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NORTH PRESBYTERIAN CHURCH LEADERSHIP

THE SESSION

Moderator: Pastor James York

Clerk of Session: Lynne Beck

Commissions

Class of 2024

Class of 2025

Class of 2026

Nurture

(Educational Ministries)

Mike Gerhardson

Elizabeth Zoya

Cassidy Rangel

Faith

(Worship, Spiritual Growth, and Mission Education and Implementation)

Billie Novy

Mike Etter

Lisa Sellie

Life

(Congregational Fellowship, Member Care, Evangelism)

Carole Javner

Sean Bearth

Shelley Ross

Stewardship

(Stewardship and Building and Grounds)

Randy Smith

Chrispus Abanei

Doug Pepin

THE BOARD OF DEACONS

Class of 2024

Ila Basch

Becky Hamilton

Donna Wickstrom

Beryle Zimanski

Class of 2025

Betty Winter

Patricia (Bih) Yuven

Class of 2026

Leslie Etter

Chris & George Smith

NORTH CHURCH STAFF

Pastor

Pastor Assistant

Associate Pastor Emeritus

Church Administrator

Technology Coordinator & Assistant

Director of Children's Ministry

Director of Music/Organist

Choir Director

Director of Handbell Ministries

Praise Band Director

Childcare Provider

Custodian

Clerk of Session

Treasurers

Donation Secretary

Contribution Advisor

James York

Roderick Oji

Ellen Davis

Renee Kristensen

Lonnie Rangel & Spencer York

Emily Gerhardson

Karen Pepin

Mary Livingston

Carla Helgeson

Brandon Nelson

Nancy Gerhardson

Nelson Portillo

Lynne Beck

Cathy Hickman & Norm Purrington

Nancy Gerhardson

Dave Seely

PASTOR'S REPORT

Gratitude, Curiosity, Rejoicing

Jesus said, "That is why I tell you not to worry about everyday life—whether you have enough food and drink, or enough clothes to wear. Isn't life more than food, and your body more than clothing? Look at the birds. They don't plant or harvest or store food in barns, for your heavenly Parent feeds them. And aren't you far more valuable to God than they are? Can all your worries add a single moment to your life? "And why worry about your clothing? Look at the lilies of the field and how they grow. They don't work or make their clothing, yet Solomon in all his glory was not dressed as beautifully as they are. And if God cares so wonderfully for wildflowers that are here today and thrown into the fire tomorrow, God will certainly care for you. Why do you have so little faith? "So don't worry about these things, saying, 'What will we eat? What will we drink? What will we wear?' These things dominate the thoughts of unbelievers, but your heavenly Parent already knows all your needs. Give your entire attention to what God is doing right now, and don't get worked up about what may or may not happen tomorrow. God will help you deal with whatever hard things come up when the time comes."

Our liminal season of rapid change and unclear future generates anxiety which can lead to worry, blaming, and shaming. God commands us to not worry. God invites us to be grateful, curious, and rejoice.

*"Give thanks to the LORD, for God is good, for God's steadfast love endures forever!"
Psalm 107:1*

God is doing amazing, wonderful, spectacular things through you and North Presbyterian Church. North Presbyterian Church has fewer worshippers and financial resources. And we are extravagant in our love, gracious in our serving, faithful in our worship, generous in our giving, an inspiration to our community and inspiring with spiritual wisdom. Please join me in being grateful for all God is doing through us. Jesus told parables about the Kingdom of God involving a small amount of loving (a mustard seed, yeast) having supernatural impact on the world.

*"God's works are so great, worth a lifetime of study—endless enjoyment! Splendor and beauty mark God's craft; God's generosity never gives out. This God of Grace, this God of Love."
Psalm 111:2-3*

God invites us to be curious. Be curious about your thoughts and feelings. Be curious about what God is inviting you to be and do. Be curious about where God is leading you and the church. God promises splendor, beauty, generosity, grace, love and endless enjoyment.

"This is the day the Lord has made. Let us rejoice and be glad in it" Psalm 118:24

God commands us to live in the present. God has made this day, this moment, for you. God has filled this moment with joy for you to savor and be glad in. The cosmos, and everyone, are abundant with God's wonder. Breathe deep. Open your senses. Rejoice in this moment. God invites us to celebrate North Presbyterian Church. The Annual Report gives an overview of some of the amazing ministry God is doing through us. Let us strive to be grateful, curious and rejoice.

