

**PRINCE OF PEACE LUTHERAN CHURCH**  
**ANNUAL CONGREGATIONAL MEETING**

**Sunday, January 27, 2019**

**AGENDA**

1. Call to order & establishing of a quorum
2. Opening Prayer & Lunch
3. Review of the 2018 Minutes already approved by Council
4. Election of Council Members~ 4 (3-year) terms and 1 (2-year) term.
5. Review of Staff, Ministry and Organization Reports
  - ❖ Parish Statistics
  - ❖ Pastor's Report
  - ❖ Council President's Report
  - ❖ Christian Education
  - ❖ Church Musician's Report
  - ❖ Finance & Stewardship
  - ❖ Evangelism & Outreach
  - ❖ Endowment
  - ❖ Memorials & Special Gifts
  - ❖ Preschool
  - ❖ Worship & Music with Worship Calendar
  - ❖ Altar Guild
  - ❖ Property
  - ❖ Communications
  - ❖ Mutual Ministry
  - ❖ Fellowship
  - ❖ Mission & Marketing
  - ❖ Scrip
6. Financial Reports
7. Review & Approval of 2018 Budget
8. Vote for Nominating Committee: 2 from council (from Cyndi Clinton, Mari Donlin, Wayne Franzen & Cindy Shaffer)+1 from congregation; Vote for Endowment Committee: 1 from congregation to go off in 2020 to replace Leslie Lang.
9. Old Business
  - ❖ The Council recommends that all Scrip proceeds be added to our Benevolence commitment for 2019.
10. New Business
  - ❖ Vote on Endowment By-Law
  - ❖ Accept Gift Policy
  - ❖ Accept Family & Medical Leave Policy
11. Adjourn with Prayer

**Prince of Peace Lutheran Church, Pleasant Hills  
Annual Congregational Meeting, January 28, 2018**

**Council Members Attending:**

Name	Present	Name	Present
Pastor Itterly	✓	Peggy Brown	✓
Jason Weighley	✓		
Wayne Franzen	✓	Charlie Burtyk	✓
Julie David	✓	Gary Bulik	✓
Mike Kozel	✓	Mari Donlin	✓
Janet Book	✓	Cindy Shaffer	✓

We began with a covered dish luncheon downstairs. Quorum was established with 40 members present.

**Call to Order:** Jason Weighley called the meeting to order at 11:41 AM and presided.  
Attachments: Annual Reports, Annual Congregational Minutes of Prior Meeting on January 29, 2017

**Opening Devotion:** Pastor Allyn opened with prayer.

**Review of January 29, 2017 Congregational Meeting Minutes**

**MOTION (Peggy Brown/Bethany Burtyk) Motion was passed unanimously to approve the minutes of the 2017 Annual Congregational Meeting.**

**A. Elections:**

Needed 4~ 3 year terms (Expires January 2021) and 1~ 2 year term (Expires January 2020) and 1~ 1 year term (Expires January 2019)

**MOTION (Mari Donlin/Mike Kozel) Motion was passed to close the nominations.**

**MOTION (Bud Herold/Donna Weighley) Motion was passed to accept the nominations.**

Council Member Nominations concluded with the following new council members -

Gary Bulik, Cyndi Clinton, Katherine Heart, Eric Karell, Jack Puskar and Brice Williamson. The length of terms will be decided at the February 4 council meeting.

Donna Weighly volunteered to join Charlie Burtyk and Peggy Brown in serving on the Nominating Committee.

Bud Herold and Katherine Heart volunteered to assist with the annual audit.

Leslie Lang and Kim Reising volunteered to join the Endowment Committee.

**MOTION (Peggy Brown/Cindy Shaffer) Motion was passed to close the Endowment Committee election.**

David and Janet Book volunteered to be our congregational representatives for the Synod Assembly at Theil June 14-16, 2018.

**B. Treasurers Report, Budget and Script Calendar:**

Gary Bulik provided the Budget as recommended by the Finance & Stewardship Committee and endorsed by Church Council.

Some discussion was centered around the boiler and a need for an upgrade. Council has this on their agenda, but cost is not reflected in the budget.

**MOTION (Finance Committee/Peggy Brown) Motion was passed to adopt the 2018 Budget as documented in the Annual Report.**

**MOTION (Council/Wayne Franzen) Motion was passed to incorporate the cost of the waterproofing project completed December 2017 into the capital appeal for the roof.**

Church Council provided a list of recommended Script Calendar for Outside Organizations to receive 2018 donations.

**MOTION (Wayne Franzen/Eric Karell) Motion was passed with one NO vote to amend the 2018 Script Calendar by taking out "Local Food Banks" and replacing it with Lutheran Campus Ministries.**

**MOTION (Council/Kim Reising) Motion was passed with one NO vote to approve the 2018 Script Calendar.**

**C. Thank you's:**

Were extended to Mike and Karen Kozel (and Ray & Jane Messmer) for their years of faithful service in the life of our congregation. A special thank you to Mike for his work as Financial Secretary. We also thanked Colin Donaldson for stepping up to fill the Financial Secretary vacancy. A HUGE thank you was given to Jason Weighley for his dedication to council especially during his years as council president!

