

Prince of Peace Lutheran Church  
Annual Congregational Meeting



January 26, 2025

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**PROPOSED AGENDA**  
**ANNUAL CONGREGATIONAL MEETING**  
**JANUARY 26, 2025**

Opening Prayer

Establish Quorum and Approve Agenda (2)

Old Business (5)

- Review and approval of meeting minutes (January 2024)
- Review and approval of meeting minutes (Sep 2024)

Election of Council Members (10)

Pastor Steve's Report (10)

Plan and focus for the coming year (20)

- FEAST FUND – Pam
- Synod Activities-Laura
- Social Justice Ministry-
- 

2025 Budget Review and Approval – Terry F. (15)

Selection of 2025 Nominating Committee (5)

Thank you to:

Pamela Cook – completing second term on council

Bill Harral - completing second term on council

Chet Wolejsza-completing second term on council

Adjourn, closing prayer and Go in Peace!

**PRINCE OF PEACE LUTHERAN CHURCH**  
**ANNUAL CONGREGATIONAL MEETING MINUTES**  
**JANUARY 21, 2024**

Jon Canary

- Started the meeting at 11:16 a.m., after declaring a quorum was present.
- Pastor Steve opened the meeting with prayer.
- The agenda for the meeting was approved by voice vote.
- The minutes of the Congregational meeting of January 29,2023 was approved by voice vote.
- The minutes of the Special Congregational meeting of 5/5/2023 was approved by voice vote
- Three members retired from the church council. Rainer Sahmel agreed to continue for a second three-year term, Sherry Schiebel and Meredith Kuykendall were elected as new members by voice vote

Pastor Steve

- Added to his written report that there is a lot of new energy in the church post-pandemic. His report is included in the meeting docs.

Chuck Herrington – Feast Fund

- Reported that the bathroom renovations are in the planning stages. Construction should commence soon.

Jon Canary

- Reported for Laura Dillon that the solar panel project is in process with further discussions with Pepco to resolve power metering setup between the main building and BYC

Jennifer Maloney – Social Justice

- Gave a recap of the social concerns group with repeats scheduled for this year
  - o Next Food donations is for Super Bowl soup drive
  - o Juneteenth observation will be renamed the Route 28 and Quince Orchard Interfaith Team
  - o Coin box for hunger relief
- Anti-defamation presentation Feb 27
- Coffee Hour Auction April 20
- Ukrainian help to be worked during Adult Sunday School

Jamie Pflasterer - Social Justice

- PoP has received a grant for “sacred grounds” initiatives to support native plant species on the property
- National Wildlife Federation to sponsor plant give-away on Feb 25 and Mother’s Day May 12

Pam Cook - Fellowship

Fellowship continues to provide fresh foods for PoP events

Terry Forish - Finance

- o Finances over the past year have had many ups and downs but finished the last year strong on a positive trend even with a \$9k deficit

- Proposed Budget has a 3% raise for PoP staff and has an approximate \$20k deficit for 2024.
- Both current and recent deficits are covered using reserve funds
- Members are encouraged to consider a modest increase in their giving
- Bathroom renovations are fully funded

#### Questions from the assembly

Can we make one of the bathrooms “gender neutral” i.e. Unisex

Can we bring back a choir into our regular worship services; perhaps even part time

#### Jon Conary – Nominating Committee for 2024

- Outgoing council members Laura Dillon, Lauren Gibson. Joan Kowalik will round out the three members needed for the nominating committee

The meeting was closed with Lord’s Prayer at 11:52

**PRINCE OF PEACE LUTHERAN CHURCH  
SPECIAL CONGREGATIONAL MEETING MINUTES  
Sunday, September 22, 2024**

The meeting was called to order in the sanctuary at 11:15am by Jon Conary over Zoom (since he had Covid). A quorum of voting members was present. Pastor Steve opened with prayer.

The proposal to spend \$95K from the Building Fund to replace and repair elements of the HVAC systems in both buildings as presented, moved and seconded.

Discussion and questions followed.

Following discussion, the motion was approved unanimously by voice vote.

Motion to adjourn was proposed and passed. Pastor Steve led the congregation in closing with the Lord's Prayer.

**PRINCE OF PEACE LUTHERAN CHURCH**  
**PAROCHIAL STATISTICS: JANUARY 1, 2024 - DECEMBER 31, 2024**

Baptisms:

Jason Robert Gouker – June 2, 2024  
Elaina Florence Nist – September 1, 2024  
Callum David Abdul-Wahid – November 17, 2024

Confirmations – October 27, 2024

Lilianne Charlotte Aldas Acheson  
Caroline Danielle Michel  
Elizabeth Marie Michel  
Ethan Joseph Mills  
Taylor Jo Mills  
Erik Sebastian Sander  
Anthony Alexander Taylor, Jr.

Weddings:

Kirsten Oakes & Tristan Johnston – January 13, 2024  
Rian Bejo & Patricia Zepeda – December 28, 2024

Funerals / Memorial Services:

Bob Buck – August 24, 2024 (Interment of Ashes in Memorial Garden)

As of December 31, 2024:

<b>Total Baptized Members:</b>	<b>550</b>	
Average in-person attendance:	61	(58 - Sunday; 14 – Sat services)
Average online views:	87	

# SENIOR PASTOR'S REPORT

## PASTOR STEVEN BUECHLER

This past year was another great year for ministry at Prince of Peace! Highlights of our ministry together included a hugely successful auction fundraiser for Gaithersburg HELP in April; our Yard Sale in June; our VBS program in July and another visit from our German Band friends, Posaunenchor, in October.

It was also a year in which we made a lot of progress on property issues, both planned and unplanned! The planned ones included our bathroom refresh in the main building, and finally getting the solar panels installed and running. Unplanned items began in February when the BYC roof leaked and caused substantial damage. However, as a result, we fixed the roof and the flooring (which really needed replacing anyway). But as those things were being repaired, HVAC issues began in both the BYC and main building. So, as authorized at a special congregational meeting in September, we changed the heating system in the main building to heat pumps, and put mini-splits in the BYC. These systems should be both reliable and much more efficient!

The other big improvements to property were the result of our Creation Care Team, which led the effort to add trees and the Sacred Grounds garden behind the sanctuary. Included in that effort was the refresh of the many garden beds around the church which had long been neglected. While our budget in 2025 includes some basic maintenance for all of those beds, we will still be looking for volunteers to help weed and water!

Two other very positive signs for the life and vitality of our congregation were attendance and giving trends. This past year, in-person attendance rose by about 13%, while giving for general operating also increased over the previous year. We still had a small deficit, but we are headed in the right direction and we'll be asking every active household in our congregation to increase giving by \$20 per month, as this would be enough to get us back in the black!

There are lots of exciting and energizing experiences and events coming up for our congregation in 2025, but some of the major ones include:

- Yard Sale May 31, 2025
- Honduras Mission Trip June 26 – July 5, 2025
- VBS July 20-24, 2025
- Interfaith 5K September 1, 2025
- Fall Festival October 4, 2025

I look forward to the ways, both new and old, in which we'll continue to grow together as Jesus' disciples in this place!

Yours in Christ,





# CHURCH COUNCIL PRESIDENT'S REPORT

JON CONARY

It has been an honor and a privilege to serve as church council president in 2024.

I am humbled and amazed when I reflect on how generous a community our congregation is with their time, talents and treasure. The response we had last year with the dinners for the Thanksgiving families, the Giving Tree and continued donations to Gaithersburg Help (to name a few) were, SIMPLY AMAZING!!

Not to mention the help with the myriad of things that go into having a vibrant and welcoming church (such as meeting with contractors, letting workers into the church, dragging huge tarps of leaves across the entire parking lot and into the woods, supporting and staffing the Yard Sale, being a part of the Juneteeth celebration with the other Route 28 churches, having a Fall Festival, decorating the church for the different seasons, placing and decorating Christmas Trees, etc., etc. etc.)

We continue to move forward with our "new normal" as a congregation. In person church attendance continues to grow and we have an active, online worship community. In 2024, we completed the solar panel project, finished the repair work in the BYC, refreshed the bathrooms, had our second VBS in the evening including an adult discussion, installed forced air heat to the main building, installed smaller, more efficient heating and air conditioning units in the BYC, and had an audience participation Christmas Program with a tree lighting, hot cocoa and carols in the Fellowship Hall. We also continue to find ways to utilize that beautiful space that the patio provides us.

When I think of the wonderful congregational community to which we belong, what comes to mind is the need to strengthen the connections between our members. Continuing to make and build these relationships is a major objective for Council in 2025. I am excited for all of you and the council to share ideas for accomplishing this.

I am always amazed at how "things at church" just miraculously get done. So, in closing, I would like to thank the members of church council, the other groups and committees in our church and all of our miracle workers whomever you are for your sustained efforts for Prince of Peace Lutheran Church.

Blessings,  
Jon

# ADMINISTRATOR REPORTS

## FACILITY ADMINISTRATION ANNUAL REPORT 2024

Facility Administration continues to be a team effort! We are continuing to build the team, but we are grateful to a number of folks who have stepped up to help with a number of critical duties, including:

**Samuel Bornhorst** – coordinating lawn care and snow removal;

**Bill Harral** – watching over the fire alarm / monitoring systems;

**Tom Kettler & Jon Conary** – working with HVAC issues;

**Ric Kienzle** – monitoring and checking on property and utility contracts.

### Completed Projects This Year!

- Solar panels were finally installed on our roof and are working well!
- Our Feast Fund Project of getting the bathrooms in the main building refreshed was completed and bathrooms look great and are now more accessible.
- Our unexpected project of fixing the leak in the roof of the BYC resulted in new roofing on that building as well as new flooring and drywall.
- As a result of our special congregational meeting in September, HVAC units were replaced in both buildings so that we have one system for heat and A/C which will be more efficient (and which actually work!) The removal of the old boiler and ugly radiator units has also provided extra space for storage.

### Coming up this year:

- We continue to **need help with weeding and watering** of our outside garden beds;
- We need more volunteers to help Samuel Bornhorst with **shoveling snow and raking leaves**;
- We are looking to **refresh the kitchen as our next Feast Fund project**.

**TECHNOLOGY ADMINISTRATION  
ANNUAL REPORT 2024**

Just when I was thinking I would write another strait boring insert for the annual report.... Martha messaged me early on Jan 9 that our website was down. The main page would not load, but some data was accessible. While Pastor Steve contacted the website host HIS, I contacted our webmaster Gregg Claycamp, and he started investigating. Gregg found lots of mysteriously inserted code, redirecting to outside websites - indeed we had been hacked. HIS confirmed this and locked down the website. Gregg worked diligently to remove the infection, and update the underlying Wordpress plug-ins. The website was put back online when we got a clean bill of health on Friday Jan 10. Overall, the incident was not too dangerous, there is no personal data on the site, and it is not connected to our sensitive in-house systems. Gregg had some ideas about website hosting with more proactive security. We will be discussing these options this month.

Back to the boring stuff. The normal flow of fixing small glitches, software upgrades, maintaining printers, troubleshooting network issues, etc. happened through the year. Minor excitement happened due to the HVAC crew cutting the ethernet cable between the office and the main router. A temporary cable running across the ceiling kept operations going until the HVAC contractor replaced the cable inside the attic.

In the late fall, it was time to start long-delayed hardware upgrades to the church desktop machines. I looked through options, found a sale on Dell desktops. Dell also has a good loyalty program, so I purchased the desktops first, and was able to later obtain the monitors with the customer award credits. I've established a baseline configuration, and the Counters have been actively using that machine. I will be rolling out the rest of the machines in the next couple of months.

Just in time for advent, our phone system vendor (VIOPLY) upgraded their phone management system, which means the previous configurations (automatic rollover of church-calendar messages) need to be updated and tested - another to-do for 2025.

Respectfully submitted,  
Crawford Griffith  
Technology Administrator

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## CHURCH USE ADMINISTRATION ANNUAL REPORT 2024

The year 2024 was bustling for the Congregation of Prince of Peace and our building. The space continued to host a myriad of activities, both for our congregation members and for outside groups, extending beyond Prince of Peace-sponsored events.

Our members utilized the building for their sorority meetings, choir rehearsals, Haven University activities, and parties to celebrate special events and milestones.

Prince of Peace remains the home for three Narcotics Anonymous groups. Shaare Torah celebrated their Preschool Graduation here, and Danielle's students filled the Sanctuary with their beautiful music at their recitals. A local realtor used Prince of Peace's parking lot for a shredding event that was open to the entire community. Our parking lot has also been used by our neighbors on both sides while they had repairs done to their lots.

Prince of Peace was a hub of activity in 2024! The diversity of events and groups utilizing our space really highlights our involvement with each other and within our community.

Respectfully submitted,  
Cherie DeGeorge  
Church Use Administrator

# MINISTRY REPORTS

## *Worship Life*

In-person worship attendance continued to grow in 2024! We were up about 13% over last year, and our online reach continues to be strong. Mid-week services in Advent and Lent were also well attended. Our Second Saturday service remains lightly attended, but still a great opportunity!

Grace Notes continues to play about once a month, and Danielle continues to work with both members and outside musicians to provide special music. Special music this year was great, including especially welcoming Posaunenchor, our German Brass Band friends from Hamm, Germany, in October, and also having the Monumental Brass Quintet join us for Reformation and Christmas Eve.

**Our Prayer Ministry and our Card Ministry** are often unseen, but important parts, of our worship life together. **Our Prayer Team** (along with Martha in the office, and coordinated by Nancy Swanson) maintains a list of everyone we're praying for as a congregation, and leads us in praying for them on a daily basis and checking in with them periodically. **Our Card Ministry** ensures that those who are added to our prayer list get a card from the congregation letting them know that they're in our thoughts and prayers. Special thanks to Susan Weiner for continuing to coordinate our Card Ministry, sending eloquent messages of comfort and concern.

## *Nurturing Faith*

**The Prince of Peace Adult Coffee and Conversation Hour** meets regularly after Sunday services, during the youth Sunday School hour at 11am. In addition to Bible study discussion groups, the hour also features outside speakers and educational opportunities / service projects approximately once per month. The schedule for planned upcoming events is posted on the bulletin board outside the office, as well as in the bulletin and Glad Tidings. Have an idea for a topic or curious about facilitating a Bible session? Let us know! To sign up to lead a Bible study session this spring, please visit <https://tinyurl.com/PoPAdultEd2024> 2024 highlights included:

- Adult Bible study sessions involving various life-applicable topics including [Rick Warren's Purpose-Driven Life series](#), What on Earth Am I Here For?
- Zachary Heeter from [the Village at Rockville](#), discussing the National Lutheran Communities mission and auxiliary services
- American Foundation for Suicide Prevention's [Talk Saves Lives program](#)

- Presentation by the [New Neighbor Interfaith Alliance](#), a grassroots Montgomery County interfaith organization (Prince of Peace is a member!) about their work with newly arrived refugees and immigrants in the county



**Women’s Bible study** met in person each Tuesday. They also had a couple of in-person fellowship events this year! Special thanks to Pr. Wendy Deeben who continues to lead the study! They meet every Tuesday from 12:30pm-2pm. All PoP women and their friends are welcome to join in!

**The Men’s Group continues to meet each Saturday morning** on Zoom! Typically, they study and discuss the Sunday readings. All PoP men and their friends are welcome to join in!

“**Theology on Tap**” resumed in 2024 as a BYO food and beverage event at the church! This past year, Pastor Steve led several stand-alone events, and also a couple as pre midweek service events in Lent and Advent.

The mission of the **Fellowship Committee** is to encourage Christian Fellowship within the Congregation and the community in which we live. The Fellowship Committee works cooperatively with the Council, other Committees, the Pastor(s) and other members to achieve that goal. We offer a wide variety of events and activities to involve congregation members of all ages and interests. We strive to provide “something for everyone”.

In 2024, Fellowship coordinated or supported the following:

- Congregational Annual Meeting Reception
- Lenten Wine & Cheese Reception
- Silent Auction Reception
- Yard Sale Dinners for PoP Volunteers
- Juneteenth
- VBS Evening Meals
- Bulletin Board
- Confirmation Reception
- Advent Wine & Cheese Reception
- Christmas Pageant After Party

In addition, the Fellowship Committee sponsors a variety of Fellowship-related small groups in the Congregation that function independently such as:

- Tables for All
- Women’s book Group

- Men’s book group
- Fall Festival (Outreach)
- Christmas Sing Along (Outreach)

We hope that Fellowship is a significant part of everyone’s experience here at Prince of Peace and we thank the members of the congregation for their continued support and participation.

The Fellowship Committee and others who assisted regularly in supporting events in 2024 includes Regina Harrington, Meredith Kuykendall, Kathy Mellott, Gerry Pfaff, Lida Rassul, Martha Rogers, and Donna Rose.

Respectfully submitted,  
 Pamela Cook & Melanie Zobel  
 Fellowship Chairpersons



**In 2024, we celebrated the Confirmation of 7 of our Youth this year: Lili Acheson, Carly Michel, Libby Michel, Ethan Mills, Taylor Mills, Erik Sander & AJ Taylor!**

**Confirmation Classes of 2025 and 2026:** Future Confirmands continue the process of learning more about their faith as they prepare for their own Confirmations. This year, we have continued a newer, “hybrid” program, where confirmands and parents read and do individual work at home, and then we meet once a month for an in-person event, which focuses on interactive learning.

Different parents help with each of the in-person events.

**VACATION BIBLE SCHOOL, Camp Firelight**, was held during the evenings of July 21-25. We had a cookout at 6:00pm, with fun beginning at 6:30pm. There was a concurrent adult class and we re-grouped for camp fire and s’mores at 7:45pm.





In **Sunday School**, learners from preschool through high school meet with their peers and leaders to learn, grow in faith, and show God’s love in the world. Everyone is welcome any week they are able to attend!

The **Preschool-Kindergarten and Elementary Classes** use Group's Simply Loved curriculum, which includes popular elements of VBS, such as Bible buddies and videos. A new Bible story each week supports a Bible point. In the spring, we learned stories of Jesus, and our Bible point was that Jesus loves everyone. Then, Old Testament stories of Joseph taught us that God is good no matter what. In the fall, stories of the Exodus and the wanderings of the Israelites reinforced the Bible truths that God takes care of us, guides us, and encourages us to be brave. Since Simply Loved offers a new story each week over twelve quarters, we also cover stories that are less commonly included in curricula for young learners. Every year, as we prepare for the holidays, we cover Holy Week and Easter, plus Advent and Christmas. We want our learners to be comfortable, so parents or other caregivers are welcome to attend.

In the spring, the **Middle School Class** used the Sparkhouse Re:form curriculum, which empowers youth to explore faith and ask questions about the Bible, the Apostles’ Creed, disciples, and Jesus. Using the Re:form Anti-Workbook, the youth interacted with topics through doodling, journaling, and illustrating. In the fall, the class continued their exploration using Sparkhouse Echo the Story to explore the Bible as a narrative and discover the themes and challenges of living as people of God. This provides a rich background to complement the Confirmation classes for the 7th and 8th graders. We explore the hard questions, such as, “What do we do when we are angry at God?”

In the spring, the **High School Class** initiated thought-provoking discussions using movies such as *The Overcomer*, which looks at challenges in overcoming adversity. In the fall, we began watching and discussing episodes of *The Chosen*, which is an excellent dramatization of the three years of Christ’s ministry.

The Middle and High School learners actively participate in monthly service projects. These projects provide a platform for our students to give back to the community while earning SSL hours. The Nurturing Our Faith section of the Annual Report provides detailed information about the service projects of all of our Sunday School Classes.



On the last day of the Sunday School year, the combined classes enjoyed a gathering, decorating pots for that day's native plant giveaway and eating ice cream sundaes.

Thanks to our learners for their enthusiastic participation, thoughtful discussion, and kind interactions!

Thanks to our dedicated Sunday School leaders!

Preschool and Elementary Leaders: Workshop Leaders – Lisa Conary, Janet Levine, Jamie Pflasterer, and Anne Witten; Elementary Shepherd – Trish Taylor; Preschool Shepherds – Debbie Chan and Cherie DeGeorge

Middle School Leader: Lauren Gibson

High School Leader: Jon Conary

Sunday School Superintendent: Janet Levine

#### **CHRISTMAS PROGRAM 2024:**



The Christmas Story, carols and tree lighting, were in the fellowship hall with a lot of audience participation. WE REALLY CAN MAKE A JOYFUL NOISE! The Christmas Program was combined with a fellowship event (thank you Fellowship Committee) which included hot cocoa, cookies, carols and a Christmas Tree lighting. Everyone had a lot of fun!!

## *Living Our Faith*

### **Social Justice Committee**

In conjunction with the congregation, the Social Justice Committee has been active and successful for the year of 2024. We are most thankful for the contributions of the congregation both in time and finances. You have generously supported each of our activities and made a good year for the church and community. We want to express our gratitude for all the help the congregation gives. This committee couldn't exist without you.

The Social Justice Committee consists of the following congregation members and all are welcome and encouraged to join if you wish. Chair: Jennifer Maloney; Council Liaison: Pamela Cook. Members: Cherrie DeGeorge, Laura Dillon, Joan Kowalik, Kathy Mellott, Tonya Meyer, Jamie Pflasterer, Jane Sahmel, Sonvy Waidler, Cynthia Watter, and Susan Weiner.

The beginning of 2024 began well with successful drives for the Souper Bowl and Lenten Sharing Bags. Approximately 478.7 lbs of food was distributed to Gaithersburg Help. These have been hard years for food banks and shelters with rising demand from the population and for the prices of goods. We encourage you again this year to support our food drives with plentiful cans of soup and stew, etc. SJC believes that the community can always count on Prince of Peace for generous support especially during the harder winter months.

As an action-oriented group, SJC hosted a number of talks and activities for education and fund raising in the church. Speakers such as the Anti-Defamation League came from Shaare Torah to share concerns over antisemitism and racism in Montgomery County. POP also hosted The Village at Rockville, an Anti-Human Trafficking speaker, as well as a Suicide Prevention presentation.

To our continued delight, this year's group activities were well attended and funded. On April 7, Yasya Yanevskyy and her family helped raise money for a beleaguered Ukraine by hosting speeches, food, and videos related to Ukraine and its culture. We tasted Ukrainian foods and sampled their culture while raising money for health care and other costs across the country. Yasya was the initiator for this valuable drive.

On April 20, POP again hosted our popular Coffeehouse and Auction to raise money to benefit Gaithersburg Help, with Joan and Cherie hosting. Over \$15,000 was raised to donate with auction items gifted by the congregation. From handmade quilts and pies, jewelry, sports tickets, weekends away at mountain cabins, and hosted parties, about 120 people enjoyed food, drink, and music, as well as bidding on items. Even Pastor Steve donated his famous woodwork to help the cause. The auction was a great success and a highlight of our year.

In May and June our Sacred Grounds Project got underway, hosted by Jamie, Sonvy, and Tonya. The National Wildlife Foundation gave away native plants for our gardens with the hope of growing flowers and bushes made just for our climate and environment. Later we planted much more flora at POP garden and grounds.

May also saw a Stepping Stones Shelter lasagna dinner organized by Jane. The congregation came together to provide homemade garlic bread, salad, dessert, and Gemelli's Deli yummy lasagna. This is always a popular dinner to put together. Keep your eyes out for another meal hosted by Jane coming up soon for 2025. Stepping Stones continues to need our help over the coming year.

In June in conjunction with churches from the Route 28 Quince Orchard Interfaith Team, POP provided foods and organization for Juneteenth, hosted at Darnestown Presbyterian Church, a few miles from us. Celebrated on June 19, several churches came together to remember the day slavery was really abolished in America. A well-attended group, Juneteenth was a welcome education as well as get together for hope.

Of course, let's remember the July through August School Supply Drive coordinated by Laura Hurst. The congregation donated backpacks, pencils, paper, notebooks, and other school supplies so that all students might go back to class prepared for the new year. We also can't pass over Casseroles for a Cause hosted by Jennifer where the congregation made and donated casseroles in July. We want to include Personal Care Kits, also overseen by Jennifer in September where the congregation and Sunday School participated in creating care kits for those with emergency needs such as those affected by earthquakes or floods in the US and abroad. These care kits contain a nice towel with bath items for cleanliness like toothbrushes and soaps. POP is always glad to encourage help with Sunday School so that our youth are involved in caring for the community as well as their families.

Christmas and holidays this year were busy with drives at POP. Perhaps our busiest time of the year, POP provided eight large families with all the foods to make a Thanksgiving feast for their families. Hosted by Cherie, from turkey to potatoes and stuffing, even bags of apples were donated. This is a popular holiday event in its third year with us. Congregation members donated, bought and organized food, and delivered it to families in Gaithersburg in need. Also, at this time each year POP donates items to The Village at Rockville for residents who have outlived family and finances. This year, with a little help from some friends in the Rockville Bible Study group, POP donated 40 new plush blankets and Jennifer gathered Sunday School again to fill 40 bags with candy for the residents too. Organized by Jane and Susan this is one of the annual drives POP sponsors at the holiday season. Followed by writing cards for asylum seekers this Christmas, POP also participated with Brown Station Elementary School for Giving Tree. Run by Kathy, all gifts asked for were donated. Not a child was left behind and thankfully 22 children were served.

Ongoing drives such as collecting used but good eye-glasses for the Lion's Club continue throughout the year. Cherie oversees the eye-glasses and helps Joan deliver foods to Gaithersburg Help that we continue to collect also all year long. Thank You for remembering the Lion's Club and Gaithersburg Help which serve the community even beyond the holidays.

The Social Justice Committee is grateful for the opportunity to share our activities organized and completed with and by the congregation. We continue to hope for a prosperous future in which we may benefit those who need our help again this year. Thank You for giving of yourselves to others and for participating in the support of our church and community throughout the year.

The **Prince of Peace Creation Care Team** has been very busy in 2024! There are lots of people to thank for all their efforts this past year:

- Debbie Chan for coordinating the refresh of several PoP plantings around the main building, in addition to the watering and regular weeding and cleanup of the plant beds.
- Sherry Schiebel for coordinating the removal of several ailing trees around the main building.
- Susan Holdsworth for the beautiful new dogwood near the back entrance. In November, additional trees were planted throughout the grounds thanks to the [Tree Montgomery](#) program.
- Tonya Meyer for working with the [Interfaith Partners for the Chesapeake](#) to organize a site assessment of PoP's grounds by the UMD Extension office. The assessment reviewed water runoff / management options, helped identify some overall goals for the grounds, and evaluated different site options for the Sacred Grounds pollinator garden.
- Sam Bornhorst, for his many years of coordinating the mowing team, leaf removal, and snow plows
- Joan Kowalik and Jennifer Maloney, for their care of the Memorial Garden
- Wendy Dinova-Wimmer for always keeping the entrance planters full of beautiful flowers, and for giving Ian's bench (at the front entrance) a beautiful refresh
- Thank you to all the Creation Care Team members who helped bag and give away native plants to Prince of Peace members on Mother's Day, courtesy of the [National Wildlife Federation](#)!

Additional highlights this year included:

- Multiple activities in support of the [Sacred Grounds](#) grant that PoP received from the National Wildlife Federation (NWF), culminating in the planting of the new native pollinator garden in October, located on the south side of the building, as you round the corner into the parking lot. Thank you to all the green team members who helped prepare the site over the summer, and to all the congregation and Sunday School members who helped on planting day!
  - NWF had a two-part speaker series in the spring (during the Adult Coffee and Conversation hour and over zoom), covering the benefits of native plantings and specific how-to's for getting started with using native plants
  - NWF also ran focus groups with church members, collecting feedback on the native plant giveaways and pollinator garden planting
- Ribbon-cutting ceremony on Mother's Day, celebrating the [solar panel installation](#) on the main building, with numerous special guests including:
  - Representatives from the [Montgomery County Green](#), and [RE-volv solar for nonprofits](#) who helped with the funding for the panels
  - [At-Large Montgomery County Council Member Evan Glass](#), who presented a congratulatory plaque to Prince of Peace from the Montgomery County Council, celebrating PoP's commitment to creation care and environmental stewardship
  - Naomi Edelson, Senior Director of Wildlife Partnerships at the [National Wildlife Federation](#)
  - Joelle Novey, Director at [Interfaith Power and Light](#)
  - Sharee Wharton, Director of Education & Community Engagement at Potomac United Methodist Church

- Kit Gage, Director Of Advocacy at Friends of Sligo Creek and a Master Watershed Steward
- Speakers from [Groundswell](#) who presented on the [SharePower](#) solar energy equity program, located at the [Paddington Square Apts](#) in Silver Spring, during the Adult Coffee and Conversation hour in October. Program participants can purchase solar power and share savings with lower income-qualified neighbors. Groundswell will also make a \$50 donation to PoP for new enrollments at [SharePower.Groundswell.org](#) - just enter the code "POPROCKS" in the Other field under the "How did you hear about us" question during enrollment.
- Interfaith Power and Light and Groundswell shared green resources with PoP's Fall Festival attendees
- PoP was recognized at the October Montgomery County Interfaith Climate Solutions for Congregations conference, for the church's efforts in environmental sustainability, including the installation of our solar panels, work with the National Wildlife Federation on the installation of the Sacred Grounds native plant garden, and installation of efficient heat pumps for heating and cooling.

### **Honduras Mission 2024**

Members of Prince of Peace (Ric, Sherry, and Sydney Kienzle) joined non-profit, Haven Universe on a mission trip to Honduras in June of 2024. Efforts included conducting two medical brigades, helping to build a cinder block home, donating and delivering water cisterns to remote communities, *lots* of painting, and supporting students from the only school for special-needs youth in Copan Ruinas. Special THANKS to the congregation for your generous donations and much-needed prayers for a safe and successful mission! The next mission trip is already in its planning stages and is scheduled for June 26-July 6, 2025. See Ric or Sherry Kienzle if you might be interested in joining the team this year!



### **Interfaith 5k**

Prince of Peace sponsored and played an active role again in the organization of the Interfaith 5k race/walk on Labor Day, through which \$5,500 was contributed to both C4 and Gaithersburg HELP. We had many participants from PoP, showing our commitment to the community and each other. This event not only contributes to local charities but is also a wonderful example of members of many

faiths working together for a common good. If you have never participated or volunteered in the event, please consider it this year! It has been a wonderful tradition the morning of Labor Day and still leaves plenty of time for cooking out. We hope to have an even larger attendance in 2026!

### **Sunday School Living Our Faith Annual Report January 2025**

In 2024, our Sunday School classes learned about the needs of a variety of people in the church, the community, and the wider world and then took action to help them:

- Made and delivered 9 quarts of creamy white bean lemon pesto orzo soup to the Upcounty Consolidation Hub in Germantown for KindWorks - Middle and High
- Supported the Souper Bowl of Caring project, benefitting the clients of Gaithersburg HELP, by advertising the drive, passing out the reminder bags to church attendees, and counting and bagging the donations - PreK-K and Elementary
- Chose the gifts that the congregation's coin collection for ELCA World Hunger Appeal would support - All
- Put together layered M&M cookie mixes and a basket of baking tools and goodies to support the PoP coffeehouse and auction. - PreK-K and Elementary
- Made dinner for the Stepping Stones Shelter - Middle and High
- Participated in the creation of Personal Care Kits for Lutheran World Relief - All
- Counted and bagged the congregation's donations of peanut butter and jelly to benefit the clients of Gaithersburg HELP - PreK-K and Elementary
- Helped plant PoP's native plant garden and pollinator habitat with the National Wildlife Federation - All
- Made Thanksgiving turkey crafts for the families that PoP sponsored through the City of Gaithersburg's Holiday Giving Program - PreK-K and Elementary
- Helped sort and pack food donations for the Holiday Giving Program - Middle and High
- Helped create bead garlands and ornaments for PoP's outdoor Christmas tree - PreK-K and Elementary
- Helped bag candy for low-income residents at the Village of Rockville to accompany Christmas blankets - Elementary and High

The middle and high school students also worked on significant projects outside of class, including the yard sale, VBS, Fall Festival, and the Carols, Cocoa, and Tree Lighting Community Event. Lisa and Jon Conary encouraged young people to participate, helped them find roles, and did the required planning and paperwork so they could receive SSL hours for their efforts.

**The POP Women's Book Group** continues to meet in person once a month, but there is also a Zoom link for those who need or want it. This group continues to enjoy interesting and challenging discussions about books of various genres.

**Our Care Team**, coordinated by Sharon Wahl, helps take care of congregational members when they have needs (for example, medical issues, coming home from the hospital, or in long-term care). Whether requiring help with meals (there are some great cooks at PoP), transportation to/from medical appointments, picking up prescriptions, hospital visits, or companionship, PoP members can

call upon our team of volunteers for assistance. These volunteers work tirelessly throughout the year to make sure the needs of our members are met, and their efforts are much appreciated. The Care Team is always looking for willing volunteers who are interested in helping other PoP members during their time of need. If interested in being a part of this important component of our welcoming and loving church community, please contact Sharon ([smwahl16@gmail.com](mailto:smwahl16@gmail.com)). Your involvement will only be on an as needed basis and dependent on your schedule.

Ten issues of **the Glad Tidings newsletter** were edited and published in 2024. Each issue included a letter from Pastor Steve, important calendar dates for the current and next month, details of events for the current month, and updates on events held during the past month. For two issues (No. 6 July/August and No. 10 December/January) the current information covered an extra month.

All persons in charge of a committee or other group received an email 2-3 weeks before the due date which is usually set 1½ -2 weeks before the end of the month to allow time for compiling and, if needed, verifying the information. Although only a limited number of people received this email, anyone could submit an article or pictures to be included. The due date for the next issue is noted on the last page of the newsletter.

Once the editing was completed, the issue was then published. Most people received the newsletter via email and checking the website. A couple of people opted to receive a printed copy. Paper copies are available by notifying the office or picking up one in the narthex.

**Yard Sale was held on June 1!** Proceeds from the Yard Sale were split between Social Justice Ministry and the Capital Repair Fund. Social Justice split their portion of the Yard Sale funds between the Honduran Mission trip and support for Ukraine. PoP was a beehive of activity before, during and after (clean up) the event. THANKS TO ALL!!

This coming year, Yard Sale will be held on Saturday, May 31<sup>st</sup>.



## NOMINATING REPORT FOR 2024

Three Council members are concluding their terms this year: Pamela Cook, Bill Harral, and Chet Wolejsza.

The Nominating Committee nominates the following people for the three 3-year adult Council seats:

- Laura Dillon
- Dan Gibson
- Jamie Pflasterer

For the Youth seat, the Nominating Committee nominates:

- Keiran McKnight

Additional nominations for all seats may be made at the Annual Meeting.

Following are the biographies of the candidates for Council.

### COUNCIL NOMINEES' BIOGRAPHIES

#### **Laura Dillon**

Laura grew up in Calvert County, Maryland. She attended the University of Richmond, where she earned undergraduate degrees in Biology and Political Science, and the University of Maryland, College Park, where she completed a Ph.D. in Computational Biology, Bioinformatics, and Genomics. She has over 20 years of experience in government, academia, and industry, working mostly in the field of oncology drug development. She currently works at AstraZeneca in the Strategy, Business Development, and Alliances group.

Laura and her husband, Sean, met in college in 2001 and married in 2007. They have two children—Luke, 13, and Juliet, 10—and live in the Lakelands. As a family, they enjoy adventure travel and spend many winter weekends at their ski house near Deep Creek Lake in Garrett County, Maryland. Laura's grandfather was a Missouri Synod Lutheran pastor, and she grew up in the ELCA church. As a teenager, she participated in the DC Metro Synod youth band. More recently, she has helped facilitate Prince of Peace's young people's involvement in Synod youth events. Laura previously served on the Council from 2021 to 2023, during which she helped lead the solar panel project that (finally) went live in spring 2024.

#### **Jamie Pflasterer**

Jamie grew up in Illinois and earned a bachelor's degree in Civil Engineering at the University of Oklahoma, where she met her sweetheart, Ian Spielman, and married him on the day they graduated. After a short stop in California where Ian earned his doctorate and Jamie worked in consulting and the mortgage banking industry, they moved to Gaithersburg for Ian's job at NIST. After multiple years at a marketing analytics firm in Germantown, Jamie now works as a business analyst for a hospital revenue cycle management firm. Their three children have all attended school in Montgomery County - Camden will graduate from St. Mary's College of MD in the spring, Dekker



plays in the Grace Notes band with Ian and will graduate from Wootton this year, and Kallie is in 8th grade at Robert Frost and is looking forward to high school.

The whole family is very involved in Scouts BSA Troop 1097B/G, chartered by the Rockville chapter of the Izaak Walton League, and enjoys helping out during the League's September Hunting and Fishing Day Open House. Although Jamie enjoys being one of the regular "mom" chaperones for the girls' troop on monthly camping trips, she appreciates the use of the family truck bed camper when the temperatures are low. Jamie has also been very involved in the founding of the Route 28 Quince Orchard Team, a grassroots interfaith group located in the Rt 28 corridor. The group was excited to welcome their 8th faith community member this fall, Kol Shalom, and was thrilled with the turnout and support for their 2<sup>nd</sup> annual Juneteenth celebration, held at Darnestown Presbyterian (2023's celebration was hosted by Prince of Peace!).

Jamie has been a Sunday School teacher at Prince of Peace for many years, and looks forward each fall to being a part of the Christmas Pageant and to working in the toy department at Yard Sale in the spring. Summer evening VBS and the Fall Festival are also events that she loves, and she enjoys her work as a member of the Social Justice Ministry Committee. She was also excited to work with the PoP green team this past year and the National Wildlife Federation's Sacred Grounds grant program, to bring native plantings to the church.

## **YOUTH MEMBER:**

### **Kieran McKnight**

Hello! My name is Kieran McKnight and I am a sophomore at Quince Orchard High School. This will be my second year serving on the council. At my school I am a leader for the national club Fellowship of Christian Athletes. Furthermore, I am a leader of the small groups that is a part of the Lutheran Youth Organization and I play soccer, basketball, and track.

# FINANCIAL REPORTS

## TREASURER'S REPORT FOR THE YEAR ENDED DECEMBER 31, 2024 AND PROPOSED 2025 BUDGET

### **2024 Financial Highlights**

This was a good fiscal year for Prince of Peace. We finished strong financially thanks to everyone's generous contributions, survived a scare to the Beseker Youth Center that required some serious damage control, and we were able to make much-needed improvements to our aging infrastructure. So, our operating revenue was strong enough to run the church, make improvements, handle unplanned contingencies and fully fund our budgeted benevolence payments.

Two items of special note in addition to the unplanned sprucing up of Beseker: Our bathrooms received a much-needed makeover, totally paid for out of our Feast Fund, the fund that keeps on giving. We were also able to finally complete the upgrade to our HVAC system, replacing the ancient boiler with state-of-the-art heat pumps. A side benefit of this project was we were able to remove all of the old radiators throughout the building, many of which didn't work anyway. We also made improvements as needed to the air conditioning system. This project was fully funded from our Building Fund.

On the cash management front, our general contributions came in at 5% over plan. A nice change of pace after several years of going the other way. We were able to consolidate some of our reserves in to a very nice money market fund at our Ameriprise brokerage account that pays a competitive interest rate. Overall expenses came in at about 99% of our adjusted budget, not bad from a planning standpoint. Unfortunately, we continue to see up trends in some of the key line items that help keep this place going. Most other expense line items came in at or about what was anticipated and budgeted. Details can be found in the attached financial reports.

Finally, we enter 2025 in a strong financial position that will enable us to continue business as usual. We will also be looking to continue to make improvements to our infrastructure.

### **2025 Proposed Budget**

The Prince of Peace Council, with input from the Finance Committee, approved a 2025 Operating Budget of about \$350,000 an increase of 6% from 2024. Included in this budget is a fairly significant planned contribution increase based on last year's giving trends. There is a deficit of \$18,000 built in to the budget but we have a track record now of being able to manage these programmed deficits. The only way out of this situation is to generate more revenue internally. Line items were carefully reviewed and adjusted as necessary. Many of the increases we made were to key line items like trash removal, cleaning services and external grounds maintenance. Included in this budget is a 2.5% raise for salaried staff including Pastor Steve. We also maintain our long-standing tradition of 10% of current income for benevolence.

## YARD SALE SUMMARY FOR THE YEAR ENDED DECEMBER 31, 2024

<b>Yard Sale Receipts:</b>	\$16,571.07
 <b>Disbursements:</b>	
Tent Rental	\$2,130.00
Seed Money	\$2,000.00 (Loan to Ourselves)
T-Shirts @Junk Remov.	\$2,082.00
Miscellaneous	\$823.06
Total Disbursements	\$7,035.06
 <b>Net Funds Raised</b>	
	<b>\$9,536.01</b>
Charitable Disburseme	\$ 3,980.00
In-House Transfer *	\$ 5,556.01
<b>Balance</b>	<b>\$0.00</b>

\* Transferred to Capital Repair Fund per Council

## SUMMARY OF CASH ACTIVITY FOR THE YEAR ENDED DECEMBER 31, 2024

**Asset Account: 1.10.100 - Cash and Cash Equivalents**

<b>Cash Balance as of 01/01/2024(at the beginning of the day)</b>	<b>\$397,169.97</b>
 Add Transactions From:	
Income	\$32,286.07
Donations	\$421,775.20
Transfers (debit)	\$106,302.25
Journal Entries (debit)	\$21,142.62
AR Collections (debit)	\$0.00
<b>Total Additions</b>	<b>\$581,506.14</b>
 Subtract Transactions From:	
Payments	\$380,951.52
Payroll	\$0.00
Transfers (credit)	\$106,302.25
Journal Entries (credit)	\$180,506.10
<b>Total Subtractions</b>	<b>\$667,759.87</b>
 <b>Cash Balance as of 12/31/2024(at the end of the day)</b>	 <b>\$310,916.24</b>

**FUND BALANCE REPORT**  
**AS OF DECEMBER 31, 2024**  
**(EXCLUDING FIXED ASSET FUND)**

Through December 2024	Beg Balance	Total Income	Fund Transf	Total Expenses	YTD Ending
<b>General Operating Fund</b>					
Operating Income/Expenses	112,496	325,599	(5,500)	331,936	100,658
<b>Building Fund</b>					
Building Fund Income/Expenses		11,856	-	94,870	(83,014)
Capital Campaign 2013 - 2015		600	-	-	600
Interest on Investments		2,577			2,577
<b>Sub-Total Building Fund</b>	<b>165,119</b>	<b>15,033</b>	<b>-</b>	<b>94,870</b>	<b>85,282</b>
<b>Capital Repair Fund</b>					
Capital Repair Fund Income/Expenses		28,869	5,556	18,864	15,561
<b>Sub-Total Capital Repair Fund</b>	<b>12,345</b>	<b>28,869</b>	<b>5,556</b>	<b>18,864</b>	<b>27,906</b>
<b>Feast Fund</b>					
Income/Payments/Transfer		25,340	-	42,895	(17,555)
<b>Sub-Total Feast Fund</b>	<b>43,625</b>	<b>25,340</b>	<b>-</b>	<b>42,895</b>	<b>26,070</b>
<b>Mortgage/Debt Reduction Fund</b>					
M/DR Income//Payments/Transfers		-	-	-	-
<b>Sub-Total Mortgage/Debt Reduction Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Memorial Fund</b>					
Memorial Fund Non-Designated	628	-	-	-	628
Memorial Garden	204	-	-	-	204
Dara Gibson Memorial		-	-	-	-
Ian Hahn Memorial	818	-	-	-	818
Karen Kimmel-Militzer Memorial			-		-
Derek Sheely Memorial		-	-	-	-
<b>Sub-Total Memorial Fund</b>	<b>1,650</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,650</b>
<b>Karen Kimmel-Militzer Youth Fund</b>					
KKMYF Income/Expenses		-	-	-	-
<b>Subtotal Karen Kimmel-Militzer Youth Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Reserve Fund</b>					
Transfer In/Out			4,500		4,500
<b>Sub- Total Operating Reserve Fund</b>	<b>30,500</b>	<b>-</b>	<b>4,500</b>	<b>-</b>	<b>35,000</b>
<b>Designated Funds</b>					
Transfer In/Out	682		-	-	682
Gifts of Hope		50		-	50
Habitat For Humanity		-		-	-
Gaithersburg Help	(10)	175		15,555	(15,390)
National Lutheran Home					-
Lutheran World Relief					-
Lutheran Campus Ministry		1,000		-	1,000
Coffee House and Auction		15,533		-	15,533
Lutheran Volunteer Corps		-		-	-
ELCA World Hunger	685	-		575	110

**FUND BALANCE REPORT (CONTINUED)**  
**AS OF DECEMBER 31, 2024**  
**(EXCLUDING FIXED ASSET FUND)**

Through December 2024	Beg Balance	Total Income	Fund Transf	Total Expenses	YTD Ending
Lutheran Disaster International	-	-		-	-
ELCA Domestic Response	-	-	-	-	-
SM Designated Funds	-	-	-	117	(117)
CFL Fundraiser	230	-		-	230
Upper Montgomery Assistance Network				-	-
Gods Global Barnyard	(275)	565	-	-	290
Adopted Family - HS	1,013	1,558		116	2,455
ELCA Malaria Campaign		-		-	-
Yard Sale Activity	-	16,571	(5,556)	11,014	1
Ukraine Fundraising	50	25		-	75
Hurricane Sandy	120	-		-	120
CLP - Diaper Drive	20	-			20
Fellowship Square Foundation		10		-	10
Lutheran Disaster Response	(120)	-	-	-	(120)
<b>Sub- Total Designated Funds</b>	2,366	35,487	(5,556)	27,377	4,920
<b>Interfaith 5-K Holding Fund Balance</b>	1,736	18,614	1,000	19,799	1,551
<b>Restricted Funds</b>					
Transfer In/Out		-	-	-	-
Care Team	647		-		647
Clay Pots	522	-	-	-	522
Daily Text	865	-	-	66	799
Ski Trip	75	-	-	-	75
Quilters	(54)	175	-	-	121
Flowers	456	-	-	-	456
Confirmation		-	-	-	-
Sunday School	1,807	-	-	-	1,807
SP Discretionary	1,518	100	-	42	1,576
AP Discretionary	217	-	-	-	217
Council Discretionary	50	-	-	-	50
SM Discretionary - Congregational Needs	243	-	-	-	243
Envelopes	402	-	-	-	402
Wish List - Habitat Bibles	235	-	-	-	235
Wish List - Floors	170	-	-	-	170
Wish List - Seminary Assistance	40	-	-	-	40
Wish List - Computers	3,141	152	-	2,858	435
Wish List Microphones	79	-	-	-	79
Sound System	75	-	-	-	75
Guest Musicians	217	-	-	-	217
Music Fund	2,963	2,418	-	2,606	2,776
Music Fund - Adult Choir	1,007	-	-	-	1,007
ELCA Youth Gathering	1,113	101	-	1,250	(36)
Youth Ministry Training	588	-	-	-	588
Youth Ministry Fundraising	10,934	132	-	800	10,266
Youth Ministry Discretionary		-	-	-	-
Youth Retreat Fees	20	-	-	-	20
International Service Trip	(1,600)	652	-	-	(949)
Work Camp	2,070	-	-	-	2,070
<b>Sub-Total Restricted Funds</b>	27,048	3,730	-	7,622	23,156
<b>Total Fund Balance</b>	396,885	452,672	-	543,364	306,193

## 2025 PROPOSED BUDGET

Account #	Account Name	Budgeted for 2024	Actual for 2024	% of Actual Budget	Proposed 2025 Budget	Change From 2024
<i>Income</i>						
4.10.100	<i>General Contributions</i>					
4.10.101	Current Income	299,000.00	313,872.00	105%	323,000.00	24,000.00
4.10.103	Benevolence	350.00	240.00	69%	240.00	(110.00)
4.10.104	Undesignated	0.00	50.00		0.00	0.00
4.10.105	Special Offering	100.00	0.00	0%	100.00	0.00
4.10.106	Flower Fund	2,200.00	2,584.00	117%	2,200.00	0.00
4.10.107	Lenten Offering	1,000.00	1,100.00	110%	1,000.00	0.00
	<i>Total Contributions</i>	<b>\$302,650.00</b>	<b>\$317,846.00</b>	105%	<b>\$326,540.00</b>	23,890.00
<i>Education Ministry Contributions</i>						
4.10.200	<i>Education Ministry Contributions</i>					
4.10.201	VBS Donations	800.00	1,102.00	138%	1,000.00	200.00
4.10.202	VBS Tuition	200.00	76.00	38%	200.00	0.00
4.10.203	Sunday School Income	0.00	0.00		0.00	0.00
4.10.204	Confirmation Income	0.00	201.00		0.00	0.00
4.10.205	Class Study Texts Income	0.00	0.00		0.00	0.00
4.10.206	Women's Retreat	500.00	0.00	0%	500.00	0.00
	<i>Total Education</i>	<b>\$1,500.00</b>	<b>\$1,379.00</b>	92%	<b>\$1,700.00</b>	200.00
<i>Rental Income</i>						
4.10.300	<i>Rental Income</i>					
4.10.301	Rental Income	4,000.00	1,564.00		2,000.00	(2,000.00)
	<i>Total Rental Income</i>	<b>\$4,000.00</b>	<b>\$1,564.00</b>	39%	<b>\$2,000.00</b>	(2,000.00)
<i>Other Income</i>						
4.10.500	<i>Other Income</i>					
	<b>Total Income</b>	<b>\$309,650.00</b>	<b>\$325,594.00</b>	105%	<b>\$332,240.00</b>	20,790.00

Account #	Account Name	Budgeted for 2024	Actual for 2024	% of Actual Budget	Proposed 2025 Budget	Change From 2024
<i>Expenses</i>						
5.10.100	<i>Sr. Pastor Salary and Benefits</i>					
5.10.101	Sr. Pastor Salary	67,120.00	66,958.00	100%	68,798.00	1,678.00
5.10.102	Sr. Pastor Housing	42,860.00	42,757.00	100%	43,931.50	1,071.50
5.10.103	Sr. Pastor Pension &	29,680.00	29,694.00	100%	30,273.60	593.60
5.10.104	Sr. Pastor Book Allowance	150.00	0.00	0%	150.00	-
5.10.105	SP - Professional Exp	375.00	0.00	0%	375.00	-
5.10.106	SP - Continuing Education	400.00	425.00	106%	400.00	-
	<i>Total Sr. Pastor Salary and</i>	140,585.00	139,834.00	99%	143,928.10	3,343.10
5.10.120	<i>Contract Pastoral</i>					
5.10.127	Contract Pastoral	10,000.00	10,657.00		10,250.00	250.00
	<i>Total Assoc Pastor Salary and</i>	10,000.00	10,657.00		10,250.00	250.00
5.10.130	<i>Music Coordinator Salary and</i>					
5.10.131	Music Coordinator Salary	40,583.00	40,484.00	100%	41,597.61	1,014.61
	<i>Total Music Coordinator</i>					
5.10.140	<i>Administrative Secretary</i>					
5.10.141	Church Administrator	19,346.00	19,401.00	100%	19,830.15	484.15
5.10.142	Back-Up Church	700.00	-	0%	500.00	(200.00)
	<i>Total Administrative</i>	20,046.00	19,401.00	97%	20,330.15	284.15
5.10.150	<i>Choir Director/Saturday</i>					
5.10.151	Choir Director Salary	3,000.00	1,750.00	58%	3,500.00	500.00
5.10.152	Saturday Accompanist	2,394.00	2,587.00	108%	2,453.56	59.56
	<i>Total Choir Director/Saturday</i>	5,394.00	4,337.00	80%	5,953.56	559.56
5.10.160	<i>Nursery Attendant Salary and</i>					
	<i>Total Nursery Attendant</i>	825.00	0.00	0%	500.00	(325.00)
	<b>Total Salaries and</b>	<b>\$217,433.00</b>	<b>\$214,713.00</b>	<b>99%</b>	<b>\$222,559.42</b>	<b>5,126.42</b>
5.10.190	<i>Church Portion of FICA/Medica</i>	5,000.00	\$4,779.00	96%	5,000.00	0.00

Account #	Account Name	Budgeted for 2024	Actual for 2024	% of Actual Budget	Proposed 2025 Budget	Change From 2024
5.10.200	<i>Education</i>					
5.10.201	Studies and Classroom	150.00	99.00	66%	150.00	0.00
5.10.203	Women's Retreat Expense	500.00	0.00		500.00	0.00
5.10.204	Sunday School Expenses	800.00	451.00	56%	800.00	0.00
5.10.205	Vacation Bible School	1,000.00	1,347.00	135%	1,500.00	500.00
5.10.206	Confirmation Expenses	750.00	609.00	81%	750.00	0.00
5.10.208	Staff Continuing Education	200.00	0.00	0%	200.00	0.00
	<b>Total Education</b>	<b>\$3,400.00</b>	<b>\$2,506.00</b>	<b>74%</b>	<b>\$3,900.00</b>	<b>500.00</b>
5.10.250	<i>Stewardship</i>					
5.10.251	Stewardship Discretionary	100.00	0.00	0%	100.00	0.00
5.10.252	Interfaith 5K Sponsorship	1,000.00	1,000.00	100%	1,000.00	
	<b>Total Stewardship</b>	<b>\$1,100.00</b>	<b>\$1,000.00</b>	<b>0.00%</b>	<b>\$1,100.00</b>	<b>0.00</b>
5.10.300	<i>Utilities</i>					
5.10.301	Electric	5,000.00	5,590.00	112%	6,000.00	1,000.00
5.10.302	Gas	3,500.00	2,439.00	70%	500.00	(3,000.00)
5.10.303	Water and Sewer	1,000.00	929.00	93%	1,000.00	0.00
5.10.304	Telephone &	4,200.00	4,647.00	111%	4,200.00	0.00
5.10.305	WSSC Front Footage - Rain	1,200.00	1,228.00	102%	1,400.00	200.00
5.10.306	Solar Panel Electric Charge	0.00	737.00		2,550.00	2,550.00
	<b>Total Utilities</b>	<b>\$14,900.00</b>	<b>\$15,570.00</b>	<b>104%</b>	<b>\$15,650.00</b>	<b>750.00</b>
5.10.400	<i>Administration</i>					
5.10.401	Office Supplies	1,000.00	1,719.00	172%	1,500.00	500.00
5.10.403	Copy Machine Service	750.00	0.00	0%	750.00	0.00
5.10.404	Postage and Permit Fees	200.00	199.00	100%	100.00	(100.00)
5.10.405	Bank Fees	25.00	77.00	308%	100.00	75.00
5.10.406	Ameriprise Fees	100.00	75.00	75%	100.00	0.00
5.10.407	Payroll Service Fee	2,400.00	2,293.00	96%	2,400.00	0.00
5.10.408	Vanco Service Fees	2,500.00	2,470.00	99%	2,500.00	0.00
5.10.409	Computer and Peripherals	1,450.00	441.00	30%	1,000.00	(450.00)
5.10.410	Background Checks	150.00	260.00	173%	250.00	100.00
5.10.111	Church Windows - License	550.00	529.00	96%	550.00	0.00
5.10.412	Synod Assembly Fees	200.00	0.00	0%	200.00	0.00
5.10.415	Copy Machine Lease	3,000.00	4,055.00	135%	3,000.00	0.00
	<b>Total Administration</b>	<b>\$12,325.00</b>	<b>\$12,118.00</b>	<b>98%</b>	<b>\$12,450.00</b>	<b>125.00</b>



Account #	Account Name	Budgeted for 2024	Actual for 2024	% of Actual Budget	Proposed 2025 Budget	Change From 2024
5.10.500	<i>Insurance</i>					
5.10.501	Insurance - Property &	8,000.00	8,309.00	104%	9,000.00	1,000.00
5.10.502	Insurance - Workers	800.00	851.00	106%	1,000.00	200.00
	<b>Total Insurance</b>	<b>\$8,800.00</b>	<b>\$9,160.00</b>	<b>104%</b>	<b>\$10,000.00</b>	<b>1,200.00</b>
5.10.600	<i>Property and Building</i>					
5.10.601	General Maintenance	6,500.00	1,986.00	31%	6,500.00	0.00
5.10.602	Furniture and Equipment		418.00			
5.10.605	Trash Service	5,500.00	6,271.00	114%	6,000.00	500.00
5.10.606	Pest Control	1,400.00	1,699.00	121%	1,500.00	100.00
5.10.607	Security Service	1,200.00	1,087.00	91%	1,200.00	0.00
5.10.608	Snow Removal	2,000.00	665.00	33%	2,000.00	0.00
5.10.609	Cleaning Service	5,000.00	6,595.00	132%	7,200.00	2,200.00
5.10.611	Annual Fire Alarm	1,200.00	2,053.00	171%	1,500.00	300.00
5.10.612	Annual Sprinkler	360.00	374.00	104%	400.00	40.00
5.10.613	Church Grounds	3,500.00	6,350.00	181%	6,500.00	3,000.00
	<b>Total Property and Building</b>	<b>\$26,660.00</b>	<b>\$27,498.00</b>	<b>103%</b>	<b>\$32,800.00</b>	<b>6,140.00</b>
5.10.700	<i>Worship and Music Expenses</i>					
5.10.701	Flowers Expense	2,200.00	1,501.00	68%	2,200.00	0.00
5.10.702	Worship/Altar Supplies	750.00	2,232.00	298%	750.00	0.00
5.10.703	Music and Licensing Fees	1,800.00	1,171.00	65%	1,800.00	0.00
5.10.704	Instrument Maintenance	600.00	657.00	110%	600.00	0.00
5.10.705	Fellowship Discretionary	1,500.00	1,154.00	77%	1,500.00	0.00
# 5.10.708	Supply Organist/Pianist	750.00	1,450.00	193%	1,200.00	450.00
5.10.709	Guest Musician Expense	2,400.00	4,100.00	171%	3,000.00	600.00
5.10.710	Drama Ministry	200.00	0.00	0%	200.00	0.00
5.10.711	Sound System Expense	500.00	0.00	0%	500.00	0.00
5.10.712	Envelopes	0.00	207.00		110.00	110.00
5.10.713	Liturgical Decor	200.00	0.00	0%	200.00	0.00
	<b>Total Worship and Music</b>	<b>\$10,900.00</b>	<b>\$12,472.00</b>	<b>114%</b>	<b>\$12,060.00</b>	<b>1,160.00</b>



# BALANCE SHEET

## AS OF DECEMBER 31, 2024

Account #	Account Name	Beginning Balance	Period Activity	YTD Balance
<b>Assets</b>				
<i>1.10.100 Cash and Cash Equivalents</i>				
1.10.110	M & T Bank - Checking	261,901.58	(90,684.18)	171,217.40
1.10.130	Mission Investment Fund - Savings	106,034.20	(106,034.20)	0.00
1.10.140	Ameriprise Investments	26,734.19	110,643.67	137,377.86
1.10.150	In-Kind/Non-Cash Giving	0.00	0.00	0.00
1.10.160	Stock Donations Receivable	0.00	0.00	0.00
	<i>Total Cash and Cash Equivalents</i>	<i>\$394,669.97</i>	<i>(\$86,074.71)</i>	<i>\$308,595.26</i>
1.20.100	Prepaid Expenses - Unrestricted	0.00	0.00	0.00
<i>1.90.100 Fixed Assets (Historical Cost)</i>				
1.90.110	Land	150,000.00	0.00	150,000.00
1.90.120	Church Building	940,000.00	0.00	940,000.00
1.90.130	Youth Center	235,000.00	0.00	235,000.00
1.90.140	Furniture and Equipment	221,710.00	0.00	221,710.00
1.90.150	Parking Lot	95,000.00	0.00	95,000.00
1.90.160	Memorial Garden	0.00	0.00	0.00
	<i>Total Fixed Assets (Historical Cost)</i>	<i>\$1,641,710.00</i>	<i>\$0.00</i>	<i>\$1,641,710.00</i>
1.99.999	Asset Float Account	65.00	0.00	65.00
	<b>Total Assets</b>	<b>\$2,036,444.97</b>	<b>(\$86,074.71)</b>	<b>\$1,950,370.26</b>
<b>Liabilities</b>				
2.10.100	Accounts Payable/Vendors	(255.03)	2,859.42	2,604.39
<i>2.20.100 Long-Term Liabilities</i>				
2.20.110	Thrivent Mortgage	419.66	(419.66)	0.00
2.20.120	M & T Bank Payroll Loan	0.00	0.00	0.00
	<i>Total Long-Term Liabilities</i>	<i>\$419.66</i>	<i>(\$419.66)</i>	<i>\$0.00</i>
<i>2.30.100 Payroll</i>				
2.30.110	941 Federal Tax Withholding	0.00	0.00	0.00
2.30.120	State Tax Withholding	0.00	0.00	0.00
2.30.140	ELCA Board of Pensions	0.00	0.00	0.00
	<i>Total Payroll</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>
2.40.100	Pass Through Accounts	0.00	0.00	0.00
	<b>Total Liabilities</b>	<b>\$164.63</b>	<b>\$2,439.76</b>	<b>\$2,604.39</b>
<b>Fund Balances</b>				
3.10.100	General Operating Fund Balance	112,496.68	(11,160.15)	101,336.53
3.15.100	Feast Fund Balance	43,625.01	(17,554.77)	26,070.24
3.20.100	Building Fund Balance	162,618.53	(79,837.23)	82,781.30
3.25.100	Debt Reduction/Mortgage Fund Balance	0.00	0.00	0.00
3.30.100	Memorial Fund Balance	1,650.28	2,000.00	3,650.28
3.35.100	Karen Kimmel-Militzer Youth Fund Balance	0.00	0.00	0.00
3.40.100	Designated Fund Balance	2,366.10	2,553.28	4,919.38
3.45.100	Interfaith 5-K Holding Fund Balance	1,738.31	(184.61)	1,553.70
3.50.100	Restricted Funds - Short Term Fund Balance	27,047.83	(4,391.95)	22,655.88
3.60.100	Operating Reserve Fund Balance	30,500.00	4,500.00	35,000.00
3.70.100	Capital Repair Fund Balance	12,344.97	15,560.96	27,905.93
<i>3.90.100 Net Fixed Asset Fund</i>				
3.90.110	Land Balance	150,000.00	0.00	150,000.00
3.90.120	Church Building Balance	940,182.63	0.00	940,182.63
3.90.130	Youth Center Balance	235,000.00	0.00	235,000.00
3.90.140	Furniture and Equipment Balance	221,710.00	0.00	221,710.00
3.90.150	Parking Lot Balance	95,000.00	0.00	95,000.00
	<i>Total Net Fixed Asset Fund</i>	<i>\$1,641,892.63</i>	<i>\$0.00</i>	<i>\$1,641,892.63</i>
	<b>Total Fund Balances</b>	<b>\$2,036,280.34</b>	<b>(\$88,514.47)</b>	<b>\$1,947,765.87</b>
	<b>Total Liabilities and Fund Balances</b>	<b>\$2,036,444.97</b>	<b>(\$86,074.71)</b>	<b>\$1,950,370.26</b>

**PRINCE OF PEACE LUTHERAN CHURCH  
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