

# **2020 Year End Annual Report Atascocita Presbyterian Church**



**To Glorify God,  
Make Disciples,  
Meet Human Needs**

**Rev. Jacqueline Hannan,  
Moderator of Session**

**Doris Fisher, Clerk of Session**

**Marilyn Friedersdorf, Moderator of Deacons**

**February 21, 2021**

**Reports to the 38th Annual Meeting of the  
Congregation and the Corporation of  
Atascocita Presbyterian Church  
Atascocita, Texas**

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## Moderator's Report

Every year since I began service APC I have written a letter that has looked at the past year and how we fared as a community of faith. As we look in the review mirror at 2020 I am in awe of the way we have stepped up in the midst of a pandemic. I look back and we closed the building to all activities including worship and with the help of what I can the "Weekly Worship Team" made up of Forrest Craig, Shelley Craig, Mazie Williams, Carl Braden, Joe Weir, Carroll Hebert and Aaron Seay we found a way to make worship exciting, meaningful and spiritual. It has not always been easy but it has always been done with utmost respect for what worship should be. Each individual brought a different set of skills to the task. Thank you ALL!

I wrote these words, *"I can't help but contemplate how 2020 will take shape in the wake of 2019. As we begin 2020, and I am amazed at the excitement that has been created for the coming year."* Little did we know what was really in the future and how we would change and mold to be the church.

All the activities we were excited to begin came to a screeching halt and we had to adjust. The good news is we did. We were able to continue hosting Family Promise when many churches could not, we were able to have CLC return for the Fall when some churches could not do that. We were able to have wonderful outreach activities done in our homes through Zoom. We worshipped every Sunday with a full service. We began Faith Formation and Youth gatherings through Zoom. Our meetings, all them were better attended then ever through Zoom. We even hired a new Director of Youth Ministry when we were not meeting in person. Ask about that sometime.

The annual question for 2020 was, *"How will we prepare ourselves in 2020 for a future the holds unknown challenges and blessings."* I do not believe we could ever have been prepared for 2020 but it worked. We changed and reevaluated and worked hard to be the church in a time when it was not easy.

A number of years ago, I began listing the closing statements of past annual reports so we could see our growth and progress in ministry. These closing statements for each year remind us where we have been and where we are going.

2008 - I feel blessed to be a part of this work and know that 2009 will be a year of growth and change.

2009 - We are only as strong as our members and their participation. I am excited about what the Lord will do among us and with us this year. Aren't You?

2010 - As we go forth united in our commitment to our faith and to our church may God continue to offer surprises around every corner and may we continue to rise to the occasion.

2011 – 2012 will be a new chapter in our history. No longer will we say when the sanctuary is built; now we will JUST DO IT! That is a famous catch phrase for a very successful company. Just do the work of the kingdom, get on with a servant- minded vision. Look to the future with hope!"

2012 - I invited you to look to the future with hope, get your hands dirty, get tired, do not sit in the pews (beautiful as they are) but get up and do something. And so you did!

2013 - Our active membership grows at a steady pace; not by leaps and bounds but by one active member after another. Our strength is not in our numbers but rather in our commitment to Servanthood! As we look ahead to 2014, I pray it will be a year that challenges us to service and servanthood.

2014 - I pray that 2015 continues the momentum and the creativity that we had in 2014.

2015 - How exciting it is to be a part of a congregation which comes in week after week ready for an encounter. In 2016 may we change each other to immerse ourselves in God's Word and God's Work and yes may we encounter scripture!

2016 - In 2017, may the fires of the Justice of our Lord burn in your heart and your life this year. May God's name be blest in the work of Atascocita Presbyterian Church.

2017 – In 2018 I pray that we will find it true that, God comes when we still the world around us and in that still quiet find where we will answer, *“Here I am send me!”* Where will God send you this year? Where will God send us this year?

2018 – In 2019, *“I wonder where we will be going and what we will be doing to serve the people of our community in 2018?”*

2020 - *“How will we prepare ourselves in 2020 for a future the holds unknown challenges and blessings.”*

**So, for 2021 – *“How can we be open to new and exciting possibilities?”***

That last line is for the church to be open and ready for this journey and another pastor. It is also for me, as I begin to discover the wonderful changes retirement will bring to my life. I want you all to know that you have made a difference in how I look at life and faith. You have each been a blessing and an inspiration in many different ways. Jim and I thank you for your support and your love. While I will not be worshipping with APC in person know that I will be there in spirit and I can't wait to see what happens next.

Love and Blessings,

Jackie

# Officers of the Church

## The Session

### Elders

2020	2021	2022	2023
Carol Cutshall	Forrest Craig	Don Nelson	Will Nees
Gwen Poirier	Ann Owen	Mazie Williams	Carol Cutshall
Lisa Ryan	Doug Kennard	Lisa Stacy	Terri Thomson
Ron Tribolet	Dave Leyshon	Susie Shelton	Libby Boyce

### Deacons

2020	2021	2022	2023
Sharon Sessions	Carol Curtis	Ellen Nipe	Linda Andrus
Melissa Breda	Sara Lewis	Elroy McHenry	Sandra Berry
Marilyn Friedersdorf	Ron Powell	Ray Peregoy	Lisa Clark
Lawrence Martin	Danny Williams	Debbie Becker	Carroll Hebert

## Staff

Pastor, Reverend Jacqueline Hannan

Director of Music, Joe Weir

Pianist, Carl Braden

Director of Youth Ministry, Aaron Seay

Office Coordinator, Carroll Hebert

Director of CLC, Cathy Gerald

## Session Members 2021 Committee Assignments

### Adult Ministry

Don Nelson, Chair  
Phone: 281-468-1939  
Email: nelliedj2323@hotmail.com

### Children's Ministry

Lisa Stacy, Co- Chair  
Phone: 281-627-1970  
Email: [lisastacy3@yahoo.com](mailto:lisastacy3@yahoo.com)

Terri Thomson, Co-Chair  
Phone: 713-205-0115  
Email: tallaint@yahoo.com

### Clerk of Session

Doris Fisher  
Phone: 281-660-7077  
Email: abcdoris@dorisfisher.com

### Communication & Technology

Forrest Craig, Chair  
Phone: 785-633-2994  
Email: fcraig3@gmail.com

### Facilities

Dave Leyshon, Co-Chair  
Phone: 610-883-2698  
Email: d\_leyshon@yahoo.com

### Finance/Treasurer

Will Nees, Chair  
Phone: 713-818-2941  
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### Mission