**D. Adjournment:**

**MOTION (Mike Kozel/Kim Reising) Motion to adjourn was passed to at 12:26 pm.**

Submitted by Rev. Allyn K. Itterly  
Pastor  
January 31, 2018

## **PARISH STATISTICS 2018:**

### **BAPTISMS: 7**

**1/21~ Harper Rose Patterson**

**3/18~ Neville Indiana Brown**

**5/13~ Amber Loren Bishop**

**6/24~ Eleanor Rose Handshue**

**7/8~ Everly Mae Kostelnik**

**10/10~ Dominic Timothy Zendek**

**12/9~ Wyatt Paul Herold**

### **FIRST HOLY COMMUNIONS: 1**

**11/25~ Margaret (Maggie) Handshue**

### **CONFIRMATIONS: 3 on October 28**

**Thomas Edward Amey**

**Heather Renee Weighley**

**Heather Marie Zeigler**

### **NEW MEMBERS: 10**

**4/22~ Marlin & Kara Foulds (Patrick, Brennan, Anna)**

**Charles & Karen Norgren**

**Robert & Amy Rushe**

**11/25~ Glenda Borowski & Karen Light**

**Joyce Light**

**Debra Molitaris**

**WEDDINGS: 6**

**6/1~ Kory Swope & Stephanie Barra**

**6/9~ David Takach & Julie Brown**

**6/21~ Katelyn Robson & Nina Santiago**

**10/7~ Kahlie Betz & Brandon Luketic**

**10/28~ Carrie Urey & Orlinda Janiors**

**10/29~ Amy Norgren & Robert Rushe**

**FUNERALS: 19 (5 members\*)**

**1/8~ Kurt Virag**

**1/11~ Emma Pfeiffer**

**1/13~ Rosie Karl**

**2/6~ Lois Casalovitch**

**2/8~ Daryl Rae**

**2/24~ Jack Scott\***

**3/3~ Thelma Harnack\***

**3/19~ Donald Takach\***

**3/26~ Donald Guest**

**4/13~ Margaret Lachman**

**5/12~ Don Paulsen\***

**5/19~ Dorothea Perrott**

**6/4~ Brenda Deluliis**

**7/7~ Carol Bzura**

**9/24~ Helen W. Melhorn**

**9/29~ Ronald P. Devey, Sr.**

**11/9~ Andrew Zozum**

**11/24~ Garry E. Young**

**12/24~ Barbara Hoffman\* (service done by Jack Puskar)**

## TRANSFERS:

11/1 Gary & Betty Bulik

**\*\*Justin & Samantha Duttine requested their names be removed from the rolls due to inactivity June 2018**

Dear Partners in Ministry~

2018 was a busy year for our congregation with lots of changes in peoples' lives. In the list above not shown are all the people who have visited and continue to visit our congregation looking for a place to be accepted, fed and uplifted.

We also said Godspeed, not only to the Buliks, but to the Messmers and Kozels as well, as both of these families moved to Florida.

We have an increasing list of homebound members who are nearing or surpassing 90 years old. They are a treasure that we should cherish, embrace and not forget!

We celebrate all the births, weddings and especially new members and the gifts they share!

Along with the people, we celebrate reaching our financial goal of paying off the loans for our roof! We had given ourselves a 5-year goal and accomplished this in a little over 2 years! **BUT** if you pledged an amount over a period of time and are still making it PLEASE CONTINUE as we are trying to build up our capital needs fund (for property issues) as we are in need of replacing our boiler in the near future.

While that goal was met, our income came in under budget so prayerfully consider your financial commitment to the church. We understand that everyone cannot increase their financial giving so if you are able to give your time in service, assist with worship leadership, serve on a ministry team, plan a fellowship event or help with a fundraiser we invite you to do so!

More than anything we are here to encourage, support and love one another...with all are faults. As we work together to share the Good News of Christ's healing love may we open our hearts and minds to the abundance we have to share and our eyes and hearts to see those in need!

Peace~ *Pastor Allyn*

## PASTOR'S REPORT 2018~ Looking ahead

Dear Partners in Ministry,

In the past couple of years, I have refocused my continuing education to build upon my knowledge with coaching and spiritual direction. In both areas I have been asked about goals both personal and professional. Why? Because goals help us to become better, more efficient, less stressed and excited about what lies ahead. At least, that is how I have come to experience goals.

So often though, we fear goals because they often mean change! But Prince of Peace has not shied away from change (female pastor, cranberry hymnals, new roof, worship booklets, narrative lectionary, etc.) and many of them in just the last few years!

Although our past changes have not necessarily been in the form of goals, I believe it is helpful to state hopes and even dreams in goal form so that we know in what direction we are moving. Here are some goals I have for Prince of Peace in 2019.

