the agenda was approved. The congregation moved to dispense with the reading of the minutes of the January 27, 2019 minutes of the annual meeting and approved them.

Pastor François commented on what a wonderfully active church we are and that we need to celebrate the mission we do every day. He noted that how we define mission is an ongoing conversation. In addition, he thanked members of boards, volunteers and everyone who helps to make our church what it is. He especially thanked Treasurer Andy Yost who is retiring from his position after ten years of service and thanked Andy's wife Kay for her support.

Pastor François noted that the Annual Report, available to all, includes reports from all councils, committees and organizations.

Pat Tillson, co-chair of the church **Nominating Committee**, thanked the outgoing members of the committee for their service: Roger Demos, Sandi Fleischer, Joyce Jefferis, Frank Noyes, June Tolomeo, Earl Varney and Colleen Zeszut. Pat, who is finishing her term, presented the slate of **nominees for unexpired terms: Kirk Soxman, Deacons Class of 2022; Sally Clyde, Trustees Class of 2021**. As there were no nominations from the floor, the congregation approved the slate as presented. Pat presented the slate of **nominees for Auditors: Ed Mattote, Class of 2021 and George Jones, Class of 2022**. There being no nominations from the floor, the slate was approved as presented. Pat presented the slate of the **'at large' nominees to the Nominating Committee: Jeni Albany, Frank Noyes, Ver Picher, Mina Varney and Gail Weaver. Alternates are Joyce Jefferis and Pat Tillson**. There being no nominations from the floor, the slate was approved as presented. Pat then concluded the report of the Nominating Committee.

Pastor François announced that the meeting of the Congregation would be suspended in order for the **meeting of the Corporation** to be held. Trustee Lisé Meloy, acting for President Tom Halley, called the meeting to order and the Clerk certified that a quorum was present. There

was no new business. Lisé highlighted the Trustees' 2019 work that is reported in the Annual Report. The congregation received the report.

The meeting of the Congregation reconvened. There was no new business.

**Church Administrator Kate Callahan presented *Church Center***, an app for smart phones and tablets, and provided information to access it. She offered help to anyone who requested it. Kate also thanked Communications Coordinator Leslie Krowchenko for her many photos and her work on Facebook.

**Stewardship Council chair Dave Shipman gave the 2019 financial review** and reported that the year ended with a \$4,300 surplus. The **2020 budget**, which was approved by the Session, is based on a strong commitment by the congregation and is slightly above even. Staff members received a 2% increase in salaries.

**Chair of the Personnel Committee Helen Picher presented the 2020 Terms of Call** for Pastor François Lacroix (total package of compensation and allowances: \$150,806 with the budget showing \$119,606) and Associate Pastor Taylor Cornelius (total package of compensation and allowances: \$84,257.00) and noted that they are on pp. 34 and 35 in the Annual Report. The congregation approved the Terms of Calls.

Pastor François returned, the congregation approved the receiving of reports from all boards, councils and organizations. After a motion to adjourn was passed, Pastor François closed the meeting with prayer, grace for the luncheon to follow and the benediction.

Respectfully submitted,

Judith K. Kenworthy, Clerk

## **2020 Treasurer's Report**

### **Income Statement**

As in 2019, 2020 operated with a breakeven budget. Like many churches, this past year saw the pandemic impact our church's level of giving and "Other Income" as well as our operating expenses. Total Giving fell below budget by \$27,412 (6%), while "Other Income" received from community rent of our facilities and investment income from reserves was below budget by \$6,597 (12%) due to the Covid-19 restrictions on the use of church facilities. Total Income for the year was \$34,009 below budget (6%). Fortunately, 2020 expenses were roughly \$37,600 below budget, again due to reduced utilization of our buildings and grounds under the pandemic restrictions. Staff expenses were at budget, as were expenses for our music program, church operations, congregational expenses and education, while benevolence expense was reduced in line with church giving levels. Computer and communications expenses were higher than budget due to the church's emphasis on virtual worship and messaging to the congregation in these difficult times. Despite reduced income, the staff's and boards' efforts to control expenses combined to provide a surplus of nearly \$4,800.

