Please see the separate
Financial Supplement to the 2016 Annual Report
for detailed financial information.
OUR VISION

Westminster seeks to embody God’s boundless love by embracing, liberating and empowering people – whoever they are and wherever they may be on their faith journeys – to realize the transforming power of Christ in our congregation, community and the world beyond.

OUR MISSION

Guided and renewed by the Holy Spirit, we at Westminster Presbyterian Church strive to build and strengthen a community of believers that:

- Welcomes all people,
- Celebrates, teaches, demonstrates and shares the love of God made known in Jesus Christ,
- Encourages the discovery and enrichment of a personal Christian faith,
- Reaches out to serve others as a church without walls, and
- Works for God’s justice in the world.
Dear Friends,

We are richly blessed to be part of a vibrant and welcoming community of faith where members strive to live the words of Jesus to “love one another” and to reach out with compassion to “the least of these.” So many hearts are healed and so many lives are enriched by you – the saints of Westminster.

Henri Nouwen reminds us that the word community has different connotations. It can evoke images of exclusivity and in-group language, or it can spur us to think of a safe togetherness, common goals, and joyful celebrations. Community grows from the spiritual knowledge that we are alive not simply for ourselves, but for one another.

Even though there were significant staff changes, the energy of our church family never slowed. The year began with a new pastoral staff, thanks to the congregation calling our wonderful new Associate Pastor, Sudie Niesen Thompson. Her enthusiasm for ministry is contagious and in addition to her worship leadership, work with the Membership and Evangelism Committee and Church in the World, she is working to build relationships among our younger members.

Merideth Hite Estevez joined our staff mid-year and began working with our children’s choirs and 180° youth. Thanks to her creativity and enthusiasm, the Moses sermon series was enhanced by our children’s creation of a burning bush and a golden idol, and the 5:30 Christmas Eve service witnessed a giant star.

We said good-bye to our talented Church Administrator of several years, Debbie Brown. Our Personnel Committee reworked job descriptions, which resulted in hiring Colleen Falasco to become our Director of Financial Operations and Cathy Lang as an Administrative Assistant. Both bring a wealth of experience and skills. Our long-time staff members immediately embraced and supported each newcomer, and I am pleased to report that our staff is as strong and dedicated as ever.

Sadly, the past year was also marked by a large number of deaths. Our members mourned deaths of individuals who died much too young and many older members who had been a part of the Westminster faithful for decades. The losses included two pastors who had touched our hearts and served God faithfully for decades. We celebrated the life of the Reverend Jim Bennett who served Westminster for 26 years and we were shocked to lose our beloved Parish Associate, the Reverend Tom Stout.

A number of impressive individuals spoke at Westminster including the Reverend Dr. J. Herbert Nelson, Stated Clerk of the General Assembly of the PC(USA), author and theologian Matthew Fox, the Reverend Dr. Mary Mikhael, former President of Near East School of Theology in Lebanon, and mission co-workers from Guatemala, Congo, and the Middle East.

We paid for and began the construction of a Habitat House, we hosted the Peace Drums Band from Israel/Palestine and forged new relationships with the Jewish community in Wilmington, we shared a Ramadan dinner with local Muslims, we fed hundreds of homeless people, gave backpacks filled with school supplies to 400 at-risk elementary children, gave Christmas presents to 512 people, and so much more.

As you read through these reports, reflect on the amazing ministry and mission that occurred in 2016 thanks to our members coming together for the common good. I hope your heart will swell with gratitude for our community of faith, and I pray that in 2017 we will draw even closer to one another to meet the challenges we will face.

Thank you for calling me to serve this extraordinary community of faith.

In peace and in love,

Greg

Greg attends our Earth Day Celebration
HIGHLIGHTS OF THE SESSION’S WORK IN 2016

- Celebrated the Service of Installation for the Rev. Sudie Niesen Thompson in May with a reception in Fellowship Hall
- Session retreat in February to discuss possibility of a special Capital Campaign to increase the Property Endowment Fund by two million dollars. This would allow us to draw $100,000 more per year to fund the ten year property plan and thereby remove this expense from the annual operating budget.
- Supported visits by mission workers from Democratic Republic of Congo, Guatemala, Lebanon, Iraq and Syria
- Approved visit of the Rev. Dr. Herbert Nelson, newly elected Stated Clerk of General Assembly, to preach and speak at an Adult Education class
- Approved Alex Sprague as an Inquirer, the first step to coming under care as he pursues his goal of becoming a pastor. Alex is currently in Cuba as part of his second semester at Louisville Seminary.
- Approved the hiring of Dr. Merideth Hite Estevez as the Director of Children and Youth Music for K-12
- Approved the hiring of Colleen Falasco as Director of Financial Operations
- Approved the hiring of Cathy Lang as an Administrative Assistant
- Sponsored an adult clothing drive for Syria in conjunction with Catholic, Muslim, and Episcopal congregations
- Approved the hanging of the #WeChooseWelcome banner on the cloister facing Pennsylvania Avenue
- Approved the sponsorship of a refugee family
- Approved joining the Clean Water Alliance

SUMMARY STATEMENT

With the changes to the support staff, Session is grateful for the smooth transition and for the dedicated service of the staff. Director of Financial Operations Colleen Falasco has done a commendable job in seeing that the transition continues to run so smoothly. Session begins and ends each session meeting with prayer reminding us that our decisions reflect on God's mission and vision for Westminster Presbyterian Church as it enters 132nd year in 2017.
Special Events Sponsored by the Board of Deacons in 2016

- **January – Chili Lunch:** In conjunction with our Annual Meeting, the Deacons provided and served chili, salads, desserts, and cornbread. Diane Chandler again lent her leadership talents with the planning, serving and clean up. This was once again a very successful event!