Doug Kennard  
Phone: 281-740-6266  
Email: dkennard@hgst.edu

### Personnel

Carol Cutshall, Chair  
Phone: 281-852-2626  
Email: carolpcutshall@gmail.com

### Spiritual Fellowship

Carol Cutshall, Co-Chair  
Phone: 281-852-2626  
Email: carolpcutshall@gmail.com

Ann Owen, Co-Chair

Phone: 832-724-7331  
Email: annowen@suddenlink.net

### Worship

Mazie Williams, Co-Chair  
Phone: 281-772-4714  
Email: mswilli03@aol.com

Libby Boyce, Co-Chair

Phone: 281-630-6347  
Email: erboyce@hotmail.com

### Youth Ministry

Susie Shelton  
Phone: 832-483-6120  
Email: sheltonjs1@outlook.com

### Nominating

Lisa Cruz, Chair  
Phone: 281-507-3772  
Email: cruzinator@juno.com

## **APC MEMBERSHIP INFORMATION FOR 2020**

### **NEW MEMBERS:**

Ryan Lewis by transfer of letter, March 26, 2020 #1292

### **BAPTISMS:**

March 1, 2020, Danielle Gale Johnson, born on September 9, 2019, in Katy, TX, daughter of Melissa & Chris

Johnson, granddaughter of Danny Williams & Patti Williams

November 15, 2020, Ellis Jane Tiller, born on January 23, 2020, in Houston, daughter of Kristen & Randy Tiller

December 6, 2020, Douglas James Ingram, born on February 14, 2020 in Houston, son of Jenny & Casey Ingram

### **MEMBERS DISMISSED**

Jack Morrison, # 1273, transferred to First Presbyterian of Kingwood, February 26, 2020.

Sharon # 476 & Doug Botkin # 477, transferred to South Park Community Church, Fairplay, CO, March 26, 2020.

Mindi Butler, # 861, transferred to First Universalist Church in Norway, Maine, June 25, 2020.

Manuel # 1184 and Angie # 1185 Calderon, no longer living in the area, December 3, 2020

Leslie McCormick, # 0552 no longer attending, December 3, 2020

Tom # 0070 Hedgepath, Jr., and Suzanne Hedgepath, # 0068, no longer attending, December 3, 2020

Bruce # 0826 and Karen # 0827 Menke, no longer attending, December 3, 2020

### **MARRIAGES:**

Reverend Jacqueline Hannan performed the wedding of Emily East and Tony Rabago, March 7, 2020, in Lufkin Texas, daughter of Jean and Michael East.

### **DEATHS:**

Enell Cooper, February 14, 2020 # 1274

Esther Crosby, December 7, 2020 # 0857

# Adult Ministry

## 2020

During 2020, the Adult Christian Education committee provided Faith Formation classes on a regular basis, primarily via Zoom. Rev. Shelley Craig led an in-depth discussion of the lectionary passage each week, looking at the who, what, where, and when of the biblical text. Doug Kennard led several book discussions throughout the year covering a variety of theologic themes, including: “The New Manners and Customs of Bible Times”, “John Calvin: A Sixteenth-Century Portrait”, “A Biblical Theology of the Book of Isaiah”, and “The New Moody Atlas of the Bible”.

Lisa Ryan led “Painting the Stars” a Living the Questions video series during January and February.

A new subcommittee met early in the year to discuss safety and security during worship. This effort will resume once the Covid crisis has passed. During the summer, two members of the team attended a socially distanced, in-person, Active Shooter training workshop which was very informative.

The Library subcommittee met in person prior to Covid to catalogue and organize newly donated library materials using the automated system. They started to reorganize shelves and remove duplicates from the system and that work will commence once it is safe to meet in person again.

During Lent a weekly walk and devotional, based on the book “Wilderness Wanderings” evolved into socially distanced weekly walks and trash pickup at East End Park in Kingwood. The efforts continued to combine Adult Education activities with Earth Care.

Digital Advent materials paralleling those distributed to families and children were made available for adult congregants wishing to follow along.

Covid required that many activities be hosted via Zoom, and along with increased Newsletter correspondence, the committee would like to thank Forrest Craig and Carroll Hebert for all of their help in keeping these efforts running smoothly.

Respectfully submitted,

Lisa W. Ryan, chair of Adult Education Committee



## **Presbyterian Women**

### **DAY CIRCLE**

The 2019-2020 Horizons Bible Study was a thought provoking detailed study of the Ten Commandments. Our participants received it well with a monthly attendance of 12 -15. Our meeting date was the second Wednesday during the months of September through May. We met in the church parlor and started at 11:30 with a potluck lunch, followed by the lesson at 12:00. The December meeting was held at the home of Judi Anderson. Our two offerings, PW Offering and The Fellowship of the Least Coin Offering are used to help and support others with our donations. They were collected September-February. Starting in March, our meetings were held via Zoom due to the COVID-19 pandemic. We also met during the summer months of June, July and August to stay in touch via Zoom, since all in-church activities stopped. All were welcome to voice their comments and thoughts about each lesson. Women of the church, members or visitors, were invited to join this study and fellowship group.

### **NEEDLERS CIRCLE**

Due to Covid, the Needlers Circle has not met since March, 2020.

## Children's Ministry

The members of the Children's Ministry Committee included Bonnie Russell, Terri Thomson, Libby Boyce, Cathy Gerald, Lisa Stacy co-moderator and Gwen Poirer co-moderator. Jamie Hannan served on the committee for part of the year. We are grateful for many volunteers that teach classes on Sundays and help with other activities. We are grateful for Carroll Hebert for the administrative work she does for Children's Ministry.

The Children's Ministry Committee works to provide a Christian foundation of sharing God's word and God's love to children that is friendly, warm, and fun with learning opportunities on Sunday mornings. We used the "Growing in Grace and Gratitude" curriculum published by Congregational Ministries Publishing, from January through mid-March. In March the church was closed to in person worship and activities due to COVID-19. In April through August we offered a digital curriculum from Illustrated Ministries that parents could download at home. In October Faith Formation resumed class on Zoom, talking about and covering a variety of subjects. Wednesdays @ APC were also suspended in March and have not resumed at this time. Our committee also oversees the nursery and the nursery staff. We had three dedicated employees. The nursery use has also been suspended since March.

