Annual Report 2022

NORTHERN LAKES COMMUNITY CHURCH, PC(USA)
5444 Herkner Rd. Traverse City Michigan 49685 231 935 4556



Love God W Love Neighbors W Love Ourselves

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Pastor's Annual Report (2022) How grateful it has been for the year of 2022 at)

The year of 2022 has gone by so fast that I am suddenly finding myself at the doorstep of the new year of 2023. It may be the case that I have been so busy that I lost track of my own time this past year, but it also suggests that my time may have been well spent and abundantly blessed.

Why?

Because I've been learning to trust more in God who is in full control of everything I have done. It's not that I didn't need to worry about anything. In fact, there have been many times that I was a little too anxious and at a complete loss about what to do next, but I quickly learned to turn to God and rely more on God's directions, as the scripture in 1 Peter 5:7 has kept reminding me to "cast all my anxiety on GOD who cares for me."

Our church has also had similar experiences this past year. We have surely turned to God and asked HIM for comfort and peace when we lost our loved ones, for healing and wholeness when we received troubling reports that some of us and our loved ones have terrible illnesses, for guidance and direction when our work of creating a new preschool for the local community was stalled for various reasons, and for God's provision when we felt that no way we could make it financially this past year. By the grace of God, yes, our prayers have been answered. Even if some of the answers were not exactly what we wished and wanted, we have been, still, abundantly blessed by God's presence and work in and through



NLCC. So, first, I'd like to give God all our thanks, praise and honor.

The big question is if we could do it again in the new year of 2023.

Could we be faithfully trust in God who is in full control of all our lives and all that we would do?

Could we stay in faithful and loving relationship with God, and pray constantly and rely on HIM fully every day of our lives in this new year?

Could we stop worrying about whatever problems we are facing right now, and live each day the best we can as if it is the last day of our lives we're given on earth as a gift from God?

I believe such living will make a difference in our future lives and all that we will do in every day of this new year. At sometimes, even though it may not look like an answer that we would want to hear, I know that God will be there with us and walk with us at every step of the new way, and that all our lives and all our ministries of Jesus Christ through NLCC will be, once again, fully and abundantly blessed.

May God continue to bless NLCC in every new day of 2023! Sam



GROUNDS/EXTERIOR:

- Great progress has been made this year. The flower gardens are "Beautiful" this year.
- · We all must thank the volunteers of our Garden Committee for their outstanding efforts.
- The islands in the parking are looking great, trimming of trees and brush, lawn is gaining and looking better.
- New Solar front entrance light.
- Furnace chimney repaired with new exhaust/air intake pipe.
- All the window trim and building trim painting completed.
- Our shed relocated for preschool project.

Next Year: Relocate Sign on N. Long Lake Rd; Finish clearing brush and stumps in front property on Herkner Rd; Prep for preschool as needed; Parking Lot sealed/repair.

Sign at fire hydrant needs replaced – Sign is faded out.

BUILDING/INTERIOR:

This year we had the furnace inspected and determined it didn't need replaced., I researched and found the furnace is still being marketed and parts readily available.

NOTE: After the inspection, it was found an ignition component needed replaced. I spoke with the technician about the furnace and we both concluded there was no reason to replace the unit. The commercial furnace is still current.

NOTE: To purchase a replacement is in the \$10 K - \$15 K+ range.

Replacing Emergency Lights - in the Sanctuary.

Relocated camera for transmitting Church Services to a much better location.

Lighting added to illuminate the front area where the Paster stands to increase his visibility on camera.

Fire alarm, sprinkler system, and extinguisher inspections completed. Any problems found resulting from inspections were corrected and completed.

PRESCHOOL PROGRESS: Assisting in the planning for our school as needed. We applied for a variance for mechanical area. Marked out fence area for play area. Selecting the fence and getting quote for installation. Much more to go. We waiting on results for State Inspection on out facilities.

Any questions feel free to ask.

Submitted by:

Neal Horning



Loving Neighbors Preschool - Annual Report:

Our Mission Statement: Loving Neighbors Preschool encourages children and families with educational, physical, emotional, spiritual and social development in their important formative years.