- **April – Easter Breakfast:** The Deacons served breakfast to more than 275 on Easter morning. Due to the generosity of the Stallone Family, there was no cost to our members for breakfast. Keith Pierce shepherded the event with the help of almost every Deacon, who served as shoppers, cooks, greeters, servers and helpers.

- **May – Installation Reception:** The Deacons hosted an Installation Reception for Sudie Niesen Thompson.

- **June – Summer Brunch:** Nicole Fox led the Summer Brunch team for the third year, with the Deacons providing a wonderful variety of dishes to a large and hungry crowd.

- **August – Ice Cream Social:** Kris Marvel led our Deacons who provided several delicious flavors of ice cream and toppings. Kris introduced a variety of games to help each member (regardless of their age) enjoy the afternoon. Barbershop quartet music and costumed ice cream servers made for a festive occasion.

- **October – Fall Festival:** The Deacons hosted a Fall Festival, led by Tammy Daley. While the possibility of inclement weather forced us to move the event to Community Hall, we still had a large crowd, many in costumes, enjoying lunch, games, and refreshments. Deacons provided prizes and treats for the games and the festival.

- **November – “Love Gives” Advent Celebration:** The entire Deacon Board provided refreshments for this event.

- **December – Pizza Lunch and Caroling:** The Deacons held a pizza party on December 18 for our Christmas carolers. Jill Getty guided a large army of carolers to various retirement homes for a wonderful Christmas sing-along. The carolers also delivered many poinsettias to homebound members.

**Highlights of the Board of Deacons’ Work in 2016**

In addition to the many special events, one ministry stands out. The Deacons continued “The Westminster Card Ministry.” The cards are distributed weekly to homebound members, those celebrating births, those grieving the loss of loved ones, and those recovering from illness. This ministry proved to be so well received that during the year we expanded our “cards,” personalizing them to provide different messages for different needs. In many ways, this ministry sums up one of the most important missions of the Deacons – to minister to those who are in need. Deacons also assist with home communion to members who are not able to attend worship. Jill Getty coordinates this with Deacons and Elders, and we have three to six home communion teams on the first Sunday of each month. The Deacon Team of the Month staffs the Holy Toast Café/Summer Tea, assists two Sundays each month with the Living Mosaics service, and delivers the sanctuary flowers to homebound or ill members every week.
HIGHLIGHTS OF THE BOARD OF TRUSTEES’ WORK IN 2016

- **Audit** – The Board approved Roland Johnson & Company as the church’s auditors. A full audit is performed periodically to ensure that we are in compliance with all accounting procedures. Bobbe Hoy arranged for Bob McKeown to describe the audit process to the Board and what needs to be done going forward to maintain continuity. Of importance to the church, the Board is making sure that we have proper computer backup systems in place in the event of any failure of our technology or physical disaster. Bob felt that our protocols are adequate for the prevention of any misappropriation of church funds.

- **Investments** – The Investment Committee regularly reviews the investment strategy and asset allocation for the church’s endowment fund. The investment performance for 2016 is in the Financial Supplement to this annual report. The church has benefited greatly from the much lower advisor fees since changing advisers and investment strategy in 2003 and by consistently maintaining that strategy. Our returns have mirrored the returns of the global equity and debt markets with considerably smaller amounts being diverted to pay fund level and advisor level fees. At the request of the Joint Finance Committee and the Long Range Financial Planning Task Force, the Investment Committee reviewed the longstanding endowment draw of 5% to fund the operating expenses of the church and recommended that the draw be increased to 6% to more properly and fairly reflect the effect of the fee savings on our returns and balance the interests of the present congregation and future congregations. Members of the Investment Committee met with members of Joint Finance and the Task Force who concurred with the recommendation and the Board of Trustees unanimously adopted the Joint Finance Committee’s recommendation at its May meeting. The increase was reflected in the 2017 budget that was submitted by the Joint Finance Committee to, and was approved by, the Session.

- **Property** – See page 9.

- **Security** – Efforts to improve the security of our exceptional church facility and congregation moved forward in 2016. Monitoring of the building, grounds, and visitors during worship services continued throughout the year without major incident. Security improvements completed during the year were:
  - Improved lighting and two additional cameras installed in the parking lot to provide us 24 hour surveillance capability. This completes the installation of 11 cameras to monitor our grounds, entrances, and sidewalks.
  - Expanded screen capability at the Receptionist Desk provides clearer images and more flexibility when monitoring our property. These improved images are continuously recorded for future use, if needed.
A draft of the Emergency Operating Plan (EOP) includes emergency operations for a complete spectrum of threats and hazards faced by houses of worship today. Our guide for this work (titled “Guide for Developing High-Quality Emergency Operating Plans for Houses of Worship”) was published by numerous governmental agencies, including the U. S. Department of Homeland Security, FEMA, and the Department of Justice. Approval by the Trustees and Session is expected by mid-2017.

- **Bequests** – Westminster received two bequests totaling $35,000 in 2016. The Trustees voted to accept a gift of $25,000 that was directed for the Music Fund. The remaining $10,000, received in December, will be accepted and administered in 2017.

**Summary Statement**

The Board of Trustees performed well to ensure that the WPC finances are properly monitored and reviewed. Our investment advisors help us safeguard the endowment that we have been entrusted to protect; special thanks go to Denison Hatch and former Trustee John Johnston. The security of the church and its members has appropriately received much attention and is approaching state of the art for houses of worship; special thanks go to Bill Nace. Our church building and grounds have been under careful watch with needed upgrades and repairs being made on an ongoing basis; special thanks go to John McFarland and Paul Crothamel.