As with so much this year, our traditional Easter events as well as Vacation Bible School were cancelled due to COVID-19.

**June** the Children's Ministry made goodie bags for all the children of the church. The bags contained some fun (non digital) activities for the children to do.

**August** brought Back-to School activities with a Blessing of the Devices with school starting back virtually. The Children's Ministry joined with Youth Ministry providing a drive-by event. Jean Treleaven designed some fun stickers for both the youth and children to place on their devices.

**October** CM again joined with the Youth Committee for an outdoor Fall Fun Day.

**November** Thanksgiving packets were mailed out to encourage family activities and getting children to express thanks for all of the blessings in their lives.

**December** the Children's and Youth Committees provided each family with an Advent Wreath kit. A prayer pillowcase was delivered to the children and youth as a Christmas present from the church. A special thank you goes out to Janet Griffin and Carroll Hebert for making the pillowcases. Thanks to Pastor Hannan for getting this started.

CLC continues to provide a loving Christian pre-school environment for children to learn, play, grow and develop.

Respectfully submitted,  
Lisa Stacy, co-moderator of Children's Ministry Committee

## **Spiritual Fellowship Committee**

Due to the pandemic, the activities of SFC were severely curtailed. From July, the Committee met via Zoom and set up several Friday night bingo games, via Zoom. These occurred once a month from September to December.

Judi Anderson set up PW Zoom meetings in June which will continue until it is safe to meet in person.

In October, the Cookbook Committee was formed and met to develop a new church cookbook. Libby Boyce and Patti Williams are co-chairs.

Yoga class, suspended in March, resumed meetings in October.

Other activities, Game day for Grown-ups, Ancient Mariner trips, Wednesday dinners, Empty Nesters, will resume when it is safe to do so.

Committee members are Judi Anderson, Linda Andrus, Bonnie Carr, Jane Church, Carol Cutshall, co-chair, Ellen Nipe, Ann Owen, co-chair, and Terri Thomson.

## Facilities

Committee Members:

Mary Ann Kaminski, Susie Shelton, Ron Powell, Carroll Hebert, Joe Weir, Steve Coleman

Air Conditioning: Total expense was \$24,138 to replace 3 compressors, two fans and other repairs.

It is believed we got a fair charge for this work by getting multiple bids

Special Cleaning: Total expense was \$5554 to steam clean sanctuary and fellowship hall

Multiple bids were obtained. Cleaning was due to Covid Pandemic.

Roof Repair: Total expense was \$4000 to patch roof leaks. Again, multiple bids indicated we need roof replacement (for the older building) due to poor design. But we don't have \$100,000.

Trash service: We had been paying \$550/mo for trash removal under abusive contract terms.

Multiple bids and attorney's help reduced trash fee to \$75/mo with a new company.

Misc: Thanks for help with wilderness clean up, bulb recycling, bulb replacement, painting, refrig repair, drywall repairs, light switch replacement, ice machine cleaning,

**all new kitchen counters and cabinets!!!**

I hope next year will be less expensive!

Respectfully,

David Leyshon

# Missions

Matthew 25:35-40

for I was hungry and you gave me food, I was thirsty and you gave me something to drink, I was a stranger and you welcomed me, <sup>36</sup> I was naked and you gave me clothing, I was sick and you took care of me, I was in prison and you visited me.' <sup>37</sup> Then the righteous will answer him, 'Lord, when was it that we saw you hungry and gave you food, or thirsty and gave you something to drink? <sup>38</sup> And when was it that we saw you a stranger and welcomed you, or naked and gave you clothing? <sup>39</sup> And when was it that we saw you sick or in prison and visited you?' <sup>40</sup> And the king will answer them, 'Truly I tell you, just as you did it to one of the least of these who are members of my family, you did it to me.'

The APC Mission Committee reaches outside the church, following the biblical imperative to help others and to support the mission of the Presbyterian Church (USA). We work together to help those in need.

Here is the breakdown of what the Mission Committee supported in 2020:

## **Support through PCUSA**

Denominational support to the Presbytery

Presbyterian Disaster Relief for victims of hurricane, COVID, fires in Calif, and explosion at Lebanon port.

Organized 4 special Offerings: One Great Hour of Sharing, Pentecost, Peacemaking-Global witness, and Christmas joy

Presbyterian Children's Homes and Services, especially Children at risk

## **Local Support**

Humble Area Assistance Ministries (HAAM)

HAAM summer Program

Humble ISD free lunch program

Seafarers

Houston Hope of the Nations

Houston Food bank

Family Promise

Family Time

Rebuilding Houston

Red Door counseling center

Camp Hope- veterans with PTSD

## **National Support**

Fuller Center

## **International Support**

Lebanon port explosion

Hurricane relief

## **Support for the Environment**

Trash Bash of Lake Houston

## **Support for Ongoing Programs**

Covenant relationship with HAAM

Covenant relationship with Family Promise

## **Church Support**

Youth mission trip

Respectfully submitted by Doug Kennard (chair)

# Nominating Committee

January, 2020 Meeting

In attendance: Steve Coleman, Ann Owen, Ron Powell, Susan Shelton, Don Nelson

In addition: Gale Grubbs, Julie Wells

We met virtually on Wednesday, January 13<sup>th</sup>. Ann Owen opened the meeting with prayer.

The Nominating Committee met and reviewed, and prayerfully considered the options to begin a search for a new pastor and recommends that the Secession votes to authorize the Nominating Committee to form a Pastoral Search Committee to interview candidates for the position of **Interim Pastor**. This is only a recommendation, and we request Secession review of the options available to us at this time.

In addition, the Nominating Committee recommends steps to inform the congregation of the steps being taken and continued updates including

- An announcement during the January 24<sup>th</sup> service on the decision of the Secession
- Updates in the Narthex News, as needed
- More detail in the APC Annual Report of the process and progress

The Nominating Committee reviewed the following options

**Interim Pastor** – A calling for a Pastor to help APC during this time of transition. This is typically a calling of 6-12 months, with 2-3 candidates from the area recommended by the Presbytery. Interim Pastors often have specific training to help congregations during the time of transition, to reflect on who they are and who they aspire to be, and effectively prepare for a search for either a Designated Pastor or an Installed Pastor. An interim pastor may not generally extend to a position of Designated Pastor or Installed Pastor. With a vote by Secession, we can form the search committee and begin the search immediately.