### **Balance Sheet**

Assets at the end of 2020 were \$1,078,390, nearly \$194,000 higher than 2019. Total equity was up \$12,263. Restricted Fund investment balances increased \$104,786, with an \$8,791 transfer to the Legacy Fund to close out the Vision 250 campaign and an increase in the value of investments due to the solid performance of the equity market in 2020. General Funds increases by \$13,029. The church also has maintained an additional cash balance of \$76,527 resulting from a PPP loan for both the church and Coop staffs. Release of these funds is awaiting approval of the program's forgiveness application.

### **2021 Budget**

Despite the continuing challenges from the pandemic, the 2021 budget adopted by Session continues the significant investment in our church. First, our Personnel Committee has recommended a staff compensation increase of 1%. Second, our Music and Worship activities are expected to continue at or above last year's level. Third, the Education and Youth budgets are budgeted at levels consistent with their activity levels of the last two years. Fourth, administrative costs to support the congregation are expected to increase in 2021, particularly in the areas of communication and computer expenses, as it is anticipated that virtual worship

and outreach will continue through the first half of the year. With the anticipation that “normal” church activities will not commence prior to July, operating expenses in 2021 are planned to be lower than a full operating year. Finally, allocated Benevolence costs are budgeted to be in line with 2020 levels.

As we plan to emerge from Covid restrictions, 2021 expenses are expected to increase by 6.4% over 2020. To cover these increased investments, Session is calling for the congregation to continue its generous financial support seen in the past year. Even with a budgeted 3% increase in giving, the 2021 budget anticipates a loss of \$18,250. It is hoped by the Session that the congregation will provide the final resources to avoid such a loss and avoid having to utilize reserves. The 2021 budget continues the faith vision we have identified in the past and fulfills the requests of our boards, councils and committees.

There are many members of our church who deserve thanks for their support. Special thanks belong to our Financial Secretary Michelle Hall, Kate Callahan, members of the Stewardship Council, the counters and the auditors for their dedication and support.



**Wallingford Presbyterian Church**  
**2020 Income Statement and 2021 Budget**

<u>Ordinary Income/Expense</u>	<u>2020 Budget</u>	<u>2020 Final</u>	<u>2021 Budget</u>
<b><u>Income</u></b>			
<b>4010 · Pledge &amp; Plate Offerings</b>	<b>\$480,000</b>	<b>\$432,588</b>	<b>\$465,000</b>
4015 · Restricted Gifts	0	20,000	
<b>4100 · Rental Income</b>			
<b>B Manse Rental Account</b>	22,000	27,200	22,000
<b>WPC Rental Account</b>	21,275	15,417	16,000
<b>Total 4100 · Rental Income</b>	43,275	42,617	38,000
<b>4200 · Investment Income</b>			
<b>Vanguard Account Income</b>	3,000	1,126	2,000
<b>4200 · Investment Income - Other</b>	300	130	300
<b>Total 4200 · Investment Income</b>	3,300	1,256	2,300
<b>4250 · Parking Income</b>	7,800	2,640	3,900
<b>4300 · Miscellaneous Income</b>			
<b>Initial Offering</b>	0	256	
<b>4300 · Miscellaneous Income - Other</b>	0	1,009	
<b>Total 4300 · Miscellaneous Income</b>	0	1,265	
<b>Total Income</b>	<b>\$534,375</b>	<b>\$500,366</b>	<b>\$509,200</b>
<b><u>Expense</u></b>			
<b>5000 · Ministry &amp; Worship</b>			
<b>5010 · Minister</b>			
<b>5011 · Salary</b>	63,801	63,801	64,439
<b>5016 · Benefits</b>			
<b>Pres Med, Pen, DD, Dental, Vision</b>	39,047	39,573	39,437
<b>SECA</b>	7,658	7,658	7,735
<b>Total 5016 · Benefits</b>	46,705	47,231	47,172
<b>5019 · Travel &amp; Professional Expense</b>	2,500	1,637	2,500
<b>5020 · Study Leave</b>	2,500	2,500	2,500
<b>5023 · Honorarium for Guest Pastors</b>	600	0	600
<b>5625 · A Manse Electric/Gas</b>	3,500	2,919	3,500
<b>Total 5010 · Minister</b>	119,606	118,088	120,711
<b>5200 · Music</b>			
<b>5210 · Music Director Compensation</b>	44,050	44,050	44,491
<b>5211 · Music Director Benefits/Taxes</b>	3,328	3,328	3,361
<b>5212 · Continuing Ed</b>	1,000	0	1,300