Peace, Grace & Joy,
Pastor James

CLERK OF SESSION REPORT

ACTIVE MEMBERSHIP – DECEMBER 31, 2022	188
Received during period from January 1, 2023 – December 31, 2023	
• Profession of Faith or Reaffirmation of Faith	7
• Certificate of Transfer	2
• Reinstated	1
○ Total Gains	10
Losses during period from January 1, 2022 – December 31, 2022	
• Certificate of Transfer	2
• Transferred to Inactive Roll	30
• Deceased	9
○ Total Losses	41
ACTIVE MEMBERSHIP – DECEMBER 31, 2023	157

It is the responsibility of the Clerk of Session to record the transactions of the governing body, keep its rolls of membership and attendance, preserve its records carefully, and furnish extracts from them when required by another governing body of the church. The Clerk of Session shall be an Elder elected by the Session for such term as it may determine.

Respectfully Submitted,
Lynne Beck, Clerk of Session

THE BOARD OF DEACONS

Purpose: As the Book of Order of the Presbyterian Church states, the ministry of deacon as set forth in Scripture is one of compassion, witness, and service; sharing in the redeeming love of Jesus Christ for the poor, the hungry, the sick, the lost, the friendless, the oppressed, those burdened by unjust policies or structures, or anyone in distress.

Deacons are called to provide care and support for all members of North Church’s family of faith; specifically, to our elder community (those age 75 or older), to those celebrating faith milestones (baptisms, confirmations, weddings), to families whose loved one has entered Life Triumphant (by providing funeral luncheons), and to others with special situations or concerns.

Membership: Deacons are called by the congregation through the Nominating Committee and are ordained. Active deacons serve on the Board of Deacons for a three-year term. There are three classes of three deacons each.

Class of 2024

Ila Basch
Becky Hamilton
Donna Wickstrom
Beryle Zimanski

Class of 2025

Betty Winter
Patricia (Bih) Yuven

Class of 2026

Leslie Etter
Chris & George Smith

2023-2024 Officers:

Moderator: Donna Wickstrom

Vice-Moderator:

Secretary: Betty Winter

2023-2024 Special Assignments:

- | | |
|------------------------------|---------------------------------------|
| • Baptisms | Becky Hamilton |
| • College Students | Beryle Zimanski |
| • Confirmands | Assigned to each class (12 this year) |
| • Funeral Luncheons | Deacons rotate responsibility monthly |
| • (Active) Military families | Beryle Zimanski |
| • Nominating Committee Rep. | George Smith |
| • Personnel Committee Rep. | Open |
| • Prayer Shawl Ministry | Becky Hamilton |
| • Therapeutic Music Ministry | Ila Basch |
| • Weddings | Assigned as needed |

2023-2024 Activities:

- Provided regular contact to our flock members through cards, calls, meals when needed, and in-person visits as we were able, etc.
- Delivered flowers/plants to homebound members and others as appropriate at Christmas and Easter.
- Offered communion to homebound members as requested.
- Maintained a Prayer Shawl Ministry for members in need plus as a gift for baptisms (9 shawls were distributed in 2023).
- Honored anniversaries of baptisms and weddings with cards.
- Continued to facilitate the Therapeutic Music Ministry program with Certified Music Practitioner (and Choir Director) Mary Livingston (see TMM report, following).
- We have returned to former level of care in visiting our flock members in person and hosting funeral luncheons throughout this year.

Our gratitude and thanks go to:

- Pastor James for his ongoing support and guidance.
- Renee Kristensen all of her administrative support and keeping us up to date with changes of our flock members information.
- Betty Winter for her excellent service and support as Secretary.
- Mary Livingston for providing caring and professional Therapeutic Music Ministry.
- The Session and Endowment Committee for their financial support of the Therapeutic Music Ministry program, as well as to all the individual donors.
- All the deacons and other servants who share their love, witness, and commitment to serve others with humble grace.

THERAPEUTIC MUSIC MINISTRY

The Therapeutic Music Ministry (TMM) program continues to be a beneficial and important program in the care of our congregation. The program was started in our church in late 2016.

In 2023, there were 11 therapeutic music visits made to several individuals.

Mary Livingston, a Certified Music Practitioner, conducts this ministry with oversight from the Board of Deacons. During a one-on-one session, she uses keyboard, accordion, or harp – depending on the individual’s needs/wishes – to create an environment that facilitates healing. People who receive the TMM visits are experiencing health challenges, medical treatments, or mental stress. Recipients respond in positive ways as they are able and the response from caregivers remains very positive.

Therapeutic Music sessions are a gift from the church and therefore are free to the person receiving the visit. The Board of Deacons are grateful to the Session, the Endowment Committee, and to the individual donors who have provided financial support to this program. We are thankful to Mary for sharing her skills, talents, and caring ministry with our members in this way.