Individual Trustees have served on other church committees such as Joint Finance, Personnel, and Stewardship and our thanks to them all for making certain that the church’s essential functions are maintained to serve our congregation and the local and international communities.
**Statement of Purpose**

The Property Committee is a standing committee of the Board of Trustees. The committee provides an orderly way of fulfilling the Trustees’ responsibilities for the church property. The goal of the committee is to maintain the church structure, facilities and properties in line with the ongoing and future needs of the church.

**Committee Members**

John McFarland, Convener  
Charles Babcock  
Bob Chagnon  
Denison Hatch  
Bobbe Hoy  
Bill Nace  

Staff Liaison  
Paul Crothamel

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**Highlights of the Property Committee’s Work in 2016**

- Installed a power unit in the hydraulic elevator including the motor, pump, hydraulic valve, muffler, oil reservoir tank, hydraulic fluid, isolation assembly and all necessary hardware
- Installed vinyl floors in Classrooms 1, 2, and 6
- Installed a roof on Roof Area #23
- Installed a 5 Ton Air Conditioning Unit (Designated AC-9) to replace the existing 24 year old unit; this AC unit services the upper level administrative/sanctuary hallway
- Installed a 20 Ton Air Conditioning Unit (Designated AC-1) to replace the existing 24 year old unit; this AC unit services the upper level office area
- Installed a 20 Ton Air Conditioning Unit (Designated AC-2) to replace the existing 24 year old unit; this AC unit services Classrooms 1 through 5
- Installed a 30 Ton Air Conditioning Unit (Designated AC-3) to replace the existing 24 year old unit; this AC unit services Community Hall, Classroom 6, kitchen and lower level restrooms

**Summary Statement**

The Property Committee members work diligently to keep our church facilities including buildings, systems and grounds in good operating, safe and aesthetic condition. The Committee is blessed with talented members who are a pleasure to work with. Our facilities greatly benefit from the work of the Phix-It Corps, a group of dedicated volunteers who help with smaller scale projects.
Outside Groups Regularly Using Our Facilities

Daily
UrbanPromise After School Program  
Monday – Thursday afternoons, September – May
UrbanPromise Camp Promise Summer Camp  
Monday – Friday for 5 weeks

Weekly
Alcoholics Anonymous – Sunday, Monday, Thursday, and Saturday
Narcotics Anonymous – Sunday, Thursday, Friday
Mental Health Association – Wednesday, Thursday
Brandywine Writers’ Circle – Wednesday
Rainbow Chorale – Monday
Private Guitar Lessons – Thursday
Child Inc. Parenting Classes – 6-8 week sessions on Thursday
Parent Support Group for Families with Addiction – Sunday
Write to Heal – Thursday

Monthly
Delaware Churches for Middle East Peace
Girl Scouts
FISH
Narcotics Anonymous
Pacem in Terris
PFLAG

Periodically
Clayton Street Community Gardeners
Delaware Foundation for the Visual Arts
Delaware Futures
Family Promise
Friendship House
Habitat for Humanity of New Castle County
NCC Inter-Church Volleyball League
Padua Academy
Peace Drums Project
Spiritual Direction
Ulster Project Delaware
HIGHLIGHTS OF THE W&M COMMITTEE’S WORK IN 2016

- **January** – Westminster welcomed the Rev. Sudie Niesen Thompson, our new Associate Pastor, and congratulated the Associate Pastor Nominating Committee for their outstanding selection.

- **February** – Ash Wednesday services at mid-day and evening followed by a soup dinner.

- **March** – Winter Musical Gala featured soloists Diana Milburn, Sharon Babcock, Hunter Torggler, and Jerry Polman, the Westminster Choir, and trumpet soloist, Barbara Prugh. Constance Simon presented paintings as part of the Wilmington Art Loop prior to the concert.

- **March** – Easter Week services:
  - Maundy Thursday service presented a choral work sung by the Westminster Choir with corresponding scripture telling by Westminster by Heart storytellers.
  - Good Friday reflection through meditation and walking the labyrinth.
  - Easter Sunday: two services featured music by Gabrieli, Handel, and Beethoven with choir, brass, percussion, organ, and sermon by Dr. Jones.

- **April** – Westminster presented Episcopal priest, Matthew Fox, as our 2016 Distinguished Speaker. Fox led workshops and preached at both services on the Christian Mystics.

- **April** – The University of Delaware Chorale in their annual concert at Westminster under the direction of Dr. Paul Head.

- **April** – Westminster Director of Communication, Nicole Hughes, and the WPC Video Team introduced Sermon Videos Online through www.wpc.org.

- **June** – Members of the Westminster Choir traveled to Grace Cathedral in San Francisco to participate in a performance of the Fauré Requiem. Westminster son, Ian McPheeters, currently residing in SF, was in the audience.

- **July** – Annual auditions for our four Choir Section Leader/Soloist positions brought tenor David Price and baritone Travis Lucas to the choir loft.

- **August** – Month of Musical Masterworks: works by Stamitz, Bach, Richard Strauss, and Mozart featured Paul Fleckenstein on organ and guest soloists on flute, viola, cello, and horn.

- **September** – Westminster welcomed Dr. Merideth Hite Estevez as Director of Music for Children and Youth, establishing newly-named “Joyful Noise” and “Sing-to-Praise” choir programs.

- **September** – Westminster welcomed the new Stated Clerk of the General Assembly of the Presbyterian Church (USA), The Reverend Dr. J. Herbert Nelson, to our pulpit for both services and a presentation during the 10:TEN hour.

- **October** – Fleck&Strings, a Sunday afternoon chamber music concert, featured Paul Fleckenstein on organ and piano, along with Philadelphia-area string players.

- **October/November** – Greg Jones preached a sermon series on Moses with Westminster by Heart storytellers telling the scripture passages.

