

January 26, 2025

# Annual Meeting Materials



*Beloved* Community

Beloved, let us love one another, because  
love is from God. - 1 John 4:7

**Reformation Lutheran Church**

102 West Rose Tree Road, Media, PA 19063

[relcmedia.org](http://relcmedia.org)

## Annual Congregational Meeting

January 26, 2025 – 12:00 pm

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### Agenda

Call to Order  
Opening Prayer  
Approval of Minutes of January 28, 2024 Annual Congregational Meeting  
Ministry Review  
Election of Council Members  
Election of Nominating Committee Members  
Ratification of Amendments to the Constitution and Bylaws  
Capital Campaign Update  
Report of the Treasurer  
Adoption of 2025 Budget  
Closing Prayer and Adjournment

In addition to this *Annual Meeting Materials* booklet please see the companion booklet, *2024 Annual Report*, which provides photos and stories highlighting the ministries at Reformation in 2024.

## 2024-2025 Officers of the Congregation

President .....	Debbie Conley
Vice President .....	Laura Reiter
Secretary.....	John Grantland
Treasurer.....	Marian Filtz

## 2024 - 2025 Congregation Council

Member .....	Term expires at the end of May of
Jamie Anderson* .....	2027
Eric Hathaway* .....	2027
Madison Benzing† .....	2025
Kaylee Troutman† .....	2025
Debbie Conley* .....	2025
Marian Filtz .....	2025
Laura Reiter .....	2025
Kristen Forster* .....	2026
John Grantland* .....	2026
Gabrielle Parker .....	2026
Pastor Eileen Ruppel-Doan	<i>ex officio</i>
Pastor Alina S. Gayeuski.....	<i>ex officio</i>

\* = currently serving second full three-year term

† = currently serving second 1-year term (youth)

# Minutes

## Annual Congregation Meeting - January 28, 2024

### Call to Order and Opening Prayer:

The Meeting was called to order at 12:00 pm by President John Grantland. He declared a quorum of congregation members was present. The Annual Report 2023 Booklet and Annual Meeting Materials was distributed to members. The agenda was printed on page 3 of the Annual Meeting Booklet. There were no objections to the Agenda and it was accepted. Pastor Alina Gayeuski opened the meeting with a prayer.

### Approval of the 2023 Annual Meeting Minutes:

President Grantland requested approval of the Minutes of the Annual Meeting held on January 29, 2023 on pages 6 and 7 of the Annual Meeting Materials Booklet. No corrections were raised. A motion was made, seconded, and approved to accept the Minutes.

### Ministry Review:

Pastor Eileen Ruppel-Doan and Pastor Alina Gayeuski highlighted the many blessings of newness and activity of the past and introduced a short video presentation of highlights in the congregation's life in 2023. They also thanked President Grantland and Council members for their leadership for the congregation in the past year.

### Election of Council Members:

The Report of the Nominating Committee on page 13 of the Annual Meeting Materials Booklet listed the following members who were nominated for Congregational Council for a three-year term beginning June 1, 2024 and ending May 31, 2027: Jamie Anderson and Eric Hathaway. The following members were nominated as one-year term Youth Representatives beginning June 1, 2024 and ending May 31, 2025: Madison Benzing and Kaylee Troutman. There were no further nominations. A motion was made, seconded, and approved. The slate was elected.

### Election of Nominating Committee Members:

The following members were nominated for election to the Nominating Committee for 2024: Joe Sena, Kris Hughey, Dave Smith, Jess Reitano, Andrew Marcus, and Joe Mirarchi. There were no further nominations. A motion was made to close the nomination. A motion was made, seconded, and approved. The slate was elected. President Grantland thanked all who served on the Nominating Committee and Church Council in the past year for their service.

### Approval of Amendments to Constitution and Bylaws:

President Grantland stated the last amendments to Reformation's Constitution and Bylaws occurred in 2012. Triennially the churchwide assembly provides recommended updates to the model constitution for action by congregations. Additionally, the congregation's bylaws have been reviewed and recommended updates have been provided to align our constitution and bylaws with current practices or for clarity. The proposed amendments were passed by Council at the November 2023 meeting as a recommendation to the congregation for action at this congregational meeting. Details were mailed to all voting members more than 30 days in advance and a forum was held. President Grantland thanked Dick Hughey and Kristin Gress for their help in this process. The proposed amendments appear on page 9 of the Annual Meeting Materials.

#### Constitution and Bylaw amendments that were approved at the 2013, 2016, and 2019 ELCA Churchwide Assembly:

These were presented as point 1 on page 9 of the Annual Meeting Booklet and require a simple majority for adoption. After President Grantland called for a vote, the congregation voted to approve the amendments.

