



# 2022-2023 Annual Report

## Congregational Meeting – October 29, 2023

### Mission Statement

Westminster Church is:

Reaching people to know Christ,  
Equipping believers to obey Christ, and  
Sending disciples to advance Christ's kingdom.

### Membership Statistics Report

**Membership Roll (as of 9/30/23):** 229 Communing Members & 52 Non-Communing Members

**New Members Received (10/9/22):** Sophia Czifra, Ava DeLorenzo, Elijah Furman, Caleb Horstman, Maranda Horstman, Daniel Johnson, Zachary Johnson; Kinsey McCaslin, Logan Monday, Luke Monday, and Sierra Steck

**Births:** Shepherd Cole Thompson (4/8/23); Cecelia Raylin Mackrell (4/20/23)

**Baptisms:** Kinsey McCaslin (10/9/22); Sierra Steck (10/9/22); Shepherd Thompson (8/6/23); Cecelia Mackrell (9/3/23)

**Deaths:** Kathy Boyles (12/28/22); Charlene Stevenson (4/9/23); Kathy Minehart (6/20/23); Angie Dunkle (8/4/23); Don Greger (9/4/23)

### Westminster Staff

**Dan and Jen Ledford** departed the Westminster staff on 11/6/22.

**Stephanie Horstman** was hired as Interim Children's Ministry Coordinator & began on 11/7/22.

**Joan Eisenreich** retired on 12/31/22 after 20 years as our Accompanist.

**Holly Steck** was hired as Accompanist and began on 1/1/23.

**Michele Gonda** was hired as Summer Secretary and began on 5/22/23.

## Westminster Session Annual Report

Over the last ministry year, the Session met fifteen times. In addition, the Session sent delegates to the quarterly meetings of the Presbytery, and approved recommendations from the Worship, Discipleship, and Mission Committees, and Deacon Board. At each Session meeting, the Session spent time discussing and praying for the various prayer needs within the church membership.

The following four men were ordained to the office of Elder on November 13, 2022: Don Anthony, Matt DeLorenzo, Dan Hartler, and Dick King.

The Session received regular reports from the Interim Staff Supervisor (Dick King), and took an active role in conducting staff performance reviews and interviewing candidates for the open Youth Ministry Leader position. The position was accepted by Olivia Jones, who will begin employment on November 1, 2023.

The Session received a draft of an Employee Policy Manual from the Policy Review Committee (PRC), and sent the manual to a Senior Professional in Human Resources (SPHR) to complete the process. The process of developing a comprehensive Employee Handbook for WPCA was completed on October 17, 2023. The Session is very grateful to the members of the PRC for their dedicated service.

The Session commissioned a Budget Planning Committee to oversee the development of the budget for the 2023-24 fiscal year. On September 12, 2023, the Session approved the 2023-24 fiscal year budget and dissolved the budget planning committee.

On August 17, 2023, the Session approved a final draft of the job description for WPCA's Senior Pastor. The basis for the job description came from the congregational survey which was conducted by the Pastoral Search Committee at the beginning of 2023.

Martin Furman was nominated to return to the Session after a one-year sabbatical. He was reexamined by the Session on September 5, 2023, and will stand for election at the Annual Congregational Meeting.

The Session posts a report after each of their regularly scheduled meetings. Those reports can be found on the church's website under the "Resources" tab.

*Rev. David O'Leary (Moderator), Jim McCaslin (Clerk), Don Anthony, Matt DeLorenzo, Dick King, Paul Harbison, Dan Hartzler*

## Westminster Deaconate Annual Report

The Deacons met each month on the second Tuesday as well as having several additional meetings to address building and annex issues. They have been very active this past year working on projects with the church and property along with providing mercy to those in need within our church and community.

