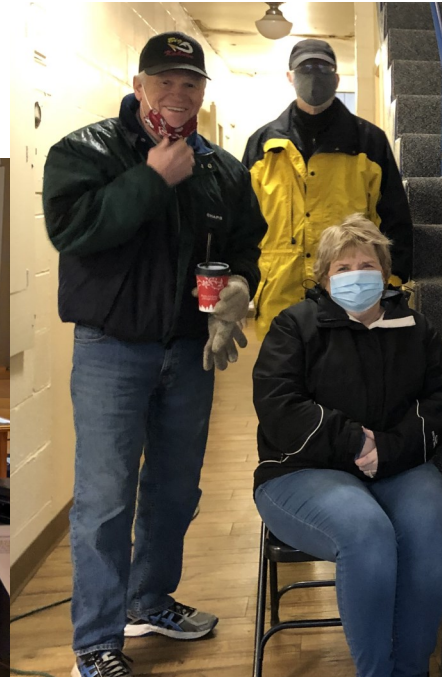


2021

Annual Report of the First Presbyterian Church of Everett



2021 Annual Report of the First Presbyterian Church of Everett

God's beacon on the hill

Radiating Christ's love in

Worship, Growth, and Service

Congregational Meeting on January 30, 2022

PIN 08938 EIN 91-0564964

Time: 11:00 AM on Zoom

2936 Rockefeller Ave.

Everett, WA 98201

(425) 259-7139

office@firstpreschurch.com

Join Zoom Meeting

[https://us02web.zoom.us/j/4319124902?
pwd=ck5NR2hwOUd3cXFRaVQ2ZUVyRXJoUT09](https://us02web.zoom.us/j/4319124902?pwd=ck5NR2hwOUd3cXFRaVQ2ZUVyRXJoUT09)

Meeting ID: 431 912 4902

Passcode: FPCE!22

Web: www.firstpreschurch.com

Facebook: www.facebook.com/FirstPresbyterianChurchofEverett/

Twitter: @1stPresChurchEv

Agenda

- Welcome and Prayer
- Call to Order, Quorum, and Adoption of Agenda
- Approval of the Minutes for the Congregational Meeting from February 14, 2021
 - Session has reviewed and recommends approval as written
- Report of the Corporation
- Corporate Officers for 2022
 - President – Steve Hammond
 - Vice-President –
 - Treasurer – Bill Grosse
 - Clerk – Leslie Sutin
- Reports of the Session and Committees of FPCE
- Report of the Treasurer
 - Terms of Call
- Report of the Pastor
- New Business
 - Approve 2022 Bylaw Update
 - Election of the Nominating Committee
- Ordination and Installation of Ruling Elders and Deacons 2022
 - Congregational Comments
- Motion to Adjourn
- Closing Prayer

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First Presbyterian Church of Everett
Annual Meeting Minutes February 14, 2021

The meeting was called to order with prayer by Rev. Dr. Alan Dorway at 11:06 am

The meeting was held via the Zoom platform with a quorum confirmed.

Agenda and Minutes:

Agenda approved by consent

Minutes of the January 26, 2020 Annual Meeting – approved by consent

Treasurer’s Report:

Corporation Report – Same as last year, Building Value done in 2019

Corporate Officers 2021:

President – David Baer Peckham

Vice-President – Steve Hammond

Treasurer – Bill Grosse

Clerk – Leslie Sutin

In 2020 giving was down and income was down \$70,000. Expenses were up \$17,000. The reasons for income being down; the virus took its toll, giving was down \$20,000 because of people passing away, room rentals were down \$20,800, and loose offerings down \$6,000.

Pledging performance so far this year, 57 pledges for \$232,000. Committees have been asked to hold down expenses. We also need to pay close attention to the membership picture.

Terms of Call: For Rev. Dr. Alan Dorway

Salary	\$51,000
Housing	\$21,000
Board of Pensions	\$27,000
Total Compensation	\$99,000
Other Benefits	
Professional Development	\$500
Total Compensation and Benefits	\$99,500

Only changes – Professional Development down from \$1,500 to \$500 and \$600 other category removed.