•Scope: Loving Neighbors Preschool will provide full time daycare to children from ages infant to 5 years.

We will be offering care for 4 infants and approximately 30 preschool age children. The preschool will be located in the newer portion (education wing) of our building. A fenced in playground will be added to the north side of that building.

- Building Updates: Fire inspection report identified required building updates that will begin after clarifying requirements for the basement. Sam, the Fire Inspector and our architect have submitted a request for an exemption to full drywall on the basement ceiling. Architect is also working on costs for the remainder of the modifications to help to better understand costs of the project.
- Zoning: A Special Use Permit was submitted to Garfield Township in October. The township presented it to the community at the November 9, 2022 meeting. Final approval is expected at their <u>January 11, 2023</u> meeting.
- Fundraising: The Presbytery has committed \$50k towards this project. We've also received funds from Elk Rapids Presbyterian Church (\$5k) and the Rosemary Roberts Fund (\$4.9k). Additionally our community fundraiser has raised over \$41.9k so far....with funds still coming in from that source. Total funds as of December 11, 2022 \$101,317
- Estimated Opening Costs Needed: \$144,000 (billing updates, supplies&, playground, and staff salaries prior to opening)
- Licensing: First steps towards licensing completed in November.
- Desired Open Date: TBD!



The cleaning Team

Megan Woolcott, Josh Kent & Samantha Wagner

Josh has retired from doing the floors and Samantha Wagner has stepped in to replace Jos.

Samantha does the floors each week and Megan cleans and sanitizes the surfaces such as the chairs after worship on Sunday. At the end of the week she then does a deep clean of bathrooms, kitchen and surfaces.



2022 REPORT FROM THE CLERK OF SESSION

CLERK'S REPORT 2022

I can only give you a birds-eye view of everything the Clerk does for session.

The primary role of the clerk of session is to maintain and preserve the records of the church, including the minutes of session and congregational meetings, and the rolls and registers. Clerks may assist the moderator in docket preparation or serve as a sounding board for the moderator. An important role of the clerk is to assist the moderator by keeping the moderator informed and providing information to the pastor as requested. Other assistance will be determined by the relationship between the pastor and the clerk and by the needs of the moderator.

RESPONSIBILITIES AT A GLANCE

- 1. Keep a full and accurate record of the proceedings of the session (G-3.0107 and G-3.0204).
- 2. Keep the roll of session membership and attendance (G-3.0104).
- 3. Arrange for the careful preservation of session records, making recommendation to the session for the permanent safekeeping of its records (G-3.0104 and G-3.0107).
- 4. Furnish extracts from the minutes when required by another governing body of the church (G-3.0104).
- 5. Maintain and preserve rolls and registers required of session (G-3.0204a and b). (See Rolls and Registers, pages 9-12).
- 6. Be responsible for the preservation of the records of the Board of Deacons and the Board of Trustees (G-3.0204).
- 7. Be familiar with the responsibilities of the session as described in the Book of Order (G-3.0201).
- 8. Notify the session or congregation of special meetings, describing accurately the business that will be transacted. Adequate public notice of all congregational meetings shall be given. Congregations shall provide their own rule for minimum notification requirements and give notice at regular services of worship prior to the meeting (G-1.0501 and G- 1.0502).
- 9. Be sure that the annual statistical form and Annual Clerk's Questionnaire (see page 13) requested by the General Assembly is completed accurately and reported to the PC(USA) by the deadline noted. Also, be sure to return other paperwork requested by the stated clerk to the Presbytery office by the deadline noted.
- 10. Submit the session minutes book to the Sessional Records Committee for annual review. A letter will be sent to each clerk of session annually which provides instructions for this review. The checklist may be found in Appendix C, pages 16-18. (G-3.0108a)
- 11. Serve as secretary for meetings of the congregation (G1.0505, G-3.0204), seeing that the minutes are appropriately read and approved by the congregation prior to the adjournment of the meeting, or by the session at its next stated meeting, and are inscribed in the permanent session minutes book. (See Congregational Meetings, pages 7-8)
- 12. Bring all official correspondence to the attention of the moderator and the session, and respond as directed by the session.
- 13. Keep a list of unfinished business, including all matters referred to a committee or a staff member for later report to session, and remind the appropriate person(s) if not reported expeditiously.
- 14. Be prepared to respond to questions of procedure in meetings if requested in consultation with the moderator.
- 15. Receive and submit communications from/to other governing bodies.
- 16. Respond to all information requests from the stated clerk.
- 17. Assist the moderator in preparing the agenda for session meetings, as requested.
- 18. Be available to assist the session moderator in church officer training when requested.
- 19. If requested and in consultation with the moderator, prepare a statement of highlights of session actions and reports following the meeting for information for the congregation.
- NOTE: Confidential matters should not be included.
- 20. Perform other such duties as may be assigned by the moderator or the session