- **December** – Annual Christmas Music Celebration. Guest conductor, Dr. Paul Head, led the choir and instrumentalists on brass, percussion, and organ in major works by Stephen Chatman and Daniel Pinkham.

- **December** – Four Christmas Eve services and a Christmas morning service marked the season. We also introduced Wednesday evening Taizé services of prayer and reflection throughout Advent.

**SUMMARY STATEMENT**

The Worship and Music Committee supports the worship planning team and the congregation in two types of worship services, our traditional service at 9:00 am and our 11:15 Living Mosaics service. Our focus is on resolving and implementing needs related to worship and music. Careful and thoughtful work by the committee continues to assure Westminster’s tradition of strong preaching and excellence in music, both of which inspire, comfort, and uplift worshippers. The Worship and Music Committee also continues to facilitate ongoing tasks, including coordinating communion servers, providing communion stewards and ushers, and maintaining up-to-date information in the pew pockets.
Statement of Purpose

The Christian Education Committee is a standing committee of the Session responsible for coordinating and unifying the education programs and activities of the church into an integrated and effective ministry. The committee provides a wide variety of Christ-centered learning experiences that explore the Christian faith, the Presbyterian denomination, and related issues of past and contemporary Christianity. These programs teach the Word of God and help nurture faith formation of individuals and the congregation.

Committee Members

Susan Williamson, Convener
Meg Burich
Kali Kniel-Tolbert
Jen Mâthê
Lola Miller
Bob Moore
Barb Stratton

Staff Liaison
Susan Moseley

Special Programs Sponsored by the CE Committee in 2016

- Sunday morning education for all ages and Nursery Care
- Confirmation Class
- Worship Bags and Kids’ Notes for children during worship
- Adult education offerings during the week
- Adult programs co-sponsored with CIL (Community for Integrative Learning)
- Vacation Bible School
- 180° Youth Ministry
- Youth mission opportunities including summer local mission week in June
- Support for Peace Drums interfaith event
- Intergenerational experiences celebrating liturgical year, mission projects, and music
- Advent Celebration “Love Gives”
- Support Joyful Noise and Sing-to-Praise Choirs for children and youth
- Church Library

Highlights of the CE Committee’s Work in 2016

- Provided booklets “Spiritual Formation for Youth and Children” and “Spiritual Formation for Adults.”
- Godly Play 1, Godly Play 2, and Godly Care are all enjoyed by children from kindergarten through 5th grade.
- Many Westminster members, along with some outside guests, were invited to be guest leaders in 180° and in Confirmation, which are outstanding programs.
- The committee recognizes and supports the many leaders who are responsible for the Christian education programs that happen every Sunday.
- This year we welcomed our new Director of Children and Youth Music for K-12, Dr. Merideth Hite Estevez.

Summary Statement

The biblical mandate for Christian education calls for moral and spiritual instruction for both children and adults. The Christian Education Committee members remain committed to providing transformative programs for the renewal and growth of all who worship at Westminster Presbyterian Church.
SPECIAL EVENTS SPONSORED BY THE M&E COMMITTEE IN 2016

- Offered membership exploration classes in January, March/April, October, and November/December
- Hosted a gathering for new members at the home of Barbara Jobe in June

HIGHLIGHTS OF THE M&E COMMITTEE’S WORK IN 2016

- Welcomed new Associate Pastor Sudie Niesen Thompson as M&E’s staff liaison
- Put videos of WPC sermons on YouTube thanks to committee member Roger Reinicker
- Hosted the Living Mosaics service on the first and fifth Sundays of each month
- Shepherded visitors toward membership thanks to volunteer membership coordinators Diane Chandler and Alex Morton
- Paired new members with committee Parish Partners who helped them navigate the activities and service opportunities within WPC
- Coordinated greeters for all worship services and special events such as the University of Delaware Chorale performance and the Fleck&Strings concert
- Distributed flyers in the community for the Habitat for Humanity build on the church lawn in June and the Delaware Interfaith Power and Light energy audit presentation in October
- Produced an “Ask Me About WPC” button for ambassadors and members to wear at outreach events
- Reviewed the membership roll and contacted inactive members with an invitation to re-engage in the life of the congregation; letters with tear-off response sheets prompted a number of inactive members to resume dialog with Westminster
- Reviewed the visitor welcome packet and added the Westminster mission statement
- Embarked on a Hospitality Assessment; the study will continue into 2017
- Supported Presbyterian Campus ministry at the University of Delaware as part of its evangelism effort

SUMMARY STATEMENT

The highlights of 2016 show that the Membership and Evangelism Committee seeks to introduce Westminster to the local community, encourage Christians to participate in the corporate life of the church, offer hospitality to all who find their way to Westminster for worship or special events, and shepherd visitors toward membership. We are particularly excited about a hospitality assessment exercise, introduced by our new staff liaison Sudie Niesen Thompson, in which committee members imagine the experiences of first time visitors to Westminster and identify ways that the church can be more welcoming. We look forward to continuing the exercise in 2017 and formulating steps to make Westminster more accessible and hospitable to all.
**Statement of Purpose**

The Stewardship Committee is a standing committee of the Session. God calls us to be good stewards of all to which we have been entrusted: time, talent, and treasure. The primary mission of the committee is to direct the planning and implementation of all financial stewardship activities, including the annual Stewardship Campaign in support of the operating budget. Other standing committees of the Session are responsible for time and talent contributions.