Sabbatical off until 2022

A motion to approve the Terms of Call was seconded and unanimously approved!

Committee Reports:

All can be found in the Annual Report Packet

Dottie Villevik added that the Marysville Bible Study Group has met via Zoom. They are studying the Ten Commandments.

Pastor's Report:

Alan stated that he is grateful to serve. There have been some challenges this past year. He had to cancel his sabbatical. A group has worked on re-opening. We continue to pray that we will be able to re-open soon. Being together helps in so many ways. Also, blessings to those that worked on the Advent Devotional. He was overwhelmed with the response.

New Business:

The Nominating Committee worked hard to bring new Elders and Deacons.

Nominations to be on the Nominating Committee were taken from the floor.

Dottie Villevik and Merle Kirkley volunteered.

A motion to accept them was seconded and approved.

Ordination and Installation:

- Elders: Debbie Roberts - Installed
- Roy Yates- Installed
- Elizabeth Nelson – Installed and Ordained
- Deacons: Amy Farnham - Installed
- Sonya Beardsley – Installed

Congregations Comments:

- Dottie Villevik – Thank you to the Staff and Worship Team.
- Shirley Morrow – Thank you to the Leadership, mentioning Debbie, Leslie and Laura.
- Merle Kirkley – Thank you to the Congregation and Alan for the care, love and gifts in Joanne's name.

Motion to Adjourn was seconded. The meeting was closed with prayer at 11:41 am

Rev. Dr. Alan Dorway – Moderator

Leslie Sutin - Clerk

2021 Pastor Report

At the end of 2020, I had this notion I should run a half marathon. I'm not sure why I had this thought, but I could not shake it. So, in January of 2021, I began to train. I found a plan through a Google search "from couch to half marathon". For the first month, I started slowly with walk and run combinations. I transitioned to a mile jog followed by increasing the time and distance. I began to feel good and on the last Saturday in January, I ran 5 miles. Immediately when I returned home and stretched, my back started to hurt. I was in pain for the next week and had to take two weeks off for my pain to subside enough for me to return to training. Luckily, my half marathon was in June.

I learned there is a balance in training between time and distance. I discovered one cannot add distance or time without the other. I hurt myself when I went from 2.5 miles to 5 miles. Yes, it took longer, but I thought, I'll just go slow. However, my body was not ready for the extra distance. I needed to learn how to handle the extra time and distance, not just spring one on the other. That's why the training plan gradually added both. What seemed like monotony was in reality, training my body to handle the time it takes to run as well as the pounding distance takes on the body.

I was concerned the needed time to recover from a back injury would throw me off; however, in April, the half marathon was postponed until the end of August. I was not daunted, but kept training. The extra time allowed me to work on the time and distance it takes to reach a half marathon. As I learned how to run distance, I also found I learned how to prepare and keep a schedule. I needed to know how long I was going to run on a certain day so that I could make sure I had the proper nutrition and gear. I found out quickly that my normal start of wake up in the morning and go, did not sustain longer runs. I needed fuel before and during the run. I checked the weather to plan on which shoes to wear, if I would need a rain jacket, if I needed extra light or I planned to do laundry so my compression socks were clean and ready. Overall, I developed (yes with the help of Vicki, reading, and lots of encouragement from others) a practice of running that was more than just strap shoes on my feet and go.

Sleep, rest, nutritious food, stretching, combined with the training built up a base where five miles seemed to go by quickly and one day when my uncle asked, how far did you go today, I checked my GPS and was astonished to say, seven miles today, but it didn't seem that bad.

However, as my training plan was aiming for the half marathon, I received another email cancelling the race until June of 2022. This was mentally devastating and after my last run before the 'date', I put up my running shoes for the year in September. Yes, I could justify my lack of running the last quarter of the year, but I just got lazy. It was my birthday and then a quick trip and Thanksgiving and Christmas and well, even in October, looking into 2022 seemed just the right amount of time to recharge before trying this again.