It would fake about 10 more pages to know what Sue Fink our Elder accomplishes each year for NLCC.



Notes to the congregation, Zoom, Facebook, Twitter, news media, tv, radio, Instagram & website have all been used in communicating with and for the congregation of events, plus the annual report each year.

Updated You Tube Streaming

Weekly News Blast and monthly newsletter

to the congregation, using Mail Chimp.

Respectively submitted by

Pat Thompson, Communications

Team: Penny Schmidt, Lori Thompson, Steve Kellman

Administrative Staff

Lori, Pat Thompson & Penny Schmidt



Mission &. Vision Report 2021 Love. Grow. Serve.

Mission/Evangelism Ministry Team Annual Report:

- Generations Ahead: December 2021: Our church family supported a young family from the Generations Ahead program in a big way. We filled an SUV to the ceiling with gifts for the parents and their children. The folks at GA were shocked when we dropped off all of these gifts! October 2022 we responded to a request for baby supplied from the GA folks. We are sponsoring a young family again in December 2022. Praise God!
- Safe Harbor: Our church shared our volunteer week with Bethlehem Lutheran in February 2022. Our dinners were delicious and appreciated and we were able to fill all of our volunteer spots! We helped serve/minister to over 60 guests per night. Our 2023 commitment is in February again. This ministry truly allows us to develop relationships and help our community.
- Love Your Neighbors Fund: We moved our giving away from Redeemer Lutheran's food bank to our own Loving Neighbors Fund designed to allow folks to donate to help our church family and others who approach NLCC for assistance. This new focus supports our desire to establish lasting relationships in our community.
- Prison Ministry: Neil Horning, Joe Schmidt and Sam Jun have been visiting our local prison, when permitted.
- Christmas Caroling Evangelism: In December 2021 we planned to carol in nearby neighborhoods to both spread good cheer and encourage folks to head over to NLCC for more fellowship, faith and love. We ended up going out 2-3 times due to weather. We did spread good cheer! In December 2022 we will carol once to the neighborhood across the street from our entrance. We are also holding a caroling evening with soup, chili and song, where we will be encouraging visitors to attend!

Praise God for All the Wonderful Ways He Blesses Us!

Julie



2022 Annual Financial Report from the Financial Ministry Team. Elder Gary Baillod (chair), Elder Sue Fink, and Elders Joe Schmidt and Bob Thompson

The annual payroll tax returns, W-2's, W-3's, 1099 and 1098 and Annual Michigan Withholding. were prepared by the accounting firm of Seman, Brown, & Brown and they will prepare this year's annual returns again. The firm principals Laura Brown and Rebecca Brown are Donna Nelson's daughters. They do this at no charge to our church. NLCC opened a checking account and started recording transactions for Loving Neighbors Preschool. Gary is working with the Preschool Ministry team on start-up cost estimates, timelines, and projections. The Preschool is a separate `Fund' of Northern Lakes Community Church under the corporate structure of the church. A separate accounting system has been added on the Church computer and preliminary statements have been provided to the start-up team.

On behalf of the Finance Ministry team, Pat Thompson negotiated and extended the rental contract with All Star Driving School for the year 2022. All payments for rent have been on time and the total rent collected has exceeded \$12,000. Thanks Pat - big help. Team members Gary and Joe opened a brokerage account at Huntington Bank (our bank). This will enable NLCC to set aside any excess cash (if available) for better interest rates than offered at the bank. Currently, a Certificate of Deposit for \$10,000, at current rates, will expire in March 2023.

In April, 2022, we received a check for \$ 16,471 from the Rosemary Roberts estate. This was totally unexpected other than a call from Dave Wilson, the estate executor, saying that a check from the estate was imminent. This gift provided us with a big comfort level on our finances. Another check followed for the preschool. Elder Dave Wilson was a NLCC founder, organizer, and our 1st treasurer. Dave is with his Lord and Savior now, Lord bless his memory and assistance he has given to NLCC.

The autumn stewardship campaign was a big success for the year 2023. We received more individual pledge cards and a 50% increase in intents to pledge from the previous year.

This can only be interpreted as the Holy Spirit speaking to the hearts of our congregation and their convictions to do their part in supporting the Lord's work.

Elder Gary Baillod, Finance Ministry Team

Christian Ed Ministry Team Annual Report:

- Small Groups: We have three active small groups meeting with the majority of the church participating.
- Tune Up Tuesdays: Our team feels these have been a nice way to enjoy fellowship, grow our faith and create learning opportunities for our congregation.
 We had four monthly Tune Up's in 2022 and hope to hold them monthly again in 2023!
- Crafty Saturdays: Our ministry team felt that these might offer a way to reach out into the community.
 Jill led our first craft Saturday in November and hope to have more in 2023



"The King will reply, 'Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me."

Matthew 25:40



Northern Lakes Music & Worship has enjoyed many blessings and weathered some losses in 2022. Our worship leader, Sanjay Woolcott, decided to attend church elsewhere. Thankfully, Pastor Sam stepped up to help lead singing on Sunday morning, and Micah Justin volunteered to help choose songs every other Sunday. We continue to be thankful for the energy and generosity of our church family members as we enjoy a new keyboard and technical equipment that enrich the online streaming of our church services, and appreciate church members who have occasionally joined us in leading singing and in special music.

Communication with congregation members brought increased involvement of members as liturgists for <u>Sunday morning</u> services, and also input regarding traditional hymns that members preferred to sing more often on Sundays. We are grateful for members' willingness to participate!

Music & Worship leadership continues to search for additional leadership, so far without success. We still avoid advertising in local newspapers, as that has proven to be expensive and has not delivered results in the past; instead, we press on by word of mouth and personal connections, and in prayer. We are thankful for God's faithfulness and for the commitment of our church family, and look forward to blessings and challenges that we will experience in the coming year.

Jill



Office Administrative

Lori, Pat & Penny all volunteer one day a week at the church. Saving the church \$3000 in administrative help. The office is open on Tuesday from 10-1 and on Thursdays from 8:30-noon.

Tasks are the following:

- Notes each week
- Mailing the notes to those that don't have technology.
- Notifying Elders of inspections
- Bulletins
- Assisting teams

- Helping Pastor Sam
- Mailings
- Correspondence
- Soothing Ruffled Feathers
- All financials
- Annual report
- Payroll, Taxes & Bills
- Filing
- Attendance
- Reminders each week
- Calendars on website wall.
- Looking to put a tv screen on the wall we can digitally see the latest news with NLCC.
 - Building Rental
 - Handling whatever
 - Ordering office supplies
 - Making appointments
 - Annual Reports
 - Calendars



Personnel

Derrel Kent, Elder, Personnel and Communications

The Personnel Ministry Team has been active working on the Pastor's terms of call for 2023 with the Finance team. Joshua Kent, who cleaned the church floors moved out of the area and Samantha Wagner has taken that over as of August this year.

The congregation elected Jill Justin and Ron Messner to the Nominating Committee in August as well.

Derrel Kent



Worship MinistryTeam Annual Report

Getting Back to the Vof Worship report



Members: Sue Fink and Julie Burton cochairs. Beverly Adams, Sue Messner, Jill Justin, and Pastor Sam Jun.