**Committee Members**

Craig Stabler, Convener  
Rich Diver, 2017 Campaign Chair  
Art Colbourn  
Nancy Diver  
Bobbe Hoy  
Sue Linderman  
Kris Qualls  
Melissa Stabler

Staff Liaisons  
Nicole Hughes  
Greg Jones

**Special Events Sponsored by the Stewardship Committee in 2016**

- Planned and coordinated 10 home gatherings attended by approximately 135 people in October. The gatherings helped build our community by allowing members to meet each other in a relaxed setting to share what Westminster means to them and how it has impacted their lives.
- Organized a fellowship/networking opportunity at Franks Wine in July
- Coordinated the Stewardship campaign season activities including a sermon by Greg Jones and a blended sermon by Rich Diver, Patti Ridout, Rick Suarez, and Sudie Niesen Thompson
- Sponsored “Gratitude Sunday” in November where those attending worship offered written thanks to God for the blessings in our lives
- Partnered with the Deacons on a “Love Gives” Advent Celebration event celebrating the many ways that our love gives renewal and hope to one another and the many people touched by our faithful generosity
- Provided a banner for members to write on expressing what “Love Gives” means to them

**Highlights of the Stewardship Committee’s Work in 2016**

- Created a new Stewardship Campaign “Love Gives” and solicited support for the 2017 Stewardship Campaign
- Revised video (https://youtu.be/uX1mMI4Xqvs) highlighting the impact of our church and programs both near and far
- Assisted with mailing of Stewardship letters soliciting pledges with personalized notes from Greg and Rich thanking members for their pledges
- Produced and distributed bookmarks focusing on Stewardship Campaign events and “Love Gives” theme

**Summary Statement**

The purpose of Stewardship is to grow one’s relationship with God by sharing a portion of the many blessings entrusted to us. The annual Stewardship Campaign is the primary source of funding for Westminster and a wonderful opportunity to demonstrate our faith by making a pledge to support the mission, programs, staff and facilities of our church. If you have not yet made a pledge for 2017, please reflect on what our church means to you and seize the opportunity to demonstrate your good stewardship of God’s blessings that have been entrusted to you. You may pledge online (www.wpc.org/pledge) or via a pledge card. Love Gives in so many ways!
SPECIAL EVENTS SPONSORED BY THE PERSONNEL COMMITTEE IN 2016

- Reception for Mary Beth Davis, our Director of Music for Children, Youth and Handbells, on January 17. Mary Beth resigned to complete a degree in Pastoral Counseling and licensure as a Local Pastor for the United Methodist Church. Our Westminster community was enriched by her excellent service to children and their families through her music leadership.

- Reception for Roger Atkins on March 6. Roger celebrated 25 years of dedicated service to Westminster as a Sexton. We are extremely grateful for his faithfulness to the church.

- Reception for Debbie Brown, our Church Administrator, on August 28 to celebrate her more than eight years of excellence and dedication to Westminster.

HIGHLIGHTS OF THE PERSONNEL COMMITTEE’S WORK IN 2016

- Presented terms of call for The Rev. Dr. Gregory Knox Jones and The Rev. Sudie Niesen Thompson to the congregation for its approval at the annual meeting.

- Adopted policy for background checks for all leaders and volunteers working with children, to comply with Delaware law resulting from the Joseph R. “Beau” Biden III Child Protection Act.

- Researched and wrote a Westminster Maternity/Paternity Leave policy.

- Approved the Delaware Law Pregnancy Accommodations as an addition to the Employee Handbook (approved by the Session).

- Approved new job description for Director of Children and Youth Music for K-12 (approved by the Session).

- Approved new job description for Director of Youth Ministry (approved by the Session).

- Approved the hire of Merideth Hite Estevez as our new Director of Children and Youth Music K-12 (approved by the Session).

- Accepted the resignation of Debbie Brown from her role as Church Administrator effective August 31.

- Approved and implemented a restructuring of the responsibilities previously held under our Church Administrator job description (approved by the Session).

- Approved job description for Director of Financial Operations (approved by the Session).

- Approved job description for (new) Administrative Assistant (approved by the Session).

- Welcomed employee Cathy Lang to fill the new Administrative Assistant position.

- Conducted a conversation with Dr. Jones regarding the year’s accomplishments and his vision for Westminster in 2017.

SUMMARY STATEMENT

Every year the Personnel Committee’s work is to focus on supporting the staff of Westminster; again, this year transition seemed to be the focus. We were saddened at the passing of The Reverend Thomas Stout in December, who had been faithfully serving as Westminster’s Parish Associate. Along with a number of other important staff changes, the Committee revised job descriptions, created new ones, and reviewed and added necessary policies. The Committee recognized the dedication and commitment of Westminster’s staff and sought to be an advocate for compensating them as fairly and equitably as possible.
Special Events Sponsored by the Joint Mission Committee in 2016

- Convened “Mission Planning Retreat” in March, with the focus on improved mission program communications and literature to educate Westminster members on the numerous ways to share, care, and serve local and global communities.
- Supported the Westminster Bazaar in November, a staple of holiday preparations in our community, with all proceeds going to support local and global mission projects.
- Sponsored the annual Christmas Offering which provided financial support to UrbanPromise Academy, education for girls and women in Congo, Guatemala, and Syrian refugee camps, Emmanuel Dining Room, Friendship House Empowerment Centers, and Peace Drums.
- Continued our “Earth Care” church certification related events with an emphasis on local and global water quality and its impact on our environment and those who do not have access to clean drinking water; emphasized the importance of individual stewardship of God’s creation.
- Sponsored and supported several interfaith peace initiatives including hosting an Iftar dinner with the American Turkish Friendship Association and co-sponsoring the collection and shipment of critically needed winter items to a Syrian refugee camp.