2021 was like my half marathon training. We had good goals to gather, to worship, to serve, and to be the body of Christ. We worked hard. Session met. We prayed. We worked hard. We talked about and reviewed CDC guidelines, presbytery concerns, and decided to reopen limited in-person worship. We celebrated having people in the sanctuary. We also knew it felt like a giant step forward and two steps back as new variants continued to roll through our community. We have heard frustration as we were meeting and the same ire we are not meeting enough. We balanced community and safety as best we could and invited people to be comfortable with their choice to join online or in-person. We had a picnic, soup and pumpkin pie luncheon, coffee and cookies, but stopped short of a potluck and game nights. We worshipped out at the beach and increased our production of livestreaming, and we are always dreaming for more, but yes, it's not perfect and the goal line seems to get pushed back.

However, we are getting stronger as we practice. We are learning how to balance distance and time. This is training. We are having to do some of the things we expect from church at home. We are learning it takes time in discipleship. We are studying God's word. We are worshipping. We are collecting food for the food bank. We are serving and feeding those in need. We are praying for each other. We are finding our faith muscles have not atrophied during the pandemic. Our connected nature has not disappeared. Our trust in God has not gone away and Jesus keeps on calling us to follow.

I look forward to where the Spirit leads and builds on our training in 2022.

Peace, *Alan*

Director of Music Ministries

Chancel Choir 2021

Due to COVID-19 concerns, basically a quartet of Chancel Choir members performed during First Presbyterian services in the beginning of 2020. After the church opening June 13, 2021, the choir slowly expanded from that quartet to 18 singers. This did allow us to perform a Christmas Cantata December 19th and COVID permitting, we're planning an Easter Cantata in 2022.

This year's *Summer Aire* (musical summer singing group) program did not take place also due to the COVID pandemic. There still is interest in this program in 2022 if pandemic concerns can be effectively dealt with.

Bell Choir 2021

A small group of Chancel Bell members performed at the church Christmas Eve service. After the current COVID outbreak is reduced, I'm hoping to try and start Bell Choir back more formally in 2022.

Youth Involvement 2021

Largely there was little youth involvement in church music. We have few youth in church and while asked, most have shown no interest. Anna Prewitt (granddaughter of the Tysselings) played a clarinet with the choir in April, and on December 26th played a postlude in church on the piano. I again hoped to involve other high school students from "outside the church" this year, but the pandemic made that impossible.

Challenges

The COVID pandemic continues to impact the church music program. We had two choir members test positive for COVID (not related to choir attendance or performance), but they may have been infectious during choir times and fortunately didn't spread it to others. Also, the church organist/accompanist got a severe case of COVID. The pandemic continues to cause music concerns with a number of people concerned about getting COVID through choir/bell involvement. Also, our choirs are ageing out; we only have had one new member in the Chancel choir this year and several no longer attend bells or choir due to age issues (health, driving difficulties at night, etc.). Overall, survival of our church music programs depends on more singers, bell ringers, and other musicians, particularly younger ones. More involvement in church music is critical for sustaining its music programs, but also to enhance the church worship experience.

Blessings

We were able to get quite a lot of free music from Everett First Baptist church in December. They no longer have a choir and offered us anthem and cantata music. I was able to get eight boxes of music. As well, two people donated money for select choir anthems.

Several choir members also participated in a Christmas caroling group this year, and there are possible opportunities for more church music member involvement in the community in 2022.

Respectfully submitted,

STEVEN TORRENCE,
Director of Music Ministries

2021 FIRST PRESBYTERIAN CHURCH OF EVERETT - SOUND COMMITTEE ANNUAL REPORT

Accomplishments:

Sound and live-stream video support was provided for all church services consistent with our goal of extending our ministry beyond the physical boundaries of our facility...

Sound and video support was provided for special services.

Off site support was provided during the Easter sunrise service.

Annual System maintenance was successfully performed.

Summary:

March annual maintenance by Morgan Sound was successful. This included hardware and software upgrades which improved the audio portion of our live stream. Backup power systems were maintained to ensure consistent performance during services.

Live stream content was provided to Facebook and YouTube for archived display.

2022 action items: Pastor's headset failed and will need replacement. Future live stream enhancements are in evaluation.