### Church Building & Property

- Several areas received upgraded lighting to LED, including all the lights in the sanctuary. The church also received a significant number of 4ft LED lights through a donation that will be used to upgrade other lighting in the church.
- Created the new “Long-Term Capital Maintenance Fund” to raise funds necessary to complete building related projects. (Donations totaled \$46,496 this fiscal year). \$4,100 was used for roof and gutter repairs.
- Several bids were received to replace the unsafe and aging sanctuary HVAC system. A new system was ordered. The vendor’s projected shipping date was delayed until January 2024. Upon installation, the remaining cost of \$107,998 will be paid.
- A temporary heating system was brought in for the winter to provide heat and has also been installed again for this upcoming winter until the new system is delivered and installed
- The Deacons entered into an agreement with a commercial HVAC company to do maintenance checks & repairs on all church HVAC equipment 2x/year and provide feedback on future repairs.
- Several areas of the church are being organized and de-cluttered
- A “Repair Request Form” was created for anyone who sees a need to submit the request
- Memorial money was used to give the office lobby area an updated look with fresh paint, new furniture, and a welcome sign
- The Deacons decided to create a cleaning custodial position and make Ross Morgan’s position “Maintenance and Ministry Support”
- Kim Hall was hired to temporarily take over cleaning duties while Ross was on medical leave. We thank her for her time and commitment.
- Several roofing projects were completed including some damage due to wind along with leaking over the library area. Repairs were also made to the north side gutters.

### Annex

- The front office space has been rented to Abstract Studios, which provides art-related classes
- Renovations to the second-floor apartment space were completed and a new tenant moved in.
- Evergreen Accounting moved into another commercial space on the first floor.
- Several repairs to the AC units for the first floor have been made as much of the HVAC system is aging. A new boiler for the Annex will be a future purchase as the unit is roughly 80 years old.
- Roof damage due to the wind storms was repaired along with replacement of a vent
- The Deacons committed a lot of time and effort to cleaning out the basement of the annex

### Mercy

- Received a total of \$13,028 in offerings and donations to this fund
- Supplemented the donations to the Westminster Food Cupboard with \$450
- Provided food for six funeral lunches totaling \$1,925
- Fulfilled Assistance Requests from church members & community members totaling \$13,200
- Provided 15+ summer camp scholarships (Seneca and Presbytery) totaling over \$3,000.
- Provided a total donation of \$2,500 to the PCA Ministerial Relief/Look After Fund (comprised of \$1,551 in congregational donations and \$949 in mercy funds)

We would like to thank you for donating to the new “Long-Term Capital Maintenance Fund.” These funds are used to handle building-related projects such as repairs to our current infrastructure. The Deacons also have a long list of future projects that will be addressed as funds are available and needs are prioritized. Currently funds are being set aside for the Sanctuary HVAC System. Upcoming projects include: Parking Lot Improvements, Women’s Restroom, Upgrading Sump Pump, Improved Office Entry and Front Doors to make them ADA Compliant, and Replacement of the Sanctuary Roof.

*Greg Breiding, Kevin Hall, Mark Hoffer, Tom Ihlenfeld, Tom Koegler, Doug Nemeth, Scott Richardson, Matt Harbison, and Dale Shandick*

## **Standing Committees’ Annual Reports**

### **The Worship Committee**

The Worship Committee provided discernment and feedback for our worship services on Sunday mornings along with special services throughout the year. There continues to be significant and productive discussion around how and why we worship, and how the body at Westminster can continue to worship together well. The committee discusses concerns about music, live streaming, improvements in technology and the many small details that go into each Worship Service. Holly Steck also became the new pianist and organist. Elder John Richardson departed the committee this year, and Mark Hoffer assumed the position of Chairman.

*Elder John Richardson, Deacon Greg Breiding, Susan Breiding, Dee Demby, Barbara Galloway, Deacon Mark Hoffer, Ross Morgan, Josh Thompson, Elder Jeff Wigton*

### **The Discipleship Committee**

The Discipleship Committee met 10 times: 11/15/2022; 12/7/2023; 1/17/23; 2/28/2023; 3/28/2023; 4/25/2023; 5/23/2023; 8/9/23; 9/19/23; and 10/24/23.

The Discipleship Committee provided oversight and support for the ministry areas of Children, Youth, Women, Men, Seniors, Adult Sunday School, and the library. More details of what these ministries did throughout the past year are contained in the Ministry Annual Reports section below.

*Elder Jim McCaslin, Deacon Dale Shandick, Don Anthony, Danielle Hoffer, Stephanie Horstman, Barb Keller, and Karen Walker*

### **The Mission Committee**

The Mission Committee met seven times: 10/13/22, 02/02/23, 03/23/23, 05/11/23, 06/08/23, 06/29/23, and 08/29/23.