Highlights of the Joint Mission Committee’s Work in 2016

- Continued our theme “Faith in Action…Transforming Lives” which emphasizes the impact that our work has on individuals’ lives both in our local neighborhoods and around the world while evoking the transformation we also feel as individuals.
- Organized a year-long calendar of mission emphasis areas, using Minutes for Mission and Sunday Holy Toast Café displays, to highlight the many ways in which we reach out to those in need including: Serving Youth, Global Caring, Feeding the Hungry, Housing the Homeless, and Transforming Lives through opportunities to partner with other ministries.
- Developed comprehensive financial history of Westminster’s expenditures which include budgeted line items and benevolent giving; this information will help the Long Range Planning Committee identify significant trends and help shape future recommendations.
- Accepted ownership of the Echo Giving program to operate under the umbrella of Joint Mission, which continues the legacy established by the Women of Westminster.
- Launched “Mission Monday” via WPC’s social media outlets, which highlights timely and inspiring mission stories.
- Created Syrian Refugee Task Force to explore feasibility of hosting a refugee family. WPC publicly affirmed that “We Choose Welcome”.

Summary Statement

The Joint Mission Committee serves as the hands and feet of Jesus Christ in our World by continually seeking to identify meaningful ways that we can reach out and assist those less fortunate than we. Delegating responsibility for local projects to the Urban Mission Committee and projects around the globe to our Church in the World Committee, Joint Mission coordinates Westminster resources – financial and personal – applied to mission outreach. We strive to engage every member in active mission outreach, seek to communicate these opportunities in a variety of ways and trust that each of us will heed the call to do as Christ commands – shelter the homeless, clothe the naked, feed the hungry, and seek peace and justice. For information on meaningful ways in which you can be involved, check out the “Serve” section of the WPC website (www.wpc.org). As giver and receiver, we may be forever changed.
SPECIAL EVENTS SPONSORED BY THE URBAN MISSION COMMITTEE IN 2016

- Collected adult gloves/mittens in January from the congregation, with special emphasis on family units with small children, to share with homeless clients of Friendship House, especially through Code Purple.

- Provided a safe and supportive place for education, fellowship, and spiritual development for students from Wilmington’s West Side who participate in the UrbanPromise Camp Promise after-school program. This year the program grew from 25 to 40 students. WPC opens its doors for five weeks in the summer for the Camp Promise summer program. By providing meeting space for children, mentors during the school year, a meal for the street leaders’ summer training program, craft supplies for Camp Promise and the annual Thanksgiving Banquet, WPC has become a strong partner with UrbanPromise because we have seen how it transforms the lives of these children.

- Donated more than 400 backpacks to students at EastSide Charter, UrbanPromise and Shortlidge Elementary, along with children in families we hosted through the Family Promise ministry.

- Hosted a total of 15 families on four separate weeks through Family Promise, providing food, fellowship, and overnight accommodations. This ministry enables families to stay together until they are able to re-establish themselves in independent living.

- Sponsored a Christmas Party (with refreshments and gifts) as well as a summer barbeque for the residents of Burton House and Daughtry House, which provide transitional housing for formerly homeless men.

- Christmas elves helped plan and distribute prepared boxes of food and gifts for 125 families (512 individuals) centered on elderly and the disabled in our community. This project continues to be one of the most popular intergenerational events, eagerly anticipated every year.

HIGHLIGHTS OF THE URBAN MISSION COMMITTEE’S WORK IN 2016

- In partnership with Habitat for Humanity, we continued our program to help provide housing for low-income families and individuals. In June, Westminster sponsored a ‘build on our lawn’ that allowed members to hammer nails, cut 2x4’s, and construct prefab panels for these homes.

- Through the Helen Greene Fund, we provided grants to assist residents of the Daughtry and Burton Houses who have medical bills not covered by Medicaid (e.g., eyeglasses, dental, psychiatric services) or other needs, to help them regain independent living.

- New Life Furnishings, in conjunction with Friendship House, assists women and families graduating from shelters as they move into independent living. We collect donations of furniture and household items, providing them as needed by recipients and helping on moving day.
Continued our support of programs to alleviate hunger in our community, most notably Emmanuel Dining Room, Saints Andrew and Matthew food programs, St. Stephen’s and Hanover food pantries, as well as

- The Saturday Morning Breakfast Club, which celebrated 25 years of continuous service in preparing and serving a hearty pancake breakfast to 175-200 homeless individuals each week at Connections, the former West Presbyterian Church location.
- Westminster's Code Purple ministry team, which provided emergency sanctuary and prepared and served 96 gallons of soup and peanut butter and jelly sandwiches to approximately 120 chronically homeless men, women and children at the Episcopal Church of Saints Andrew and Matthew on each of eight nights last winter when the temperature fell below 20°F.

Supported other ongoing local outreach programs that have a major impact on the lives of those in need:

- Friendship House ministries to the homeless, such as Epiphany House
- The operation of Burton and Daughtry Houses on our church property
- Our leadership role in support of the LCS Faith Center ministries to assist the working poor in our community as they seek to maintain their independence
- Delaware Futures

The members of “Close Knit” provided more than a dozen beautiful hand-knit shawls to individuals in need of God’s love and comfort through our Prayer Shawl ministry.

Sponsored and participated in the annual UrbanPromise dinner fundraiser at the Chase Riverfront Center in November.

What if we, as Christians at Westminster, were not involved? Throughout the year, hundreds of WPC members tirelessly devote their time and energy to the many outreach opportunities the Urban Mission Committee has identified and supports. These programs are a chance to share time with friends and fellow members, to meet new people, and to help transform lives. Thank you for all you do!