#### Proposed amendments to the existing bylaws:

These were presented as point 2, letter A on page 9 of the Annual Meeting Booklet and require a two-thirds majority vote for adoption. After President Grantland called for a vote, the congregation voted to approve the amendments.

#### Proposed amendments to the existing constitution:

These were presented as point 2, letter B on page 9 of the Annual Meeting Booklet and require a simple majority vote at this meeting and ratification by a two-thirds majority at next year's annual meeting. After President Grantland called for a vote, the congregation voted to approve the amendments.

### Approval of Capital Campaign Projects:

President Grantland stated that in October 2023 the congregation launched a Capital Campaign to fund several projects for the future of our congregation. The \$500,000 goal will fund a new roof, a pavilion and fellowship space, and a reflection garden. To date, the church has received gifts and pledges of over \$435,000. Details were presented on page 10 of the Annual Meeting Materials. A motion to authorize the Council to act on all contracts related to the roof, pavilion/fellowship space, and reflection garden, as proposed, and funded by the

Life Abundant Capital Campaign was made, seconded, and approved.

### **Report of the Treasurer for 2023:**

The 2023 Treasurer's Report was presented on pages 14 to 17 of the Annual Meeting Materials Booklet. An opportunity was presented on January 21, 2024 for members to hear the detailed full report and to ask questions of the Treasurer. Treasurer, Marian Filtz, presented an overview of the 2023 Finances. Reformation was successful in achieving a break-even budget year. Total income was \$658,015 and total expenses were \$653,823. A planned transfer of \$5,648 was not necessary to break even. On the income side, giving provided \$482,546 toward the church operating budget and an additional \$140,340 to the community. Other income included \$73,266 in Rentals and \$24,480 in the Elwyn Contract; these other income sources are used to offset the cost of property and personnel not in the direct mission of the congregation. Reformation's \$140,340 of giving to the community includes \$21,839 in the Holiday Offering Fund, \$19,095 in Endowment Outreach, \$13,690 to ELCA World Hunger, \$62,560 to the Synod, \$15,526 to Special Offerings, and \$7,629 in Other Benevolence. The Holiday Offering Fund received \$21,750 while distributing \$21,750 with a final balance of \$3,830. Reformation's many Reserve accounts are being reviewed and consolidated for streamlined accounting while honoring donor intent. On the expense side, the largest category was Personnel followed by Property as in previous years. There were no extraordinary increases in any one area although there were increased expenses in electricity and property insurance. A motion was made and seconded to accept the 2023 Report of the Treasurer. The motion was adopted.

### **Adoption of 2024 Budget:**

The Budget for 2024 is printed on pages 18 to 19 of the Annual Meeting Materials booklet. An opportunity was presented on January 21, 2024 for members to hear about the proposed budget and to ask questions about it. Treasurer Marian Filtz presented the 2024 Budget which features a balanced budget of predicted income and expenses in response to the Stewardship results. She noted that there was a cell formula error for Total Personnel Expenses on page 19 in the 2024 Budget report in the Booklet. The correct amount was \$398,363, not \$407,463. Budgeted expenses will increase overall in 2024 by \$18,557 due to small cost of living increases for staff, unfinalized benefits data, and increases in Property-related expenses. Of note, the Synod Benevolence is now set at 10% of giving (as recommended by the Synod) and

will not include rental or contractual income as in years past. The effect is to lower the amount given to the Synod. Reformation had two Stewardship campaigns begin in the Fall 2023 which likely had effects on each other – the Capital and Annual Campaigns. The Capital Campaign had a highly successful start with \$435,932 pledged/designated as of 12/15/23 for the stated goal of \$500,000 in support of a new roof, outdoor pavilion and reflection garden. The Annual Stewardship campaign had 88 pledges with \$357,198 to the Annual Fund and \$42,390 to the Faith Engagement Fund. It is estimated that giving without pledges will be about \$111,742. The total expected from the Annual Giving campaign is \$511,330. Of note, 100 pledges were expected compared to the 88 received. The dual campaigns may have affected the number of giving units. After review of the Annual Campaign results by the Council, Total Income is budgeted at \$550,000 with \$500,000 to the Annual Fund and \$50,000 to Faith Engagement. This estimate is based on the fact that the number of giving units is the same as last year and the 12 “missing” pledges are from active giving members who may have been affected by the dual campaigns. Reformation's overall income trend year over year is solid and any income shortfalls can be balanced by transfers from available reserve funds. The year-over-year budgeted Total Income increase of \$4,894 is small. The challenge from the Treasurer is for members to keep up with the Annual Fund giving during a capital campaign to support the operating expenses of the church. The 2024 Income budget includes expected transfers of \$6,000 from the Endowment - New Programs Fund, \$2,422 from the Surplus Deficit Fund and \$10,000 from the Building Fund. President Grantland asked for any congregation member questions about the 2024 Proposed Budget. Marian Filtz and Pastor Alina answered questions regarding the purpose of the Faith Engagement Fund, the income sources used to define Synod Benevolence, and the appropriate levels of rental income from Reformation School. President Grantland called for a vote to approve the 2024 Proposed Budget. The congregation voted to approve the 2024 Budget. President Grantland thanked Marian for all her work in her first year as Treasurer.