Respectfully Submitted,
Donna Wickstrom, Moderator of the Deacons

PERSONNEL REPORT

Mission: To provide support for both ordained and non-ordained staff, to assist the Session in fulfilling responsibilities for the employed staff, and to provide a vehicle for open communication among congregations, staff, and Pastor.

Membership:

Session Members: Billie Novy (2024), Randy Smith (2025), Sean Bearth (2025)

Members-at-Large: Mike Gerhardson, Glenn Wetz, Lisa Sellie, Jim Holle

Deacon Member: Open

Staff Liaisons

Each committee member functions as a primary liaison to one or more of the employed staff.

Staff Member	Position	Liaison
James York	Pastor	All
Roderick Oji	Pastor Assistant	Glenn Wetz
Renee Kristensen	Church Administrator	Billie Novy
Emily Gerhardson	Director of Children’s Ministry	Sean Bearth
Nancy Gerhardson	Sunday AM Childcare Provider	Sean Bearth
Karen Pepin	Organist & Music Director	Lisa Sellie
Mary Livingston	Adult Choir Director	Lisa Sellie
Brandon Nelson	Praise Band Director	Randy Smith
Carla Helgeson	Handbell Director	Billie Novy
Lonnie Rangel	Technology and Social Media Coordinator	Randy Smith
Spencer York	Technology Assistant	Jim Holle
Nelson Portillo	Custodian	Mike Gerhardson

Accomplishments for the year (June 2023 – May 2024)

- Updated child care safety and health guidelines. Special thanks to Billie and Lisa for spearheading this!
- Welcomed Emily & Nancy on board in their respective roles. What a blessing they are!

Aspirations for the coming year:

- Continue providing support for Pastor James and the staff.
- Recognize the extra efforts going into the ongoing development of *Seasons*, the new worship experience.
- Due to our budget situation, we were only able to do a small bonus at Christmas for staff. If we are able to improve our financial standing, we would strive to do more.
- Find a solution for childcare at the *Seasons* service.

Respectfully Submitted,
Randy Smith, Personnel Chair

CHURCH NOMINATING COMMITTEE

Purpose: To secure nominees for the positions of ruling Elder and Deacon, and nominees to serve on the Audit, Personnel, and Nominating Committees. When requested the Nominating Committee will work with church commissions and committees to fill open positions such as Church Treasurer, Financial Secretary, or the Endowment Committee. Nominees will be presented for election by the congregation at the Annual Meeting.

Moderator: Mike Gerhardson

Vice Moderator: Randy Smith

Members-at-Large: Joni Purrington, Greg Hickman, Inez Kalle

Deacon Member: George Smith

Highlights: This year, the committee thoughtfully identified members of the congregation to serve as Treasurer, Clerk of Session, Elders, Deacons and for service on the Audit, Personnel, and Nominating Committees.

With sincere thanks to the committee members for their excellent and dedicated work, and to those who have willingly, and even enthusiastically, agreed to serve.

Respectfully Submitted,
Mike Gerhardson, Nominating Committee Moderator

FAITH COMMISSION

Purpose: The Faith Commission's purpose is to provide and enhance individual and congregation spiritual development through Sunday worship, special worship services, and individual devotional opportunities, as well as to lead the congregation in supporting local, regional, and global mission projects, both financially and through hands-on activities.

2023-2024 Commission Members:

Elders: Billie Novy (2024), Mike Etter (2025), Lisa Sellie (2026)

Staff: Pastor James York and Karen Pepin, Music Director/Organist

Members-at-Large: Kathy Carlson, Glenn Wetz, and Paul Colton

The Faith Commission wishes to **thank** the following people who have helped with various tasks in planning and aiding our worship of God:

- Pastor James York
- Pastor Assistant Roderick Oji
- Music Director/Organist Karen Pepin
- Choir Director Mary Livingston and Choir members
- Handbell Director Carla Helgeson and Handbell members
- Praise Band Director Brandon Nelson as well as Praise Band members
- Church Administrator Renee Kristensen
- Church Custodian Nelson Portillo
- Technology & Social Media Coordinator Lonnie Rangel
- Technology Assistant Spencer York
- Head Church Usher Glenn Wetz and usher volunteers
- Media Booth volunteers Mike Gerhardson, Elias Hill, Eric Holm, Eli Rangel, Ivy Smith, Oliver Smith, and Scott Zoya
- Ila Basch and Lisa Sellie for coordinating weekly flowers
- Eric Holm for picking up the weekly flower arrangements
- Communion Coordinator Kathy Carlson
- Nancy Gerhardson for providing Communion elements

Faith Commission was also responsible for the following this year:

- Resuming regular Hands-On Mission activities
- Organizing the “Hanging of the Greens” for Advent, as well as the “unhanging”
- Organizing the outdoor display of Christmas Eve luminaries
- Recruiting volunteers for Advent candle lightings
- Providing devotionals for Advent and Lent
- Organizing the Christmas and Easter flower programs and decorating the sanctuary
- Coordinating the Agape Meal
- Arranging for pulpit supply, with assistance from Pastor James
- Recruiting liturgists when only one pastor is leading worship
- Ensuring purchase of Communion supplies
- Changing banners and paraments according to the lectionary calendar

Faith Commission supported the following non-profit organizations through monetary and other types of donations this year:

- Christmas Joy Offering
- Houses for Haiti
- MICAH - Minnesota Interfaith Coalition on Housing
- North St. Paul Food Shelf
- One Great Hour of Sharing Offering
- Peace and Global Witness Offering
- Pentecost Offering
- Remember Niger Coalition

Aspirations for the coming year:

- Find additional ways, using technology and further creativity, to provide an excellent experience for people worshipping both in person and via live-stream.
- Continue to support the Sunday evening *Seasons* worship service.

Respectfully Submitted,
Glenn Wetz, Faith Commission

MUSIC MINISTRIES

North Church is a congregation blessed with many talented and dedicated musicians. During the past year the Sanctuary Choir, Northern Bells, and a variety of special music offerings have added to our Sunday morning worship experience. Many thanks to Mary Livingston and Carla Helgeson for their leadership, and to all the group participants who continue to so generously and faithfully give of their time. In addition, Brandon Nelson and his team of volunteers have provided music for the *Seasons* Interactive Worship on Sunday evenings.

Our Sunday morning worship was enhanced with special music offerings from church members Aaron Hill (vocalist), Betty White (vocalist), Lisa Sellie (piano duets), and Karissa Pepin (piano duets). Thanks also to Sean Bearth, Alex Hill, and Chris Schneider for contributing their instrumental talents to choir anthems during the program year. In addition, Mary Livingston provided musical selections on the euphonium, harp, and accordion.

The Memorial Special Music Fund made it possible to enjoy special music from outside musicians James McCann (trumpet), the Hopewell Flute Choir, and Mara Syman (saxophone). Several choir anthems were made more meaningful with instrumentation provided by guests Sophie Le Meur (violin), Roger Grupp (trumpet), Tom Cash (electric bass), and Debbie Clapp (oboe). The Memorial Music Instrument Fund and Corwin Music Fund enabled us to purchase new choral anthems and keep the pianos and pipe organ tuned and serviced.

A special highlight during the past year was the Festival of Cultures celebration in September, when our worship was blessed with music from El Shadai's praise band, the Kenyan Christian Outreach Church Singers, and the Presbyterian Church of Cameroon African Singers.

Finally, I would like to express my gratitude to Lisa Sellie and Mary Livingston for substituting for me when needed.

Respectfully Submitted,
Karen Pepin, Director of Music/Organist

SANCTUARY CHOIR

The Sanctuary Choir plays an important part in the traditional Sunday worship service. In addition to singing an anthem, they also support the congregation when singing hymns and responses. The choir sings at approximately 30 Sunday services, as well as Christmas Eve, Ash Wednesday and Maundy Thursday. The choir has maintained a dedicated core of singers.

Many opportunities are provided for other singers to join the choir on a short-term basis. This year we were privileged to have several extra singers join us for Advent/Christmas and Lent/Easter. The summer months bring the opportunity to sing in a less formal setting, once a

month in June, July and August. The Summertime Singers is open to anyone who wants to sing. The summer group has no rehearsal other than arriving 45 minutes early on their assigned Sunday and learning the anthem for the day.

In addition to our singing voices, we have occasionally added instruments to our music offering. These include flute, oboe, violin, trumpet, electric bass, and percussion. The North Sanctuary Choir sings a variety of music – from traditional favorites to modern anthems. Each year, several new anthems are purchased to keep the choir on their toes, fresh and relevant.

It is an honor and a delight to work with this wonderful group of people.

Respectfully Submitted,
Mary Livingston, Sanctuary Choir Director

HANDBELL MINISTRIES

Purpose:

- Enhance the worship service through our gift of music.
- Foster an attitude of dedication, commitment, service, and contribution with each other and existing church music programs.
- Maintain and nurture the musical development of handbell ringers.
- Develop good ringing skills and understand the importance of ensemble.

