



# 2023 Annual Report

## Westminster PCUSA Santa Fe

For the year ended December 31, 2023

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### Pastor's Report

from Madeline

Querido Westminster,

A few weeks ago, I met for coffee with a colleague who asked me to describe Westminster. Of course, to sum this congregation up in a few sentences is an impossible feat, but here's where I landed: Westminster may be a small congregation members-wise, yet our size has distilled a sense of vitality and vibrancy that is unique to this community. We are a congregation who says, "Let's try it!" when faced with new ideas and new challenges, which is a rare and wonderful thing. If 2021 was the year of continuing to be the church, just doing it differently, and 2022 was the year of deeply living into our commitment to caring for one another and for the world, 2023 has been a year of joyful ways forward.

At the very end of 2022, we gathered in small groups to be honest about what was working and what could be done better; this year has included many fruits from those conversations. Some were small, with big impacts, like name tags and reinstating coffee hour. Others were large, and the impact cannot be overstated - our newest committee, Evangelism and Outreach. Over the

last year, E&O has worked hard both internally and externally to raise awareness of Westminster and congregational events. We've seen an increase in both visitor numbers and in worship attendance, for the first time since the pandemic. We've been diligent about documenting the life of this congregation, to put our vitality on full display. We had a "Welcome Sunday" in mid-November, welcoming friends and neighbors to church with a reception after. All of this has been done with the intention of joyfully celebrating Westminster and the life we are building together, and Evangelism and Outreach remains deeply committed to this work.

We had pivots in 2023 that were unexpected and yet have led to great joy. After over a year sponsoring and supporting an Afghan family, helping with everything from school tutoring to doctors appointments to helping them get Green Cards, we sent them off with love and joy to Baltimore! We continued to work with our co-sponsor churches to disburse funds, supporting Afghan women and girls in particular. This is not what we perhaps thought we would be doing with those funds, and yet we have

*(continued on next page)*

## Pastor's Report *(continued)*

found joy in this new way forward!

Of course, in the midst of our joy, we also experienced losses this year: church members who moved away, and members and friends who died. We sent Louise off to Salt Lake City with joy and gratitude for her time among us, even as we were sad to see her go. We gathered as a community to celebrate and grieve members Marilie Blanchard and Teresa Garcia, as well as Boyd Brinegar, and we welcomed Kevin Hart's family for his Celebration of Life this summer. And even in our grief, we found joy too - laughter even in memorial services, lives that continue to influence us, memories that become more sweet and less bitter as time goes on.

In the early fall, we gathered in the mountains to celebrate 130 years as a congregation. The first members of what was at that time *La Segunda Iglesia Presbiteriana (Hispanola) de Santa Fe* started this congregation as a new, joyful way forward for themselves, one that allowed them independence and dignity, with

**from Madeline**

a strong focus on building up the community. While our current iteration of this church probably does not look like what they would have predicted, we continue on the path they set for us, of finding joyful ways forward that build up community.

Westminster, in my 3+ years with you, we have weathered a pandemic and many losses. Yet in the face of all that, you have remained committed to one another, committed to this church, and committed to God. You have found great joy in moving into the future together, in imagining what could be. You have looked at the challenges we face and worked through them. You have consistently said, "Let's try it" when faced with a new idea, and done so with joy. These gifts of joy and flexibility, paired with our sense of vitality and vibrancy, will stand us in good stead as we head into 2024. It is my great joy and honor to serve as your pastor, and I look forward to the work we will do together, with God's help, in the years to come.

## Board of Deacons Report

At the start of 2023 we welcomed Jim Williams to the board as our newest deacon, and at the end of 2023 we said "farewell" to Donna Ormerod, who completed a three-year term, and Michael Brinegar, who completed two consecutive three-year terms! Other deacons rounding out the board were Brad Tway, Kathleen Watson-Nadler, and Sylvia Graft, moderator.

We are happy to report that 2023 was a fairly quiet year for us. We continued hosting a before church coffee mingle from 10:30 to 11:00 every Sunday morning, and on the first

**from Sylvia, moderator**

Sunday of every month we assisted Rev. Madeline with homebound communion. Those activities are expected to continue in 2024.

Last year, in early June, we assisted with Marilee Blanchard's memorial service, and in August Deacon Jim organized a trip to watch the Isotopes play baseball.

We are pleased to have newly-elected deacon Fred Dennis join Kathleen, Brad, Jim, and Sylvia in 2024. With God's help, we are ready to serve Westminster in the year ahead.

## Creation Care Committee Report

In placing ourselves as part of God's Creation and becoming its Stewards, we take on the challenge of lessening the severity of Climate Change by moving towards renewable energy, recycling, composting, reducing waste, spreading the word - under God's guidance in the scriptures - and changing our lifestyles and way of living as a personal offering for our future and the future of the next generations.

We have already accomplished some of the steps outlined in Rebekah Simon-Peter's **7 Simple Steps to Green Your Church** (Abingdon Press, 2010), but we know there is more to do:

- Conduct an energy audit for the church (this is ongoing) by gathering and comparing energy bills, exploring our appliances (are they Energy Star rated?) and systems (gas stove, gas heating or cooling, and hot water), and analyzing doors and windows and checking fixtures, lighting, etc.
- Examine building use, in cooperation with the Building and Grounds Committee.
- Continue with educational activities such as: A) Teaching about worm raising and composting and building a worm box (built by Fred Dennis and Josh Sam with guidance from Rev. Jim Roghair), and B) Placing a little library (refinished by Fred, Josh and Consuelo) in front of the church so members of the congregation, neighbors, and walkers can learn more about being in contact with creation and its care by borrowing the books and handouts placed in it.
- Cooperating with the Presbytery Earth Care Committee by joining and following up on initiatives to spread the good word.
- Setting up a table at three of the Presbytery of Santa Fe and El Paso Presbytery meetings to give handouts and talk about the work and commitment needed for caring for the Earth and all of creation.

## from Consuelo, chairperson

- Attend and participate in meetings of other organizations such as [EarthKeepers360.org](http://EarthKeepers360.org) and First Presbyterian Church of Santa Fe.
- Coordinate in welcoming a Presbyterian missionary worker living in Costa Rica who works in environmental education, in coordination with First Presbyterian of Santa Fe and our own Missio Dei committee.
- Keep on coordinating and communicating with Sierra Club, Master Gardeners, National Presbyterian Earth Care Committee, Green Peace, etc.
- Advocate at the Legislature in coordination with the Sierra Club towards environmental issues and funding.
- Initiate advocacy and gather signatures to present to the Legislature in favor of the Green Amendment for amending the New Mexico Constitution, in coordination with the Presbytery Earth Care Committee.
- Continue placing handouts at the hall table at church.
- Continue to celebrate Earth Day with special worship services.
- Follow the 5 R's both in Church and at our homes: **Refuse, Reduce, Reuse, Recycle and Rot.**
- **Talk, share information, and motivate church members, friends, and families towards our care for creation response as Christians.**
- Cooperate and coordinate with other WPC church committees, especially with Building and Grounds, and be part of the Session.

Many, many thanks to all in the church for their support and enthusiasm in doing this wonderful work! Your committee members are Jim Roghair, Fred Dennis, Julie Shelton Snyder and Consuelo Ochoa de Walker.

## Worship Committee Report

from Keri, chairperson

The mission of the Worship Committee, in close coordination with the pastor, is to plan, implement, and supervise activities conducive to meaningful worship for all. Our tasks include but are not limited to:

- Preparing and decorating the sanctuary
- Observing the Sacraments
- Coordinating musicians
- Scheduling personnel for worship and other special services (i.e., weddings, memorials, etc.).

In addition to traditional Sunday worship services, WPC offered other worship formats during year that included:

- **Taizé** – An ecumenical service using Scripture, silence, and simple chants for reflection and meditation. Offered on a weekly basis and monthly in the summer.
- **Quiet Space** (in-person) – An informal gathering with varying themes and formats. Offered the 2<sup>nd</sup> Saturday of each month.

Most Sunday services were live-streamed. (Thank you, Madeline!!) Unfortunately, music quality of the live streams left a lot to be desired. Thanks to an anonymous donor, research began on a new sound system for the Sanctuary. In December, a few pieces of equipment were ordered and set up in time for the last service of the year which featured an extra special music offering. The initial results were AMAZING!! Continued tweaking of the

current equipment along with the addition of other components will continue into the new year. A super-special thank you to the Tways for all their hard work on this project!