Many thanks to Randy Fehlhaber for his continued expertise, dedication, and contribution to the worship services of our congregation.

Thanks to Ralph Solberg for his years of vision, dedication, and establishment of a firm foundation for the sound committees ongoing mission.

Respectfully, Steve Ulvestad

FPCE Mission Committee

2021 Annual Report

To say that 2021 was a challenging year would be an epic understatement. Of course, COVID was the biggest obstacle. It limited our meetings to being totally online and virtual Zoom experiences. COVID also severely impacted our main mission effort, namely, Dinner at the Bell. And the learning curve for the “rookie” Mission Committee Chair (yours truly) just may have slowed us down a bit. In spite of these challenges we can feel good about the work done by the Mission Committee on behalf of the congregation of FPCE.

In spite of COVID restrictions, we still faithfully met every month, though it was virtually via Zoom. Many kudos to the Mission Committee members for being so actively engaged no matter where their actual location. In that respect, I suppose, having the Zoom platform was a blessing. As a committee, our first task was to develop and adopt a Functional Statement. The majority of work on this document was actually done several years ago but it was never formally adopted. This was particularly helpful for me but also served to ensure all committee members had a common understanding of our purpose and direction.

Dinner at the Bell continued to be our largest mission project. However since COVID prevented us from serving a more formal, sit-down meal, our budget allocation was significantly less. This allowed us to reach out to numerous other needs or causes locally, regionally, nationally and internationally. We continued to support our mission partners Ryan and Alethia White, our PCUSA workers in Germany, Jonna Reeder through Frontier Fellowship, and John Skeel in Africa. We were also able to support a number of other local agencies we have supported before.

Finally, we were able to respond to several local and regional emergencies that significantly impacted our neighbors.

For next year, it was decided we wanted to be more proactive in our decisions and allocations of resources, while maintaining the ability to respond to emergencies. Our commitment will be to

follow our Functional Statement through support of local, regional, national and international needs, and to support the general areas of food and shelter, health and environment, specific missions, and emergencies. If we analyze our giving for 2021 by these guidelines, it breaks down as follows:

2021 FPCE Mission Support

Local: 42%, Regional: 36%, National and International: 22%

Food and Shelter: 48%, Health and Environment: 12%, Missions: 32%, Emergencies: 8%

Respectfully submitted,

John Gebert, Mission Committee Chair

Estuary Angels Annual Report 2021

We've been at full stall in 2021. As things hopefully improve after the peaking of the Omicron variant, we will discuss how to proceed in meeting and promoting the care of God's creation. Linda Senter continues her outstanding Carillon articles passing along environmentally friendly ideas and actions from many sources.

Respectfully submitted,

George Lockeman

Deacon 2021 Report

This year has certainly had its ups and downs; however, the Deacons have accomplished many tasks. In January, we had a blanket drive that collected over 100 blankets to give to the homeless and needy. That included a few blankets for their pets. Also, we were able to care for the congregation through email, phone calls, and written notes.

In October, we had our 'Souper Sunday' luncheon. We served around 40 people delicious soup made by Barbara Barren and Rose Capetillo. Special thanks goes out to Nadine Smith for our new Deacon aprons.

In November, we sent gift cards to Millennia Ministries (\$500), Kids in Transition (\$500), Dawson's Place (\$250) and the Everett Gospel Mission (\$250). These financial gifts helped these ministries care for those in need during the holiday season. Thanks to your generosity, we are able to serve many needs throughout the year.

In December, the Deacons provided a full meal for one night for the Cocoon House Youth. Because of COVID, we were not allowed to help serve, but Pastor Alan dropped off the preparations.

Coffee Hour after church is managed by the Deacons. We provide cookies and coffee, kudos to Doris Pearson for those homemade goodies. Many thanks to those who volunteered to lead a Coffee Hour Sunday.

Our future looks bright and we have some new and old projects in the making. We certainly appreciate your assistance throughout the year and look forward to a positive 2022.

Have faith!

Sonya Beardsley, Moderator

2021 Facilities Report

2021 - another year of COVID. That said there was facilities work continuing in First Presbyterian Church.