Northern Bells Members and Subs:

Sean Bearth	Kathi Johansen	David Novy
Kathy Carlson	Sharon Major	David O’Neill
Coleen Colton	Billie Novy	Sally Schakel
Paul Colton	Brandon Novy	Becky Yust

Thank you to these talented individuals who are part of the handbell program. I greatly appreciate the time and commitment these ringers have volunteered.

June 2023 – June 2024 Highlights:

- Added two ringers to Northern Bells to facilitate playing music that uses more bells.
- Rehearsed weekly from September to May to prepare music for worship.
- Participated in church worship services 8 Sundays during the year.

June 2024 – June 2025 Goals:

- Rehearse weekly from September to May.
- Play monthly in the worship service from October through May.
- Recruit additional ringers, as needed, to replace ringers who are unable to commit to ringing on a regular basis and to build a sub list to help when ringers must be absent or when the music requires an additional ringer.
- Encourage and provide opportunities for ringers to attend a handbell concert or workshop to generate additional enthusiasm for handbells and become more familiar with the local handbell community.

Respectfully Submitted,
Carla Helgeson, Handbell Director

LIFE COMMISSION

Purpose: The purpose of the Life Commission of North Presbyterian Church is to develop and support all programs of ministry pertaining to member nurture, care, and fellowship.

2023-2024 Commission Members:

Elders: Shelley Ross (2024), Carole Javner (2024), Sean Bearth (2025)

Staff: Pastor James York

Members-at-Large: Leslie Etter, Becky Hamilton, Greg Hickman, and Robyn Marah

Highlights of the Year 2023-2024:

- June ice cream social
- July outdoor worship and picnic with New Life
- Festival of Cultures in September
- Hospitality launched September 17 in new location in education wing. Room 24 refurbished!
- First *Seasons* worship in September with Shelley and Carole participating in hospitality/monthly meal organization
- February Hot Dish Cook-Off
- Return of greeters (when volunteers are available) and providing nametags at entry for optional use.

Looking forward into 2024-2025:

- Continue monitoring of website, social media to ensure up to date and accurate information
- Continue to provide hospitality and fellowship events and expanding joint events with other churches
- Continue work on fundraising ideas

Thanks to all commission members and to many other individuals who supported our efforts in the past year.

Respectfully Submitted,
Carole Javner, Life Commission

NURTURE COMMISSION

Purpose: The purpose of the Nurture Commission is to provide opportunities for all children, youth, and adults of the church family to grow in knowledge and understanding of the Christian faith and to experience Christ through education, nurture, and fellowship.

2023-2024 Commission Members:

Elders: Mike Gerhardson (2024), Elizabeth Zoya (2025), Cassidy Rangel (2026)

Staff: Pastor James York; Emily Gerhardson, Director of Children's Ministry; and Nancy Gerhardson, Childcare Provider

Members-at-Large: Juanita Zoya and Scott Zoya

This year, we held in-person Sunday School with the children and youth, honored our 2023 graduates and hosted a variety of family events. We are working on future group activities with New Life Presbyterian as well as other area churches. We were also able fill the childcare position (Nancy Gerhardson).

The commission recognizes and is grateful for the contributions made by Emily and the efforts of everyone who helped teach and instruct the Sunday school curriculum.

The new *Seasons* worship began in the fall and we are examining new, creative, and interactive ways to experience our relationship with God.

Respectfully Submitted,
Mike Gerhardson, Nurture Commission

CHILDREN'S MINISTRY

The Children's Ministry Program has been fortunate to have many dedicated volunteers who have worked hard to create an engaging environment while fostering spiritual growth. Children and their families were invited to participate in the following activities throughout the year.

Accomplishments for the Year 2023-2024:

- Each week approximately 7-11 children attended our Sunday school in combination with the nursery attendance.
- We were able to hold Sunday school with a staff of 6 Sunday School Teachers on a rotating schedule going through a multitude of biblical topics. The curriculum was very open and fluid to give the teachers free rein for them to teach in the way they preferred!
- We deeply organized the nursery room and were able to sort/donate things that needed to be replaced along with cleaning.
- We purchased different things within the nursery to be able to help facilitate a better nursery and Sunday School experience.
- We provided an inviting environment for our children on Sunday mornings.
- Family events were hosted throughout the year to help families stay connected to the church and foster Christian friendships and enjoying each other's company. These events included the Glow-with-God Sunday/Harvest Celebration, The Advent puppet show, Christmas Party and St. Patties Day/Easter Celebration. Huge abundant thanks to the Nurture Commission for all their help.
- We raised money for the North St Paul Food Shelf by smashing pumpkins at the Glow-with-God Sunday/Harvest Celebration.

Goals for the 2024-2025:

- My goals for this coming year are to get more continue to grow the attendance numbers of our children, finding new curriculum to figure out different ways to teach the children about God's teachings/blessings, and help the children grow in their faith and love of Christ.