WPC is very blessed to have extremely talented members and friends who share their musical talents regularly during worship. These wonderful people are **Michael & Steven Brinegar, Margi Coxwell, Liz Ethelbah, Marianne Lewis, Grace Nadell, and WPC's Bell Choir, under the direction of Donna Clark.** In addition to "regular" musicians, we had guest musicians during months with five Sundays (except for April):

- January - Jane Yuster on recorder.
- July (three groups of guests) - Elizabeth Roghair & Jill McCormick, vocalists, the O'Neal Gospel Group, and Emma Treu-Chavez on violin.
- October - Jim Toevs on trumpet.
- December - eSSO, a 12-piece string orchestra.

Lent and Holy Week observances were ecumenical partnerships with Open Circle and Christ Lutheran Church congregations.

And lastly, the wonderful folks that served on the Worship Cmte. this past year were: Michael Brinegar, Kent DeYoung, Liz Ethelbah, Elizabeth Roghair, Jackie, Alan, & Brad Tway, and Rev. Madeline Hart-Andersen.



## Clerk's Report

WPC's Session met 14 times during 2023, most of which occurred via Zoom, but several meetings were held in person.

Keri Brinegar was elected as WPC's Presbytery Commissioner with Jackie Tway and Kent DeYoung as alternates. Presbytery meetings were held on February 18 in Santa Fe, June 17 in Belen, and October 21 & 22 at Ghost Ranch.

At the June meeting, the Session suspended WPC's COVID-19 Protocols for worship and for general building use, until at which time they become necessary again. Mask Wearing and self-reporting became optional.

WPC is working towards compliance with Presbytery requirements for several mandatory workplace policies. In September, we approved WPC's Child Protection Policy. (This document is appended to this annual report.) Additional policies are required for vulnerable adults (draft in progress), sexual misconduct (working w/the Presbytery for guidance), and anti-racism (new requirement, waiting on Presbytery for guidance).

### Membership

WPC began 2023 with 58 Active Members. During the year the following changes occurred:

- 1 person joined by profession of faith.
- 1 member resigned.
- 2 members died.
- 3 members were moved to the Inactive Roll as a result of a Session-approved December letter sent to individuals with whom we haven't had contact or have not been involved with the church for some time. (NOTE: Membership Rolls must be reviewed annually per the Book of Order.)

## from Keri, clerk of Session

WPC ended 2023 with 53 Active Members.



### 2023 Session Members & Role

#### Class of 2023

- Keri Brinegar, Worship Chair, Clerk
- Margi Coxwell, Nominating Chair

#### Class of 2024

- Jenny Lasley, Missio Dei Chair
- Consuelo Walker, Creation Care Chair

#### Class of 2025

- Kent DeYoung, Evangelism & Outreach Chair
- Jackie Tway, Money Cares Chair

#### Non-Session Members

- Michael Brinegar, Building & Grounds Chair
- Nancy Guthrie, Personnel Chair
- Elizabeth Roghair, Treasurer

### 2023 Board of Deacons

#### Class of 2023

- Michael Brinegar
- Donna Ormerod

#### Class of 2024

- Sylvia Graft
- Brad Tway
- Kathleen Watson-Nadler

#### Class of 2025

- Jim Williams

## 2023 Congregational Meeting Minutes

from Keri, clerk of session

### From the Annual Meeting Held February 19

The meeting was called to order with prayer by the Moderator, the Rev. Madeline Hart-Andersen, at 12:20 p.m. A quorum was declared by the Clerk with 19 members present (18 in-person; 1 on-line).

**Approval of Agenda - MOTION** by made and 2<sup>nd</sup> by Jim Michael Brinegar to approve the agenda; **unanimously carried.**

**Approval of 2022 Congregational Meeting Minutes - MOTION** by Jim Williams; 2<sup>nd</sup> by Consuelo Walker to approve 03/13/2022 and 12/11/2022 minutes; **unanimously carried.**

**Pastor's Report** - The report was received with support and hope from the congregation for a long tenure at Westminster.

**Committee Reports** - The floor was opened for questions/comments regarding committee reports and also comments/highlights from committee chairpersons.

**A. Missio Dei (Jenny Lasley)** thanked the congregation for their incredible support, highlighting the following two programs:

- i. Matthew 25 - Since the start of the program in 2020, \$74,000 has been collected to help 185 individuals. Looking to expand community partnerships in 2023.
- ii. Afghan Family - Many volunteers and financial help from WPC and three partnering churches.

**B. Creation Care (Consuelo Walker)** highlighted the more visible Presbytery presence of the committee, sharing the theme of the "energy of love" and that progress is being made.

**C. Nominating (Kent DeYoung)** reminded the congregation of the current end of terms for several Elders and Deacons and

the need for people to be willing to serve when called upon.

**D. Building and Grounds (Michael Brinegar)** in response to Sylvia Graft's question asking about the plans for the front landscaping, stated that plans are "in flux" and being discussed. The cornerstone for whatever is decided is maintenance.

- i. Any landscaping questions/suggestions should be submitted to the B&G Committee.
- ii. Painting of the exterior trim and woodwork is scheduled for the spring.
- iii. Repair of the kitchen countertops is in the process of being bid out.

**Meeting of the Corporation - MOTION** by Kent DeYoung; 2<sup>nd</sup> by Jim Michael Brinegar at 12:41 p.m. to recess the congregational meeting and call to order the annual meeting of the Corporation; **unanimously carried.**

**A. MOTION** made by Jim Williams; 2<sup>nd</sup> by Consuelo Walker to elect the slate of Corporate Officers as presented; **unanimously carried.**

- i. Treasurer - Elizabeth Roghair
- ii. Secretary - Keri Brinegar
- iii. Corporate Officers - Ruling Elders (Session)
- iv. Board of Directors - Ruling Elders (Session)

**B. MOTION** made by Jim Williams and 2<sup>nd</sup> by Alan Tway at 12:43 p.m. to adjourn the meeting of the Corporation and resume the congregational meeting; **unanimously carried.**

**Adjournment - MOTION** made by Consuelo Walker to adjourn with prayer; 2<sup>nd</sup> by Brad Tway; **unanimously carried.** Rev. Madeline adjourned the meeting at 12:45 p.m.

**2023 Congregational Meeting Minutes** *(continued)*

from Keri, clerk of session

**From the Called Meeting Held December 10**

The meeting was called to order with prayer by the Moderator, the Rev. Madeline Hart-Andersen, at 12:25 p.m. A quorum was declared with 22 members present (21 in-person; 1 on-line).

**Approval of Agenda - MOTION** made and 2<sup>nd</sup> to approve the re-ordered agenda; **unanimously carried.**

**2024 Pastor's Terms of Call**

Nancy Guthrie, Personnel Committee chair, presented and explained the proposed Session-approved 2024 Terms of Call. **MOTION** from Session for the Congregation to approve the Terms of Call as presented was made and 2<sup>nd</sup>; **unanimously carried.**

**Nominations & Election of Officers**

The Nominating Committee nominated Cindy

Piatt and Michael Brinegar as Elders, Class of 2026, and Fred Dennis as Deacon, Class of 2026. No nominations were received from the floor. **MOTION** made to elect the slate of nominees presented; **unanimously carried.**

**2024 Nominating Committee Elections**

The Nominating Committee nominated Sylvia Graft, Michael Brinegar, and Elizabeth Roghair, Members-at-Large, and Michael Brinegar, Elder and Chair. No nominations were received from the floor. **MOTION** made to elect the slate presented; **unanimously carried.**

**Adjournment**

**MOTION** to adjourn the meeting and 2<sup>nd</sup>; **unanimously carried.** Rev. Madeline closed the meeting with prayer (the time was not noted).