### **Closing Prayer and Adjournment:**

President Grantland thanked all the members who attended the Annual Meeting and called for a vote to adjourn the meeting. A motion was made, seconded, and approved to adjourn the meeting. Pastor Eileen closed the meeting with a prayer. The meeting adjourned at 1:00 PM.

Respectfully Submitted,  
Laura Long Reiter, Secretary

## Congregational Statistics & Pastoral Acts

	2024	2023	2022
Baptized	517	510	494
Confirmed	435	426	434
Avg. Sun. Worship Attendance <sup>†</sup>	205	178	198
<b>Members Received</b>			
Baptism	11	9	3
Transfer/ELCA	4	0	5
Transfer/Other	2	0	1
Affirmation of Faith	12	17	8
<b>Members Removed</b>			
Death	5	6	12
Transfer	5	2	8
Other	0	2	2

\* **Voting** members are confirmed members. Such confirmed members, during the current or preceding calendar year, shall have communed in this congregation and shall have made a contribution of record to this congregation. Members of this congregation who have satisfied these basic standards shall have the privilege of voice and vote at every regular and special meeting of the congregation. *Constitution 8.02*

<sup>†</sup> Average Sunday Worship Attendance was calculated (on the basis of advice from the ELCA Office of the Secretary) by multiplying the average number of Sunday morning log-ins for online worship by a factor of 1.8. That number is then added to the in-person worship attendance for calculation of the average.

### Baptisms

4/7/24 Rhys Alexander Smicker  
 4/21/24 Dante Noah Neri  
 5/12/24 Gianna Marie Dolceamore  
 5/12/24 Gemma Ann Dolceamore  
 7/14/24 Grant Patrick Zamonski  
 8/4/24 Ozzy Ford Norton  
 8/4/24 Bree Dominique Norton  
 10/27/24 Claire Lauren Rozek  
 11/10/24 Quinn Constance Bagosy  
 11/10/24 Brooks Charles Bagosy  
 12/15/24 Rosalinda Torres

### Funerals

3/25/24 Suzanne Mowbray\*  
 4/6/24 Richard Haines\*  
 5/20/24 Wharton Jesse Hirst  
 6/8/24 George Snoke\*  
 7/26/24 George Niskala\*  
 8/5/24 Catherine Lorenski\*  
 8/12/24 Lynda Herendeen  
 9/12/24 Margie Gibson  
 9/20/24 Janice Rae Stephenson\*  
 9/20/24 Andrew Stephenson\*  
 11/10/24 Thomas Gibson  
 \*Non-Member

11/3/24 Sandie and Mark Fenton  
 11/3/24 Eden, Mae, and Lucy Copeland

### Weddings

5/26/24 Rachael Smith\*  
 & Hunter Jones\*  
 \*Non-Member

### Confirmations - 10/20/24

Elle Brooklyn Bumsted  
 Leonardo Benjamin Foti  
 Kian Ronald Perry  
 Anderson Joseph Smith

### First Communion

1/28/24 Victoria Selby  
 4/7/24 Harper Ferentz  
 6/2/24 Brianna Marcus  
 10/27/24 Audrey LeGrand  
 10/27/24 Parker LeGrand

### Bible Presentations – 3/10/24

Harper Ferentz  
 Patrick Semo  
 Bryson Lesser  
 Rowan Caruso

### Received into Membership

3/10/24 Lisa McHugh  
 3/17/24 Ken Rowland  
 3/17/24 Michele, Frank, Erin, and Alex McGugan  
 10/27/24 Beth and Laird Hariu

## Proposed Amendments to the Constitution and Bylaws

To view the full constitution, please visit [relcmedia.org/constitution](http://relcmedia.org/constitution).