- ❖ A Standard Operating Procedures Book~ to assist volunteers and others with the workings of our office and building.
- ❖ Trainings for Worship Assistants, Acolytes, Altar Guild, Greeters and Ushers~ to enable and equip more people to assist in these areas of worship.
- ❖ Ministry Teams with clear meeting dates, tasks and successes~ it takes organization and planning to help the church run efficiently.
- ❖ Ongoing Stewardship of time, talent and treasures~ we have lots of gifts; let's us them to the fullest potential.
- ❖ Strive to look outward rather than inward and raise up kindness, respect and appreciation as high priorities.
- ❖ Work on getting a new boiler before next winter.

ALL of these are a process and while we may not complete them all, together we can make great strides in accomplishing portions of them so that in the years to come our worship and work will be uplifting and fulfilling for all!

I invite you to share in these goals to make this a fun and exciting year of ministry together!     Peace~ *Pastor Allyn*

## **Council President's Report – 2018**

This was a challenging year in some respects. We fell short in meeting our financial goals for 2018 and also had some long-time members of our church family move away.

Despite these challenges, I come back to three things I wrote in my 2012 report that may apply even more so today...

### **We are a praying church.**

As we navigate through challenges and a changing world ... never underestimate the power of prayer!

### **We are a welcoming church.**

Throughout this past year, we welcomed several new members! We are blessed to have them in our church family and look forward to their continued participation in various church activities.

At council meetings this year, we've been doing devotions from Dave Daubert's book *The Invitational Christian*. In a nutshell, this book – and the workshop several of us attended earlier this year – helps congregations to share what they do with others in order to bring in new people. Ideas discussed include, but are not limited to 1) increasing our social media presence; and 2) creating invitations or business cards to hand out to prospective visitors. There will be more to come on this topic throughout the year. As for now, think about how you can be even more welcoming by inviting others to attend worship with us.

### **We are a talented church.**

There are too many examples to list here.

I challenge everyone to continue thinking about how you can best use your Time, Talent, and Treasure to help and serve not only Prince of Peace, but the community as a whole. To those Three T's, I'd like to add a fourth "T" – Thanks.

Thank you to our Council members for your dedication and leadership.

Thank you to everyone for your support and commitment to our church and surrounding communities!

Thank you Lord for your favor!

Charlie Burtyk  
Council President

## **CHRISTIAN EDUCATION REPORTS**

### **ADULT CLASS:**

For most of this year the adult bible class has used a DVD resource titled "That the World May Know". The narrator/leader of the series is Ray Vander Laan and he takes a small group of students to different locations in Greece and the Middle East. Ray teaches these students in a way that mixes history, teaching and preaching at the same time.

The topics included Paul's missionary trips in a series "Cultures in Conflict" and we found that it made Paul's letters "come alive" in a way you don't get if you just read them on your own.

The same was true for the series "The Mission of Jesus". One of these had a reenactment of the last supper which was very enlightening. If anyone is interested in borrowing the DVD series please see Eric Karell.

The second part of the year we began a different series on the book of Genesis. The focus of this course is to provide an in depth review of the stories and the society in which they were first written and read. This series will carry on into 2019.

We are always looking for others to join in...we meet in Pastor's office at around 9:15 and donuts are provided.

Cheers!

Eric

### **SUNDAY SCHOOL IS NOW FAMILY FAITH & FUN:**

For the first part of our year our Christian Education embraced the traditional Sunday School model. Thank you to all the teachers and helpers who assisted in sharing the story of God with our children. The Sunday School year ended in May with a musical, "The Tale of Three Trees" which our children brought to life with the help of many adults including Lori Snyder, Jason & Donna Weighley, Kim Reising, Jay Snyder, Gary Bryce, Mari Donlin, Regina Takos, Jen Puskar, Cyndi Clinton and all the parents! It was a wonderful sharing of God's word!

In September we began a new venture...an intergenerational Christian educational program that invites adults, children and youth to learn together using stories, games, science, crafts and service projects. We call this Family Faith & Fun!

Each month we chose a theme or two and gather in the Fellowship Hall or Luther Room to learn about the theme then that theme is reinforced in a variety of ways. We have played games, watched movies, sung songs, painted pictures, put together college care packages, baked cookies which we packaged and delivered to our neighbors to name a few.

EVERYONE is welcome as we are all CHILDREN of God! Extra hands are often needed so if you just want to lend a hand once in a while that is welcome as well.

At Christmas we presented "Bethlehemian Rhapsody", a puppet show on the birth of Christ. It is a parody written by Mark Brady using music written by Queen. It was a fun way to share this age-old story!

While this venture is a work in progress we invite ideas and participation as we learn together...what's better than family, faith & fun? (By the way we also have food!)

## **Church Musician/Choir Report 2018**

A huge thank you to all of the choir members for once again exceeding my expectations when it comes to providing quality music week after week for the members of Prince of Peace. The choir sings at the 10:30 a.m. service each Sunday from September through May. Anthems are chosen to reinforce the narrative lectionary reading for the week. Practices are held Monday evenings from 7:00 p.m. to 8:15 p.m. and on Sunday mornings from 9:45 a.m. to 10:15 a.m. Membership in the choir is open to anyone, and being able to read music well is NOT a requirement. We also are willing to accept members who may only want to sing for part of the year, such as during Advent or Lent.