**Designated Pastor** – A calling for a Pastor for a term of 2-4 years, with 2-3 candidates recommended by the Presbytery. It is possible for a Designated Pastor to extend or be called as an Installed Pastor. With a vote by Secession, we can form the search committee and begin the search immediately.

**Installed Pastor** – A calling for a permanent Pastor, with the potential for a larger pool of candidates from a larger area. We will need approval from the Presbytery to begin the search for an Installed Pastor, and there are some prerequisites that we must meet, which could take several months before we could begin the search for an Installed Pastor.

Gale Grubbs closed the meeting with Prayer.

Respectfully submitted,  
Don Nelson

Here is the ADDENDUM:

The Nominating Committee met last night 01/13/2021 via Zoom to discuss the immediate and longer term Pastoral staffing needs of APC. Present were RE Don Nelson, chair; RE Ann Owen, RE Susan Sheridan, Ron Powell, RE Steve Coleman, Presbytery Liaison RE Julie MacLemore Wells, and Moderator of the Session TE Gayle Grubbs.

Options include an Interim Pastor, Designated Pastor, or Installed Pastor. Below are some of the Strong and Weak points of each.

#### Interim Pastor:

Smaller Interim Pastor search committee of 3-5.

Specialized training and experience in Parish Ministry.

Presbytery has a list of local candidates that may be available quickly and without having to relocate or may need to do a larger search due to availability.

Short Term commitment until Designated or Installed pastor called OR for one year at a time.

Specialized training in helping congregation deal with transition and preparation of necessary documents to elect a Pastor Nominating Committee

Following an Installed Pastor of lengthy service is difficult

Without an Interim Pastor, the next pastor becomes the de facto interim.

Many congregations who have done "in-house" interims or gone straight to a designated or installed pastor have later realized that taking time for self-evaluation could have resulted in better understanding of their call as a community and the ability to discern who might be called to serve as the pastor of that community. Often pastors called without an interim for prayer and discernment leave after a few years (known as "unintentional interims").

Interim CANNOT succeed to Designated or Installed Pastor

#### Designated Pastor

2 year term may be followed by another 2 year term.

After 2 years, may succeed to Installed Pastor

Presbytery has a list of possible candidates

May or may not have specialized training and parish experience.

#### Installed Pastor

Congregation must request permission to form a Pastor Nominating committee from COM/Presbytery, requiring completion and submission of necessary documents.

Search may take 2-3 years for national or global search

Larger PNC Committee 5-7

Thank you for your patience. Grace and peace, Gayle

Gayle Grubbs

[2402 Trail River Dr.](#)

[Kingwood TX 77345](#)

281-360-1607

## PERSONNEL

### Year End Report 2020

The Personnel Committee is responsible for recommending policies and position descriptions for Session consideration, and communication with the staff. The committee assists with "Terms of Call" recommendations and hiring for ordained staff as well as hiring/dismissal of other church staff members. The committee also recommends salary changes, and is responsible for performing annual performance evaluations, together with input from the Pastor and other committee chairs, where appropriate.

#### Committee Members:

Don Treleaven, Mazie Williams, Carol Cutshall, chair

2020 was a year unlike any other in the history of APC. In-person services were halted in mid-March, due to the Covid-19 pandemic, and all activities in the building were put on indefinite hold. As a consequence, some tasks of the Personnel Committee were not completed, such as annual performance evaluations.

The Rev. Jackie Hannan tendered a request for dissolution of her contract with APC effective Dec. 31, 2020, as she is retiring. The contract was dissolved at a congregational meeting on Jan. 17, 2021.

Jamie Hannan, Director of Children's and Youth Ministries, presented a letter of resignation in the summer, which was accepted by Session. Aaron Seay was hired on Sept. 15, 2020 to fill that position.

The Music Department, under the direction of Joe Weir, provided music for church services on-line and in person when we were able to once again hold in-person services. The availability of music provided a much needed "normalcy" to Zoom and Boxcast services. A big thank you to Joe, Carl, and the "sound guys". The contract for the bell choir director, Susan Phillips, was not renewed, due to uncertainty of the future.

The church office coordinator, Carroll Hebert, has been invaluable in keeping everyone informed, maintaining the church newsletter, and so many other things it's impossible to list them all. We are grateful for her loyalty, diligence, and organization during this very difficult time.

Going forward, the Committee recommends an in-depth review of the Personnel Manual, with the goal of providing guidance and procedures more in line with the current organization within Atascocita Presbyterian Church.

Carol Cutshall  
Committee Chair



# Worship Committee

"Let love be genuine, hate what is evil, hold fast to what is good, love one another with mutual affection." Romans 12:9-10

The 2020 Worship Committee included Worship Planning Team members Joe Weir, Carl Braden, Shelley Craig, Forrest Craig, Mazie Williams, and Jackie Hannan as mentor and inspirational advisor for this committee's work. The planning team has met via ZOOM, every Tuesday to go over details of the Order of Worship for the next Sunday.

The Worship Committee was faced with some significant challenges during 2020 due to COVID-19. Rev Jackie kept in contact with various churches as well as City and County officials regarding COVID information. This information was critical for what our church needed to do going forward. Session voted to suspend in-person services in March and went to a live streaming platform. We continued to live stream services, using ZOOM until we went to the BoxCast platform in July, while we kept the church building closed, offering one service at 10:30 am each Sunday.

The Worship Committee met to discuss when we should reopen for worship, and if we did, what our concerns would be. As one month extended to six months, we realized there were many things that needed to be done before we could go back to in-person services. Our Session meeting provided a robust decision regarding why we felt we needed to postpone reopening the church until September 13. We recognized we were unable to reopen earlier because the sanctuary had to be sanitized and have seating that was socially distant. There was a need to provide some guidelines with specific readiness plans, which would involve expectations of the congregation as well.

The Worship Committee was tasked with providing New Usher Guidelines as follows:

- Every first Sunday, Usher Captains will provide the bread and grape juice for use by the Pastor.
- The Usher Captain and his/her team will be responsible for preparing the disposable communion elements found in the sacristy.
- Ushers placed the disposable communion elements on a plate to offer to worshipers as they came into the narthex. (These were individual pods containing a cracker and juice.)
- After communion, ushers took an empty plate and went to each row to collect used pods.
- Ushers would stand to dismiss worshipers, by row, after the service benediction music.
- Ushers were trained using new usher guidelines.