SUMMARY STATEMENT

Westminster’s Urban Mission Committee seeks to create and sustain partnerships with local organizations engaged in assisting those in need in our community, with particular emphasis on homelessness, alleviating hunger, advancing youth and education, and assisting the working poor. Are you at a stage in your life when you can commit 2-3 hours per week or month to those less fortunate? Regardless of our personal situation, each of us has gifts and time to share. It is our committee’s goal to create the opportunities that allow you to share, care, serve and love others and be involved in transformational experiences by helping others less fortunate than you. We welcome your ideas and your commitment to improve the lives of others who need your help. For additional information on the programs mentioned or others supported by Westminster, please contact either Mike Gnade or Joe Daley or go to www.wpc.org (click on “Serve”).
SPECIAL EVENTS SPONSORED BY THE CITW COMMITTEE IN 2016

- Mission trip to Guatemala in support of health care (“SWIG” safe water in Guatemala project) and education ministries in the indigenous Mayan Mam region.

- PC(USA) mission trip to eastern Democratic Republic of Congo in support of women and children who have suffered physical and emotional violence as a result of the ongoing regional conflicts.

- “One Great Hour of Sharing” offering for PC(USA) in support of ministries that bring relief to those that suffer from disaster and conflict (Presbyterian Disaster Assistance) and help individuals around the world less fortunate than ourselves (Self-Development of People, Presbyterian Hunger Program).

- 10:TEN adult education classes which highlighted our mission efforts and progress in Guatemala (“SWIG”), Congo (physical and emotional trauma care for women and children) and Syria (WPC as a welcoming congregation and aid for refugees).

- 10:TEN adult education classes in which relationships are fostered among the Muslim, Christian and Jewish faiths within our area, and paths to peace and justice for Israel/Palestine are discussed.

- Potluck dinners and discussions with mission workers Bob and Kristi Rice, John and Gwenda Fletcher (Congo), Sandi and Brian Thompson-Royer (Guatemala), Elmarie Parker and Mary Mikhael (Syria/Lebanon) which strengthened alignment of our resources where they are most needed.

- Peace Drums concerts showcasing the interfaith initiative promoting peace among Jewish, Christian and Muslim youth living in the Galilee region of Israel.

- Shared Iftar Dinner, which celebrates the breaking of the daily fast during Ramadan, with the American Turkish Friendship Association.

CHURCH IN THE WORLD COMMITTEE continued on next page
HIGHLIGHTS OF THE CITW COMMITTEE’S WORK IN 2016

- Expanded aid to Syrian refugees through contributions to the National Evangelical Synod of Syria and Lebanon (NESSL) which provides food, fuel, medical supplies and educational opportunities, irrespective of religion or politics. Publicly affirmed Westminster as a welcoming congregation for Syrian refugees and are proactively pursuing hosting a refugee family. Co-sponsored a collection, by the interfaith community, of critically needed winter supplies and clothing that were sent to a Syrian refugee camp.

- Excitement continues for our “SWIG” water project in Guatemala, where 15 more filters were supplied this year, thereby providing safe drinking water to 365 Guatemalan families, in total. Expanded our program by providing latrines which promote improved sanitation and health. Strengthened relationships with women of Los Claveles by funding a micro-loan program and creating prayer partnerships where 28 women of both congregations care for and support one another.

- Our support for the Democratic Republic of Congo expanded into the more volatile eastern region where women and children are often cast-off victims of war. Our relationship with our sister congregation, Kamulumba Ditalala in Kananga, has been re-energized via direct email correspondence with members of their Session. We continue to emphasize humanitarian, health and education programs throughout Kananga and, more recently, eastern Congo.

- Attended Congo Mission Network meeting in Montreat, NC and Israel/Palestine Mission network in Pittsburgh, PA to gain additional insight for missional possibilities and best practices.

- Supported and/or contributed to several interfaith peace initiatives including Peace Drums concerts, ATFA events, guest speakers and several topical films, all of which promote greater understanding, mutual respect, and justice among all people.

- We continue to whole-heartedly and intentionally support our PC(USA) mission co-workers who tirelessly work to uplift and empower the people of Congo, Guatemala and Syria.

SUMMARY STATEMENT

The Church in the World Committee strives to focus its efforts and direct funds to have the largest impact in areas known to have the greatest need. Our goal is to create sustainable change through empowerment of people. This year, we emphasized reconnecting with our sister congregation in Congo and providing help to the women and children who have been cast aside by the ravages of war. We continue dedicated support of our mission partnership in Guatemala, particularly by expanding our “SWIG” water filter project by providing latrines for improved sanitation. We have deepened our commitment to the ongoing plight of the Syrian refugees by pledging our support of hosting a Syrian family in Wilmington and contributing essential supplies and opportunities for education for those who remain in refugee camps. The Church in the World Committee also embraces peacemaking as part of all we do in the hope that our church, homes and hearts will be a sanctuary for peace.
MEMORIAL GIFTS

We wish to thank the friends and family of the following who donated to Westminster in memory of loved ones this past year:

- Dodson Barineau
- Audrey Bennett
- Rev. James R. Bennett
- Arthur Butters
- George “Bill” Butz
- Jim and Doris Corner
- David Curry
- Helen DeBlieu
- Charles Depfer
- Arthur Diver
- Roy Fahl
- Robert Frellick
- Elbridge Graef
- Hazel Gregory
- David Henke
- Ellen Hickmott
- Merris Hollingsworth
- Conrad Hoover
- Amy Michener Lengel
- Robert Lowe
- George Patrick
- Phyllis Maynard Stanton
- Rev. Thomas Stout
- Irene Swanson
- James Waddell
- Paul Weber

BEQUESTS

Susan J. Heinsohn Trust
Estate of Paul R. Weber

NOMINATING COMMITTEE

Statement of Purpose

The Nominating Committee is a committee of the congregation and is responsible for nominating church officers (Ruling Elders, Deacons and Trustees).

Committee Members

- Jon McPheeters, Convener
- Sandy King (Member at Large)
- Ed Morton (Member at Large)
- Chip Pfleegor (Member at Large)
- Sue Spilecki (Member at Large)
- Denison Hatch (Trustee)
- Susan Williamson (Elder)

Staff Liaison
Suzie Hurlock

Elders
Class of 2019

- Ty Burns
- Cathy Higgins
- Barbara Jobe
- Kali Kniel-Tolbert
- Kelly McCulloch
- Mark Mosher
- Margo Reign
- Helen Zumsteg

Board of Deacons
Class of 2019

- Amy Bickhart
- Nancy Diver
- Teisha Fooks
- Nicole Fox
- Hillary King
- Sally McBride
- Mary Lou McDowell
- Ann Shadduck
- Lois Underhill
- Lowell Underhill
- Gen Wallace-Roe
- Debbie Wise
- Blair McConnel (Class of 2018)
- Susan McPheeters (Class of 2017)
- Judy Stoffer (Class of 2017)

Board of Trustees
Class of 2019

- Bobbe Hoy
- Mary Lu Pamm
- Bruce Weber
- Dan Weintraub
- Bob Ridout (Class of 2018)

2017 Members at Large

- Tom Hogue
- Dave Máthé
- Robin Rosser
- Susanne Wolff
OUR STAFF AND LEADERSHIP DURING THE YEAR 2016

PASTORAL STAFF
Gregory Knox Jones, Senior Pastor/Head of Staff
Sudie Niesen Thompson, Associate Pastor
Jill Getty, Pastoral Care Assistant
Thomas R. Stout, Parish Associate

CHURCH ADMINISTRATOR: Debbie Brown (through Aug 2016)

DIRECTOR OF FINANCIAL OPERATIONS: Colleen Falasco (beginning Sep 2016)

CHURCH EDUCATOR: Susan Moseley

MUSIC STAFF
Paul Fleckenstein, Organist/Director of Music
Section Leaders/Soloists: Diana Milburn, Sharon Babcock, Malcolm Cooper, Hunter Torggler, Jerry Polman
Merideth Hite Estevez, Director of Children and Youth Music for K-12 (beginning Sep 2016)

YOUTH MINISTRY TEAM
Susan Moseley and Mike Gnade

SUPPORT STAFF
Susan Alexander, Reception Area Supervisor
Paul Crothamel, Director of Facilities and Security
Colleen Falasco, Operations Assistant (through Aug 2016)
Nicole Hughes, Director of Communication and Database Management
Jerry Hunter, Financial Assistant
Suzie Hurlock, Administrative Assistant
Cathy Lang, Administrative Assistant (beginning Nov 2016)
Sextons: Roger W. Atkins, Terrence Clarke, Robert King, Joan Truitt

WORLDWIDE MINISTRY
Guatemala – Leslie Vogel (CEDEPCA), Sandi and Brian Thompson-Royer, Rosario Diaz
Congo – PC(USA) mission co-workers Bob and Kristi Rice, John and Gwenda Fletcher, Jeff and Kristi Boyd, Larry and Inga Streshley, Ruth Brown, Cecilé de Sweemer, MD, and Members of the Kamulumba-Ditalala Parish
Iran, Iraq, Syria and Lebanon – mission co-workers the Reverends Elmarie and Scott Parker
Peace Drums Steel Band – Haifa and Ibillin, Israel/Palestine

SESSION
Jen Barrington, Sally Buttner, Chad Chandler, Jeanne Checkel, Art Colbourn, Joe Daley, Rich Diver, Michael Enderle, Mary Field, Mike Gnade, Cathy Higgins, Carol Hogue, Barbara Jobe, Dick Jolly, Kali Kniel-Tolbert, Jon McPheeters, Mark Mosher, Roland Pamm, Roger Reinicker, Craig Stabler, Barbara Stratton, Mary Vane, Susan Williamson, Helen Zumsteg

BOARD OF DEACONS
Liz Bacon, Don Beddie, Beatty Chadwick, Diane Chandler, Barry Cobb, Tammy Daley, Nancy Diver, Teisha Fooks, Nicole Fox, Sue Frost, Laura Holmes, Hillary King, Cathy Lang, Kris Marvel, Mary Lou McDowell, Susan McPheeters, Lola Miller, Bob Moore, Carol Neff, Keith Pierce, Cassandra Piovoso, Kris Ruebling-Jass, Ann Shadduck, Mark Shiflett, Jerry Spieleki, Lisa Stoddard, Judy Stoffer, Josh Thomas, Sharlym Torres, Jennifer Trickey, Jennie Wagner, Gen Wallace-Roe, Sue Weissinger, Pam White, Sandy White

TRUSTEES
Charles Babcock, Gary Bryde, Jim Carter, Denison Hatch, Bobbe Hoy, Fred Iobst, Charles McDowell, John McFarland, Bill Nace, Mary Lu Pamm, Kris Qualls, Chris Singewald
I. Call to Order

The Rev. Dr. Gregory Knox Jones, Moderator

Prayer

II. Organization

The Rev. Dr. Gregory Knox Jones, Moderator

Determination of a Quorum

Approval of Prior Minutes

Recognition of Retiring Church Officers

III. Nominations

Jon McPheeters, Convener, Nominating Committee

Announcement of Procedures

Report of the Congregational Nominating Committee

Nominations from the Floor If you plan to nominate someone from the floor, please be certain that the person is willing to serve.

Voting

IV. Joint Finance Committee Report

Jen Barrington, Member, Joint Finance Committee

V. Action on Pastoral Calls

Carol Hogue, Convener, Personnel Committee

VI. Session Report

Jeanne Checkel, Clerk of Session

VII. Stewardship Report

Rich Diver, Stewardship Campaign Chair

VIII. Other Business

Motion to Adjourn

IX. Closing Prayer