**2023 Terms of Call Summary**

from Keri, clerk of Session

**COMPENSATION INCLUDED IN EFFECTIVE SALARY**  
(Minimum salary/housing for 2023 is \$43,500 for full-time)

1.	\$ 26,606.25	Annual cash salary
2.	\$ 26,606.25	Housing allowance
3.	\$	<b>OR</b> Manse value, if manse is provided
4.	\$	Utility and furnishing allowances
5.	\$	Deferred compensation, 403b employer contribution ( <i>not including matching contributions</i> )
6.	\$	Bonuses, unvouchered allowances, gifts from employer
7.	\$	Other allowances (e.g., individual plan medical deductible or benefit premiums, SECA allowance <i>in excess</i> of 50% of estimated obligation, etc.) <b>Specify:</b>
8.	\$ 53,212.50	<b>Total Effective Salary (Sum of lines 1-7)</b>

## BOARD OF PENSIONS PCUSA

9.	\$ 20,486.76	Pastor's Participation (medical, pension, death & disability benefits) 37% of Total Effective Salary
10.	\$ 711.60	Additional employer costs for optional benefits <b>Specify:</b> Short term disability & dental

COMPENSATION **NOT INCLUDED** IN EFFECTIVE SALARY

11.	\$ 1,250.00	Continuing education reimbursements (minimum of \$1250)
12.	\$ 500.00	Automobile expense reimbursements (not commuting/at least .37/mile)
13.	\$ 500.00	Business and professional expense reimbursements
14.	\$ 4,070.76	SECA Tax allowance (only up to 50% of estimated obligation. Calculated at 7.65% of effective salary)
15.	\$	Group plan for medical deductible or benefit premiums, co-insurance <b>Specify:</b>
16.	\$	Other deferred compensation, 403b employer matching contribution
17.	\$	Other vouchered allowances <b>Specify:</b>
18.	\$ 80,731.62	<b>TOTAL COST TO CHURCH OR EMPLOYING ORGANIZATION (Sum of lines 8-17)</b>

## VACATION AND LEAVE

19. 4 Weeks vacation (minimum - four weeks)20. 2 Weeks study leave (minimum - two weeks)21. 14 Days sick leave (minimum - 10 days) WPC NOTE: Unused leave rolls forward.*Note: Pulpit supply minimum is \$150 plus mileage*

## CLERGY RENEWAL LEAVE

A reminder: All Calls and Call renewals must show Clergy Renewal Leave which is to be granted after six years with your congregation.

Have these terms of call been approved by the Congregation? Yes X No \_\_\_\_\_



**2024 Terms of Call Summary**

from Keri, clerk of Session

**COMPENSATION INCLUDED IN EFFECTIVE SALARY**  
(Minimum salary/housing for 2024 is \$44,675 for full-time)

1.	\$ 33,468.00	Annual cash salary
2.	\$ 24,000.00	Housing allowance
3.	\$	<b>OR</b> Manse value, if manse is provided
4.	\$	Utility and furnishing allowances
5.	\$	Deferred compensation, 403b employer contribution ( <i>not including matching contributions</i> )
6.	\$	Bonuses, unvouchered allowances, gifts from employer
7.	\$	Other allowances (e.g., individual plan medical deductible or benefit premiums, SECA allowance <i>in excess</i> of 50% of estimated obligation, etc.) <b>Specify:</b>
8.	\$ 57,468.00	<b>Total Effective Salary (Sum of lines 1-7)</b>

**BOARD OF PENSIONS PCUSA**

9.	\$ 22,412.00	Pastor's Participation (medical, pension, death & disability benefits) 39% of Total Effective Salary
10.	\$	Additional employer costs for optional benefits <b>Specify:</b>

**COMPENSATION NOT INCLUDED IN EFFECTIVE SALARY**

11.	\$ 1,250.00	Continuing education reimbursements (minimum of \$1250)
12.	\$ 500.00	Automobile expense reimbursements (not commuting/at least .37/mile)
13.	\$ 500.00	Business and professional expense reimbursements
14.	\$ 4,396.00	SECA Tax allowance (only up to 50% of estimated obligation. Calculated at 7.65% of effective salary)
15.	\$	Group plan for medical deductible or benefit premiums, co-insurance <b>Specify:</b>
16.	\$	Other deferred compensation, 403b employer matching contribution
17.	\$	Other vouchered allowances <b>Specify:</b>
18.	\$ 86,526.00	<b>TOTAL COST TO CHURCH OR EMPLOYING ORGANIZATION (Sum of lines 8-17)</b>

**VACATION AND LEAVE**19. 4 Weeks vacation (minimum - four weeks)20. 2 Weeks study leave (minimum - two weeks)*Note: Pulpit supply minimum is \$150 plus mileage. Study leave & continuing education funds can accumulate for up to 3 years.***CLERGY RENEWAL LEAVE**All Calls and Call renewals must show Clergy Renewal Leave which is to be granted after six years with your congregation. EXPECTED YEAR OF CLERGY RENEWAL LEAVE: 2027Have these terms of call been approved by the Congregation? Yes X No \_\_\_\_\_

OTHER: The Terms of Call include the current Presbytery of Santa Fe Policy for Health and Family Needs.

## Missio Dei Report

from Jenny, chairperson

### 2023 MEMBERS

Sylvia Graft, Jenny Lasley, Leasa Medina, Donna Ormerod, Jackie Tway, Consuelo Walker, Kathleen Watson-Nadler, Jim Williams.

### MISSIO DEI VISION AND MISSION

Our vision is to serve as the heart, hands, and feet of Jesus Christ through our love and service to others. Our mission is to serve as WPC's lead in identifying opportunities for the church and its people to participate in outreach activities that support and advocate for those in need. We will focus our overall efforts in these major areas: poverty and hunger, homelessness, immigration, and people at risk in the U.S. and in the world.

### 2023 PRIORITIES

- **Giving impact.** We will look for ways to have the greatest impact in relation to our funds.
- **Service.** We will look for more opportunities to serve our community.
- **Engaging our members to serve.** We will seek to increase the number of members actively participating in our outreach activities with the community.
- **Poverty & homelessness.** We will look for organizations with which to partner to reduce poverty and homelessness in Santa Fe.
- **Immigration.** We will continue to work with organizations on the front lines of the immigration issue.

What did we do this year aligned to our mission and priorities? Some highlights:

- **Matthew 25 Fund.** Our Matthew 25 initiative continues to have the greatest impact in our Santa Fe community. Through this fund - wholly financed by your generosity and compassion - we are helping individuals and

people in need pay rent, utilities, car repair bills, and more. Your Matthew 25 donations, **totaling nearly 27,000 in 2023**, helped more than 60 individuals and families in financial distress. Two significant events in our Matthew 25 efforts this year:

- ⇒ **We went over the \$100,000 mark in our Matthew 25 giving in the last four years!** For the small size of our congregation, this giving is truly a God Sighting. Over these four years, we have helped 239 individuals and families in financial crisis.
- ⇒ **We reached out to First Presbyterian of Santa Fe to partner with us on Matthew 25.** First Presbyterian now has a voting representative reviewing the Matthew 25 applications we receive, and it has donated into the fund, both from committees and individuals. It is a new partnership that will grow stronger in 2024.

- **Poverty, Hunger, and Homelessness – the Congregation in Action.** Addressing these problems continues to be a priority for Missio Dei, and so we renewed our designation this year to be a PC(USA) Hunger Action Congregation. In addition to our Matthew 25 fund, we also supported local shelters and non-profits in Santa Fe on the front lines of helping those experiencing poverty, hunger, and homelessness. Our hands-on efforts included:

- ⇒ Preparing and serving dinners at Pete's Place every other month.
- ⇒ Making sandwich bags each month for Chaplain Joe Dudziak's street outreach helping Santa Fe's unsheltered people.
- ⇒ Participating for the first time in PC(USA)'s Food Action Week, during which we collected food for Monte del Sol Charter School's Casa Program families in poverty.

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**Missio Dei Report (continued)**

from Jenny, chairperson

⇒ Supporting the Santa Fe Youth Shelters and Family Services program through our Angel Tree Christmas gifts and our Noisy Coin Toss donations.

• **Afghan Family Co-Sponsor Support.** Our 4-church initiative to support our large Afghan family of 8 ended in July 2023 when the Ibrahim family relocated to Baltimore. Since then, we have expanded our support to the Afghan Women’s Center in Santa Fe and to other Afghan families. We also have established a new partnership with the Afghan Scouts Program, based in Taos, to relocate Afghan teenage girl scouts and their families out of Afghanistan and into schools in Europe and the United States.