5215 · General Music Ministry	1,800	1,509	2,000
5216 · Substitute Organist	2,500	0	2,000
5218 · Musicians/Soloists	4,000	100	3,000
5219 · Staff Singer	5,000	5,250	6,000
<b>Total 5200 · Music</b>	<b>61,678</b>	<b>54,237</b>	<b>62,152</b>
5250 · Worship Council	979	447	980
<b>Total 5000 · Ministry &amp; Worship</b>	<b>182,263</b>	<b>172,772</b>	<b>183,842</b>
<b>5300 · Education</b>			
<b>5310 · Assoc Pastor</b>			
5311 · Salary	36,553	36,553	36,919
5312 · Pres Med, Pen, DD, Dental, Vision	21,992	23,674	22,212
<b>Total 5313 · Benefits</b>	<b>4,212</b>	<b>4,212</b>	<b>4,254</b>
5314 · Housing	18,000	18,000	18,000
5316 · Professional Expense	2,500	0	2,500
5319 · Continuing Ed/Study	1,000	0	1,000
<b>Total 5310 · Assoc Pastor</b>	<b>84,257</b>	<b>82,439</b>	<b>84,885</b>
<b>5360 · Youth Expense</b>			
5361 · Youth Ministry Assistant	7,250	2,309	2,500
<b>Total 5360 · Youth Expense</b>	<b>7,250</b>	<b>2,309</b>	<b>2,500</b>
5363 · Children's Ministry Team	3,500	1,706	2,000
5364 · Youth Ministry Team	4,000	2,754	3,000
5365 · Adult Ministries Team	400	386	400
5366 · Young Adult Ministry	250	0	200
5367 · Vacation Bible Camp	200	0	200
5370 · Miscellaneous Expense	50	122	50
5372 · Church Historian Expenses	200	85	100
<b>Total 5300 · Education</b>	<b>100,107</b>	<b>89,801</b>	<b>93,335</b>
<b>5500 · Congregational Expense</b>			
5510 · Phila Presbytery Assessment	11,940	11,873	12,000
5515 · WPC Connections	3,000	1,019	2,000
5516 · Peacemaking and Social Justice	1,200	3	600
5520 · Search Committee	400	0	0
5540 · Stewardship Council	650	9	300
<b>Total 5500 · Congregational Expense</b>	<b>17,190</b>	<b>12,904</b>	<b>14,900</b>
<b>5600 · Church Operation</b>			
<b>5610 · Staff</b>			
5611 · Salaries	42,032	42,032	42,453
5612 · Existing Pension	1,970	328	
5613 · Nursery Care	2,554	1,383	2,000
5614 · Sexton/Cleaning Service	14,000	14,645	14,500
5615 · Accounting	10,000	11,175	10,000
5616 · Benefits/Taxes	5,615	5,758	5,835