A very successful children's musical was performed in May entitled The Three Trees. Children and youth from the church took part and worked very hard to make this an outstanding and enjoyable performance. Many church members devoted their time and effort helping the children with their lines and learning the music, putting together a fabulous set and props, and making sure all of the children had costumes.

I am always looking for people who are willing to share their musical abilities. If anyone is interested in being an instrumental or vocal soloist, please see me. You are not required to be a choir member to do a solo. We especially need soloists during the summer months.

It is such a pleasure to serve Prince of Peace as your Church Musician. The congregation's support of the music program is such a blessing. Thank you to Peggy Brown for her work as Chairwoman of the Worship and Music Committee. Thanks to all of the soloists who are willing to sing anything I hand them. And most of all, thanks to the choir for their friendship, support, and tolerance of my high expectations for them!

Submitted by Lori Snyder

*The aim and final end of all music should be none other than the glory of  
God and the refreshment of the soul.*

*Johanne Sebastian Bach*

## Annual Treasurer's Report

It is hard to believe that another year has come to a close. There are so many positives to focus on as you will see from the many other annual reports that are before you. I however, do not get to be all fun.

I think it is worth mentioning that I have officially taken over as treasurer in October of 2018 when, we as a church family wished Gary and his wife Godspeed. They have since joined a new church family when they moved this past summer. I will certainly do my very best to serve this congregation and with God's wisdom will hopefully help lead our church in a positive direction.

With that being said, I have to mention that we are struggling as a church family from a financial standpoint. We have taken steps, of course, to rectify this situation with the initiation of the task force for the budget and how we meet our shortfall from a monetary standpoint. The task force met and determined there needed to be an immediate initiation of a plan so pledge cards were handed out. These pledge cards asked the congregation as a whole to increase their giving by 12% in order to cover the short fall from a money standpoint immediately. Otherwise, as a church, we will be in the same situation next year. To some of us this seems like an impossibility and in a few minutes you will see where I am going with this.

I want to, however, take a moment and focus on a positive! Our roof project is PAID IN FULL. We should congratulate ourselves on that because with dedication as a whole, we accomplished something that seemed astronomical at the time in quite a quick fashion. Which brings me to where I want to see us as a church family next year.

Many think to fix our current situation we have to do it with giving money. And to some degree that is true, however I want to challenge us in a different way, because as you saw above we accomplished something great working together. I want to say every little bit helps. Take a moment and give an extra few dollars to help off-set heating or plowing costs. Don't let the bulletins or flowers not have a sponsor. Give extra when you can to the general fund, but please remember it is not all about money.

Our time that we give is also extremely important, it takes everyone to accomplish something great! Volunteer when there is an opportunity, and there are always plenty of times to volunteer. Family, Faith, and Fun is always in need of assistants. Worship assist during a service, snow shovel, cut the grass one week. These are all ways we can accomplish something great!

Also, invite people to our wonderful church where ALL ARE WELCOME; it is going to take new members joining and giving to keep our church going. It will take all these working parts to keep our church going.

Yes, it is about money, but I say it is more than that, and I challenge each of you in this upcoming church year to work together in every aspect to accomplish something great. Let us go forth together and be disciples and accomplish something great together!

Blessings,

Donna Weighley

## **Evangelism and Outreach Report for 2018**

Below are just some of the ways Prince of Peace has reached out this year:

- Supported the Women's Shelter by donating gift cards for the Christmas holiday.
- Supported Glade Run with our continued participation in the Christmas Angel program.
- A Craft & Vendor show and Spaghetti Dinner was held on November 17th. Proceeds benefitted the Roof Fund.
- A POP Open House was held on Tuesday, July 17<sup>th</sup>.
- Set up a table for the Pleasant Hills Community Day parade on August 11. We passed out water and baked goods to passersby.
- Members of POP continued volunteering at First Food and Friends Soup Kitchen at First United Methodist Church.
- Collected pop tabs and put them into gallon milk jugs. Periodically, these were delivered to a Lutheran congregation in Elderton, PA. They have a standing arrangement with a recycling facility and hospital so that for every filled gallon jug a free chemo treatment will be given to someone who needs it but cannot afford it.
- Collected used ink cartridges to benefit Youth and Children's Ministries.
- Continued the Scrip program to benefit a variety of people, projects, and ministries (noted later in the Annual Report.) As always, please see Lori Snyder for more information.
- Collected Box Tops for Education and sent them to the Bethesda Children's Home. These were then used for school items.
- Held a Bunny Breakfast to improve funds for the youth account. Special thanks to all the volunteers as well as to the anonymous donor for the generous donation!

Special thanks to Donna Weighley for all of her efforts this year! I personally look forward to more participation and involvement in these types of events in 2019 and hope you do as well.

Submitted by Charlie Burtyk

## **Endowment Committee - 2018 Annual Report**

Endowment fundraising involves cultivating relationships and assisting church members who are considering making major donations to the POP Endowment Fund which resides with the ELCA Foundation. We want to encourage members to provide for the Endowment in their will and other types of charitable gifts.

It is important to set policies for the Endowment:

- 1) types of investments
- 2) what gifts will be accepted
- 3) what the money will be used for in the future (operating expenses or for special initiatives)
- 4) Will the church let the endowment build to a certain amount before any money is withdrawn
- 5) What percentage will later be drawn down in any given year
- 6) Who makes decisions about endowment policies and who can change them

The Committee has tackled and resolved these issues through discussions and meetings with Ryan Ebner (ELCA Foundation Gift Planner). In examining the Endowment Bylaws we found the last update had been ten years ago (2008). The result of our meetings is a revised Endowment Bylaws which we submitted to Council, and after additional revisions has been recommended by Council for a Congregation vote at the Annual Meeting.

The Endowment Committee also worked with the Memorials and Special Gifts Committee to create Gifts Policy which was accepted by Council.

The Endowment Committee invited Ryan Ebner to offer a Temple Talk at our services on June 3<sup>rd</sup> and we plan to have him return to provide a more in-depth workshop to the Congregation in 2019.

Submitted by Katherine Heart

### **Action needed:**

**The Council recommends the adoption of the Endowment Fund Bylaw attached to the 2018 ANNUAL REPORT.**

**(The original was adopted on January 27, 2018...regular review is suggested and revisions made as needed)**

## **Memorials and Special Gifts**

Monies from this fund were used along with the designated LCW funds, with the approval of the council and the Memorials Ministry Team, to paint the Luther Room, offices and hallways. Monies from this fund, along with designated funds from 2017 were used to purchase a new sound system.

We received designated funds from the Harnack family to purchase a new baptismal font, candlesticks, vases and Communion trays. Our team worked the Endowment Committee on a Gift Policy which is attached to the 2018 ANNUAL REPORT. The Council approved this policy at its July 15, 2018 meeting.

Submitted by Cyndi Clinton

## **Preschool Report 2018**

After re-reading the 2017 preschool report, I could just say ditto.

- The preschool associated with our church is educationally outstanding.
- The children are well prepared to enter the academic Kindergarten world.
- The program is highly regarded in the community.
- The director, Missy Nelson, is hardworking and is regularly updating the program to fulfill the needs encountered.
- POP Preschool accepts children with a variety of special needs into the classroom, when other area programs with not.
- Missy and the other teachers work regularly with programs such as DART-Discovery, Assessment, Referral & Tracking-an early intervention program for children.
- The creative fundraising programs have kept the preschool fiscally sound.

New playground equipment was purchased this year and additional pieces will be added next year.

The committee has been working on a leave of absence policy to be included in the bylaws.

Special thanks to the committee members-Anna Balducci, Sally Kane, Doris Snyder and Missy Nelson, Wayne Franzen and Pastor Allyn.

Preschool Chair-Mari Donlin



## **Preschool Annual Report 2017-2018**



We have reached the halfway point in our school year. The staff continues to provide high quality, caring and individualized education to the children within our preschool. Our preschool continues to grow and change as the year moves forward.

**Enrollment:** The enrollment for the 2017-2018 school year is 107, higher than last year where our total was 93.

**Tuition and Fundraisers:** We did not raise tuition for this year. In the fall, we had our Kids Stuff Book Fundraiser making \$1000.00. The addition of online sales seemed to add to our sales this year. We continued the Santa Letters this year. We made about \$270.00 on our holiday Santa letters for the kids, sending out 65 letters this year to good boys and girls. We continue to do fundraisers with Yankee Candle and our End of the Year Ice Cream Social and Basket Raffle in the spring.

**Improvements and Repairs:** The upstairs hallways and the church offices were painted in the beginning of the school year. Although this was not a preschool improvement exactly, our families have all commented on how nice and fresh everything looks. Missy finds her office a soothing and happy place to work and is very grateful for the change.

Over the summer, we ordered new pieces for our playground area. A percussion set, a maze panel and a xylophone panel. All of the parts finally arrived late into the fall and with a short amount of notice, the pieces were installed in one day near the end of October. Most of our classes had a few chances to try out the pieces before the weather forced us inside. All of the kids seemed to enjoy them.

We started the school year with an unexpected day off due to an issue with the boiler. Repairs were made and we hope that we will not have any further issues with it this winter.

Our Preschool continues to provide quality education to children of all backgrounds and abilities in our community. Thank you to Mari Donlin, Doris Snyder, Anna Balducci, Sally Kane, Wayne Franzen and Pastor Allyn for sharing their time and talents with us.

In the Spirit of Education,

Missy Nelson

Preschool Director

## **Worship and Music Report:**

Prepared by Margaret (Peggy) Brown

The 2019 worship calendar is attached. We will be continuing with the Narrative Lectionary that was started this fall. We will have many other gatherings and special events throughout the year, including Healing services, Graduation recognition, and Rally Day. Throughout the year, the Worship and Music Ministry Team will be meeting to plan special services, all are welcome to attend.

In 2018, we made some exciting changes to the worship service, notably the change to the Narrative Lectionary. New Altar items were purchased with the help a generous donation. As part of this donation a new Baptismal font was installed and used for the first time in December. The new tradition of singing all the favorite hymns this summer was continued, to the enjoyment of many.

I would like to express my sincere gratitude to all the people to assist in the worship preparation every week as part of the Altar Guild, especially Kathy Hinch. Also many thanks to the volunteer Ushers, Worship Assistants and Acolytes. I also wish to extend a thank you to Lori and the choir, as well as the other musicians who enhance our Worship service.

*“Next to the Word of God, the noble art of music is the greatest treasure in the world”  
-Martin Luther*

## **Altar Guild**

In 2018 the church received a generous donation from Fred Harnack in memory of his mother, Thelma.

We received new communion ware, vases, candlesticks and baptismal font. Thank you to those who helped to choose these items.

Thank you to the members of Altar Guild for your service this past year. Members are Mari Donlin, Peggy Brown and Cyndi Clinton. Thanks also to Donna Weighley and Betty Itterly for helping out.

Respectfully submitted,

Kathy Hinch

### Worship Calendar for 2018-2019

12/02/18	1 Advent	setting 3
12/09/18	2 Advent	Baptism (10:30)
12/16/18	3 Advent	
12/23/18	4 Advent	<b>One service 10am "Bethlehemian Rhapsody"</b>
<b>12/24/18</b>	Christmas Eve (Monday)	Worship 3 & 7pm
12/30/18	1 Christmas	<b>One service 10am/Healing</b>
1/06/19	<b>Epiphany</b>	
1/13/19	Baptism of Our Lord	Setting 4 (no communion)
1/20/19	2 Epiphany	
1/27/19	3 Epiphany	Annual Meeting <b>ONE Service 10am</b>
2/03/19	4 Epiphany	Council Installation; SOUPER Bowl~ NOISY OFFERING
2/10/19	5 Epiphany	Renewal of Vows
2/17/19	6 Epiphany	
2/24/19	7 Epiphany	
3/03/19	Transfiguration of our Lord	Burial of the Alleluia
<b>3/06/19</b>	Ash Wednesday	6:30-9am Ashes/Silence for devotional time 7pm Worship with imposition of ashes; Setting 3
3/10/19	1 Lent	Daylight Savings time~ turn clocks ahead
<b>3/13/19</b>	Midweek Lent	
3/17/19	2 Lent	
<b>3/20/19</b>	Midweek Lent	
3/24/19	3 Lent	NOISY OFFERING (Cause TBD)
<b>3/27/19</b>	Midweek Lent	
3/31/19	4 Lent	Healing
<b>4/03/19</b>	Midweek Lent	

<b>4/06/19</b>	SPECIAL EVENT	5:30-7pm Soup & Soul Cafe
4/07/19	5 Lent	
<b>4/10/19</b>	Midweek Lent	
<b>4/13/19</b>	SPECIAL EVENT	8am -1pm Easter Bunny Breakfast
4/14/19	Palm Sunday	<b>ONE Service 10am</b> ; Cantata or Cry of the Whole Congregation
<b>4/18/19</b>	Maundy Thursday	7pm Worship
<b>4/19/19</b>	Good Friday	7pm Worship
4/21/19	Easter	Setting 4
4/28/19	2 Easter	(no communion)
5/05/19	3 Easter	
5/12/19	4 Easter	Mother's Day
5/19/19	5 Easter	Last Day of Choir/Sunday School until Fall; <b>One service 9:30am</b> Children's Program
5/26/19	6 Easter	Summer schedule continues <b>One Service 9:30am/</b> Memorial Day/ Setting 10
6/02/19	7 Easter	<b>One service 9:30am</b> ; Graduation Recognition
6/09/19	Pentecost	
6/16/19	The Holy Trinity	<b>One service 9:30am</b> ; Father's Day
6/23/19	Pentecost 2	<b>One service 9:30am</b>
6/30/19	Pentecost 3	<b>One service 9:30am</b> ; Healing
7/07/19	Pentecost 4	<b>One service 9:30am</b> ; Fourth of July weekend (kind of)
7/14/19	Pentecost 5	<b>One service 9:30am</b>
7/21/19	Pentecost 6	<b>One service 9:30am</b>
7/28/19	Pentecost 7	<b>One service 9:30am</b>
8/04/19	Pentecost 8	<b>One service 9:30am</b>
8/11/19	Pentecost 9	<b>One service 9:30am</b>

8/18/19	Pentecost 10	<b>One service 9:30am</b>
8/25/19	Pentecost 11	<b>One service 9:30am</b> Backpack Blessing/ Blessing for teachers & Students
9/01/19	Pentecost 12	Blessing of the Hands/ Labor Day Weekend
9/08/19	Pentecost 13	<b>RALLY DAY/ Blessing of teachers, Last Sunday of one service/ First day of Choir</b>
9/15/19	Pentecost 14	Setting 4; Regular schedule begins
9/22/19	Pentecost 15	
9/29/19	St. Michael & All Angels/ Pentecost 16	
10/06/19	Pentecost 17	
10/13/19	Pentecost 18	
10/20/19	Pentecost 19	
10/27/19	Reformation	Confirmation
11/03/19	All Saints Day	First Communion
11/10/19	Pentecost 22	
11/17/19	Pentecost 23	
11/24/19	Christ the King	
12/01/19	1 Advent	Setting 3
12/08/19	2 Advent	
12/15/19	3 Advent	
12/22/19	4 Advent	Cantata?; <b>One Service 10AM</b>
<b>12/24/19</b>	Christmas Eve (Tuesday)	
12/29/19	Christmas 1	Carol Service?; <b>ONE Service 10am</b> ; Healing

## **PROPERTY REPORT**

Regarding the property of the church, 2018 has been a good year. We have made many improvements and changes for the better, including painting and paying off our new roof!

As we look forward to 2019, we need to focus our attention on two main areas—1) maintaining what we have, and 2) making necessary improvements.

Regarding maintaining what we have, it is the responsibility of every church member to “police” his or her own area of the church. This means each of us needs to take responsibility for the areas we use in God’s house. Whether merely cleaning up in our pew after worship, or reporting things that are broken or in disrepair, we each play a vital role.

Regarding making necessary improvements, our boiler is going to need attention and soon. Rest assured that our Council and some church members are on top of the matter and are soliciting bids for replacement. Please join us in praying that we find the right bid and that the financing will be provided in God’s time.

In the meantime, remember the slogan, “See something? Say something!” and report to Council any areas that need attention regarding our physical plant. Thank you for your kind assistance in this very important task.

Respectfully submitted,

Jack Puskar

## **COMMUNICATIONS YEAR-END REPORT 2018**

Below is a list of the places where we have advertised this past year and includes advertisements for weekly service schedule as well as any special programs (i.e., Bunny Breakfast, Craft & Vendor Sale)

- The Valley Mirror
- Mon Valley Messenger
- The Post-Gazette
- The Almanac
- Facebook
- POP’s Bulletin, Newsletter and Website

Began to send postcard invites to previous members and guests to come and worship.

Photographs/Word Art continues to be prepared for posting and sharing of the monthly prayer plan on Facebook, Instagram and Twitter.

Submitted by Julie David

## **Mutual Ministry** Submitted by Brice Williamson

We had meeting on September 11th and discussed pastor's wages, benefits and vacation, also family medical leave. We have approved the suggested wage increase (from synod) and Gold medical plan. also looking to increase family medical leave because of the norm for most employee's in the work place. We discussed pastor using unused vacation days when needed.

These important issues were brought to Council for approval. Due to the financial circumstances of the congregation the wages of all employees were frozen including the pastor. However, the Gold medical plan was used in the planning of the budget. Prince of Peace did not have a Family and Medical Leave Policy in place so we took action to create one using the outline on our synod's website. Using this resource, we now have a document for the congregation to accept. Our only change to the resource was to increase the number of weeks for family and medical leave because of the norm for most employees in their work place. We adjusted the family and medical leave from 6 weeks to 12 weeks.

We discussed pastor using unused vacation days when needed. This was agreed upon by the council.

**The Family & Medical Leave Policy approved by Council is attached to the 2018 ANNUAL REPORT.**

### **FELLOWSHIP 2018**

Ministry Team members, Pastor Allyn, Cindy Shaffer, Bernadette Furin,  
Holly Snyder and Irene Travis

January-21 We made over 120 Blessing Bags for congregation members to distribute to people in need.

Midweek Lenten Services started on 2-14 and ran thru 3-21. We collected and made items and gave donations to Washington Area Humane Society, South Park Meals on Wheels, South Hills Interfaith Movement, First Food and Friends Soup Kitchen, Abiding Ministries and Pittsburgh Women's Shelter.

April 15, Volunteer Recognition. Thank you tags were filled out and posted on board in Luther Room and we celebrated with a cake.

May 19, Saturday, 3 other Lutheran church members and members from POP gathered in the Lutheran room for Pride craft day and lunch.

May 27, Memorial Day, we invited the congregation to bring in red, white and blue food to share.

June 9th 10th, Pittsburgh Pridefest. several people volunteered to work the booth in town and invite people to come to our open house in July.

June 10th, Pride celebration, a rainbow fellowship was provided by volunteers.

July 17th, Tuesday, Pride open house 6 pm - 8 pm. Many church members came to talk about their experience at POP. We had 5 people come, 3 of which have been coming to service and are now talking about becoming members.

October 28, Confirmation, celebration with a cake for Heather Weighley, Heather Zeigler and Tom Amey.