In-person services looked different because we could not accommodate any more than 50 attendees. We initially required a reservation method for in-person services. Pews were divided to allow for congregants to be six feet apart. Two stationary touchless hand sanitizers were placed in the narthex. Masks were required for each attendee. There were no bulletins, hymnals, pencils, friendship pads, coffee/refreshments, offering plates, or nursery. We did not physically pass the peace sign. Attendees could not sing hymns or linger in the narthex once the service ended.

While we could not have a choir, we were blessed with the talented services of Joe Weir's voice and Carl Braden's beautiful piano playing each Sunday. We typically had more people live streaming than in-person attendance. We continued to celebrate the Sacrament of Communion each month on the first Sunday using guidelines shown above for disposable communion elements. Jackie encouraged those who were live streaming to participate in communion as well. In addition, communion was served on Maundy Thursday.

In November, Pastor Jackie wrote a letter to the congregation that she would be retiring effective December 31, 2020. The Worship Planning Team will miss Jackie as our mentor and advisor but wished her all the best.

During Advent, the sanctuary was beautifully decorated by Joe Weir and his group of very talented volunteers. We were also blessed with musical guests as well. On the first Sunday of Advent, we were blessed with soloist, Carrie Willis. On the second Sunday of Advent, we were blessed with the music of the Catoe family. The sanctuary was filled with lighted Christmas trees, a star, poinsettias, and the Advent wreath. Susan Sheridan arranged ordering and placement of the poinsettias. We did not have an in-person service on Christmas Eve, but the service was pre-recorded and broadcast using a BoxCast simulated que feature. The Sacrament of Communion was offered and encouraged for those who were live streaming.

Live streaming of our church services is going very well, and we are grateful to Forrest Craig and his Com-Tech crew for their expertise in live streaming our services.

Session approved two memorial services, two baptisms, and one wedding requiring socially distancing arrangements.

Respectfully submitted,

Mazie Williams  
Worship Committee  
Co-Chair

## Youth Ministry

From the first day starting in the position of Youth Ministry Director for APC, I was amazed at just how at home I felt from my first Sunday. Thinking that meeting the youth group and trying to form a good friendship/relationship with them virtually would be awkward and a bit more difficult, I could not be more wrong. We now have a good core group of seven youth that regularly attend our youth group meetings via Zoom. The first few months consisted of checking on one another's week and talking about cooking, movies, and tv shows. Slowly, we began bringing a bit of curriculum into each lesson and we have been able to have many fruitful conversations from each of those lessons.

Our only in-person meeting was our Christmas party and we had a total of six youth attend. This party was a great time to pray for Lauren Mitchell and her family in person, discuss the third Sunday of advent, and fellowship together as we watched Home Alone.

Our group has also mentioned wanting to do more hands-on activities in person so we will be working directly with the Earth Care Committee to find out ways in which we can do this. We are hoping we can "get our hands dirty" and build a few items and do some planting!

As the year continues, we are remaining hopeful for plans this summer. Our presbytery is looking at different options for a potential mission trip, and we will be looking into signing our youth up for Mo-Ranch and Synod Youth Workshop! Jackson is also hoping to work at Camp Cho-Yeh this summer. Our annual Conclaves conference will also be taking place from April 9-11.

Blessings,

Aaron Seay

## **APC Earth Care Team**

During 2020, the Earth Care committee provided ideas and inspiration to continue sponsoring Earth Care activities on a regular basis.

We started the year with a polystyrene recycling event (also known under the brand name Styrofoam). Jamie completed the paperwork to extend APC's Earth Care Congregation status for 2019-2020 and we received the certification for another year.

Pre-Covid, the team led efforts to reduce paper product use for Wednesday night church dinners and to replace disposable coffee cups with donated cups for Sunday mornings. The "donate one, use one, take one" coffee cup effort resulted in a colorful selection of cups each Sunday morning.

Members of the team wrote to local community leaders concerning flooding and flood mitigation and citywide sustainability activities, including attending town halls hosted by the San Jacinta river authority and the Houston-Galveston area council.

Members of the team also took advantage of early spring weather to weed, clean up, and re-seed the pollinator garden for another year. Meanwhile, the youth participated in a study series entitled: "Would Jesus Recycle?"

As the year progressed and brought untold surprises, the team stepped up with ideas for socially distanced Lenten walks to accompany the "Wilderness Wanderings" book study. The weekly Lenten walks extended beyond Lent as a means to stay tied to nature, pick up trash, and stay socially distanced. Each week, throughout 2020, approximately 1 bag of trash and 1 bag of recyclables were removed from East End Park in Kingwood.

The challenge continued with Newsletter articles focused on family-friendly Earth activities through the use of Apps like iNaturalist and SkyView to observe, document, and learn about the wonders of God's natural world.

For fall festival, the Earth Care team collaborated with the Children's committee to paint rocks, which the children placed in the nature area adjacent to the church.

During November, several members of the Earth Care team met to help the Children's Learning Center trim, rake, and remove debris from the Garden Gate area. Beautification included the donation of two decorative pots.

Recycling continued in full force throughout the year, with regular recycling of paper, ink, electronics, lightbulbs, batteries, and paint. In December, a pre-Holiday polystyrene recycling event filled up an entire cargo van for transport to the recycling center. Congregants were encouraged to save items for post Christmas community tree recycling and another church-sponsored polystyrene event to ring in the New Year.

Respectfully submitted,

Lisa W. Ryan, interim chair of Earth Care Committee

## Board of Deacons

Class of 2021	Class of 2022	Class of 2023
Carol Curtis	Debbie Becker	Linda Andrus
Sara Lewis	Elroy McHenry	Sandra Berry
Ron Powell	Ellen Nipe	Lisa Clark
Danny Williams	Ray Peregoy	Carroll Hebert

The office of Deacons as set forth by Scripture is one of sympathy, witness, and service after the example of Jesus. The duty of Deacons is to minister to those in need, to the sick, and those in distress.

The APC Board of Deacons consists of twelve Deacons who are charged with the care of our congregation. Each deacon has been assigned 10-14 APC families. Caring for families may include phone calls, cards, text messages, helping to provide food as needed and/or helping with transportation.

In 2020, Covid-19 put stop to human contact. Communication became limited to cards, phone calls and text messages after the March shutdown. Deacon meetings were then limited to Zoom.