The following amendments were passed at the last congregational meeting and must be ratified with a two-thirds majority vote at this meeting:

- A. Proposed Amendments to the Constitution:
1. C11.02. – changing the limitation on the permitted consecutive one-year terms of the president, vice president, and secretary from 2 to 3 and changing the length of the term of the treasurer from one year to three years.
  2. C11.03. – limiting the treasurer to serving no more than two consecutive three-year terms (RLC C&B prior to 2012 limited the treasurer to three consecutive one-year terms; in 2012 limitations were removed).
  3. C12.05.c. – changing the limitation on the Council from entering into contracts greater than \$10,000 for items not included in the budget to “5% of the prior year’s total income or \$25,000, whichever is greater.”
  4. C13.01. – changing the wording to state that all pastors and deacons under call to the congregation shall be part of the Executive Committee.
  5. C13.08. – changing the wording to state that all pastors and deacons under call to the congregation shall be *ex officio* members of all committees.
  6. C13.08. – removing the words “except the Nominating Committee” which currently precludes the president from being a member of that committee (this change would be consistent with our current practice).
  7. C13.08. – changing “pastor” to “pastor(s)/deacon(s)”.

## Capital Campaign

In October 2023, we kicked off our capital campaign for a new roof, a reflection garden, and a pavilion and fellowship space.

With thanks to the abundant generosity of the congregation the campaign totals as of December 15, 2024 are below:

**Pledges: \$445,917.00**

**Funds Received: \$350,198.02**

Costs of projects complete or in process:

Fence	\$9,500.00
Engineering Prints	\$1,250.00*
Permits	\$11,303.50
Roof/Gutters	\$137,047.74*
Storm Drain	\$2,673.00*
Bricks/Walkway	\$3,500.83*
Pavilion	\$68,474.21*
Foundation	\$49,800.00
Rain Garden	\$1,300.00*
Fire Pit	\$823.12
Benches	\$4,000.27*
Other Expenses	\$16,491.35
<b>Total Expenses</b>	<b>\$306,164.02</b>

\*Indicates project still in process

Special thanks to all our volunteer leaders for helping to make these projects a reality, especially Dave Chorney and Dick Hughey, and the Eagle Scouts whose projects enhanced these spaces, Aidan Riley, Griffin Barrett, and Robert Schaub.

Thank you, also, to our contractors who have made these projects successful: AMDG, Walsh Landscaping, Pencroft, Penn Valley Stone & Brick, Devito Brothers, and Catania Engineering Associates, Inc. (especially Kristen Forster).

Learn more about all these projects and help us achieve our goal at [relcmedia.org/lifeabundant](http://relcmedia.org/lifeabundant).

## Property Ministry

It was another busy year on the property! Below is a list of completed projects and anticipated upcoming projects.

### Completed Projects:

- Simple Access system installed on front main entrance
- Carbon Monoxide detectors installed throughout the lower level
- Complete new roof and gutters
- New doors to the entrance of Creighton Hall installed and painted
- Repair to fence along the back of the property
- New kitchen counter installed in the Community Room Kitchen
- New Fire Pit installed in the field (Eagle Scout Project)
- Pews removed from the balcony and chairs put in place
- Painting and staining completed in the sanctuary
- HVAC unit replaced for office
- Pavilion pad poured and pavilion installed
- New brick walkway laid
- Rain garden planted
- New metal grate for outside drain area installed
- Little Music Library and new picnic tables (Eagle Scout Project)
- New convertible benches for the pavilion (Eagle Scout Project)
- New indoor directional signs
- Boiler repairs

### Upcoming tasks

- Storm drain work
- Reflection Garden
- Outside directional signs
- Updating elevator phone system to cellular

Many thanks to all of our volunteers and contractors who help to make all of this work possible!

## Endowment Ministry

This is the Endowment Committee report for the fiscal year 2024. During the year (October 1, 2023 to September 30, 2024) a total disbursement of **\$60,945** was made from the various sub-accounts of the Endowment Fund.

Since the revision of the Endowment Fund By-Laws on January 30, 2000, the Endowment Fund has disbursed a grand total of **\$732,878**.

The total market value of the Endowment Fund as of September 30, 2024 is **\$810,850**, an increase vs. 2023 of **\$176,843**. This includes **\$81,744** which is being held in Endowment as part of the Capital Campaign. In addition, the Total Return generated from interest, dividends, and realized capital gains and losses for the period of October 1, 2023 to September 30, 2024 was allocated to the various sub-accounts of the Endowment Fund. As a result of the allocation of the Total Return and the distribution of funds from the Accounts, the following balances as of **September 30, 2024** are available for the Endowment Fund Accounts:

Program Account	<b>\$19,029</b>
Capital Improvement Account	<b>\$104,816</b>
(incl. \$81,744 from Capital Campaign)	
Outreach Ministry Account	<b>\$29,090</b>
Investment Account	<b>\$657,915</b>

These reserves add to a total of **\$152,935** in support of the ministry of Reformation.