5618 · Clearance Checks	725	0	500
5619 · Professional Expense	300	642	300
5629 · Continuing Education Staff	300	0	300
5629A · Communications Coordinator	7,000	10,590	14,120
<b>Total 5610 · Staff</b>	<b>84,496</b>	<b>86,553</b>	<b>90,008</b>
<b>5620 · Fuel &amp; Utilities</b>			
5621 · Sewer/Water	5,000	4,075	5,000
5622 · Church Electric/Gas	14,000	11,177	12,755
5623 · Telephone	3,200	3,041	3,100
5626 · Sanctuary A/C	1,600	1,132	1,600
<b>Total 5620 · Fuel &amp; Utilities</b>	<b>23,800</b>	<b>19,425</b>	<b>22,455</b>
<b>5630 · Building Maintenance</b>			
5631 · Inside Maintenance	3,750	604	2,350
5632 · Outside Maintenance	17,000	13,591	16,000
5633 · Alarm Contract	1,500	1,440	1,500
5634 · Trash Removal	750	568	750
5635 · Maintenance Supplies	1,600	630	1,000
5636 · Parking Lot Maintenance Expense	2,500	2,680	2,500
<b>Total 5630 · Building Maintenance</b>	<b>27,100</b>	<b>19,513</b>	<b>24,100</b>
<b>5640 · Office Expense</b>			
<b>5641 · Supplies</b>			
5641A · Subscriptions	500	113	500
5642 · Computer Expense	2,000	7,754	4,000
5641 · Supplies - Other	5,000	3,667	4,000
<b>Total 5641 · Supplies</b>	<b>7,500</b>	<b>11,534</b>	<b>8,500</b>
5643 · Postage	1,400	1,609	1,400
5644 · QuickBooks Expense	800	660	800
5645 · Equipment Rental & Maintenance	4,000	2,873	3,400
5646 · PayPal & Brokerage Charges	600	(710)	600
5647 · Copy Overage Fees	2,000	0	1,000
<b>Total 5640 · Office Expense</b>	<b>16,300</b>	<b>15,966</b>	<b>15,700</b>
<b>5650 · Insurance</b>	<b>9,800</b>	<b>11,616</b>	<b>10,400</b>
<b>5660 · Real Estate Taxes</b>			
5661 · A Manse Real Estate Taxes	7,900	7,975	8,500
5662 · B Manse Real Estate Taxes	6,800	6,845	7,500
<b>Total 5660 · Real Estate Taxes</b>	<b>14,700</b>	<b>14,820</b>	<b>16,000</b>
5671 · Congregation Meetings/Recogs	650	185	650
<b>Total 5600 · Church Operation</b>	<b>176,846</b>	<b>168,078</b>	<b>179,313</b>
<b>6010 · Benevolence</b>	<b>48,000</b>	<b>43,259</b>	<b>46,500</b>

<b>Total Expense</b>	<b>524,406</b>	<b>486,814</b>	<b>517,890</b>
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<b>Net Ordinary Income</b>	<b>9,969</b>	<b>13,552</b>	<b>-8,690</b>
<b><u>Other Expense</u></b>			
9510 · 106 B Manse Expense	4,400	4,400	4,600
9511 · 109 A Manse Expense	4,000	4,000	4,600
9512 · A Manse Trash Pick Up	360	360	360
<b>Total Other Expense</b>	<b>8,760</b>	<b>8,760</b>	<b>9,560</b>
<b>Surplus or Loss</b>	<b>\$1,209</b>	<b>\$4,792</b>	<b>(\$18,250)</b>

**Wallingford Presbyterian Church**  
**Analysis of Changes 2020 Budget to 2021**  
**Budget**

**2020 Actual versus 2020**  
**Budget**

<b>Budgeted 2020 Net Income</b>	<b>\$1,209</b>
<b>Pledge &amp; Plate Offerings</b>	<b>(47,412)</b>
<b>Restricted gifts</b>	<b>20,000</b>
<b>Rental &amp; Parking Income</b>	<b>(5,818)</b>
<b>Investment and Misc. Income</b>	<b>(779)</b>
<b>Ministry &amp; Worship</b>	<b>2,050</b>
<b>Music</b>	<b>7,441</b>
<b>Youth ministry</b>	<b>10,306</b>
<b>Congregational expense</b>	<b>4,286</b>
<b>Operations - staff</b>	<b>(2,057)</b>
<b>Utilities &amp; fuel</b>	<b>4,375</b>
<b>Maintenance</b>	<b>7,587</b>
<b>Office Expense</b>	<b>334</b>
<b>Insurance &amp; Taxes</b>	<b>(1,936)</b>
<b>Congregational expense</b>	<b>465</b>
<b>Benevolence</b>	<b>4,741</b>
<b><u>2020 Net Income</u></b>	<b><u>\$4,792</u></b>

**2021 Budget versus 2020**

**Actual**

Actual 2020 Net Income	<b><u>\$4,792</u></b>
Pledge & Plate Offerings	<b>\$32,412</b>
Restricted Gifts	<b>(20,000)</b>
Rental Income	<b>(4,617)</b>
Investment Income	<b>1,044</b>
Parking Income	<b>1,260</b>
Miscellaneous Income	<b>(1,265)</b>
Minister & Worship	<b>(3,156)</b>
Music	<b>(7,915)</b>
Youth - Associate Pastor	<b>(2,446)</b>
Education	<b>(1,073)</b>
Congregational Expense	<b>(2,011)</b>
Church Operation - Staff	<b>(3,455)</b>
Fuel & Utilities	<b>(3,030)</b>
Building Maintenance	<b>(4,587)</b>
Office Expense	<b>266</b>
Insurance & Taxes	<b>(429)</b>
Benevolence	<b>(3,241)</b>
Manse Maintenance	<b><u>(800)</u></b>
<b><u>2021 Budgeted Net Income (Loss)</u></b>	<b><u>(18,250)</u></b>