Thanks to Laura Little and others, the landscaping was maintained. Proposals for professional landscaping efforts (in the range of \$12,000 for the first year) were reviewed by session, which is still in consideration pending budgetary support.

Lake Stocker (a heating leak over Stocker Hall) was resolved by Rob Sutin and Steve Ulvestad.

The faucet in the women's room on the Stocker level was replaced and the commodes maintained to work better although not perfectly.

After someone destroyed the commode in the men's room under the stairs on the Stocker level, the plan was to patch the walls, replace the floor, and paint. However, on further review, the plan was changed to totally remove all the wall board and start over, re-wiring, installing a new LED light, new flooring, new commode and sink, and of course painting. The project is approaching completion. Special thanks to Jim Kutz for all his great work on this project.

Also thanks to Jim for replacing several windows that have been broken by "flying objects".

Additionally, there has been a significant effort on the boiler operation that supports the sanctuary and is still on-going. As we enter the new year we have heat, and there is more work to bring it back to full functionality.

As we enter this new year, the hope is for COVID to subside allowing some work parties to tackle some additional projects.

Respectfully submitted,

David Baer-Peckham

Facilities Chair

Christian Formation and Discipleship Committee Annual Report 2021

Activities and practices of the First Presbyterian Church of Everett (FPCE) community were again strongly affected by the ongoing COVID-19 pandemic. Yet, as the pandemic evolved, FPCE was able to resume some former activities and practices, albeit in modified fashion.

There was a gradual re-opening of the church for a limited number of activities and functions, a process that continues as public health conditions permit.

With the availability of COVID vaccines and the moderating of community infection rates, FPCE was able to resume in-person worship, with suitable public health precautions. Online broadcasting of worship services has continued also, providing a “hybrid” opportunity for participation in worship with the FPCE community. Coffee hour following the Sunday worship service was resumed in September.

Also:

- Several memorial services were held in the sanctuary
- Adult Sunday School adopted a hybrid format in the summer
- Children’s Sunday School remains closed
- The nursery remains closed for now; re-opening will depend on the course of the COVID pandemic
- Dinner at the Bell continued to provide take-out meals on Wednesday evenings
- The Everett Cooperative Preschool resumed operations in September
- Narcotics Anonymous meetings resumed, with suitable public health precautions
- Esther’s Place relocated to another site off the FPCE campus, though their office remains in the church building
- Monthly drive-by food donations for Volunteers of America continued in 2021
- CFD organized a drive-by pickup and home delivery of Easter packets
- Weekly Lunch with Pastor Alan has continued via Zoom
- Weekly Bible study with Pastor Alan has continued via Zoom
- Graduating Seniors were honored in June
- An all-church picnic was held at Legion Park in August
- Shirley Solberg and Fern Tully have continued to foster the church library and lead the monthly Fourth -Monday Book Group
- Priscilla Circle resumed meeting in the church
- Some committee meetings occurred using a hybrid format mixing in-person and online attendance
- An Advent devotional was assembled and delivered in a packet for all congregants

Looking ahead to 2022, we hope to return to more opportunities for fellowship together as public health conditions allow. We look forward to resuming some previous social activities such as the Men’s Breakfast and monthly Scrabble gatherings, as well as finding new opportunities to gather, grow and serve as a church community.

The CFD Committee: Marne Larson, Steve Hammond, Shirley Solberg, Teresa Good, Mike and Susan Davis, Pastor Alan Dorway

First Presbyterian Church, Everett Washington
Church Library / Fourth Monday Book Group
Annual Report - 2021

2021 has been challenging for the church library and inspiring for the Fourth Monday Book Group.

Church Library

Without regular hours, I did go in several times a month when the office was open to keep the computer updated and the shelves organized. Circulation records and the patron and materials databases are up to date. The online catalog is easily accessible from the church web page and reflects additions, and a few withdrawals of books. Annual statistics are available.

We added 3 new patrons - and deleted a few who were no longer in the area.

We added 24 titles, some donated, some purchased to support current studies.