A dedicated group of worship coordinators make sure that our worship services run smoothly. Their duties include making coffee, taking attendance, collecting the offering and bring it forward during the doxology, preparing the snack table, and cleaning the kitchen. They also keep a watchful eye out during the service and provide assistance as needed. The group is coordinated by Beverly Adams, who also recruits and trains new members as needed. Worship Coordinators during 2022 have been Beverly Adams, Jan Baillod, Julie Burton, Sue Fink, and Sharon Kent.

The worship ministry team also coordinates the liturgists who take part in our worship services. The liturgists this year have included Sue and Ron Messner, Joe Schmidt, Pat and Bob Thompson, and Sue VanAlst. The preparation of communion and securing elders or deacons to serve communion is arranged by Sue Fink. Greeters at each service are coordinated by Sue Messner assisted by Doug Gauthier. Seasonal decorations and colors on the cross are arranged by Sue Messner and Sue Fink..

The music in our services is ably lead by our music director Jill Justin with Pastor Sam joining in singing. We have had input from the congregation regarding songs they would like to sing. A specific list of these songs has been compiled and will be shared with Jill after advent with its special music.

Important equipment upgrades this year were accomplished by donor's and included new hand held microphones and new software for the making the slides used in our worship service. Rachel Justin makes the slides and handles their presentation and Micah Justin contributes the beat to our music with his bass guitar.

Respectfully Submitted, Sue V Fink



DEACONS REPORT 2022 From the Book of Order, "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".

During this third extraordinary year of COVID-19, the deacons have carried out their ministry at NLCC in many ways. Here are some examples of serving during 2022:

- Sending cards of "get well", "sympathy", and "thinking of you" to members and friends of our congregation.
- Returning pop cans to obtain cash for the Love our Neighbors Discretionary Fund.
- Redeeming "Community Rewards" from Olesons for cash, which is added to the General Fund.
- Supplying 10 Thanksgiving Dinner Baskets to needy community members.
- \bullet Calling / contacting assigned members / friends of the church (a.k.a. "sheep") on a regular basis.
- Delivering meals to members recovering from surgery / illness (Foodie Fellowship).
- Maintaining Pray Chain.
- Sponsored potlucks Easter Breakfast, April 17; following outdoor service on July 17; and October 9 Pastor Appreciation Sunday.
- Sent Special Thank Yous for the many acts of service by dedicated members and friends of the church family.
- Began supplying treats to the All Star drivers training program once a month.

NORTHERN LAKES COMMUNITY CHURCH BUDGET For Year 2023 OPERATING FUND

INCOME: 2	2023 Pledged Offerings Unpledged Offerings Investment & Loan rebate Other Income Rental Income	\$ 82,000 40,000 1,500 2,755 14,000		BUDGET FOR 2023
TOTAL INC	COME	\$ 140,255		
EXPENSES	:			
PERSONNI	Pastor Salary Pastor Housing Pastor Med/Pension Payroll Taxes Books / Education Music Director Auto reimbursement Guest Pastor/Artist	\$ 34,560 24,000 22,840 450 1,000 5,000 400 600		
TOTAL PER	RSONNEL EXPENSES	\$ 88,850		
TOTAL PRO	AND OPERATING EXPENSES: Mortgage Retirement Building Security General Insurance Building Repairs Snowplowing Telephone/Internet Consumers Electric DTE Gas Waste Removal Water Cleaning Service DPERTY AND ERATING EXPENSES	\$ 31,000 500 3,500 2,500 2,000 2,300 3,500 4,000 370 1,250 2,000	Web/ Computer Advertising / Marketing Worship/Office Supplies Per Capita Expense Missions Other/Misc. TOTAL MISC/OTHER EXPENSES TOTAL EXPENSES 2023	\$ 1,500 1,200 1,755 600
			PROJECTED EXPENSES IN EXCESS OF INCOME	<u>\$ 7.870</u>
			CASH FLOW: ESTIMATED Cash Jan 1, 2023	\$ 34,000
			SUBTRACT : ESTIMATE DEFICIT FOR 2023	<u>\$ 7,870</u>
			ESTIMATED CASH DEC, 31, 2023	<u>\$ 26,130</u>