The Mission Committee provided oversight and support for the ministry areas of Regional & International Ministry Partners, Outreach Initiatives (including Good News Club), and College/Young Adults. The committee reviewed and made recommendations regarding the support of our Ministry Partners. The committee coordinated and implemented three Mission Focus Sundays: Linda Karner (03/12/2023), Ryan McCormick (06/18/23), and Tim Yates (6/25/23). The Committee discerns and recommends additional expenditures from Faith Promise Funds for unexpected Missionary needs and Mission opportunities.

*Elder Martin Furman, Deacon Doug Nemeth, Mark Boyce, Ginger Harbison, Jane Hartzler, Stephanie Horstman, and Josh Thompson*

## **Pulpit Search Committee**

The pastoral search team was elected on November 13, 2022. It included the following members: Don Anthony, Matt Harbison, Dan Hartzler, Sandy Ihlenfeld, John Richardson, Laura Shandick, and Aaron Williams. The committee held its first meeting on November 29 during which it elected Don Anthony as its Chairperson and Aaron Williams as its Secretary. Its first major effort involved the completion of a congregational survey which identified the congregation was wanting a senior pastor who is passionate about preaching and teaching the word of God, desires to build lasting relationships, and has a willingness to lead with a shepherd's heart. The survey results were presented to the congregation on February 26.

The committee moved forward by posting the open Senior Pastor position along with our church's profile packet on the PCA website and other locations. The committee then began evaluating candidates by listening to recorded sermons and analyzing their experience/skills and responses to questions listed in the profile packet. During this process, the team prayed that it would be unified in its analysis of candidates and that there would be a clear standout within the candidate pool.

The search team first interviewed Dwight Dunn on July 1. Two additional interviews were completed with Dwight with the third interview also including his wife, Connie. More than four hours of online, interactive interview time was completed with Dwight and Connie over a 6-week period. A significant amount of additional time was also invested by the search team in reviewing recordings of the interviews, evaluating the candidate, and structuring interview questions so as to provide a very thorough evaluation. Following those online interviews, four members of the committee (Don Anthony, Dan Hartzler, Sandy Ihlenfeld, and Aaron Williams) flew to Tampa, FL where they met with Dwight and Connie for an additional seven hours of time between Saturday, August 26 and Sunday, August 27. The search team also attended the worship service at Westtown PCA where it observed Dwight and Connie's interaction and relationships with the congregation. Following the site visit, with full confidence of how Dwight clearly stood out above all candidates, the team unanimously, without reservation, voted to move forward with recommending Dwight for the Senior Pastor position.

The search team then made arrangements for Dwight and Connie to visit Butler. Prior to their arrival, the search team announced on Sunday, September 3, that it was bringing a candidate into town and would give a presentation on the team's findings of the candidate during the education hour on Sunday, September 10. On Thursday, September 14, Dwight and Connie met with the church staff, toured the church, and enjoyed a dinner with the deacons and wives at the home of Mark and Danielle Hoffer. On Friday, September 15, Dwight and Connie toured the area searching for a house, and they enjoyed dinner at the home of Dick and Joy King with the elders and wives. On Saturday, September 16, 125 people from the congregation had the opportunity to meet Dwight and Connie as we joined together at the home of Dale and Laura Shandick for the church picnic. Then, on Sunday, September 17, Dwight preached during the worship service at Westminster.

Following Dwight and Connie's visit, on Sunday, September 24, a congregational meeting was held during which a vote of 113 (in favor) to 3 (not in favor) of issuing a call to Dwight for the Senior Pastor position was completed. After an extensive search in a challenging housing market to find a house suitable for meeting Dwight and Connie's family's needs produced positive results, Dwight officially accepted the call on Tuesday, October 24th. Having already passed an examination with a subcommittee of the Ascension Presbytery on Saturday, October 14, Dwight will move forward with his final examination with the Presbytery on Saturday, November 4. Anticipating he will pass that examination, we look forward to Dwight being active on staff at Westminster Church on January 2, 2024. We look forward to embracing Dwight, Connie, and Dwight's 92-year-old mother, Ethyl, as we move forward together with the ministries at Westminster PCA.

Special thanks are given to all of the members of the pastoral search team, Kayla (Hall) Hedderick who greatly assisted with completing the church profile packet, Denise Monday who was instrumental in many areas, and Steven Hoffer (son of Jim and Barb Hoffer) who provided a significant amount of time/effort with giving direction to our team following his recent experience with the senior pastor search process effort at Berea PCA in Ellwood City.

*Don Anthony, Matt Harbison, Dan Hartzler, Sandy Ihlenfeld, John Richardson, Laura Shandick, Aaron Williams*

## **Ministry Annual Reports**

### **Children's Ministry**

2022-2023 brought a lot of changes for our church including our Children's Ministry. We rejoice in the many years that Jen Ledford served the youngest members of our church. During the transition that this year entailed, we maintained our covenantal vow to bring up our covenant children in the nurture and admonition of the Lord. We have 16 active families with 31 active children. Four children visited throughout the year and five of our children graduated from the children's ministry to the youth ministry. We had three Sunday School classes at the beginning of 2023 and have been able to increase to 4 classes since the beginning of the current school year, which has allowed us to have a class specifically for our youngest kids.

We had several ministry events throughout the year. In November we had an Advent kick-off Party to begin the Advent Season. We had a Christmas Pageant during the Sunday School Hour during the Christmas season with a pot luck lunch following the pageant. We had an Easter Glow in the Dark Egg Hunt for the families of Westminster that we also opened up for the Good News Club Kids. During the Summer we had a space themed VBS with over 40 kids in attendance as well as a summer swim day at Penn Valley Athletic Club.

I would like to thank all the families and volunteers who made this transitional year such a great successful year. We look forward to how the Lord is going to bless us this coming year.

*Stephanie Horstman*

### **Youth Ministry**

Westminster's Youth Group met consistently throughout the past year. Youth opportunities included weekly Youth Group on Sunday nights, weekly Bible Class during the Sunday School hour, boys' small group and girls' small group. A big thank you to Holly Furman, Crystal Furman, and Amanda McCaslin for leading the girls' small group this year! And another big thank you to all the parents who provided snacks for Youth Group!

The Youth Ministry participated in three Presbytery sponsored events last year: A Fall Event at Burry's Church, Snow Camp at Laurelville Christian Retreat Center, and Super Summer Break also held at Laurelville Retreat Center.

As recently announced, Westminster recently hired a new Youth Ministry Leader (Olivia Jones) who will start on November 1st. Olivia will be supported by the Student Ministry Team, and we are excited to see all of the ways that God's will her gifts in service to our Youth.

*Jim McCaslin, Martin Furman, Ross Morgan*

## **Women's Ministry (WIC)**

Our goal is to provide the women of Westminster Church opportunities to grow, study, enjoy Christian fellowship, and serve Westminster with the gifts of friendship, outreach, and hospitality.

During the previous ministry year, our Monday evening zoom Bible study worked through the book *Blessed: A Study of Revelation* by Nancy Guthrie. This study has been well attended for several years and continues going strong with 12-15 women participating.

There is a renewed interest in serious Bible study and regular small group fellowship for the Women of Westminster. Bible studies have been a focus and trying to find ways and schedules that meet the needs of the congregation is an ongoing challenge. It was decided that the selection for each study & the frequency of meeting should be driven by the person or persons willing to facilitate the study. Each group would adapt the study to their schedules and willingness to put in the time to prepare. The books used are either PCA denomination approved or approved by Session. This model appears to be working as we have three Bible studies taking place this fall, so stay tuned for next year's report on this change.

Several service projects took place which benefitted our church building and the community. Ladies participated in a fall kitchen cleaning day, a spring landscaping day, a spring kitchen cleaning day. Our annual collection of baked goods for Meals on Wheels in January did not disappoint! Our ladies (and several of our gentlemen) like to bake!

Although funeral lunches/dinners don't formally fall under the WIC umbrella, we often find ourselves planning and serving these meals as a ministry to our members, family of members, and former members. It is a blessing to be able to do this as our facility provides an outstanding venue and the congregation pulls together when help is needed.

We held a number of very successful social events during the year with the goal of helping women connect with one another. Our fall kick-off event "Harvest Party" was held in October with delicious food and a fun craft led by Kayla Hall; "Christmas Carols, and Cookies" with a cookie exchange was held in December; Bunco game night was held in June with a great turnout; and "An Evening at Archer's Acres" in August had over 40 women picking and arranging fresh-cut flowers at the Grubbs' flower farm on a perfect summer evening.