**Wallingford Presbyterian Church**

**Balance Sheet**

**As of December 31, 2020**

**Dec 31, 2020**

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**ASSETS**

**Current Assets**

**Checking/Savings**

1000 · Checking Account - TD  
Bank

1030 · Savings Acct - TD Bank

\$169,927

76,527

1050 · General Fund - Vanguard	148,251
1054 · Legacy Fund	275,275
1055 · MEND Fund	321,593
1056 · Landscaping Fund	15,052
1065 · Hayes Fund	44,543
1075 · Emergency Fund	27,721
1210 · Account Receivable	-500
<b>Total Current Assets</b>	<b>1,078,389</b>
<b>TOTAL ASSETS</b>	<b>\$1,078,389</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
20000 · Accounts Payable	200
2110 · Legacy Fund Reserve	275,275
2160 · Prepaid Pledges	8,000
2161 · Prepaid Rent	2,200
2164 · Parking Lot Maintenance Reserve	10,270
2172 · Landscaping Fund Reserve	15,052
2174 · B Manse Maintenance	11,859
2177 · A Manse Maintenance	476
2180 · Memorial Fund	44,906
2181 · Kerestes Memorial Bible (Gen)	1,846
2190 · MEND Fund Reserve	321,593
2191 · Hayes Fund Reserve	44,543
2192 · Emergency Fund Reserve	27,721
2193 · PPP Loan	76,502
2231 · Deacons Fund	475
2234 · Women's Initiatives	4,811
2239 · Electronic Sign Fund	21,187
2246 · Strawberry Festival	652
2248 · Lectureship Fund	8,050
2280 · Benevolence Restricted	23,618
2282 · Adult Mission Trips	51,031
2286 · Boiler and A/C Maintenance Fund	808
2287 · Pastor Travel and Study Leave	13,794
2289 · Associate Pastor Search Fund	10,000
2293 · Church Historian Reserve	275
<b>Total Current Liabilities</b>	<b>975,144</b>
<b>Total Liabilities</b>	<b>\$975,144</b>

<b><u>Equity</u></b>	
3000 - Opening Balance Equity	12,105
3900 - Retained Earnings	86,347
Net Income	4,792
<b>Total Equity</b>	<b>103,244</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$1,078,388</b>

**Wallingford Presbyterian Church**  
**Benevolence Report for 2020**

<b><u>Balance at 12/31/2019</u></b>	<b><u>Amount</u></b>
	\$
Discretion of Mission & Service	18,054
Allocations payable	<u>5,808</u>
	<u>23,862</u>

**Allocations-in and 2020 Receipts**

Allocation from income	43,259
Christ Market	3,184
Other designated contributions	2,725
AFOS/Burkino Faso, Africa	100
America Team for Displaced Eritreans	3,575
Broad Street Ministry	2,260
Charles and Melissa Johnson	1,650
Chester Children's Chorus	1,000
Chester Eastside	6,440
Cityteam	7,220
Cradles to Crayons	220
Deacons Fund	4,000
Developments in Literacy	460

Folcroft Secured Storage	158
4 Paws for Ability	735
FUSE	60
Heifer International	672
Jeni Pedzinski	1,500
Joy	550
Kirkwood/Brainerd Camp - Scholarships	2,000
Medical Benevolence Foundation	250
Narcotics Anonymous	55
New Life Center Foundation	180
Other	4,784
Plant With Purpose	140
Presbyterian Historical Society	500
Rise Against Hunger	3,000
Snap Box Storage	84
T. M. Thomas Memorial Presbyterian Church	1,000
Team Making a Change	5,000
Vest-A-Cop	200
Website	1,619
	<hr/>
Total	\$49,412
	<hr/>
Discretion of Mission & Service	18,925
Allocations payable	4,693
	<hr/>
	\$
<b><u>Balance at 12/31/2020</u></b>	<b><u>23,618</u></b>