11:00 AM 01/02/23 Accrual Basis

Northern Lakes Community Church Profit and Loss Standard

January through December 2022

	Jan - Dec '22	
Ordinary Income/Expense		
Income Member Pledged Offerings Offerings Unpledged	87,147	'.54
Offerings - Unpledged	32,394.99	
Total Offerings Unpledged	32,394	.99
Designated Gifts - Roberts' Estate Equipment & Building Neighbor, descretionary Fund Designated Gifts Other	16,471.26 263.51 79.66 500.00	
Total Designated Gifts -	17,314.43	
Fundraising Income Misc Sale / Income Other Income/Misc	0.00 0.00	
Total Fundraising Income	O	0.00
Other Income Interest Income	3.83	
Total Other Income		3.83
Per Capita from Members Rental Income Rental Income - Other	1,710.00 595.00	
Other Rental Income - All Star	11,375.00	
Rental Income - Other	75.00	
Total Rental Income	12,045.00	
Total Income	150,615.79	
Gross Profit	150,615	5.79
Expense Other Expenses Office & Finance	40.07	
Worship Supplies	49.97	
Total Office & Finance	49.97	
Finance Office Supplies Admin & Personnel Supplies	620.89 305.79	

11:00 AM 01/02/23 Accrual Basis

Northern Lakes Community Church Profit and Loss Standard

January through December 2022

	Jan - Dec '22	
Bank/ CC Service Charges	84.26	
Title Ins. Loan	851.00	
Computer and Internet Expenses		
Web /email Hosting. fee	135.18	
Computer and Internet Expenses	3,537.75	
Total Computer and Internet Expenses	3,672.93	
Dues and Subscriptions	14.99	
Per Capita to Presbytery	1,710.00	
Repair & Maintainence	116.60	
Total Finance	7,376.46	
Other Expenses - Other	0.00	
Total Other Expenses	7,426.43	
Property		
All Property		
Property		
Worship Equipment	50.98	
Building and Property Security	465.88	
Building Repair and Maintenance	2,227.61	
Cleaning Service	4,320.00	
Insurance Expense	3,363.00	
Landscaping Expenses	477.98	
Mortgage Interest	11,341.97	
Mortgage Principal	22,354.04	
Property Supplies	772.07	
Snowplowing	1,670.00	
Total Property	47,043.53	
Total All Property	47,043.53	
Total Property	47,043.53	
Admin. Employee Expense		
Housing Allowance	23,000.00	
Medical -Pension	19,780.00	
Travel Expense	581.11	
Pastor Salary	33,000.00	
Pastor Ed. & Books	999.14	
Total Admin. Employee Expense	77,360.25	
Utilities & Personnel		

11:00 AM 01/02/23 Accrual Basis

Northern Lakes Community Church Profit and Loss Standard

January through December 2022

	Jan - Dec '22	
Utilities		
DTE (heating)	3,574.81	
Consumer's (electric)	2,977.33	
Spectrum (Telephone & Internet)	2,115.52	
Waste Removal	331.36	
Water	1,500.42	
Total Utilities	10,499.44	
Personnel		
Workmen's Comp.	433.00	
Music Supplies	597.00	
Contract / Employee Services		
Music Director	5,000.00	
Total Contract / Employee Services	5,000.00	
Preachers - NLCC /	700.00	
Payroll Tax Expense	382.50	
Total Personnel	7,112.50	
Total Utilities & Personnel	17,61	1.94
Youth and Family		
Youth and Family Supplies	0.00	
Total Youth and Family		0.00
Total Expense	149,442.15	
Net Ordinary Income	1,17	3.64
Net Income	1,173.64	

LovingNeighborsPreschool Balance Sheet Standard

As of December 31, 2022

	Dec 31, '22
ASSETS	
Current Assets	
Checking/Savings	
Cash In Bank Checki	62,227.73
Total Checking/Savings	62,227.73
Total Current Assets	62,227.73
TOTAL ASSETS	62,227.73
LIABILITIES & EQUITY	
Equity	
Net Income	62,227.73
Total Equity	62,227.73
TOTAL LIABILITIES & EQU	62,227.73