We all missed that human interaction. We missed our Donuts with Deacons and church suppers. However, our Deacons have done a wonderful job trying to stay in contact with our church family.

Communication with each other is so important. Please contact your Deacon with any concerns so they may be addressed in a timely manner. If you do not know who your Deacon is, please contact me or church office.

The APC Deacons are the hands and feet of the church. We are trying to provide the best care we can for our church family. Likewise, the Deacons are thankful for all the members cards and well wishes for us. Together we at APC are truly an amazing church family.

Respectfully submitted,

Carol Curtis, Moderator of APC Board of Deacons

## Communications & Information Technology (ComTech) Committee

The Communication & Information Technology (ComTech) Committee was established by Session in October 2015 as a facilitator and resource to the staff and committees for matters related to communication, technology, and audio and video systems. This committee represents a support partnership with all ministries in the life of the church.

During 2020, ComTech engaged in a variety of activities:

- Perhaps the most vital and visible Pre-COVID responsibility for ComTech was to provide audio and video capabilities and prepare slides for Sunday and special worship services and to maintain appropriate licenses to respect copyright and artistic rights. While that is still a vital mission of ComTech, COVID has expanded those responsibilities to include online delivery of virtually all church functions from worship services to a new Wednesday devotional to committee meetings and social activities. Thanks to Adrianna Burleigh, Steve Coleman, Forrest Craig, Dave Leyshon, Ron Powell, Aaron Seay, Jasper Stanley, and Kristi Stanley for their outstanding support with these challenges.
- Our initial response to the COVID-induced cancellation of in-person worship was to utilize Zoom, a web-based app for online video conferencing. While more than adequate for meetings and very reasonably priced, sound quality and occasional buffering issues were major limitations for presenting music and a quality worship service. Thanks to a grant from Presbytery and gifts from the Memorial Fund and two donors, major upgrades and improvements have been made to the Sanctuary audio and video equipment. These upgrades included a new sound mixer, video mixer, computer, and camera controller, combined with a subscription to BoxCast (a web-based app specifically designed to provide quality online music and worship broadcasts). An access panel was added to the sound booth to ease access to the complicated cabling, ancillary switches and splitters for all this equipment. While the learning curve was steep and the complicated technology still presents occasional challenges, BoxCasting of worship services and Zooming of meetings and fellowship activities are both proceeding well.
- The broadband speed was increased and the church Wi-Fi was expanded with additional access points to provide stronger, more reliable service for video broadcasting.
- The church website was re-designed and is updated at least weekly. Information on the public portion of the website includes Zoom and BoxCast links to online meetings and worship, video recordings of each Sunday's scripture readings and sermons, photo albums, and calendar and other information of general interest. A password-protected Members Only section includes pictorial and printable directories, Session minutes, list of birthdays and anniversaries, and more. The addition of a "Give Now" button facilitates online giving. The website was hacked in the fall and down for a day while additional security enhancements were implemented with the web hosting company.
- Congregation members continued to donate used computers, computer parts, tablets, and cell phones for recycling. After permanently deleting all personal data, serviceable equipment is refurbished for use by APC or donated to other not-for-profits. Non-functional equipment is properly recycled.
- A new laptop was purchased for Youth Director Aaron Seay to improve his ability to conduct and participate in online gatherings. Upon her retirement, Pastor Jackie was presented with her computer hardware and software.
- Hardware, software, and battery backups are maintained, upgraded, or replaced as needed and cloud-based backup and virus protection of all church computers continues. All staff computers are backed-up to the cloud nearly instantaneously.

- Repairs were made as needed to the security system to replace defective smoke and motion detectors.
- After the full-time Director of Children & Youth Activities resigned and was replaced by a half-time Youth Director and to preserve funds in the budget for long-term IT needs, Session hired Forrest Craig as the Interim IT Manager. In lieu of a salary, Forrest's monthly paycheck is transferred to the Technology Fund to be used for upgrades and other technology needs.
- Several lights in the Sanctuary have burned out and bids for replacement are under consideration. Because a lift is required to access each of the 19 theatrical and 18 conventional fixtures, bids range from \$6,000 (to just replace the current incandescent lights) to \$22,000 (to upgrade the fixtures to LED). Incandescent lights, last replaced in 2015, have a life of about 2,000 hours while LEDs have a life of about 50,000 hours.

Respectfully submitted by Forrest Craig, Moderator of ComTech Committee

## Creative Learning Center

CLC was originally two distinct programs: Children's Day Out beginning in 1985 and the Creative Learning Center in 1987. The two were combined in 2001 under the umbrella name of Creative Learning Center. Both were begun as a mission outreach ministry to our community and have served successfully in that capacity for more than 25 years. In order to provide continuity, the program was conducted off-site until the new building was completed following the 2001 fire. CLC faithfully adheres to its original Purpose Statement: to provide a Christian atmosphere for young children to *learn, play, grow and develop*. As a result, our graduating students are highly recognized within HISD for kindergarten preparedness.

- ☐ Enrollment for 2020 was at capacity (182) for most classes.
- ☐ All preschool teachers are degreed professionals, certified by the State of Texas
- ☐ All CLC supplies are regularly shared with Sunday school classes and VBS as needed.
- ☐ Playground equipment is updated as needed and maintained by CLC for the church and the school
- ☐ G.A.T.E. (God's Acre that Educates) is maintained by the school.
- ☐ Classrooms are painted every 3 years **(\$1500.00)**, floors stripped every 2 years **(\$1400.00)**, and all furniture and toys are provided by CLC for the enjoyment of church and school. CLC now rents their own copier so there are no copying expenses from the church copier. These amounts are not included in the totals below.

Annual building inspection fees .....	<b>\$1,400.00</b>
School portion of the phone bill .....	<b>790.00</b>
Workers' Comp for CLC employees .....	<b>2,000.00</b>
Cleaning of the two rugs in the school area .....	<b>400.00</b>
Cleaning of the classroom rugs .....	<b>400.00</b>
Fire ant treatment of playground/church grounds .....	<b>400.00</b>
GATE upkeep, additions and maintenance .....	<b>1,250.00</b>
Building maintenance (movement of camera, electrical, PA system upgrade) .....	<b>2,512.00</b>
Janitorial Service .....	<b>3,100.00</b>
Maintain and upkeep 7 classrooms (all cleaning supplies, paper towels, soap, etc.) .....	<b>2,350.00</b>
Maintain and upkeep playground including mosquito max .....	<b>800.00</b>
Monthly donations to APC (\$1250.00/month September – May \$500.00/month June and August), totaling .....	<b>12,250.00</b>
Miscellaneous .....	<b><u>250.00</u></b>

**TOTAL CONTRIBUTIONS ..... \$25,902.00**  
**(\$2,000.00 worker's comp not included-just FYI)**



The parents in CLC are very active in the participation of the HAAM FOOD DRIVE and the HAAM TOY DRIVE. The last few years, the donations to the food drive have fed over 800 families equating to approximately \$2400.00 and annual donations of over 100 toys for the toy drive have been received.