Circulation (books checked out) totaled 27, not too bad for an essentially closed library. I also checked past circulation and reminded a few people of books still out. Most of these have been returned. I changed items on the display shelves from time to time and kept the shelving almost current.

A highlight for me was meeting a former youth member, now a senior citizen, to receive the scrapbook of early youth activities she had lovingly maintained for years and has now made available to us.

I also submitted monthly articles for *The Carillon* for both library and book group to keep the dream alive. Beyond computer records and very basic room maintenance, I had a number of interesting contacts, mostly by phone but a few in person, with fellow readers and people interested in the library.

Now that we are, however slowly, moving beyond the pandemic, I hope for increased activity and perhaps some new directions in the new year.

Fourth Monday Book Group

Thanks to the Zoom platform and the support of pastor and church staff, we had what was in many ways a banner year. We met every month including December which we had traditionally skipped. Attendance grew. Our discussions were enriched as we welcomed new members, some from different states. We read a variety of books, whenever possible from the book group sets made available by the Everett Public Library. Meetings typically included announcements of major events in the publishing field, a spirited discussion about our current book, and decisions about future titles. New leadership emerged for some of these discussions.

Both library and book group owe sincere thanks for outstanding support by Pastor Alan Dorway, church staff members Linda Senter and Doreen Solberg, members of the Christian Formation and Discipleship Committee, and to all patrons and participants.

Respectfully submitted,
Shirley Solberg, Church Librarian

S.P.A.M. (Senior Presbyterian Adult Ministry)

There has not been any activity during 2020 for this organized senior 55+ ministry due to the COVID pandemic.

Respectfully submitted, Jan Weakley, Chair

REPORT OF THE TREASURER PRESBYTERIAN WOMEN

BEGINNING BALANCE: 1/1/2021	\$5,542.02
RECEIPTS	
Memorials/Receptions	\$500.00
Priscilla Circle	\$526.95
Interest	\$0.40
TOTAL RECEIPTS	\$1,027.35
DISBURSEMENTS	
General Expenses:	
Kitchen Supplies	\$0.00
Memorials/Receptions	\$102.03
Subtotal	\$ 102.03
Priscilla Circle Expenses	
Y.W.C.A. Christmas Family	\$300.00
Horizon Study Books	\$150.00
Fellowship of the Least Coin	\$38.09
Subtotal	\$488.09
TOTAL DISBURSEMENTS	\$590.12
ENDING BALANCE: 12/31/2021	\$ 5,979.25

Ending Balance funds distributed as follows:

Priscilla Circle	\$94.24
Dorcus Circle	\$44.50
Presbyterian Women	\$5,840.51
TOTAL	\$5,979.25

Priscilla Circle Annual Report for 2021

Priscilla Circle last met on February 10th, 2020, because of the COVID virus. When the church reopened for limited gatherings this fall, we had our first meeting of this year on September 13. Six members attended and decided that our study book for 2021-2022 would be "What My Grandmothers Taught Me", "Learning From the Women in Matthew's Genealogy of Jesus".

Because Priscilla was unable to hold bake sales to raise money to buy the gifts for families that we adopt for Christmas through the Y.W.C.A., a collection was taken among circle members.

This year the Y.W.C.A. decided, for safety precautions for COVID, that gift cards would be given to clients instead of gifts. Priscilla Circle was able to present Karla Danson, Community Resources Coordinator of the Y.W.C.A., \$300 to purchase gift cards for families or individuals who needed them. Our December meeting consisted of our lesson, a potluck luncheon and a \$10 limit gift exchange.

It is our hope that in 2022 our members will be able to continue meeting together, COVID and weather permitting. Our current membership numbers fourteen. We were sorry for the loss of Celia Gordon. We have welcomed Wanda Folsom to our circle. All women are welcome to attend.

Priscilla Circle meets on the second Monday of each month, except during the summer, at 11:30 AM, in Calvin Lounge. Members take turns leading the study lesson and serving as hostess (providing a dessert, coffee and tea). Members may bring a sack lunch if desired. Dues are collected at the beginning of the year. The "Least Coin" is collected each meeting, which is sent to Presbyterian Women.