We look forward to our new ministry year which is underway and invite all women to participate!

*Barb Keller, Jane Hartzler, Amanda McCaslin, Beth Weitzel, Amy White, Danielle Hoffer, Karen DeLorenzo, Karen Walker, Kim Hall*

## **Men's Ministry**

Our primary activity this year was the Cornament VI and Chili Cookoff event. This year, we had a record attendance of nearly 60 men including 50 cornhole participants and other attendees who also came out for the fun competition and great food. In addition, we were treated to a presentation by Dan Hartzler who shared about the missions work of which he is helping in the country of Honduras. Josh Thompson took home the Golden Spoon Award by winning the Chili Cookoff, and the father-son team of Gary and Chad Cousins lit up the cornhole scoreboard all night resulting in a return championship victory.

As we move forward toward 2024, we are looking to have large group activities each quarter along with other ongoing smaller fellowship group activities and discipleship mentoring. We are excited to see 2024 be a great growth year for men's ministry at Westminster Church.

*Don Anthony, Jim McCaslin, Roger Rettig*

## **Senior Ministry**

The “Over the Speed Limit” group continued to send notes and cards to the homebound members this year. Cards were sent for birthdays along with holidays greetings containing poems of encouragement. The group attended free concerts and historical presentations at Alameda Park. A fall Moraine Park boat ride and brunch was also enjoyed. All members 55+ are welcome to join in the group’s events!

*Karen Walker*

## **Library**

The Westminster Library includes an extensive, theologically rich, selection of books for youth and adults, along with a wide variety for children. Along with books, we offer audiobooks, short pamphlets, and DVDs. The library is constantly assessed and resources are purchased to meet the needs of the church at large and support sermon topics, Sunday School offerings, and other study needs of the congregation. There are over 3,500 items in the library.

Over the past year, considerable effort was made to include more middle grade fiction as well as resources and books for kids to bridge the gap between Bible storybooks and adult Bibles. In the upcoming year, the library will be receiving a small face lift and some reorganizing to freshen up the aesthetics and organization.

If you have suggestions or recommendations related to the library, please reach out to Danielle Hoffer. This can include resources you would like to have added to the library or suggestions for new books. Also, if you would like to join Mary Ann Early and Weien Agate in assisting with the library, reach out to Danielle as well.

*Danielle Hoffer, Weien Agate, Mary Ann Early*

## **College/Young Adults Ministry**

The past year of college ministry has consisted of some small group gatherings, 1-on-1 discipleship, counseling, and a handful of events throughout the past year. The Thompsons hosted a handful of fellowship events and met with individuals and couples for dinner or coffee throughout the year. In the summer, they started their weekly “Coffee with Carly & Josh” on Monday mornings and continue to host that once a month. Josh is back on BC3’s campus weekly to steward the relationships that he already has with students, faculty, and staff, as well as trying to forge new relationships with new students at BC3. A few of the young adults of the church have also been involved in several Youth Group ministries, including Boy’s Small Group events and Youth Praise Team.

*Josh Thompson*



## **First Aid & AED Information**

We want the congregation to know that we have many first aid kits throughout the building. Kits are updated every few years to make sure that they have sufficient, in-date contents. There is an AED unit located in Perrin Hall on the wall between the kitchen and the family restroom.

**First aid kits** are located in the following locations:

- Narthex - Welcome Center
- Sanctuary – Ushers’ Closet
- Kitchen
- Café
- Perrin Hall - Room 104
- Office - kitchen and mailroom
- Nursery (upstairs)
- Room 203 (upstairs)
- Room 211 (upstairs)
- Senior High Classroom (downstairs)
- Basement Restroom area (downstairs)

**Emergency Contacts Lists** are posted near the first aid kits and identify these health care providers:

- Physical Health:
  - Physicians - Dr. Weien Agate, Dr. Patti Arnett, Dr. Mike Hoffer, Dr. Jeff Wigton (eye)
  - CRNP - Hannah Grubbs
  - RN – Kim Boyce, Connie Hoffer, Linda Nemeth, Emily Veith, Abi Williams
  - First Aid Certified – Dee Demby, Sandy Ihlenfeld, Jay McCaslin, John Richardson
  - Dental – Carly Thompson
- Mental Health
  - Stephanie Horstman, Josh Thompson, Amy White, Aaron Williams