• **Famine Relief in Afghanistan.** Westminster continued to wire funds into Afghanistan in 2023 to help families in Kabul suffering from the severe economic crisis and famine in Afghanistan. Missio Dei, in partnership with one of our WPC families and a local Afghan family, established an ‘Afghan 225’ Initiative in 2021 that wire transfers funds into Afghanistan through our local family. Relatives of the family in Kabul receive the funds and distribute them to other families struggling the most to

find food. This initiative, part of our Imagine No Hunger special fund, provides monies for food directly to Afghan families and not through the Taliban government.

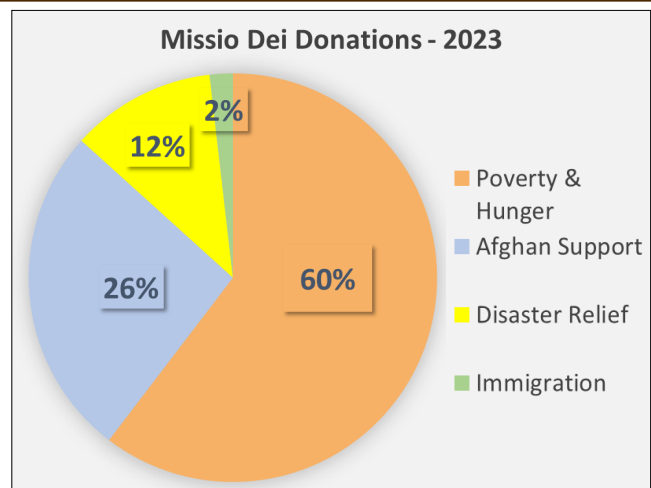
• **Disaster Relief.** WPC and Missio Dei were at the forefront of helping with the many disasters that occurred in 2023, including: the earthquake in early 2023 that devastated Turkey and Syria; the wildfires in Maui; and the war in Gaza between Israel and Hamas. We sent our donations, totaling \$6,500, to either the PC(USA) Disaster Relief fund, or to the World Central Kitchen that rapidly flew in teams to each crisis area to provide hot meals to those in need.

**MISSION GIVING IN 2023**

Missio Dei receives a portion of the church’s budget to give to organizations and people; in 2023 that budgeted amount was \$8,000. We also received unbudgeted funds from congregational giving to our Imagine No Hunger, Matthew 25, Scholarship, and Noisy Coin Toss funds and to our Special Offerings. The members of Missio Dei continue to be honored to serve such a remarkably giving congregation.

**Missio Dei Giving by Account  
Monies Distributed**

• Operating Budget	\$ 8,000
• Matthew 25	\$ 26,800
• Imagine No Hunger - General Fund	\$ 4,595
• Imagine No Hunger - Afghan 225 Fund	\$ 920
• Noisy Coin Toss - SF Youth Shelter & Family Services	\$ 1,300
• ELL Fund - Immigration Legal Defense donation	\$ 1,036
• Afghan Family Fund (4 church effort)	\$ 13,983
<b>TOTAL DONATIONS</b>	<b>\$ 56,634</b>



## Nominating Committee Report

from Margi, chairperson

The Nominating Committee is elected by the congregation. This past year the committee consisted of Margi Coxwell, chair; Elizabeth Roghair; Sylvia Graft; and Michael Brinegar. The committee met in late summer and nominated Fred Dennis to serve on the Board of Deacons and Michael Brinegar and Cindy Piatt to serve as elders. The congregation met to elect these people in early December.

In addition, the congregation elected the following people to serve on the Nominating Committee for 2024: Michael Brinegar, chair; Elizabeth Roghair; Sylvia Graft; and Gerzain Chavez. This committee will begin its work in late summer, at which time it will nominate people to serve as elders and deacons, according to the needs of the church.

## Evangelism & Outreach Committee Report

from Kent, chairperson

The Evangelism & Outreach Committee will observe its first birthday on February 23, 2024, and we have A LOT to celebrate! You may recall that the origins of this committee can be traced back to the Revitalize Our Church (ROC) task force which began a couple years ago. Our purposes and responsibilities include, but are not limited to:

### PURPOSES:

- Raising the greater Santa Fe community's awareness of Westminster, its mission and vision, and its involvement in the local and global community.
- Reaching out to the greater Santa Fe community by sharing the love of Jesus Christ and, through our words and actions, welcoming and encouraging others to begin or continue their faith journey with us.
- Assisting our pastor, committees, and boards enhance our shared mission and sense of belonging within our own congregation.

### RESPONSIBILITIES:

- Work with the pastor to establish or enhance our social media presence over an array of platforms.
- Explore ways to increase Westminster's

visibility on various organizations' printed and digital listings.

- Oversee the church's advertising and marketing programs and methods.
- Expand the ways our building, grounds, and facilities can be more fully utilized by community groups and organizations.
- Assist the pastor and board of deacons in maintaining our connection with members and friends.

Our accomplishments for the year include:

- Distributing double-sided bilingual business cards for members of the congregation to carry with them and give to friends, family, co-workers, and acquaintances.
- Setting up an **Instagram** account to complement our presence on **Facebook**, where we posted pics/information throughout the year.
- Creating a new brochure to give to visitors.
- Getting more of our mission work on our website, thanks to the commitment from Jenny and Madeline.
- Running a Pride-themed ad in the **Santa Fe Reporter**, marching in the Pride Parade, helping to staff the Rainbow Faith Communities booth after the parade, and donating heart-shaped sugar cookies for the booth's patrons.

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## Evangelism & Outreach Committee Report *(continued)* from Kent, chairperson

- Creating a half-page flyer promoting our Sunday with Todd O'Neal and distributed them in the immediate neighborhood.
- Suspending our weekly Saturday ad in the ***Santa Fe New Mexican*** and be more strategic about placement of future ads.
- Commissioning “official” photographers Susanne, Alan, and Kent.
- Expanding our online visibility by adding information about Westminster to the City of Santa Fe's Tourism website under Religious organizations.
- Helping promote Westminster's 130<sup>th</sup> anniversary celebration and worship service at Hyde Park.
- Finally being assigned a neighborhood (Historic Guadalupe) on ***Nextdoor***.
- Designing three new banners for the sanctuary (two for use in Ordinary Time, one for our Stewardship Campaign).
- Embarking on a hunt for a professional logo by engaging in a contest on the 99designs website.
- Becoming an official sponsorship of the New Mexico Gay Men's Chorus for their 2023-2024 concert season.
- Organizing a “Welcome Sunday” (aka, Bring a Friend To Church Sunday) in November.
- Designing ads for the NM Gay Men's Chorus concert program, our ad in the

***Santa Fe Reporter*** in November promoting our Welcome Sunday and in December promoting our Longest Night and Christmas Eve worship services, and preparing the text for our December ads in the ***Santa Fe New Mexican***.

- Designing 2024 calendar magnets to give to members of the congregation and visitors.
- Designing inserts and postcards to help promote the ***Corelli Christmas Concerto*** on the last day of the year.

I am grateful for the commitment of our creative and dedicated committee members: Susanne Hinkle, Johanna Medina, Sylvia Graft, Jenny Lasley, David Garcia, and Rev. Madeline. I could not have done this without you!

**IGLESIA PRESBITERIANA WESTMINSTER**

Westminster ha sido llamada por Dios para ser una congregación que acoge y valora, plenamente a todas las personas. Nuestra diversidad es un don de Dios y es esencial para nuestro testimonio del Evangelio.

841 W. Manhattan Santa Fe, NM 87501 (505) 983-8939 Domingos a las 11:00 a.m. [www.westminstersantafe.org](http://www.westminstersantafe.org)

**WESTMINSTER PRESBYTERIAN CHURCH**

Westminster has been called by God to be a congregation that welcomes and fully values all persons. Our diversity is a gift from God and essential to our witness to the Gospel.

841 W. Manhattan Santa Fe, NM 87501 (505) 983-8939 Sundays at 11:00 a.m. [www.westminstersantafe.org](http://www.westminstersantafe.org)

**HELP US DRAW OUR CIRCLE WIDER!**  
You are invited to join us for our WELCOME SUNDAY on NOVEMBER 19 at 11:00 A.M. On this Sunday we roll out an even bigger welcome as you enter! We are an open and affirming faith community, and we'd love to see YOU! Refreshments to follow.

841 W. MANHATTAN AVE., SANTA FE  
WWW.WESTMINSTERSANTAFE.ORG

**EVERY ONE IS WELCOME HERE**

**WESTMINSTER**  
PRESBYTERIAN CHURCH (USA)  
SANTA FE

## Personnel Committee Report

from Nancy, chairperson

The Personnel Committee completed annual performance reviews of our Office Assistant, Vickie, and our Pastor, Madeline.

We recommended minor changes to the Sick Leave Policy to address questions about paying out leave upon termination and using sick leave when available rather than accruing it for future use.

We recommended that Madeline's 2024 Terms of Call include the Presbytery of Santa Fe Policy for Health and Family Needs.

Lastly, we recommended to Session that Madeline be given Monday and Tuesday as her days off so that she has a “weekend” to rest and rejuvenate. This schedule change became effective January 1, 2024.

## Building & Grounds Committee Report

The Building & Grounds committee consisted of Jenny Lasley, Jim Williams, Alan Tway, Gerzain Chavez, Fred Dennis and Michael Brinegar.

The leaking roof in the sanctuary seems to have been solved by repairing the parapets. Mathew Kennedy did the work at a very reasonable price. Mathew also painted the trim around the outside of the building and he repaired the tankless water heater in the restrooms - we now have hot water!!

from Michael, chairperson

The biggest project Mathew did for us was the repair and resurfacing of the kitchen countertops. As you can see from the pictures below, they look fabulous!

Brad Tway has taken on the task of maintaining the grounds. He has been quite reasonable and does a good job. He is often assisted by his capable assistant, Alan Tway. Their work is greatly appreciated.



OUT WITH THE OLD COUNTERTOPS



IN WITH THE NEW



## Money Cares & Stewardship Report from Jackie, chairperson, and Elizabeth, treasurer

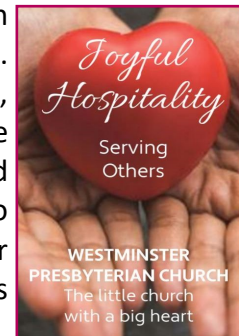
Financial report for 2023: We had a solid year from a cash point of view. Members and friends pledged \$125,743 and pledge receipts came in at \$125,834, almost exactly what we expected. But the giving picture was interesting. Eleven pledges were short of fulfillment, ranging from \$5 to over \$2,000. But twelve pledges were in excess of the pledge, ranging from \$90 to over \$5,000. The excess was greater than the shortfall, just like the year before. To sum it up, pledges were 99% of budget, and total income was 4% above budget.

Expenses were on or slightly lower than budget except for a few categories. The new Evangelism & Outreach committee experimented with sponsorship of the NM Gay Men's Chorus and ads in the Santa Fe Reporter. These expenses more than doubled our Advertising budget. Other categories where we overspent were: Music Licenses, Office Supplies and Janitorial Supplies. Utilities, which are often difficult to control, came in at 11% under budget, due in large part to our rooftop solar and prudence in using the gas heat. We had budgeted a shortfall of almost \$20,000 but the bottom line was a small shortfall of just \$1,652 and we transferred funds from our operating fund balance to cover that.

Spectacular results came from mission work that we do not budget. We are reporting to the PC(USA) an outlay in 2023 of \$50,315 for local mission and \$19,909 for mission beyond our community. All these funds were donated above our pledges. We also supported disaster relief in Maui, Turkey and Syria and the war in Israel/Palestine. Our Afghan Family Fund changed its focus as our Ibrahim family moved to Baltimore. Our original \$32,000 fund which

we manage on behalf of four churches. was reduced to a little over \$10,000 by year-end, mainly through gifts to Afghan (Girl) Scout Relief. (Special thanks to everyone who paid their per capita assessment).

Stewardship Campaign: With a theme of Joyful Hospitality, we approached 2024 cautiously, recognizing that we had lost several great people to moving (we miss you, Louise!). Yet we confidently voted to increase our pastor's salary by 8%. Our confidence was rewarded when we received an anonymous gift of \$50,000 which we resolved to use to support the pastor's salary, depositing the gift in a new fund called "Aliento" which means "Breath" in Spanish. The Stewardship Committee, Emma Treu-Chavez, Elfie Nadell, Elizabeth Roghair and Jackie Tway, was able to secure 38 pledges with over a 7% increase in total dollars pledged.



2024 Operating Budget: The 2024 budget estimates total operating income of \$176,687 and expenses of \$178,308. The Aliento Fund will contribute \$6,165. Expenses for the sanctuary electronic upgrades are being paid by another anonymous gift we received in 2022. Budget details are on the schedules elsewhere in this report.

We give thanks to all who served on the Stewardship Committee, to Suzanne Dreith and the teams of Sunday offering counters, to Kent DeYoung for preparing minutes and this report, and to Cindy Piatt and David Ytuarte who are advising on investments. Finally, to Pastor Madeline for her invaluable guidance.

### 2023 Unaudited Financial Statement, 2024 Budget (page 1 of 5)

ACCT	SUB ACCT	OPERATING INCOME	2023 ACTUAL	2024 BUDGET
<b>40000</b>	<b>INCOME</b>			
	<b>41000</b>	<b>Donation Income</b>		
		41100 - Pledges	\$ 125,834.28	\$ 135,000.00
		41200 - Prior Year Pledges	\$ 2,230.00	\$ 2,000.00
		41300 - Next Year Pledges	\$ 7,250.00	\$ 9,000.00
		41000 - Donation Income - Other	\$ -	\$ -
		43200 - Per Capita	\$ 1,197.00	\$ 1,200.00
		<b>Total 41000 - Donation Income</b>	<b>\$ 136,511.28</b>	<b>\$ 147,200.00</b>
	<b>42000</b>	<b>Other Contributions</b>		
		42100 - Plate	\$ 3,636.55	\$ 4,128.00
		42200 - Undesignated Gifts	\$ 10,031.00	\$ 2,160.00
		42000 - Other Contributions - Other	\$ -	\$ -
		<b>Total 42000 - Other Contributions</b>	<b>\$ 13,667.55</b>	<b>\$ 6,288.00</b>
	<b>45000</b>	<b>Other Income</b>		
		45100 - Space Rental	\$ 3,920.00	\$ 3,920.00
		45150 - Café Justo	\$ -	\$ 2,400.00
		45200 - Interest on Bank Accounts	\$ 221.22	\$ 240.00
		45300 - Investment Income	\$ -	\$ 6,164.00
		<b>Total 45000 - Other Income</b>	<b>\$ 4,141.22</b>	<b>\$ 12,724.00</b>
		<b>TOTAL 40000 - INCOME</b>	<b>\$ 154,320.05</b>	<b>\$ 166,212.00</b>
<b>46000</b>	<b>TRANSFERS &amp; OTHERS</b>			
	<b>46001</b>	<b>Fund Balance Transfer to Operating</b>	<b>\$ 1,552.10</b>	<b>\$ 7,090.00</b>
	<b>46002</b>	<b>Budgeted Transfers (Restricted Funds)</b>	<b>\$ 5,500.00</b>	<b>\$ 6,500.00</b>
	<b>46003</b>	<b>Transfers Capital Projects</b>	<b>\$ 100.00</b>	<b>\$ 12,400.00</b>
	<b>46004</b>	<b>Net Prior Year Surplus</b>	<b>\$ -</b>	<b>\$ 1,376.00</b>
		<b>TOTAL 46000 - TRANSFERS &amp; OTHERS</b>	<b>\$ 7,152.10</b>	<b>\$ 27,366.00</b>
		<b>TOTAL INCOME (FUNDS AVAILABLE)</b>	<b>\$ 161,472.15</b>	<b>\$ 193,578.00</b>



## 2023 Unaudited Financial Statement, 2024 Budget (page 2 of 5)

ACCT	SUB ACCT	OPERATING EXPENDITURES	2023 ACTUAL	2024 BUDGET
50100		CHRISTIAN EDUCATION	\$ 135.45	\$ 236.00
51100		MISSION		
	51101	Presbytery of Santa Fe Unified Giving		
		51101.1 - Presbytery Mission	\$ 4,005.88	\$ 4,000.00
		51101.2 - Synod of the Southwest Mission	\$ 247.70	\$ 250.00
		51101.3 - General Assembly Mission	\$ 646.42	\$ 650.00
		<b>Total 51101 - Presbytery of Santa Fe Unified Giving</b>	<b>\$ 4,900.00</b>	<b>\$ 4,900.00</b>
	51102	Presbyterian Investment and Loan Program (PILP)	\$ 500.00	\$ 500.00
	51200	Mission Organizations		
		51201 - Missio Dei	\$ 8,000.00	\$ 8,000.00
		<b>Total 51200 - Mission Organizations</b>	<b>\$ 8,000.00</b>	<b>\$ 8,000.00</b>
	51300	Mission Programs - WPC		
		51302 - Deacon's Expenses	\$ 215.48	\$ -
		51306 - Pastor's Discretionary	\$ 154.97	\$ 250.00
		<b>Total 51300 - Mission Programs - WPC</b>	<b>\$ 370.45</b>	<b>\$ 250.00</b>
		<b>TOTAL 51100 - MISSION</b>	<b>\$ 13,770.45</b>	<b>\$ 13,650.00</b>
52000		COMMUNITY PARTNERS		
	52200	Interfaith Leadership Alliance	\$ 100.00	\$ 100.00
	52300	NM Conference of Churches	\$ 100.00	\$ 100.00
	52400	More Light Presbyterians	\$ 200.00	\$ 200.00
	52500	Creation Care	\$ -	\$ 4,100.00
	52700	Café Justo	\$ -	\$ 2,400.00
		<b>TOTAL 52000 - COMMUNITY PARTNERS</b>	<b>\$ 400.00</b>	<b>\$ 6,900.00</b>
53000		EMPLOYEE EXPENSE		
	53100	Senior Pastor		
		53101 - Salary	\$ 26,605.20	\$ 33,467.00
		53102 - Housing Allowance	\$ 26,605.32	\$ 24,000.00
		53103 - Business Expense Reimbursement	\$ 304.97	\$ 500.00
		53104 - Dental Insurance	\$ 445.56	\$ 419.04
		53105 - Disability, Temporary	\$ 266.04	\$ 287.34
		53106 - Health Insurance	\$ 15,431.64	\$ 16,665.00

**2023 Unaudited Financial Statement, 2024 Budget (page 3 of 5)**

ACCT	SUB ACCT	OPERATING EXPENDITURES	2023 ACTUAL	2024 BUDGET
		53107 - Life / Disability Insurance	\$ 532.08	\$ 574.67
		53108 - Mileage Reimbursement	\$ 119.21	\$ 500.00
		53109 - Retirement / Pension	\$ 4,523.04	\$ 4,884.72
		53110 - SECA Reimbursement	\$ 4,070.64	\$ 4,396.00
		53111 - Study Allowance	\$ 815.54	\$ 1,250.00
		Study Allowance Carryforward	\$ -	\$ 1,376.00
		<b>Total 53100 - Senior Pastor</b>	<b>\$ 79,719.24</b>	<b>\$ 88,319.77</b>
	<b>53200</b>	<b>Office Assistant</b>		
		53200.1 - Salary	\$ 9,862.44	\$ 12,193.08
		53200.2 - FICA	\$ 754.46	\$ 932.76
		<b>Total 53200 - Office Assistant</b>	<b>\$ 10,616.90</b>	<b>\$ 13,125.84</b>
	<b>53300</b>	<b>Contractors</b>		
		53300.1 Bookkeeper	\$ 5,626.57	\$ 6,000.00
		53300.2 Custodian	\$ 7,500.00	\$ 7,800.00
		53300.5 Other Contractor	\$ 127.50	\$ -
		<b>Total 53300 - Office Assistant</b>	<b>\$ 13,254.07</b>	<b>\$ 13,800.00</b>
		<b>TOTAL 53000 - EMPLOYEE EXPENSE</b>	<b>\$ 103,590.21</b>	<b>\$ 115,245.61</b>
<b>54000</b>		<b>WORSHIP AND MUSIC</b>		
	<b>54100</b>	<b>Liturgical Arts</b>	<b>\$ 179.99</b>	<b>\$ 500.00</b>
	<b>54200</b>	<b>Bell Choir</b>	<b>\$ -</b>	<b>\$ 50.00</b>
	<b>54201</b>	<b>Guest Musicians</b>		
		54201.1 - Budgeted Guest Musicians	\$ 150.00	\$ 900.00
		54201.2 - Funded Guest Musicians	\$ 600.00	\$ 900.00
		54201 - Guest Musicians - Other	\$ 150.00	\$ -
		<b>Total 54201 - Guest Musicians</b>	<b>\$ 900.00</b>	<b>\$ 1,800.00</b>
	<b>54202</b>	<b>Music Licenses</b>	<b>\$ 516.00</b>	<b>\$ 500.00</b>
	<b>54203</b>	<b>Music Supplies</b>	<b>\$ -</b>	<b>\$ 50.00</b>
	<b>54204</b>	<b>Organ &amp; Piano Maintenance</b>	<b>\$ -</b>	<b>\$ 600.00</b>
	<b>54206</b>	<b>Leadership Musicians</b>		
		54206.2 - Budgeted Leadership Musicians	\$ 1,450.00	\$ 900.00
		54206 - Leadership Musicians - Other	\$ -	\$ 900.00
	<b>54206</b>	<b>Total Leadership Musicians</b>	<b>\$ 1,450.00</b>	<b>\$ 1,800.00</b>

## 2023 Unaudited Financial Statement, 2024 Budget (page 4 of 5)

ACCT	SUB ACCT	OPERATING EXPENDITURES	2023 ACTUAL	2024 BUDGET
	54300	Flowers / Gifts	\$ 198.36	\$ 50.00
	54400	Pulpit Supply	\$ 760.00	\$ 900.00
	54500	Worship Supplies	\$ 607.61	\$ 700.00
	<b>TOTAL 54000 - WORSHIP AND MUSIC</b>		<b>\$ 4,611.96</b>	<b>\$ 6,950.00</b>
<b>55000</b>	<b>BUILDING AND GROUNDS</b>			
	55100	Bath & Janitor Supplies	\$ 430.46	\$ 240.00
	55200	Building Maintenance / Repairs		
		55200.1 - Budgeted Maintenance / Repair	\$ 3,000.00	\$ 3,000.00
		55200.2 - Funded Maintenance / Repair	\$ 5,585.92	\$ 2,400.00
		<b>Total 55200 - Building Maintenance / Repairs</b>	<b>\$ 8,585.92</b>	<b>\$ 5,400.00</b>
	55300	Capital Projects	\$ -	\$ 10,000.00
	55400	Equipment Purchase	\$ 224.70	\$ 800.00
	55500	Landscaping / Grounds	\$ 2,111.24	\$ 3,900.00
	55700	Pest Control	\$ 639.66	\$ 650.00
	55800	Security	\$ 1,226.78	\$ 1,400.00
	55900	Utilities		
		55900.1 - Electricity	\$ 152.41	\$ 300.00
		55900.2 - Gas	\$ 1,787.00	\$ 2,000.00
		55900.3 - Refuse	\$ 1,617.36	\$ 1,700.00
		55900.4 - Sewer	\$ 153.36	\$ 150.00
		55900.5 - Water	\$ 707.20	\$ 850.00
		<b>Total 55900 - Utilities</b>	<b>\$ 4,417.33</b>	<b>\$ 5,000.00</b>
	<b>TOTAL 55000 - BUILDING AND GROUNDS</b>		<b>\$ 17,636.09</b>	<b>\$ 27,390.00</b>
<b>56000</b>	<b>ADMINISTRATIVE EXPENSES</b>			
	56001	Advertising		
		56001.1 - Newspaper	\$ 2,422.85	\$ 2,000.00
		56001.2 - Marketing	\$ 165.15	\$ 250.00
		56001.3 - Promotion	\$ 1,914.11	\$ 600.00
		<b>Total 56001 - Advertising</b>	<b>\$ 4,502.11</b>	<b>\$ 2,850.00</b>
	56002	Bank Service Charges	\$ 157.00	\$ 160.00
	56003	Computer Software	\$ 766.39	\$ 2,000.00
	56004	Computer Tech Support	\$ -	\$ 100.00

## 2023 Unaudited Financial Statement, 2024 Budget (page 5 of 5)

ACCT	SUB ACCT	OPERATING EXPENDITURES	2023 ACTUAL	2024 BUDGET
	56005	Printing & Reproduction - Copier	\$ 2,421.78	\$ 2,436.00
	56006	Hospitality	\$ -	\$ 580.00
	56007	Insurance		
		56007.1 - Comprehensive	\$ 4,372.00	\$ 4,750.00
		56007.2 - Workers' Compensation	\$ 412.75	\$ 750.00
		<b>Total 56007 - Insurance</b>	<b>\$ 4,784.75</b>	<b>\$ 5,500.00</b>
	56008	Internet Access & Telephone	\$ 1,920.88	\$ 1,900.00
	56010	Mileage Reimbursement	\$ 78.60	\$ 200.00
	56011	Miscellaneous Expense	\$ 19.99	\$ 100.00
	56012	Office Supplies	\$ 1,044.61	\$ 1,100.00
	56013	Payroll Service	\$ 826.92	\$ 900.00
	56015	Telephone Expense - Cell Phone	\$ 800.73	\$ 840.00
	56016	Postage and Delivery	\$ 299.66	\$ 630.00
	56017	Presbytery Per Capita Expense	\$ 2,627.00	\$ 2,619.00
	56018	Professional Fees	\$ -	\$ -
	56019	Session Expenses	\$ 140.17	\$ -
	56020	Stewardship Expenses	\$ 304.06	\$ -
	56021	Training, Seminars	\$ -	\$ 300.00
	56022	Website / Social Media Services		
		56022.1 - Website	\$ 294.27	\$ 288.00
		56022.3 - Zoom Charges	\$ 239.07	\$ 204.00
		56022 - Website / Social Media Services - Other	\$ -	\$ 500.00
		<b>Total 56022 - Website / Social Media Services</b>	<b>\$ 533.34</b>	<b>\$ 992.00</b>
	56910	Special Project Expense	\$ 100.00	\$ -
		<b>TOTAL 56000 - ADMINISTRATIVE EXPENSES</b>	<b>\$ 21,327.99</b>	<b>\$ 23,207.00</b>
		<b>TOTAL EXPENSES</b>	<b>\$ 161,472.15</b>	<b>\$ 193,578.61</b>

ACCT	SUB ACCT	INCOME & EXPENSE DIFFERENCE	2023 ACTUAL	2024 BUDGET
		<b>SURPLUS / (DEFICIT)</b>	<b>\$ -</b>	<b>\$ (0.61)</b>

### Unaudited Balance Sheet as of 12/31/2023

ASSETS		
<b>Current Assets - Checking, Sunflower/First National 1870</b>		
	Operating Fund Cash	\$ 172,279.40
	Savings Account	\$ 448.04
	CD (Housing Fund)	\$ 9,276.39
	CD (Aliento Fund)	\$ 50,000.00
	<b>Total Current Assets</b>	<b>\$ 232,003.83</b>
<b>Fixed Assets - Organ</b>		<b>\$ 21,872.56</b>
<b>Investments</b>		
	Vanguard - Avery Fund	\$ 26,218.21
	Standard Annuity - Housing Fund	\$ 35,745.07
	LPL Mutual Funds (Housing Fund)	\$ 22,724.91
	<b>Total Investments</b>	<b>\$ 84,738.19</b>
<b>TOTAL ASSETS</b>		<b>\$ 338,614.58</b>

LIABILITIES AND EQUITY		
<b>Current Liabilities - Agency Funds</b>		\$ 1,135.00
	<b>Total Current Liabilities</b>	<b>\$ 1,135.00</b>
<b>Operating Fund Equity</b>		<b>\$ 149,482.18</b>
<b>Temporary Restricted Accounts (see next page)</b>		<b>\$ 103,036.26</b>
<b>Restricted Fund Accounts</b>		
	Housing Fund	\$ 67,994.63
	Avery Music Fund	\$ 31,536.14
	<b>Total Restricted Fund Accounts</b>	<b>\$ 99,530.77</b>
<b>Net Income (consolidated)</b>		<b>\$ -14,569.63</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>\$ 338,614.58</b>

### Unaudited Restricted Account Activities & Balances as of 12/31/2023

ACCT	TEMPORARY RESTRICTED ACCOUNT NAME	BEGINNING BALANCE 01/01/2023	INFLOWS	OUTFLOWS	ENDING BALANCE 12/31/2023
31101	Alabad Music	\$ 1,204.80	\$ 1,000.00	\$ 2,050.00	\$ 154.80
31105	Aliento Fund (NEW)	\$ -	\$ 50,164.64	\$ -	\$ 50,164.64
31120	Café Justo	\$ 94.70	\$ 522.00	\$ 894.42	\$ -277.72
31123	Capital Fund	\$ 1,679.10	\$ 3,950.00	\$ 2,273.97	\$ 3,355.13
31128	Creation Care	\$ 4,100.00	\$ -	\$ -	\$ 4,100.00
31135	ELL	\$ 1,034.16	\$ -	\$ 1,034.16	\$ -
31136	Employee Emergency Fund	\$ 589.00	\$ -	\$ -	\$ 589.00
31140	Fundación Padre Gama (Guatemala)	\$ 6,800.00	\$ -	\$ -	\$ 6,800.00
31143	Hispanic LatinX	\$ 0.59	\$ -	\$ -	\$ 0.59
31145	Imagine No Hunger - General	\$ 2,630.41	\$ 2,720.49	\$ 4,595.25	\$ 755.65
31145.1	Imagine No Hunger - Afghan 225	\$ 2,013.77	\$ -	\$ 1,515.80	\$ 497.97
31160	Matthew 25	\$ 4,595.34	\$ 28,837.00	\$ 26,286.77	\$ 7,145.57
31163	Memorial / Honor Gifts	\$ 210.00	\$ 3,400.00	\$ 3,610.00	\$ -
31170	Noisy Coin Toss	\$ 759.16	\$ 569.73	\$ 1,300.00	\$ 28.89
31175	Refugee Support - Afghan Family	\$ 32,359.77	\$ 305.00	\$ 17,399.03	\$ 15,265.74
31178	Scholarship Fund	\$ 4,600.00	\$ -	\$ 144.00	\$ 4,456.00
31910	Special Project (Sanctuary Tech)	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
<b>TEMPORARY RESTRICTED ACCOUNT TOTALS</b>		<b>\$ 72,670.80</b>	<b>\$ 91,468.86</b>	<b>\$ 61,103.40</b>	<b>\$ 103,036.26</b>

ACCT	RESTRICTED FUND ACCOUNT NAME	BEGINNING BALANCE 01/01/2023	INFLOWS	OUTFLOWS	ENDING BALANCE 12/31/2023
35101	Housing Fund	\$ 65,549.35	\$ 2,460.28	\$ 15.00	\$ 67,994.63
35102	Avery Fund	\$ 30,440.17	\$ 6,273.05	\$ 5,177.08	\$ 31,536.14
<b>RESTRICTED FUND ACCOUNT TOTALS</b>		<b>\$ 95,989.52</b>	<b>\$ 8,733.33</b>	<b>\$ 5,192.08</b>	<b>\$ 99,530.77</b>

**BYLAWS  
of the  
WESTMINSTER PRESBYTERIAN CHURCH  
of Santa Fe, New Mexico**

**PREAMBLE**

As authorized by the State of New Mexico, the provisions of the Constitution of the Presbyterian Church (USA) as published in the PC(USA) *Book of Order*, and the Articles of Incorporation of the Westminster Presbyterian Church of Santa Fe, the following Bylaws replace and supersede the original and all subsequent amendments of the Bylaws of the Westminster Presbyterian Church of Santa Fe, New Mexico.

**DEFINITIONS**

The following terms used in the Constitution of the Presbyterian Church (USA) and the *Book of Order* are given the same meaning as the terms used in the New Mexico Nonprofit Act, Section 53-8-1, *et. seq.*, of the New Mexico Statutes 2003 (NMSA) which apply to nonprofit corporations:

<u>Book of Order</u>	=	<u>NMSA</u>
Church, Congregation	=	Corporation
Session, Council	=	Board of Directors
Ruling Elders, Trustees	=	Directors, Corporate Officers
Clerk of Session	=	Secretary, Registered Agent
Treasurer	=	Treasurer

**ARTICLE 1**

**NAME, STATUS, OFFICE**

The full legal name of this corporation shall be the Westminster Presbyterian Church of Santa Fe, New Mexico, a nonprofit, benevolent, charitable and religious New Mexico corporate entity and a member church of the Presbytery of Santa Fe, within the Synod of the Southwest and the Presbyterian Church (USA). The church-corporation is governed in all its parts by the Constitution of the Presbyterian Church (USA) and by the laws of the State of New Mexico for nonprofit corporations. The principal and registered office of the corporation is located at the Westminster Presbyterian Church of Santa Fe located at 841 West Manhattan Avenue, Santa Fe NM 87501.