If anyone would like more in-depth information, please contact Cathy Gerald for a copy of the Preschool Task Group report of 2006.

The administrator, the CLC Board, and faculty would like to thank the congregation for their continued support.

Respectfully submitted,

Cathy Gerald, Director CLC

## **Finance & Stewardship**

### **Summary of 2020 Operating Results**

Atascocita Presbyterian Church ended 2020 with total contributions of \$375,521. Operating expenses were \$406,467. Due to the financial constraints created by the Corona Virus, APC also applied for and received a PPP loan from the government in the amount of \$113,800.00, which \$41,946.68 was used by the church to offset a portion of the cost of payroll, utilities, and the mortgage payment, allowing APC to end the year with income of \$11,001 over expenses. CLC used \$71,853.32, of the PPP loan to offset a portion of their teachers and staff payroll.

Personnel ended the year under budget by \$(12,312.03), with the Pastor's salary being over budget due to a payment for one week of unused vacation at the time of her retirement.

Office operations was under budget by \$(973).

Facilities was over budget by \$4,774, which was caused by unplanned A/C maintenance.

Finance was over budget by \$9,861 due to paying the building insurance in one lump sum and a payment of interest that had been delayed during Hurricane Harvey.

Mission was fully funded in 2020.

Mortgage balance on the sanctuary is \$348,462.89, with an interest rate of 3.575%, and a payoff in January 2033.

The available bank balance at the end of the year was \$51,114.14, with \$5,132.23 being available for daily operations and \$45,981.91 allocated to special funds. Special funds include memorial funds, youth camps & mission funds, facilities maintenance funds, technology funds, and other holding funds.

Submitted by Will Nees for Ron Tribolet, Finance Chair 2020  
Forrest Craig, Financial Secretary  
Dick Bruns  
David Gerald  
Allan Griffin

		2019 Actual	2020 Budget	2020 Actual	2021 Budget
<b>INCOME</b>					
	Total Plate Collections	390,690	383,075	361,096	\$ 317,574
4.000.130	Interest/Rewards Income	-	350	\$ 516	\$ 500
4.000.140	Other Income	58	-	\$ -	\$ -
4.000.140	CLC Reimbursements	473	1,375	\$ 384	\$ 850
4.000.150	Building Use CLC	11,606	12,250	\$ 9,875	\$ 12,250
4.000.151	Building Use/Other	600	600	\$ 3,650	\$ 150
<b>Total Income</b>		\$ 403,427	\$ 397,650	\$ 375,521	\$ 331,324
4.000.210	CARES Payroll			\$ 33,663	\$ -
4.000.220	CARES Mortgage Interest/Rent			\$ 2,116	\$ -
4.000.230	CARES Utilities			\$ 6,168	\$ -
	Total CARES Reimbursements			\$ 41,947	\$ -
<b>Grand Total Income</b>		\$ 403,427	\$ 397,650	\$ 417,468	\$ 331,324
<b>EXPENSE</b>					
<b>Unbudgeted</b>					
5.050.100	Atty. Fees for WM (Jan 30)		\$ -	\$ 1,123	\$ -
5.050.110	Nursery AC Comp. Repl. (May 28)		-	\$ 7,159	\$ -
5.050.120	Pandemic Cleaning/Sanitizing		-	\$ 5,554	\$ -
5.450.180	Bank Error Holding		-	\$ (292)	\$ -
<b>Total Unbudgeted</b>			\$ -	\$ 13,544	\$ -
<b>Personnel</b>					
5.100.100	Pastor Salary	\$ 43,562	\$ 43,562	\$ 45,323	\$ 21,826
5.100.101	Pastor Housing	48,017	48,017	\$ 48,017	\$ 24,009
5.100.102	Pastor Board of Pensions Dues	38,675	33,341	\$ 34,922	\$ 17,323
5.100.103	Pastor Supplemental Insurance	-	4,085	\$ 3,522	\$ -
5.100.104	Pastor Automotive	5,496	6,180	\$ 1,926	\$ 3,090
5.100.105	Pastor Book Allowance	202	504	\$ 51	\$ -
5.100.106	Pastor Continuing Education	1,500	1,500	\$ -	\$ -
5.100.107	Pastor Phone Allowance	1,200	1,200	\$ 1,200	\$ 1,320
5.100.108	Pastor Entertainment	84	300	\$ -	\$ -
5.100.210	Office Administrator	3,350	-	\$ -	\$ -
5.100.212	Office Coordinator	6,500	12,480	\$ 14,593	\$ 16,380
5.100.220	Music Director Salary	18,283	18,283	\$ 18,283	\$ 20,111
5.100.230	Pianist Salary	13,596	13,596	\$ 13,596	\$ 14,956
5.100.232	Substitute Pianist	800	600	\$ -	\$ -
5.100.240	Hand Bell Director Salary	6,489	5,708	\$ 2,781	\$ -
5.100.250	Child Care Workers	3,391	5,200	\$ 2,333	\$ 3,600
5.100.252	Dir. Children & Youth Ministries	26,833	46,000	\$ 32,332	\$ 23,000
5.100.262	IT Manager		-	\$ 11,348	\$ 23,000
5.100.260	Youth Director	10,478	-	\$ -	\$ -
5.100.280	Payroll Expense	7,097	9,000	\$ 7,108	\$ 7,936
<b>Total Personnel</b>		\$ 235,553	\$ 249,556	\$ 237,334	\$ 176,551