Respectively submitted,

Judith Campbell, Secretary

Nominating Committee Report 2021

Ruling Elder Nominees:

Steve Hammond (class of 2024)

Jamie Hunter (class of 2024)

Jan Weakley (class of 2024)

Deacon Nominees:

Mike Davis (class of 2023)

Ed Pearson (class of 2024)

Doris Pearson (class of 2024)

Susan Davis (class of 2024)

The Nominating Committee provided input on a revision of the FPCE Bylaws, specifically on Article VI that pertains to the composition of the Nominating Committee.

2021 Statistical Report

The First Presbyterian Church of Everett

2021

Beginning Membership 2021	190
Certificate of Transfer	0
Reaffirmation of Faith	0
Confirmation	0
Total	190

Changes 2021

Certificate of Transfer	0
Death	3
Other	0
Session Action	0
Total	3

2021 Membership **187**

Changes

	Memorial Date	
Celia Gordon	1/21/2021	6/12/2021
Donald Lyderson	5/24/2021	9/16/2021
Bea Swafford	6/3/2021	
Beverley Fox	6/12/2021	7/25/2021

Bold Italicized = Elder or Deacon

Bold = FPCE Member

FPCE Memorials 2021

Adam Preston

Mike and Martha Clemans

James Norris

Mike and Martha Clemans

John Villevik

Mike and Martha Clemans

Ralph Solberg

Mike and Martha Clemans

Paul Kniest

Mike and Martha Clemans

Kathy Hunter

Mike and Martha Clemans

Ken Nerison

Wes and Annette King

Leonard Martin

Mike and Martha Clemans

Betty Coon

Mike and Martha Clemans

Jack Campbell

Mike and Martha Clemans

Shirley Morrow

Dick Weakley

Judy Campbell

Merilee Richards

Joan Lyderson

Kelly Tysseling

Dick Oberg

Tom and Pat Erickson

Celia Gordon

Shirley Solberg

Sandra Briggs

Clyde and Judy Pitcher

Linda Senter

Wes and Annette King

Joan Lyderson

FPCE Memorials continued

Don Lyderson

Clyde and Judy Pitcher

Linda Senter

Jeff and Doreen Solberg

Marilyn Minch

Louise (Grabner) Cheney

Betty Oas

Bruce and Barbara Keithly

Lidberg Cousins

Roy and Barb Yates

Shirley Solberg

Mike and Martha Clemans

Wes and Annette King

Steve and Judy Hammond

Claudia Hankins

Shirley Morrow

Hugh and Jackie Minor

Marlene Ringer

Jim and Deedee Deno

Judy Oberg

Jan Weakley

Larry Nalbach

Marilyn Nalbach

Bob Peterson

Clyde and Judy Pitcher

Bea Swafford

Shirley Solberg

Kristopher Capetillo

Mike and Martha Clemans

Sam and Rose Capetillo

Beverley Fox

Shirley Solberg

Mike and Martha Clemans

Tom and Pat Erickson

Wes and Annette King

Jan Weakley

Billie Carpenter

Hugh and Jackie Minor

Marie Garlington

Carol and Bill Messecar

Dave Ingebright

Joanne Florence

Treasurer's Corporation Report – for Jan 30,2021

1. First Pres remains chartered in Washington State as a non-profit corporation. Annual certifications will be renewed in February.
2. Our property and liability insurance remains with Brotherhood Mutual and our earthquake coverage remains with First Mark Insurance Group.
3. Our building replacement value was set at about \$8.5 million. This figure was the result of an insurance appraisal conducted and paid for by the United Church of Christ Insurance Board in 2017. Considering inflation, the replacement value has probably increased to about \$10 million in the last 5 years.
4. The current assessed value of our property is **\$4,311,000** – up **\$106,000** from last year. Land = **\$1,075,000** and Building = **\$3,236,000**. (From the most recent valuation)
5. Our corporate resolution will be updated to reflect the new corporate officers when they are chosen for 2022 - and the bank signature cards will also be updated as needed.
6. Copies of our Corporate Charter and other corporate files reside in archive files at Presbytery.
7. