

**ORANGE PRESBYTERIAN CHURCH  
ANNUAL CONGREGATIONAL MEETING  
JANUARY 22, 2023**

- Call to Order
  - Opening Prayer
  - Establishment of a Quorum
  - Secretary for the Meeting - Clerk of Session
  - As allowed by the OPC Congregational Rules, the minutes of this Annual Congregational Meeting shall be approved by the Session at its next Stated Meeting.
  
- 2022 Committee/Team Reports
  - Clerk's Report
  - Statistical Report
  - Communications Team
  - Finance Committee
    - Treasurer's Report and Presentation of the 2023 Budget
    - Endowment Committee
  - Mission and Congregational Care Committee
  - Nominating Committee
  - Pastor Nominating Committee
  - Personnel Committee
  - Property Committee
  - Worship and Music Committee
  
- New Business
  
- 2023 Terms of Call
  
- Adjournment
  
- Closing Prayer

## CLERK'S ANNUAL REPORT JANUARY 2023

### *2022 at OPC: Another Year of Transition*

2022 has been a long year for Orange Presbyterian Church with many changes. January started pretty normal and I volunteered to act as Clerk of the Session. I did not realize what I was signing up for, but I had a lot of help and guidance and will always be grateful.

In March, Rebekah Tucker-Motley informed us by letter that she wished to dissolve her relationship with OPC. The session called a congregational meeting on March 27 to concur with the request of Rev. Tucker-Motley that the Presbytery of the James dissolve her pastoral relationship with OPC effective April 30, 2022. Our music director, Chelsea Holt, let us know she and her husband were moving away in May. The Session had 7 members, but went down to 5. This did not stop us from looking ahead. So many members of this church family stepped up and filled openings and we kept things rolling.

We found wonderful supply pastors again and again. Volunteers worked with the pastors, filling in parts of the service. A Pastor Nominating Committee was formed and went to work. We called on Rev. Susan Steinberg to serve us as a supply pastor and Susan also agreed to be our Moderator for Session through September, when she was called to another church. Many thanks to Susan for the time she gave us. Theresa Torian joined us again on June 1 and gave the members of this church something to cheer about.

Pledges were down and Finance worked with the Session to make ends meet. Property was able to make needed improvements to our buildings, music from our organ filled the sanctuary on Sundays, there were several "coffee hours" outside after service, and the garden was gorgeous all summer due to more rain than normal. Somewhere in there, optimism was back, members returned to Sunday service and the joy was contagious.

We entertained the Anchor House and their "Ride for Runaways" on July 10. There were many cyclists and volunteers who were riding for 7 days to raise money for Trenton, NJ's shelter for abused, runaway, homeless, aging out, and at-risk youth. Our parking lot was a stopping point for rest and refreshments. Stewardship Sunday was October 16, and the theme was Here Am I, Lord. In October, Rev. Joseph Tabor from Culpeper Presbyterian Church helped us by moderating the Session for two months. Our Christmas Bazaar kept us busy through the year and was very successful. We raised over \$5,000 for Orange County Habitat for Humanity, the Christian Emergency Council and the Blessing Box.

Rev. Denny Burnette agreed to join us in December as our pastor. We hope he is as happy to be here as we are to have him. Rev. Burnette enjoys people and the connections they make. He is kind and caring and wants to connect with every member of this church, whether they still come on Sundays or not.

The Sanctuary was decorated for Christmas and Jane Ober's candelabras remind us yearly of the wonderful past members of this church and all they contributed. Theresa and Charles Torian brought members of the Community Chorus and Band to OPC on Sundays during Advent, organized the Orange Community Chorus for an amazing Saturday night performance, and some members of the Community Chorus and Band for a beautiful Christmas Eve service. Our sanctuary was filled with beautiful music both evenings and we had attendance we have not seen for quite a while.

On December 31, the Session held its last meeting of 2022 to approve the proposed 2023 budget. The budget was approved.

Respectfully submitted,

Jennie Hill Robinson

**ORANGE PRESBYTERIAN CHURCH  
2022 STATISTICS**

Members Received by  
Transfer of letter:

Additions to the  
Baptized Roll:

Members Received upon  
Reaffirmation of Faith:

Members restored from Inactive to Active:

Births:

Baptisms:

Confirmations:

Marriages:

Deaths:

Lloyd Parcell  
William Taylor

January 23, 2022  
July 25, 2022

Members Transferred:

Removed from Active Rolls:

Moved to Inactive Status:

## COMMUNICATIONS TEAM 2022 ANNUAL REPORT

### Overview:

The Communications Team has been working hard toward the following goals:

- 1) Creating a communications crisis plan for OPC
- 2) Ensuring the OPC website has the most up-to-date and accurate information
- 3) Scheduling posts across social media channels to strengthen engagement

### Communications Crises Plan

The Session has adopted the following communications crises plan, proposed by the team. The goal is to ensure that, during a crisis information is accurate and available from a single source.

In the event of a crisis or emergency, the pastor, clerk of session, and Safety Team chair form a small group, supported by the Communications Team. All information about the crisis should be forwarded to this group. These three people assess the situation and what's known about it.

They then determine:

- 1) What do we know?
- 2) Who do we need to inform? (Depending on the situation, it could be just the congregation, preschool parents, or even the general public)
- 3) When do they need to be informed?
- 4) How often do they need to be informed? (Developing situations may require updates at regular intervals)

This plan ensures that rumors are kept to a minimum, and that information shared will be consistent and accurate.

### Facebook

Facebook continues to be our strongest social media channel. At this point, most of our 246 followers are women with families, 25-45, who live in Orange. As we've suggested before, this is a group we could be ministering to. Initially ministry could be online only. Studies have shown that over time, effective ministry can bring approximately 10% of the participants to begin attending in person.

We boosted notices for two events this year. For Facebook, a boosted post is one supported by money. We paid to have the notice for the OPC Bazaar and our Christmas Eve Service receive preferential treatment in select Facebook feeds.

We defined the parameters, and the budget. For a total of \$60, 3,434 people who live within a 10-mile radius of Orange saw these notices in their feeds. And about 10% of them – a little over 300 – clicked on the links in the notices for more information.

### Instagram

Instagram is all about images, and we've been consistent in supplying them. We've grown our following from 11 to 73 over the past two years.

## **Twitter**

Twitter currently has a very negative public perception. We will continue to post sermon notices, inspirational messages, and Bible readings to continue our ministry. We will also continue to engage with other PCUSA churches on the platform, supporting their efforts to do the same.

Although our follower numbers remained constant, engagement has doubled over the past year. This suggests that more people are receiving the messaging in our tweets.

## **Website**

The website is now regularly updated at least once a week, often twice a week. Our goal has been to make it the single most reliable source for OPC information. Part this is the initiative of the communications crises team plan. In a crisis or emergency, **check the website first**. Breaking news and updates will always be posted on the home page.

Our efforts at SEO (search engine optimization) have borne fruit. Search engines such as Google and Bing are finding our site and cataloging its contents. And *that* means that you can Google “OPC bazaar” and the first hit will be information page for the OPC Christmas Bazaar.

We associated the website with Google Analytics this year, which will give us insights as to how well our website is working. It currently shows that about 45% land on our site from organic search – that is, Googling us. This is key for helping people moving into the area discovering our church.

## **Tuesday Memo**

We currently send out the Tuesday Memo to 69 people. **If you have not been receiving the memo recently, please contact Ralph Graves**. We can check to make sure it’s going to the right address, and we can update your email address if necessary.

For bulk emails, a 50% open rate is considered very good. Ours is currently at 63%.

Over the past year, we’ve been experimenting with publishing the memo at different times and measuring open rates. We’ll continue that test through 2023. The Tuesday Memo will arrive in your mailbox on a Tuesday, though perhaps at a different time one month to the next.

Respectfully submitted,  
Ralph Graves, Communications Team Leader

## Social Media Traffic Report

	Dec. 2022	Dec. 2021	Dec. 2020
<b>Facebook</b>			
Followers	246	236	209
people reached	2761	231	127
<b>post engagement</b>	610	45	
engagement v. reach	22.09%	19.48%	0.00%
<i>boosted posts (paid)</i>			
people reached	3434		114
post engagement	326		
engagement v. reach	9.49%		
<b>Instagram</b>			
followers	73	36	11
reach	36	16	
engagement v. reach	49.32%	44.44%	0.00%
<b>Twitter</b>			
followers	146	147	142
tweet impressions	70	39	28
<b>Website</b>			
unique visits	453	236	236
page views	1000	598	593
avg. page views per visit	2.21	2.53	2.51
<b>Website Traffic</b>			
Organic Search	44.90%		
Direct	37.20%		
Social Media	3.80%		
Referral	3.80%		
Email	10.30%		
<b>Tuesday Memo (sent)</b>			
Total Recipients	408		
Total Opened	175		
Open Rate	63.41%		
Click Rate	10.54%		

## **OPC FINANCE COMMITTEE 2022 ANNUAL REPORT**

**Finance Committee:** Generally, this committee reviews items that impact the ongoing and long-term financial sustainability of OPC and makes recommendations to the Session. It prepares the budget for the Session and makes monthly reports to the Session.

**Members:** Ted Haberland (Chair), Cindy Reid (Co-Treasurer), Jim Reid (Co-Treasurer), Suzanne Sherwin, Jennie Hill Robinson, and Shirley Newman.

### **Finance Committee Key Issues/Items 2022:**

First and foremost, the committee needs to thank Jim and Cindy Reid for their time and outstanding leadership as our treasurers. We also need to thank Melanie Rose for her time and talents as our bookkeeper and for her office assistance. Through the leadership of these three people, all of our bills were paid in a timely fashion all year.

On December 31, 2021, OPC started with \$20,082.78 in the General Fund. Our total fund balance was \$37,247.52. Starting off 2022, the committee was concerned that the year would be challenging. In June 2022, it was necessary to withdraw \$20,000 from the Reserve Fund. This fund was created several years ago for this purpose.

The transfer from the Reserve Fund, gave us the cushion to weather the monthly deficit we faced between giving and expenditures. The departure of our full-time minister significantly reduced our expenses for personnel. By mid-summer, we were back to a positive difference between income and expenses.

The fall exhibited very positive gifts, giving the church an excellent 4<sup>th</sup> quarter, ending the year with a balance of \$54,767.59. This figure is very encouraging. It will be a goal of the committee to return the \$20,000 withdrawal back to the interest-bearing Reserve Fund.

Our budget for 2023 is a good one. With pledges totaling \$84,250 and expected Facilities Use and Loose cash income of \$2,500, we calculate only a \$5,923 difference between these income items and our budgeted expenses of \$92,673 (see page 11 for full budget). The budget shortfall is 6%, significantly lower than in past years. Many thanks to our committees for their tireless work.

We are very encouraged for 2023. The arrival of Denny Burnette has given us the pastoral leadership we have prayed for. Our endowed and invested funds have also rebounded from market lows. The Lord has blessed us all!

Respectfully submitted,

Ted Haberland, Chair



**ORANGE PRESBYTERIAN CHURCH  
2022 TREASURER'S REPORT**

Account #	Account Name	YTD Balance	Annual Budget	Annual Budget Remaining
<b><i>Income</i></b>				
400.100	Undesignated	85,188.86	73,210.00	(11,978.86)
400.350	Facilities Use	950.35	1,000.00	49.65
400.400	Loose Cash	1,306.57	1,500.00	193.43
400.430	Expected Income	0.00	60,167.00	60,167.00
	<b>Total Income</b>	<b>87,445.78</b>	<b>\$135,877.00</b>	<b>48,431.22</b>
500.371	Cong Care - Kitchen Supplies	0.00	75.00	75.00
500.372	Cong Care - Devotionals	83.40	115.00	31.60
500.377	Cong Care - Graduate Gifts	0.00	50.00	50.00
500.378	Cong Care - Discretionary Fund	0.00	250.00	250.00
500.700	M&O - Work of Larger Church	2,760.00	2,760.00	0.00
500.742	M&O - Food Pantry	200.00	200.00	0.00
500.743	M&O - Medical Ben Fund	200.00	200.00	0.00
	<b>Total Mission &amp; CC</b>	<b>3,243.00</b>	<b>\$3,650.00</b>	<b>406.60</b>
500.620	W&M - Supplies	202.00	250.00	48.00
500.621	W&M - Supply Pastor	6,752.38	1,400.00	(5,352.38)
500.625	W&M - Substitute Organist	900.00	600.00	(300.00)
500.800	Spiritual - Adult Ministry	0.00	300.00	300.00
500.810	Spiritual - Youth Ministry	0.00	200.00	200.00
500.845	Spiritual - Nursery Supervisor	0.00	1,200.00	1,200.00
500.850	Spiritual - Nursery Supplies	0.00	35.00	35.00
500.855	Spiritual - Confirmation Recognition	0.00	50.00	50.00
500.400	Comm - Facebook Testing	0.00	100.00	100.00
	<b>Total Spiritual</b>	<b>7,854.38</b>	<b>\$4,135.00</b>	<b>(3,719.38)</b>

Account #	Account Name	YTD Balance	Annual Budget	Annual Budget Remaining
500.210	Admin - Office Supplies	875.54	1,300.00	424.46
500.220	Admin - Copier Maint./Supplies	854.00	650.00	(204.00)
500.240	Admin - Emergency Assistance	100.00	400.00	300.00
500.260	Admin - Software Support	419.00	425.00	6.00
500.275	Admin - Website Design	476.18	3,000.00	2,523.82
500.280	Admin - Postage	116.00	600.00	484.00
	<b>Total Admin</b>	<b>2,840.72</b>	<b>\$6,375.00</b>	<b>3,534.28</b>
500.520	Property - Maintenance	1,389.21	2,500.00	1,110.79
500.530	Property - Property & General Insurance	6,485.25	6,000.00	(485.25)
500.540	Property - Electricity	5,544.02	6,500.00	955.98
500.550	Property - Heating Oil	4,491.75	4,000.00	(491.75)
500.560	Property - Water & Sewer	1,567.99	1,500.00	(67.99)
500.570	Property - Telephone	1,564.19	1,500.00	(64.19)
	<b>Total Property</b>	<b>21,042.41</b>	<b>\$22,000.00</b>	<b>957.59</b>
500.900	Pers - Pastor's Salary (cash)	13,653.54	26,370.00	12,716.46
500.901	Pers - Pastor's Sal (housing)	9,012.50	21,630.00	12,617.50
500.902	Pers - Pastor's SECA	1,530.00	3,672.00	2,142.00
500.903	Pers - Pastor's Continuing Ed	10.20	3,000.00	2,989.80
500.905	Pers - Pastor's Mileage	250.00	1,000.00	750.00
500.906	Pers - Pastor's Annuity/Ins	7,629.15	17,760.00	10,130.85
500.910	Pers - Admin Asst Salary	0.00	7,000.00	7,000.00
500.912	Pers - Admin Asst FICA	238.38	541.00	302.62
500.918	Pers - Bookkeeper Salary	3,115.50	3,214.00	98.50
500.980	Pers - Custodian (Contractor)	0.00	3,248.00	3,248.00
500.985	Pers - Dir. of Music	10,856.72	11,330.00	473.28
500.986	Pers - Dir. of Music FICA	325.07	877.00	551.93
	<b>Total Personnel</b>	<b>46,621.06</b>	<b>\$99,642.00</b>	<b>53,020.94</b>
500.100	Disc - Stewardship	75.00	75.00	0.00
	<b>Total Discipleship</b>	<b>75.00</b>	<b>\$75.00</b>	<b>0.00</b>
	<b>Total Expense</b>	<b>81,676.97</b>	<b>\$135,877.00</b>	<b>54,200.03</b>
	<b>Difference</b>	<b><u>\$5,768.81</u></b>	<b><u>\$0.00</u></b>	

**ORANGE PRESBYTERIAN CHURCH  
2023 BUDGET**

Account #	Account Name	Annual Budget
<b>Income</b>		
400.100	Undesignated (Pledges)	84,250.00
400.350	Facilities Use	1,000.00
400.400	Loose Cash	1,500.00
400.430	Expected Income	5,923.00
	<b>Total Income</b>	<b>\$92,673.00</b>
<b>Expense</b>		
500.371	Cong Care - Kitchen Supplies	75.00
500.372	Cong Care - Devotionals	115.00
500.378	Cong Care - Discretionary Fund	250.00
500.700	M&O - Work of Larger Church	2,760.00
	<b>Total M&amp;CC</b>	<b>\$3,200.00</b>
500.620	W&M - Supplies	100.00
500.621	W&M - Supply Pastor	5,500.00
500.625	W&M - Substitute Organist	600.00
500.800	Spiritual - Adult Ministry	300.00
500.810	Spiritual - Youth Ministry	100.00
500.845	Spiritual - Nursery Supervisor	100.00
500.850	Spiritual - Nursery Supplies	35.00
500.855	Spiritual - Confirmation Recognition	50.00
500.400	Comm - Facebook Testing	300.00
	<b>Total Movement of the Spirit</b>	<b>\$7,085.00</b>
500.210	Admin - Office Supplies	1,300.00
500.220	Admin - Copier Maint./Supplies	950.00
500.240	Admin - Emergency Assistance	400.00
500.260	Admin - Software Support	425.00
500.280	Admin - Postage	300.00
	<b>Total Admin</b>	<b>\$3,375.00</b>
500.520	Property - Maintenance	1,000.00
500.530	Property - Property & General Insurance	6,500.00
500.540	Property - Electricity	6,500.00
500.550	Property - Heating Oil	7,000.00
500.560	Property - Water & Sewer	1,600.00
500.570	Property - Telephone	1,600.00
	<b>Total Property</b>	<b>\$24,200.00</b>

Account #	Account Name	Annual Budget
500.900	Pers - Pastor's Salary (cash)	20,000.00

500.901	Pers - Pastor's Sal (housing)	4,000.00
500.903	Pers - Pastor's Continuing Ed	500.00
500.905	Pers - Pastor's Mileage	1,000.00
500.910	Pers - Admin Asst Salary	7,000.00
500.912	Pers - Admin Asst FICA	541.00
500.918	Pers - Bookkeeper Salary	5,200.00
500.919	Pers - Bookkeeper FICA	400.00
500.980	Pers - Custodian (Contractor)	3,248.00
500.985	Pers - Dir. of Music Salary/Organist	12,000.00
500.986	Pers - Dir. of Music/Organist FICA	924.00
	<b>Total Personnel</b>	<b>\$54,813.00</b>

<b>Total Expense</b>	<u><u><b>\$92,673.00</b></u></u>
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<b>Difference</b>	<u><u><b>(\$0.00)</b></u></u>
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**ENDOWMENT COMMITTEE  
2022 ANNUAL REPORT**

Members of the committee include Jim Reid (Co-Treasurer); Carol Hebrance; Lynn Clements; Robert Kendall (chair); Ted Haberland; Susan Southard.

1. The committee met twice: April and December.

At its April meeting, the committee reviewed the endowment funds via Zoom with Martin Harrar, our Merrill Lynch adviser. He recommended selling two Pimco bond funds and buying a ladder of CDs. Following the meeting committee members approved this change.

At its December meeting at the church, the committee reviewed the endowment funds.

The chair will work on editing the policy documents for the church's endowment to reflect the fact that the endowment includes the Reserve Fund. This revision will be reviewed by the committee and then will be submitted to session for approval.

2. Totals for year-end 2021 and year-end 2022 for American Century & Merrill Lynch funds held in the OPC endowment are as follows:

American Century Investments (money market funds):

December 31, 2021: \$18,775.71

December 31, 2022: \$22,202.09

Merrill Lynch (investments and reserve fund):

December 31, 2021: \$600,845.37

December 30, 2022: \$486,443.58

3. The following is a breakdown of the money in the Merrill Lynch account as of December 30, 2022:

Hamilton	\$12,914.02
Reserve Fund	\$50,513.54
Hazard	\$237,433.01
Hebrance	\$38,207.69
Bailey	\$11,889.20
Building-Property	\$51,748.21
Benevolence	\$83,737.91
<b>Total</b>	<b>\$486,443.58</b>

Respectfully submitted,  
Robert Kendall (chair)

## **MISSION AND CONGREGATIONAL CARE COMMITTEE 2022 ANNUAL REPORT**

Members of Mission and Congregational Care: Carole Sue Graves, Dianne Haberland, Ellen Kendall, Cindy Reid

The Committee's goal is to research, publicize, and promote mission work locally, nationally, and in the larger world. The Committee is responsible for extending the warm expression of our church's care to all members and for strengthening bonds of community and fellowship.

Carole Sue Graves represents M&CC on the Orange Presbyterian Weekday School board.

During 2022, OPC participated in the 4 Special Offerings of the PCUSA: One Great Hour of Sharing; Pentecost; Peace and Global Witness; (OPC has been donating to this offering for over 20 years); and Christmas Joy. In addition, a 10 Cents-a-Meal Offering is collected monthly.

In September we donated to the National Child Safety Council.

We stock the Blessing Box year round. In October and November, we distributed socks through the Blessing Line. In the winter we hang up gloves, hats and scarves.

Three hundred dollars was donated to Habitat for Humanity to purchase Thanksgiving gift cards for Habitat families.

Throughout the year workshops were held to make items for the OPC Christmas Bazaar, which was held on Saturday, December 3. Under the leadership of Jennie Hill Robinson and Carole Sue Graves and with the support and generosity of the congregation and our community, the bazaar was hugely successful.

In response to Hurricane Ian, OPC donated \$731.36 to PCUSA member church, Chapel by the Sea in Fort Myers, FL.

Lloyd Parcell died in January and a reception was held in the Fellowship Hall after the funeral service in March.

Easter cards were sent to all members.

Graduates Taylor Gibson, Ryder Rose, and Wyatt Mills were honored during worship on May 8.

Outdoor receptions were held to say goodbye and thank you to Rebekah Tucker-Motley and Chelsea Holt, and to celebrate the birthdays of Buckshot and Margie Clements. On December 11, we welcomed Denny and Patricia Burnette with a reception after worship in the East Room.

Presbyterian Women was inactive through 2022.

The Committee recommends how funds in the Community Outreach Fund are used. These funds are collected from donations, the yard sale, and the Christmas Bazaar. The Benevolence Fund is money withdrawn from the Benevolence Endowment Fund. Below are tables showing how these funds were used during the year.

### Community Outreach Fund

<b>Entity</b>	<b>2022</b>
Beginning Balance	\$1,149.63
Income/Donations	\$5,795.46
Christian Emergency Council	\$3,565.36
Orange County Habitat for Humanity	\$500.00
Blessing Box	\$800.32 (reserved \$1,720.30 for 2023 from bazaar proceeds)
College Student Scholarship	\$359.11

### Benevolence Fund

<b>Entity</b>	<b>2022</b>
Money from Benevolence Endowment Fund	\$4,000.00
Christian Emergency Council	\$2,600.00
Habitat for Humanity Thanksgiving Gift Cards	\$300.00
Hurricane Ian Disaster help (Chapel by the Sea)	\$731.36
Blessing Box	\$368.64

Respectfully submitted,  
Dianne Haberland and Ellen Kendall, co-chairs

**NOMINATING COMMITTEE  
2022 ANNUAL REPORT**

The Nominating Committee consisted of Ted Haberland and Jennie Hill Robinson

This was a difficult year to find people willing to serve in session or committees. At the end of our tenure we nominated the following person:

Session for a three-year term – Ralph Graves

Current session members will continue to serve until seats are filled.

Respectfully submitted,

Ted Haberland, chair



**PASTOR NOMINATING COMMITTEE  
2022 ANNUAL REPORT**

The Pastor Nominating Committee has selected Reverend Denny Burnette as the new pastor of OPC. We have selected the Covenant 1 position, which allows us to offer a part-time position to our pastor. The terms are a nominal twenty hours per week with two partial days in the office and other hours visiting our congregation. This Covenant 1 agreement must be reviewed and accepted every six months. Denny has agreed to these terms. Also, Denny is enjoying his retirement and wishes to take off one week per month to enjoy life. OPC has agreed to this condition and will provide a supply pastor on those Sundays.

Respectfully submitted,

Lynn Clements, Chair

## **PERSONNEL COMMITTEE 2022 ANNUAL REPORT**

The Committee voted to change the committee name from Covenant Review Team to Personnel Committee.

Members: Sandy McLeod (chair), Dianne Haberland (chair), Bob Vasquez, Joanna Davies

The following staff changes occurred in 2022:

- Sandy McLeod agreed to chair the Personnel Committee.
- Rebekah Tucker Motley resigned as pastor of OPC. Rebekah's last Sunday was Easter, April 17, 2022.
- The committee recommended to the Session to hold off hiring an office assistant. Without a pastor, there would not be anyone in the office to supervise and train an assistant.
- Melanie Rose, the church bookkeeper, kindly agreed to increase her office hours and help facilitate the bulletin and church calendar.
- Chelsea Holt resigned as church organist to pursue other career options in PA. Chelsea's last Sunday was in May.
- Chelsea was our contact person at Design by Vie, the company that created the newsletter and weekly memos. Ralph Graves kindly volunteered to assume the responsibility of creating and maintaining the weekly on-line newsletter and the church website. This saved the church \$240 each month.
- Due to personal reasons, Sandy McLeod stepped down as Personnel chair.
- Teresa Torian was hired as the Interim Music Facilitator. She agreed to a six-month contract.
- In November, the Pastor Nominating Committee informed Session that Rev. Denny Burnette had agreed to become the new Pastor of OPC! The Pastor Nominating Committee handled all the Terms of Call. Denny was hired as a Covenant Pastor.
- The church continues to be cleaned by the Property Committee and volunteers. This saves the church over \$7,000 per year. As the church opens up to more organizations on a routine basis, we will look at hiring someone to clean on a regular basis.

Respectfully Submitted,

Dianne Haberland, Chair

## **PROPERTY COMMITTEE 2022 ANNUAL REPORT**

The Property Committee consists of Gene Whitaker, Lloyd Parcell, Buckshot Clements, Robert Kendall, Ted Haberland, and Lynn Clements.

The Property Committee and Safety Team performed its duties concurrently.

The purpose of this committee is to care for the church's physical assets both inside and outside, and create a comfortable and safe environment for the church staff, church members, all visitors, and other community groups. The Safety Team constantly reviews the status of the pandemic and recommends appropriate safety measures to protect our congregation, the Presbyterian Weekday School, and outside groups.

Among the tasks associated with these goals are weekly cleaning and sanitizing of the usable portions of the church, weekly cleaning of the outside debris and mowing the grass, monthly testing of the fire extinguishers and exit signs around the entire church, frequent checks of the doors, heat and air systems, lighting, and plumbing.

We also completed some major construction projects in 2022.

Safety items included replacing the exit signs in and around the Sanctuary, repairing the exit signs and emergency exit lights, changing the exit door locks and handles, and fixing the exterior lights.

The East Room air conditioner was replaced and the Library's heating and air conditioner was replaced. Outside renovations included the roof replacement over the Sunday School wing, gutter replacement around the Sunday School wing, and a new maintenance shed was installed.

Monthly, the Committee reviewed and approved multiple requests to use our facilities by public groups.

Throughout all of this work, God has led us with vigor and enthusiasm to make OPC a better place and a safe place for all God's children.

Respectfully submitted,

Lynn Clements

**WORSHIP AND MUSIC COMMITTEE  
2022 ANNUAL REPORT**

The primary function of the committee this year has been finding ministers and others who could lead our worship services and preach in the absence of our own pastor. We were able to find many inspired preachers including seminary students, church camp directors, retired ministers, and even some of our own members who encouraged and challenged us.

Many in our congregation stepped up to help lead worship with readings, prayers, and assistance in the pulpit. We are grateful for that leadership from our own. As we move forward, our prayer is for those and others to continue to serve in worship.

We were blessed to have Theresa Torian return to lead us with both organ and piano music and special and instrumental music during Advent and Christmas. She is committed to building our music program.

Respectfully submitted,

Joanna Davies

**2023 TERMS OF CALL**

**Orange Presbyterian Church  
Rev. Hairston D. Burnette**

A. Compensation

1. Cash Salary	\$ <u>20,000</u>
2. Housing, Utilities and Furnishings Allowance (ministers only) OR	\$ <u>4,000</u>
3.a. Utilities and Furnishings Allowance (ministers only) AND	\$ _____
b. Manse Rental Value, at least 30% of sum of 1 and 3a (ministers only)	\$ _____
<b>Subtotal</b>	<b>\$ <u>24,000</u></b>

B. Benefits

4. Pension and Major Medical Dues [2019], 37% of Subtotal	\$ _____
5. Fifty percent of Self-Employment Tax (SECA), 7.65% of Subtotal	\$ _____
3. Vacation	<u>2 weeks</u>
4. Study Leave	<u>1 weeks</u>
<b>Total Compensation and Benefits</b>	<b>\$ <u>24,000</u></b>

C. Professional Reimbursements

a. Auto/travel Expenses (at IRS rate)	\$ <u>1,000</u>
b. Continuing Education and Book Expenses (\$1,000 minimum)	\$ <u>500</u>
<b>Total</b>	<b>\$ <u>1,500</u></b>