		2019 Actual	2020 Budget	2020 Actual	2021 Budget
<b>Office Operations</b>					
5.150.100	Office Supplies	\$ 1,860	\$ 1,700	\$ 784	\$ 1,700
5.150.110	Postage	\$ 363	300	\$ 243	\$ 300
Total Office Operations		\$ 2,223	\$ 2,000	\$ 1,027	\$ 2,000
<b>Facilities</b>					
5.200.100	Facilities Supplies	\$ 1,107	\$ 1,000	\$ 755	\$ 1,000
5.200.110	Electricity	20,908	21,000	\$ 17,476	\$ 21,000
5.200.120	Gas	386	390	\$ 422	\$ 390
5.200.130	Water	1,579	1,500	\$ 1,346	\$ 1,500
5.200.140	Trash	6,388	5,000	\$ 4,426	\$ 900
5.200.150	Air Conditioning Maint.	1,857	3,000	\$ 16,980	\$ 3,000
5.200.160	Building Cleaning	6,455	6,000	\$ 6,012	\$ 6,012
5.200.170	General Maintenance	5,785	4,000	\$ 667	\$ 4,000
5.200.171	Electrical Repairs	1,952	1,000	\$ 612	\$ 1,000
5.200.180	Landscaping/Mowing	6,700	5,500	\$ 4,550	\$ 5,500
5.200.200	Exterminator	400	320	\$ 240	\$ 320
Total Facilities		\$ 53,517	\$ 48,710	\$ 53,485	\$ 44,622
<b>Worship</b>					
5.250.100	Worship Supplies	\$ 624	\$ 500	\$ 300	\$ 500
5.250.120	Anthems & Special Music	308	800	\$ 750	\$ -
5.250.130	Hand Bell Music	152	100	\$ 100	\$ -
5.250.140	Piano Maintenance	330	500	\$ 175	\$ 500
5.250.150	Pulpit Supply	1,000	800	\$ 1,038	\$ 6,500
5.250.160	Other Worship Expense	250	200	\$ -	\$ -
5.250.180	Liturgical Arts	163	250	\$ 133	\$ 250
Total Worship		\$ 2,827	\$ 3,150	\$ 2,497	\$ 7,750
<b>Children's Ministry</b>					
5.300.100	Children's CE Events	\$ 154		\$ 440	\$ -
5.300.110	Children's CE Curriculum & Supply	704	500	\$ -	\$ 500
5.300.130	Education & Gift Books	-	450	\$ -	\$ 450
5.300.140	Snacks	16		\$ -	\$ -
5.300.150	Childcare Supplies	-	200	\$ -	\$ 200
Total Children's Ministry		\$ 874	\$ 1,150	\$ 440	\$ 1,150
<b>Youth Ministry</b>					
5.350.100	Youth CE Curriculum & Supply	312	\$ 400	\$ 136	\$ 400
5.350.120	Youth Fellowship	780	700	\$ -	\$ 700
5.350.140	Youth CE SR Recognition	670	100	\$ 218	\$ 100
5.350.150	Youth CE Camp & Conferences	39	3,000	\$ 3,000	\$ -
5.350.140	Youth CE Confirmation	3,000	-	\$ -	\$ -
5.350.160	Youth Pastoral Care			\$ 42	\$ -
5.350.190	Youth Events	52		\$ -	\$ -
Total Youth Ministry		\$ 4,853	\$ 4,200	\$ 3,397	\$ 1,200



		2019 Actual	2020 Budget	2020 Actual	2021 Budget
<b>Adult Ministry</b>					
5.400.100	Adult CE Curriculum & Supply	119	\$ 300	\$ 219	\$ 300
Total Adult Ministry		\$ 119	\$ 300	\$ 219	\$ 300
<b>Finance Expenses</b>					
5.450.100	Facilities Insurance	\$ 21,381	\$ 23,520	\$ 31,191	\$ 29,900
5.450.110	Mortgage	57,195	24,094	\$ 25,392	\$ 35,460
5.450.120	Workers Compensation	(579)	1,300	\$ 754	\$ 1,375
5.450.150	Other Finance Expenses	1,169	200	\$ -	\$ -
5.450.160	Charges & Fees	114	150	\$ -	\$ -
5.450.165	Online Giving Fees			\$ 1,789	\$ 2,168
Total Finance		\$ 79,280	\$ 49,264	\$ 59,125	\$ 68,903
<b>Spiritual Fellowship</b>					
5.500.100	Spiritual Fellowship Activity	\$ 220	\$ 350	\$ 85	\$ 350
5.500.110	Spiritual Fellowship Other	205		\$ 8	\$ -
Total Spiritual Fellowship		\$ 425	\$ 350	\$ 93	\$ 350
<b>Mission Expense</b>					
5.600.100	Presbytery Operating Budget	\$ 19,200	\$ 12,038	\$ 12,038	\$ 9,038
5.600.110	General Assembly Per Capita		2,962	\$ 2,962	\$ 2,962
5.600.120	Consolidated Mission Support	3,689	4,000	\$ 1,617	\$ 4,000
5.600.140	Support Local/National/Int	6,608	7,000	\$ 8,783	\$ 7,000
5.600.150	Family Promise Support	700	1,000	\$ 1,600	\$ 1,000
Total Mission		\$ 30,197	\$ 27,000	\$ 27,000	\$ 24,000
	Mission Budget/Total Plate Cont.	7.73%	7.05%	7.48%	7.56%
<b>Deacon Expense</b>					
5.650.110	Deacon Expenses	\$ -	\$ 300	\$ -	\$ 300
Total Deacons		\$ -	\$ 300	\$ -	\$ 300
<b>Communications &amp; Technology</b>					
5.800.100	Telephone & Internet	\$ 2,823	\$ 2,800	\$ 2,425	\$ 2,592
5.800.120	Software Lic. & 3rd-Party Services	980	670	\$ 622	\$ 2,520
5.800.130	Comp. Hardware & Sound Booth	837	750	\$ 803	\$ 750
5.800.140	Copier Lease/Outside Printing	3,288	2,940	\$ 2,578	\$ 2,580
5.800.150	Performance Licenses	461	465	\$ 553	\$ 600
5.800.160	Security	1,404	1,330	\$ 1,326	\$ 1,330
5.800.170	Special Projects	1,849	-	\$ -	\$ -
Total Communications & Technology		\$ 11,642	\$ 8,955	\$ 8,307	\$ 10,372
Total Expenses		\$ 421,511	\$ 394,935	\$ 406,467	\$ 337,498
Surplus/(Deficit)		\$ (18,084)	\$ 2,715	\$ 11,001	\$ (6,174)

		2019 Actual	2020 Budget	2020 Actual	2021 Budget
	Approved 12/3/2020				