In addition to the Endowment, this same committee also administers the Reinhard Seminary Scholar Fund (**\$61,651**), Moser Education Fund (**\$177,659**), and Leibig Music Scholar fund (**\$53,044**).

Trustees of the Endowment Fund for 2024 were:

Andrew Marcus, Chairperson (2<sup>nd</sup> term, expires 1/25)  
Adam Fernandez, Trustee (1<sup>st</sup> term, expires 1/26)  
Nadine Gruhn, Trustee (1<sup>st</sup> term, expires 1/27)  
Christina Selby, Secretary (2<sup>nd</sup> term, expires 1/28)  
Brett Conley, Treasurer (2<sup>nd</sup> term, expires 1/29)

Andrew Marcus, Chair



## Reformation Nursery School

The Nursery School has continued at full capacity this year. Amy Bevan is in her 2nd year as solo director. This is her 7th year in the director position.

We have 69 students enrolled in our Nursery School program and 20 students in our After-K program. The Lunch Bunch program this year has been very successful; we have seen an increase in numbers on Tuesdays and Thursday's attendance.

The Nursery School/After-K Program continues to thrive! We have a lot of interest in registration for the upcoming year.

### Special events and activities:

- Outdoor Halloween parade
- Thanksgiving Feast for 3 and 5 Day Classes
- Christmas Sing-along done by individual classes
- Visit by Santa
- Holiday parties throughout the year

### Financial:

- Nursery School contributed \$29,522 in rent payments to the church.
- Nursery School ended the year (June 30) with a surplus of \$15,716. Money was distributed to our Reserve accounts.

### Staff Members:

- Amy Bevan, Teacher- 10 years; Director- 7 years
- Maureen Buckson, Teacher- 3 years
- Jean Clarke, Teacher - 34 years (retired substitute)
- Marge Schaefer, Teacher- 23 years
- Cindy Creamer, Teacher Assistant- 7 years
- Erin Hayes, Teacher-4 years
- Rina Kenney, Teacher- 2 years
- Carrie Titter, Teacher- 1 year
- Lisa Ballard, Lunch Teacher- 1 year
- Margaret Slattery, Lunch Teacher- 1 year

Amy Bevan, Director

## Stay and Play

Stay and Play is celebrating 35 years of operation. Our enrollment is currently 87 students We are licensed by PA Department of Human Services and The Delaware County Department of Health. We provide care to students in grades Kindergarten - 5th.

**Leadership and Staffing:** Marion Boas is in her 2nd year as director. Marion Boas, Director (16 yrs), Lori Brown, Teacher (2 yrs), Diane Bullen, Substitute (31 yrs), Jennifer Craft, Teacher (1 yr), Alyssa DeEugenio, Aide (1 yr), Sara Dolan, Teacher (2 yrs), Charlotte Kershaw, Aide (1 yr), Danielle Novino, Teacher (4 yrs), Bessie Rothwell, Teacher (1 yr), Sherry Voorhees, Teacher (12 yrs)

**Special events and activities:** Special Performance by Musicopia, Visit from Sunshine Ice Cream Truck, walking trip and creek exploration to Rose Tree Park, Family Breakfast, Bingo Night Fundraiser, special performance by Magician Rick DZ.

**Service Learning:** We will be collecting items for Fair Acres from their "wish list." The students will make handmade Valentines cards to accompany the items. Our 4th & 5th graders will once again prepare meals for Caring for Friends.

**Capital Improvements:** This summer we made the following capital improvements: New sink and backsplash installed in the Community Room kitchen. Repairs to the swing arm gate. Repairs to the side fence that was damaged in a storm. Repair of broken windows and lattice on the Stay and Play shed. Removal of a dead Azalea bush outside front entrance of Stay and Play. Some of the above capital improvements along with items on our summer maintenance list, were completed by church volunteers. Those volunteers include John Berberich, Jim Gayeuski, Bill Grauer, Ron Fender, and Dave Smith.

**Financial:** Stay and Play contributed \$43,200.66 in rent payments to the church in 2024. Current tuition rates are \$11.00/hour. Since our inception, Stay and Play has always charged an hourly rate. Beginning in September 2025, we will be switching to a set rate of \$10 per AM session and \$20 per PM session. Transitioning from an hourly rate to a set rate has been a huge undertaking; however, it is something we feel needs to be done to better our tuition collection methods.

Marion Boas, Director

## Nominating Committee

The Nominating Committee, comprised of Joe Sena, Kris Hughey, Dave Smith, Jess Reitano, Andrew Marcus, and Joe Mirarchi presents the following nominees for the 2025 Nominating Committee: **Bev Norton, Ron Brzowski, Adam Fernandez, Marilyn Berberich, Cindy Lighton, and Sarah Bocian.**

The committee presents the following persons for election to Congregation Council for terms beginning June 2025:



### **Laura Reiter | Nominated for a second three-year term**

Laura Reiter is a long-time member of Reformation who lives in Swarthmore with her husband Jake and dog Jenny. Over the years, Laura has been active in church life including Sunday School, VBS, Education Committee, Youth Committee, Church Library, Book Club and more. Laura is retired from her job in Career Development and Employer Relations at Haverford College. She loves to spend her time reading new books, gardening, quilting, watercolor painting and visiting her now -grown children's families in Virginia and Colorado.



### **Marian Filtz | Nominated for a second three-year term**

Marian has been a member of Reformation for over 30 years. She is married to Larry and has two adult children, baptized and confirmed at Reformation, Jim and Mariel. Marian has participated in a variety of church initiatives including the Council, Breakfast Club, and Vacation Bible School. She currently serves on Mutual Ministry and Personnel Committees. She likes to sew and is making dresses for the Dress a Girl ministry. She has lost track of the number of prayer shawls she has made and given. She is currently the President and CEO of KenCrest, a Lutheran affiliated agency serving children and adults.



### **Jameson Troutman | Nominated for a first three-year term**

Jameson Troutman has been a member of Reformation for almost 20 years with his wife, Jen and their 2 kids, Tyler and Kaylee. He has served as the treasurer of the Reformation Schools in the past, works the sound board, has been a confirmation mentor, co-leads with Jen our high school Sunday school class called Breakfast Club and has supported various other ministries over the years. Outside of Reformation life, Jameson works for JPMorgan Chase as the head of product for small business. When he is not working, he likes to spend time with his family including his 2 dogs, play golf, work in the yard and watch college football.



### **Chase Perry | Nominated for a first three-year term**

Chase, a central New York native, attended Alfred University for ceramic engineering. For over a decade, he's been a technical service engineer at Chemours. Married to Megan since 2003, they have two kids – Kian is in high school and Brynn in middle school. They moved from North Carolina to Woolwich Township, NJ, in 2021. Chase enjoys watching the Philadelphia Union, camping with his family, and leading Scouts BSA.



### **Evie Fernandez | Nominated for a first one-year term (youth representative)**

Evie Fernandez (she/her) is a sophomore at Strath Haven High School, where she enjoys marching in the band, participating in reading olympics, as well as writing, taking pictures, and editing for the newspaper and yearbook. At home, she loves listening to music, baking, and reading. She's been at Reformation as a member for all 15 years of her life, and is a nursery substitute and a Sunday School teacher for the Pre-1st grade group.



### **Lindsay Lighton | Nominated for a first one-year term (youth representative)**

Lindsay Lighton is a sophomore at Great Valley High School. She enjoys participating in various art classes, the Bella Voce women's choir, Stage Crew and Girl Scouts. She is also a member of National Tri-M Music Honor Society and the National Art Honor Society. Lindsay is in the planning stages and hopes to achieve her GS Gold Award within the next 2 years, which involves painting a mural to bring awareness to the decline of the arts in public schools.

# Treasurer's Report

## Introduction

This is my second year as Treasurer. I am working to establish the routines which will make the position of Treasurer as easy for the next person as Tom Conroy made it for me. I am adding to his legacy with Council participation, the routines and documentation to improve on a solid base. One of my goals is to make the financial report accessible to many interest levels and also welcoming to those of you who are new. So you will start to see more graphical representations of the numbers. I hope you will feel free to comment on those. I would be remiss if I did not comment on the work of Christine Corson. She has solid skills in finance management, diligent, accurate, on time work product, and is an outstanding communicator. She makes everything in this report possible.

The word for last year in my head was amazing generosity. And this year the word is incredible generosity.

## Summary

We are in a solid position. Each year we plan a balanced budget based on estimated giving. Each year we estimate expenses with two lead categories: personnel and property. Of those two, property is the only variable one. In terms of personnel, our philosophy is to pay within the norms, neither leading or lagging the pay of other churches. As with any nonprofit, we make our capital/building improvements two ways. For smaller projects, we try to work into the annual budget and reserves. The larger ones we fund with capital campaigns. Also, not unlike other nonprofits, we have an endowment. Those funds are managed within the congregation by an Endowment Committee which reports to the Council. Their report is on page 8.

Of importance every year is to celebrate the good works of our congregation in our faith community, in our neighborhood and in the world around us. We can measure this from many ways but my role is the funding.

## Highlights of 2024:

### Giving

We estimated the total giving, pledges, plate and faith engagement at \$552,000

Our actual giving came in at \$552,681. The total to tithe to the Synod was estimated at \$550,000. Actual for the synod tithe was \$548,454.

### Synod Benevolence

We made the planned gift which was slightly higher than if we based our gift on the Synod worksheet and actual giving.

### School expense

This past year, we began the work to evaluate the structure of the school and the work to do a deeper dive into the expenses and fees. The school board has made some decisions and the implementation of those will begin in 2025, so the budget income and expenses in this area are as planned.

### Expenses

Property was the usual cost overrun this year. Of note was air conditioning and the doors to Creighton Hall. The doors were replaced. Over the last two years, we have replaced two of the 19 air conditioning units. The current cost per unit is about 12K. Given the life of these units, it is likely that these will fail and the units are not on a replacement schedule at this time. The purchase of insurance for nonprofits, which includes churches, is a challenge. We are gifted with members who know how to evaluate policies and get the coverage we need and can afford.

Of note is that we changed our practice regarding snow removal. We have a new vendor with a better business model of prepaid annual removal rather than per event.

**Fund transfers**

To balance the budget, we had three planned transfers for a total of \$18,422, the final transfers were less than planned at \$6,881 and are as follows:

\$3,000 from Endowment - New Program

\$3,881 from Surplus/Deficit

**Congregation Benevolence**

In addition to the Synod, this congregation has acknowledged the needs of our community and the world this year including this financial support of \$130,000 to over 40 ministry partners. Contributions are detailed as follows:

<b>Purpose</b>	<b>Amount</b>
Synod Benevolence	\$56,800
Local Support	\$43,092
Global Support	\$30,894
<b>TOTAL</b>	<b>\$130,786</b>

Recipients Include: Bear Creek Camp, Faith-Immanuel Lutheran Church (East Lansdowne), ReconcilingWorks, DCSPATF, Delaware Conference, Lutheran Settlement House, KenCrest, Lutheran Advocacy Ministry in PA, PA Interfaith Power and Light, UDTJ, Grace Lutheran Church (Broomall), Domestic Abuse Project of Delaware County, Chester Eastside, Inc., Feast of Justice, Lutherans Restoring Creation, Making a Change Group, Media Fellowship House, Media Rotary, First United Methodist Church of Media, UPT Elves, NAACP, Providence Animal Center, Volunteer English Program, Lutheran Disaster Response, The Well, Lutheran Congregational Services, Cradles to Crayons, Upper Providence Police, The Welcome Church, CAADC, Rose Tree Fire Co., Media Fire Company, Caring for Friends, United Lutheran Seminary, First Place Swarthmore, Pangani Lutheran Parish, Evangelical Lutheran Church of the Reformation in Beit Jala, Interfaith Philadelphia, ELCA World Hunger, Southeastern Pennsylvania Synod.

The Congregational response to the Holiday Offering Fund contribution holidays was also quite impressive in replenishing the fund for matching of appeals generated in 2024. Please note the Holiday Offering Fund current state after at year end:

Beginning Balance	\$3,017
Contributions in 2024	\$27,369
Distributions in 2024	\$16,883
<b>Ending Balance</b>	<b>\$13,503</b>

## Capital

Our capital campaign has specific estimated costs to fund these projects. Our campaign is a three year overall spending strategy.

The overall goal is \$500,000. The pledges to date are \$445,917. Cash received to date is \$311,438.

1. Replace the roof related requirements like new gutters
2. Install the pavilion
3. Memorial garden

The details on this spend are included on page 7 of this report.

## Highlights of 2025 Budget:

### Giving

Again this year, this congregation is offering wonderful support. The only estimate of note is plate giving which is now the average of the last two years. The worksheet for our estimates is included with this report.

## Annual Stewardship Results (as of 1/5/25)

	2025	2024	2023
Total Pledged Commitments	82	92	100
Total Pledged \$ to Annual Fund	\$366,144	\$366,348	\$385,265
Total Pledged \$ to Faith Engagement	\$56,659	\$37,387	\$49,011
Estimate of giving without pledge	\$143,474	\$106,6868	\$103,662
<b>TOTAL</b>	<b>\$566,227</b>	<b>\$531,271</b>	<b>\$545,107</b>

**Of the 82 pledges:** 45 increased, 7 decreased, 20 stayed the same, 10 new

### Synod Benevolence

Again the estimate is based on the tithe at 56,600. We have set Synod benevolence based on the synod's request, 10% of actual benevolence to Reformation.

### School

Acknowledging the school board's decision to operate as one entity, you will now see school expenses represented that way. There is no separation of expenses into Stay & Play and Nursery School. The line which you see called rental/contractual includes the rent of space, housekeeping and maintenance, the cost of utilities, insurance, and administrative/office support to the school. So rather this is an expense offset, not a source of income or just space.

### Church Expenses

We look at all the expenses in every category similar to business zero based budgeting. Council has reviewed all the personnel costs in detail and recommended the compensation changes. Most notable changes include the new snow removal plan which will even out our expenses. We will not have any unplanned expenses using this approach.

**Fund transfers**

Given the generosity and the estimated needs, we expect to make some transfers less than planned or actual in 2024.

Expected transfers are:

\$2,000 - Surplus/Deficit Reserve

\$4,362.32 - Building Fund Reserve

**Capital**

This year we will complete the roof work and target the development of the reflection garden project. We may have some funds remaining with some critical capital needs pending as noted under property expense.

Marian Filtz, Treasurer

<b>2024 Budget and Actual - 2025 Proposed Budget</b>			
	<b>Annual Budget</b>	<b>Actual YTD</b>	<b>Recommended</b>
	<b>2024</b>	<b>2024</b>	<b>2025</b>
<b>Current Fund Income</b>			
Current Fund			
Envelope Giving	\$500,000.00	\$504,905.79	\$510,000.00
Faith Engagement Fund	\$50,000.00	\$43,549.67	\$57,000.00
Credit Card Fees Offset Donations	\$200.00	\$304.80	\$250.00
Plate Collections	\$2,000.00	\$4,227.83	\$3,000.00
Banking Income	\$500.00	\$1,093.00	\$1,000.00
Miscellaneous	\$300.00	\$581.88	\$300.00
Transfer from Endowment New Program	\$6,000.00	\$3,000.00	\$0.00
Transfer from Surplus/Deficit	\$2,422.60	\$3,881.36	\$2,000.00
Transfer from Building Fund	\$10,000.00	\$0.00	\$4,362.32
Total Current Fund	\$560,898.00	\$561,544.33	\$577,912.32
<b>Rental/Contractual Income</b>			
Rental Income	\$3,700.00	\$5,510.00	\$4,500.00
Elwyn Income	\$24,480.00	\$24,480.00	\$24,480.00
Rental Income-Nursery School	\$28,834.85	\$29,521.54	
Rental Income-Stay and Play	\$42,170.55	\$43,200.69	\$76,486.68
Total Rental/Contractual Income	\$99,185.40	\$102,712.23	\$105,466.68
<b>TOTAL INCOME</b>	\$660,083.40	\$664,256.56	<b>\$683,379.00</b>
<b>EXPENSES</b>			
<b>Current Fund Expenses</b>	<b>Annual Budget</b>	<b>Actual YTD</b>	<b>Recommended</b>
	<b>2024</b>	<b>2024</b>	<b>2025</b>
<b>Personnel</b>			
Total Personnel	\$395,363.00	\$392,781.00	\$406,834.00
<b>Reimburse. of Staff Expenses</b>			
Total Reimburse. of Staff Expenses	\$6,150.00	\$5,860.79	\$6,150.00
<b>Administrative Expenses</b>			
Total Administrative Expenses	\$35,850.00	\$37,660.86	\$36,350.00
<b>Eco. Ministry</b>			
Total Eco. Ministry	\$500.00	\$389.31	\$500.00

<b>Education Ministry</b>				
Total Education Ministry	\$6,500.00	\$5,032.08		\$5,950.00
<b>Marketing and Growth Ministry</b>				
Total Marketing and Growth Ministry	\$5,850.00	\$5,745.59		\$5,850.00
<b>Finance Ministry</b>				
Total Finance Ministry	\$2,700.00	\$2,756.93		\$2,700.00
<b>Global Mission Ministry</b>				
Total Global Mission Ministry	\$100.00	\$183.29		\$100.00
<b>Hospitality/Fellowship Min.</b>				
Total Hospitality/Fellowship Min.	\$2,200.00	\$1,261.66		\$1,450.00
<b>Property Ministry</b>				
Total Property Ministry	\$133,320.00	\$137,254.62		\$139,770.00
<b>Community Action</b>				
Total Community Action	\$3,675.00	\$2,238.66		\$3,675.00
<b>Stewardship</b>				
Total Stewardship	\$1,500.00	\$1,354.13		\$1,500.00
<b>Wellness Ministry</b>				
Total Wellness Ministry	\$250.00	\$289.11		\$250.00
<b>Worship and Music</b>				
Total Worship and Music	\$16,200.00	\$15,483.96		\$13,800.00
<b>Youth Ministry</b>				
Total Youth Ministry	\$2,150.00	\$664.49		\$1,900.00
<b>Church-wide Benevolence</b>				
Total Church-wide Benevolence	\$55,300.00	\$55,300.08		\$56,600.00
<b>TOTAL EXPENSES</b>	\$667,608.00	\$664,256.56		\$683,379.00