November 11, Veterans Day, everyone was invited to fill out forms provide for "In Memory of" and " In Honor of" boards, and Pastor read the names of all of them, when a Deceased Veteran name was read, Lori rang a bell. The service ended with Lori playing taps on the organ.

November 25, First Communion, celebration with a cake for Maggie Handshue.  
4 new members joined the church.

On July 8, 2017, Prince of Peace started volunteering at First Food and Friends, (FFF) a soup kitchen that takes place in the First United Methodist Church on Centre Ave, Pgh. PA. 15232. It is so much more than a soup kitchen. It is the only place in Pittsburgh where the volunteers serve the people, rather than them going thru a line like a cafeteria. They also provide a shower service 2 days a week. We collect clothing and personal care items year round, to donate to them. POP volunteers the second Saturday of every other month. FFF also had a week in 2018 where their volunteer group was not able to make it, and within 2 days, we have a group of people committed to serving. Our final service date for 2018 will be November 10th. The Saturday dates for 2019 are: January 12, March 9th, May 11th, July 13th, September 14th, and November 9th.

I would like to take this opportunity to all of you who have donated clothing and time to work at First Food and Friends, and to thank all who have signed up for food for fellowship.

Soup & Soul Cafe has been tentatively rescheduled for Saturday April 6th, 2019. More info to follow after the 1st of the year.

Sincerely, Cindy Shaffer

## **MISSION & MARKETING**

While this Ministry Team did not meet this year the conversations that Council has been having about social media and invitation may be a source of inspiration and action for 2019.

### **SCRIP REPORT 2018**

The Scrip gift card program has been ongoing for ten years and is used to raise money for various charities as well as providing money for the church. Once again, members had the option to have the proceeds from their order benefit either the roof fund or the charity chosen for the month. Any month that had a fifth Sunday was declared a "Raise the Roof" Sunday. ALL orders placed those Sundays went to the roof fund and capital needs of the church. This year, we made about \$800 less than we did in 2017. Even though only five or six families **regularly** place orders (and 8 – 10 more families occasionally place orders), we were still able to raise \$ 1899.19.

Once again, we would like to encourage more members to try this program in hopes of making this more successful. Orders are placed every other Sunday. Order forms and envelopes are found on the table located outside of the sanctuary. Complete the order form, enclose a check made out to Prince of Peace, put the order form and check in an unsealed envelope and place in the order box. The following Sunday, you will receive your gift cards. You pay face value for the gift cards and you get face value for the cards. The church receives a percentage profit on each card that is sold, anywhere from 1.5% to 12%. At the end of the year, anyone purchasing a gift card will receive a receipt showing their tax-deductible donations made to the church through Scrip purchases.

The church will continue to keep a supply of some of the more popular gift cards on hand such as Giant Eagle, Wal-Mart, and Home Depot. Please see Lori or Pastor Allyn to purchase one of these at any time.

If you wish to take advantage of online ordering, purchasing gift cards that are reloadable online, or being able to print gift eGift cards immediately, please see Lori for instructions on how to set up these accounts.

Beginning next year ALL Scrip proceeds will go to Benevolence as we strive to increase our giving to the synod and our Churchwide ministries. These monies will be in addition to our Benevolence commitment

Thank you to Wayne Franzen for keeping track of the distributions to the charities. This program would be impossible to maintain without the help of Collin Donaldson, who tracks each individual's profit and contribution, and maintains detailed, accurate, and awesome Excel sheets!

**Submitted by** Lori Snyder

<b>Date</b>	<b>Charity</b>	<b>Amount</b>	<b>Roof</b>	<b>Total</b>
January 2018	St. Jude's Children's Hospital	\$ 66.00	\$ 50.60	\$116.60
February 2018	Pastor's Discretionary Fund	\$ 92.18	\$ 29.75	\$121.93
March 2018	Lutheran Campus Ministry	\$107.79	\$120.86	\$228.65
April 2018	Lutherlyn	\$ 84.27	\$108.55	\$192.82
May 2018	Lutheran Disaster Response	\$ 52.35	\$ 55.76	\$108.11
June 2018	Pittsburgh Equality Center	\$ 72.00	\$ 25.15	\$97.15
July 2018	Extraordinary Lutheran Ministries	\$ 91.40	\$126.68	\$218.08
August 2018	Pastor's Discretionary Fund	\$ 31.75	\$ 32.38	\$ 64.13
September 2018	Dystonia Foundation	\$ 71.15	\$119.08	\$190.23
October 2018	National Alliance on Mental Illness	\$ 72.66	\$ 52.75	\$125.41
November 2018	First Food and Friends	\$ 94.84	\$ 50.75	\$145.59
December 2018	Pittsburgh Women's Shelter	\$141.07	\$149.42	\$290.49
<b>Totals</b>		<b>\$977.46</b>	<b>\$921.73</b>	<b>\$1899.19</b>

An added THANK YOU to Lori Snyder whose work with this Scrip program is above and beyond her Church Musician responsibilities! We are blessed by all of the gifts she shares with us and the ideas she has that encourage us to grow! Thank you, Lori!!!!