Respectfully Submitted,
Emily Gerhardson, Director of Children's Ministry

SENIOR AND JUNIOR HIGH YOUTH GROUP

The youth group ministry serves students in 6th grade through 12th grade. Our youth ministry is a joint venture of Church of the Way, New Life, Kenyan Christian Outreach and North. The following opportunities were offered our youth: Workcamp in Puerto Rico, MN State Fair excursion and lock in, Clearwater Snow Retreat, All Saints Lock-in and weekly Wednesday youth fellowship at Church of the Way and biweekly Sunday fellowship at New Life and monthly Sunday Seasons fellowship at North. Spencer York joined Pastor James in leadership. Adult female leaders from the other churches attended all the events.

Active youth are invited to attend workcamp in Chicago, June 28-July 6, 2024, with the support of Praying Pelican Missions. Youth are also invited to attend summer camp at Presbyterian Clearwater Forest.

Plans for next year are fluid. We are exploring continuing our partnership with Church of the Way Shoreview, New Life and Kenyan Christian Outreach. And we are also in dialogue about forming a presbytery wide youth ministry. Presbyterian Youth Triennium will be July 28-31, 2025, in Louisville, Kentucky. We will have weekly opportunities for our youth at one of our partner churches. We will offer the All Saints Lock-in and Clearwater Snow Retreat. Youth who are active in our offerings will be offered a summer mission trip experience.

The youth and leaders thank the congregation for their continued support of the youth ministry at North Church.

Respectfully Submitted,
Pastor James

STEWARDSHIP COMMISSION

Purpose: The purpose of the stewardship commission is to be faithful stewards of the building, grounds, and church finances and to encourage and foster joyful, grateful giving for god's many blessings.

Stewardship's responsibilities include monitoring the financial needs of our church, implementing and coordinating with Pastor James on budget needs and controls, as well as managing special funds for the church while maintaining the church buildings and grounds.

2023-2024 Commission Members:

Elders: Randy Smith (2025), Chrispus Abanei (2026), Doug Pepin (2026)

Staff: Pastor James York

Members-at-Large: Thor Sellie and Bryce Wickstrom (Building Specialists)

Highlights of the Year 2023-2024

- Year-end financials left North Church with a deficit we hope to minimize in 2024.
- The Stewardship Campaign in October 2023 for year 2024 was themed "Grateful Giving". We are thankful for everyone's prayerful and thoughtful commitments of time, talent and resources.
- Building usage agreements were continued with Christian-based Martial Arts and El Shadai. Faith Christian Home Educators has decided to end their use of the building in 2024.
- We are working with a new child care provider on renting space starting in July 2024. The contract has been approved in principal.
- We secured new insurance through Church Mutual after our prior provider's cost went up dramatically. Special thanks to Doug for taking the lead on that task.

Building and Grounds

- One toilet in the childcare area was replaced by Thor with a small adult-sized stool and the other was removed and capped.
- Plans for maintenance work on the parking lot are in place with Nugget Sealcoating and will take place during spring or early summer. Special thanks to Endowment for covering this cost.
- The dead ash trees around the church grounds were taken down. Special thanks to Thor for spearheading this effort and to Endowment for funding this project! This is both a visual and safety improvement to the grounds.
- New outdoor lights were installed in 3 places along the front of the building. Special thanks to Jim Holle for putting them up and spreading some light, both literally and figuratively!

- Thanks to El Shadai for buying and installing the new carpeting for Meisenheimer Hall! This is a dramatic improvement over the old carpeting which had extensive wear.
- Other building improvements and maintenance were completed by many unsung volunteers. Many thanks to Thor Sellie, Bryce Wickstrom, Mike Gerhardson, Jim Holle, Pastor James, Lonnie Rangel, and members of El Shadai. It takes many people to keep our aging building in good repair. We are very grateful for your contributions!
- We give thanks to those that have helped in keeping grounds clean and flowers blossoming - Thor Sellie, Norm and Joni Purrington, Ruth Jones, and many others!
- Three outside contractors are used for snow plowing, sidewalk clearing, and lawn care.
- We wish to recognize those who help behind the scenes. We also want to thank our dedicated counters! Special thanks to Nancy Glasenap for volunteering to join the team and to Mary Morrissette for her service!

Stewardship Commission give thanks to all who give to so generously to North Church in a variety of ways. We pray you feel great joy in serving. We thank those that have served in the past, currently, and will commit to serve in the future. The need is great and help is always appreciated.

Respectfully Submitted,
Randy Smith, Stewardship Commission

ENDOWMENT COMMITTEE

Purpose: The Endowment Committee was established as a vehicle to receive, invest and maintain funds whereby the principal / original gifts are preserved and allowed to grow, and a portion of growth and investment earnings are used each year for important missions and aspects of church life beyond what would usually be covered by the operating budget.

Members: Norm Purrington (Chair), Cindy Carlson (Co-Chair), Paul Colton, (Secretary), Aaron Hill (Co-Investment Advisor), Susanne Meyer (Co-Investment Advisor), Cathy Hickman (ex-officio, Treasurer), Mary Morrissette, George Smith, Doug Pepin (Session), and Bruce Beck.

As of **December 31, 2023**, there was **\$1,326,771** (vs \$1,027,323 as of 12/31/22) in the combined investment fund accounts (\$1,278,859) and cash accounts (\$47,912) for endowment purposes. The investment fund accounts (\$1,278,859) are invested either through Vanguard (\$1,163,395) or The Presbyterian Foundation (\$115,464). Cash is maintained in the NPC bank account.

The investment fund balances, including cash, as of 12/31/23 year-end:

- Unrestricted general endowment fund aggregate balance was \$853,087 and the designated / restricted funds total was \$473,685.
- The total in designated / restricted funds (\$473,685) included The Ralph, Margaret, and Bruce Corwin Memorial Music Fund (\$45,763), The Leisman Mission Fund (\$12,560), The Hoklas Estate Fund (\$121,496), The Purrington Youth Development Fund (\$121,413), The Cliff & Mary Japs Fund (\$139,989), and the Kathryn Hill Fund (\$32,464).

In the past year, allocations from endowment funds supported: music ministry through funding purchase of choir music, stipends for guest choir members, children's Christian education resources, supplies for Season's worship, costs for establishing the hospitality room, technology purchases for worship, and camperships for Clearwater Forest.

Legacy Partners (Recognizing Endowment donors of \$1,000 or more or those who have made bequest commitments of at least \$1,000; those underlined made first or repeat donations of \$1,000 or more in 2023. With our grateful appreciation to: Hope Bailey, Robert and Louraine Bjorkman, Cliff and Mary Japs, Gerald Hillard, Jane Maggart, George and Chris Smith, Norm and Joan Purrington, Mary Leisman,

Stan and Susanne Meyer, Linda Hagen, Beth Shipway, and the Neva Savchuk Family Trust, Verna J. Rowe Trust, Bobbie Wetz, June and Roy Brogren.

Endowment Partners (Recognizing gifts received through bequests)—With our grateful appreciation to: Russell Palm, John Slemmons, Charlotte Sindt, Ralph and Margaret Corwin, Lorraine Kissling, George and Virginia Bauman, Betty Tateosian, Neva Savchuk, Betty Hoklas, Cliff and Mary Japs and Helen and Darrell Brink, and Verna Rowe.

Respectfully Submitted,
Cindy Carlson and Norm Purrington, Endowment Committee Co-Chairs

MEMORIALS

Gifts were received in memory and in honor of:

Kirsten Brogren	Dixie Hatcher	Mary Japs
Marlene Ramey	Kathy TeWinkle	

AUDIT REPORT

We have reviewed the financial records of North Presbyterian Church for the calendar year ending **12/31/2023**. Our review on March 25, 2024 included, but was not limited to:

- 1) Review of cash deposits:
 - a. Randomly selected and reviewed 6/24 of the counter sheets and verified that cash recorded on the sheets matched the deposits per the bank statement. No irregularities were found. It was observed that at least two counters were present for the 6 documents reviewed. Each counter sheet had a signature of the depositor of the funds at Premier Bank.
 - b. With the assistance of Cathy Hickman, Co-Treasurer, and Nancy Gerhardson also reviewed the process whereby donor records in Realm/Vanco (and ultimately giving statements) are matched / verified with QuickBooks (GL) and fund distribution documents and how corrections/ transfers are done (if need be) to correspond with donor wishes.
 - c. NPC continued the use of Realm/Vanco and “cash app” for receipt of cash and credit donations. Reviewed sections of select reports (for confidentiality) to match with bank statements.

Realm/Vanco requires annual compliance reviews of practices and procedures by their users. Their review of NPC was done by Vanco with no negative findings.
 - d. NPC receives monthly donations through Hubbard Press. Donors receive a form to request donations through Hubbard Press from the Financial Secretary.
- 2) Review of bank statements and reconciliation reports:
 - a. Verified dual control procedures were followed. In each case, the person opening the bank statement was not an account signer. Renee Kristensen signed as opener on each statement.
 - b. Checks written on account appear normal and appropriate in the normal course of operations.
 - c. Verified account reconciliation reports were prepared and checked against the bank statement each month by the church Treasurer.
- 3) Select review of invoices:
 - a. A random batch of 6 invoices was reviewed. No irregularities were found. A “Request for Payment” was completed by Renee Kristensen or Pastor James. Renee Kristensen verified the account, approved the amount of the checks and attached the form to each invoice.

- b. Cathy Hickman writes the checks based on “Request for Payment”. Renee Kristensen mails the checks; Cathy Hickman reviews and initials before the documentation is filed.

4) Office checking account and charge card:

- a. The smaller church office checking account was reviewed with no irregularities noted. This account maintains a modest \$1000 target balance, with minimal checks written. There is a debit card connected to this account that is used regularly for office and church supplies, food, etc. Renee Kristensen (Church Administrator) is the only one that is using the debit card.
- b. Reviewed numbers purchases made with the Church credit card account. The card has a \$3000 limit and four staff and church members use it for technology purchases, supplies, and materials. We found documentation for these purchases to be improving through 2023. The Audit Committee recommended that all receipts are submitted to the Treasurer the month of the purchase.

5) Payroll records:

- a. Payments are completed through an outside service, Intuit. Most payroll is processed electronically with some checks issued.
- b. 6 Intuit statements were compared to bank statements to verify accuracy of debits.
- c. Reviewed Intuit statements. Evidence that each statement was reviewed by the Treasurer was noted. Tax payments are made monthly. Quarterly the Treasurer files tax forms to the State and Federal. No irregularities were noted.

6) Retention of documents and financial records:

As previously established, NPC is following the guidance of accounting firm Clifton Larsen Allen and is retaining financial records for 7 years.

7) Additional recommendations:

Have an updated inventory of securities, valuables, equipment, and other non-cash assets established by Session.

Establish protocol for reviewing receipts over a threshold amount, by a Commission (probably via Stewardship).

In summary, the Committee found the financial record keeping during the year 2023 to be materially sound and accurate. We are grateful for the dedicated service of the staff and volunteers that carry out these activities of the church.

Respectfully Submitted the 25th day of March, 2024,
Randy Smith on behalf of the Audit Committee

North Presbyterian Church 2023 Actual & 2024 Budget

	2023 Budget	2023 Actual	2024 Budget
INCOME			
A. Regular Offering Income			
Annual Campaign, Identifiable	\$236,000	\$233,560	\$236,000
Loose Offering	\$5,250	\$3,564	\$5,250
Per Capita Income	\$5,500	\$3,114	\$3,600
Memorials-Unrestricted		\$2,250	\$0
Subtotal - Regular Budget	\$246,750	\$242,488	\$244,850
B. Investment & Rent			
Interest Income - General	\$14	\$655	\$14
Daycare/School Rent	\$5,270	\$6,923	\$4,800
Building & equipment use	\$3,000	\$2,225	\$3,000
El Shadai New Hope Ministries	\$24,600	\$26,650	\$24,600
Subtotal - Rent & Other	\$32,884	\$36,453	\$32,414
TOTAL INCOME	\$279,634	\$278,941	\$277,264
BUDGET EXPENSES	2023 Budget	2023 Actual	2024 Budget
A. Pastor	\$116,690	\$116,695	\$116,690
B. Non-ordained Staff	\$95,133	\$93,083	\$94,212
C. Other Staff Expenses	\$11,988	\$10,677	\$12,190
Total Staff	\$223,811	\$220,455	\$223,092
D. Faith Commission	\$3,100	\$2,607	\$3,100
E. Nurture Commission	\$2,260	\$431	\$2,260
F. Life Commission	\$2,620	\$1,241	\$2,620
G. Stewardship Commission	\$700	\$600	\$700
H. Church Property	\$59,000	\$53,678	\$64,500
I. Administration	\$9,308	\$9,826	\$9,308
J. Per Capita Expense	\$9,638	\$9,186	\$7,238
K. Personnel Committee	\$500	\$0	\$500
Total Staff & Commission Expenses	\$310,937	\$298,022	\$313,318
Mission Expenses	\$0	\$0	\$0
TOTAL OVERALL EXPENSES	\$310,937	\$298,022	\$313,318
SUMMARY	2023 Budget	2023 Actual	2024 Budget
Total Income	\$279,634	\$278,941	\$277,264
Total Expenses	\$310,937	\$298,022	\$313,318
Net Income/(Loss) From Other Sources	\$0	\$1,492	\$0
NET SURPLUS/(DEFICIT)	-\$31,303	-\$17,589	-\$36,054