**ARTICLE 2**

**PURPOSE**

This congregation-corporation is organized for the purpose of living Christ's call to love God and one another in word and deed.

**ARTICLE 3**

**MEMBERSHIP, MEETINGS, QUORUM, VOTING**

a. Membership in the Church includes those persons who are baptized, active, or affiliate members of the Church as described in the categories of membership in the *Book of Order*; however, only persons listed on the official, current roll of active members of the church are entitled to vote on any matters within the purview of the congregation. Voting by proxy is permitted when the proxy is presented to the Clerk of Session in the writing of the individual, but proxies will not be included in the Clerk's determination of a quorum.

b. The Annual Meeting required by the *Book of Order* will be held following a Sunday church service, virtual and/or in-person, no later than the end of February and will include but not be limited to informational reports from the pastor, Session, Clerk of Session and committees, financial report for the preceding year, and budget for the current year. If the following actions were not taken during the 4th Quarter of the previous year, the congregation will (1) approve any changes in the terms of call of the pastor, (2) elect church officers to the positions of Ruling Elder and Deacon, and (3) elect members of the church's Nominating Committee.

c. Special meetings of the congregation, virtual and/or in-person, shall be called by the Session or by the Session when requested in writing by one fourth of the active members of the congregation. The business to be transacted at special meetings shall be limited to items specifically listed in the call for the meeting.

d. Session shall provide notice of all congregational meetings on not less than the two successive Sundays before the date of the meeting, as well as in tangible mediums such as church publications or electronic transmissions.

e. A quorum for meetings of the congregation is not less than 15% of the number of active members of the church.

f. The installed pastor shall moderate, without vote, the congregational meetings or, if unable to do so, in accordance with the *Book of Order* another teaching elder of the presbytery shall be invited to moderate. All meetings will be opened and closed with prayer. Meetings will be in accordance with the most recent edition of *Robert's Rules of Order* except when in contradiction to provisions of the *Book of Order*. Consensus decision-making is a desirable parliamentary goal if attainable.

g. The Clerk of Session shall serve as secretary of congregational meetings and shall record the actions of the congregation. If the clerk is not present or unable to serve, the congregation shall elect a secretary. Minutes of the congregational meetings will be read, corrected, and approved by the Session at its next regular meeting and recorded in session records. The minutes will also be presented to the congregation, which may make additions or corrections by vote, at its next meeting.

#### ARTICLE 4

#### NOMINATING COMMITTEE

The congregation shall annually elect a Nominating Committee of not fewer than four active members of the congregation, including not more than one Ruling Elder currently serving on the Session, to nominate members to the positions of Ruling Elder and Deacon. No elected member will serve more than three consecutive years. The pastor shall serve ex officio and without vote. The Nominating Committee is encouraged to identify its nominees so as to permit the congregation's election of its officers during the 4<sup>th</sup> Quarter of the calendar year. If an officer vacancy of more than six months occurs during the year, the Nominating Committee will meet to determine a nomination to fill the vacancy.

#### ARTICLE 5

#### SESSION

In accordance with the *Book of Order*, The Session shall have responsibility for governing the congregation and guiding its witness to the sovereign activity of God in the world.

a. The congregation, in accordance with the *Book of Order*, shall elect not fewer than five Ruling Elders, with an optimal count being seven. Those serving as Ruling Elders will be divided into three approximately equal classes, one class of which shall be elected each year for a three-year term. Elections shall preferably be held at a congregational meeting during the 4<sup>th</sup> Quarter of the previous calendar year but not later than the Annual Meeting in January or February of the current year.



i. If a vacancy on the Session occurs for more than six months of a term of service, it shall be filled expeditiously, at a congregational meeting to vote on nominations brought forward by the Nominating Committee.

b. Regular meetings, virtual and/or in-person, of the Session for the purpose of conducting the normal business of the Church and the Corporation shall be held not less than quarterly. A quorum shall be greater than 50% of Ruling Elders and the pastor (7 Ruling Elders = quorum of 4; 6 Ruling Elders = quorum of 4; 5 Ruling Elders = quorum of 3). Special meetings of the Session may be requested in writing by the pastor, any two Ruling Elders on the Session, or no fewer than  $\frac{1}{4}$  of the active membership, and will be scheduled within fourteen days after receipt of the request.

c. The Session, at its first meeting following the election of officers and the period of preparation required by the *Book of Order*, and ordination/installation if required, shall review its Manual of Administrative Operations required by the *Book of Order*. The Session shall elect a Ruling Elder to serve as Clerk of Session, for such term as the Session may decide, who will be without vote if not elected by the congregation to serve currently on the Session. The Session shall elect a Church Treasurer to serve for such term as the Session shall decide.

d. Ruling Elders serving on the Session shall also serve as trustees of the corporation as described in the *Book of Order*. At a minimum, the Corporation will have its annual meeting immediately following that of the annual Congregational meeting. The installed pastor, or his/her representative in accordance with Article 3.f. and the *Book of Order*, may moderate the meetings of the corporation, ex officio and without vote. Other corporate business will be addressed through regularly scheduled or specially called Session meetings.

## **ARTICLE 6**

### **DEACONS**

The ministry and responsibilities of the Deacons are as set forth in scripture, the *Book of Order*, and as assigned by the Session. The congregation, in accordance with the *Book of Order*, shall elect not fewer than five deacons, with an optimal count being seven, divided into three approximately equal classes, one class of which shall be elected each year for a three-year term. Elections shall preferably be held during the 4<sup>th</sup> Quarter of the previous calendar year but not later than the Annual Meeting in January or February of the current year.

If a vacancy on the Board of Deacons occurs for more than six months of a term of service, it shall be filled expeditiously, at a congregational meeting to vote on nominations brought forward by the Nominating Committee.

## **ARTICLE 7**

### **AMENDMENTS**

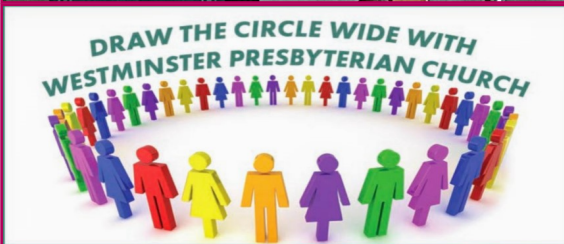
These Bylaws may be amended subject to the Articles of Incorporation, the laws of the state of New Mexico and the Constitution of the Presbyterian Church (USA) by an affirmative vote of two-thirds of the active members present at a congregational meeting, a quorum having been established, providing that the proposed changes shall have been distributed in printed form and/or electronically not later than the date of the first call for the meeting.

**Bylaws approved by vote of the congregation on March 13, 2022.  
(signed by) Keri Brinegar, Clerk of Session**

2023: The Year in Pictures



2023: The Year in Pictures



Westminster Presbyterian Church is delighted to join with the rest of Santa Fe in celebrating 30 Years of Pride! You can find us in the Pride Parade, with other affirming faith communities on the plaza, or on our website: [www.westminstersantafe.org](http://www.westminstersantafe.org). Westminster is an open and affirming community, which means we truly welcome ALL, including women and LGBTQIA people, in our congregation and leadership.

We gather for worship on Sunday mornings at 11 am in our sanctuary at 841 W Manhattan Ave, Santa Fe WE'D LOVE TO SEE YOU THERE!



## Mission and Vision

Our **MISSION** is to share the love of God in Jesus Christ. We do this by:

- Providing purposeful, mission-oriented action and advocacy for peace and justice;
- Sharing a variety of worship, study, and spiritually nurturing experiences; and,
- Welcoming and reaching out to all cultures, age groups, and populations.

Our **VISION** is to act in the name of Jesus Christ by being an inclusive congregation to all people regardless of age, sexual orientation, gender identity, ethnicity, culture, immigration status or language, with focus on our neighborhood, city, state, and world with and through our denomination, the Presbyterian Church (USA), and ecumenical and interfaith partners.

Visit Us on the Web

[www.westminstersantafe.org](http://www.westminstersantafe.org)



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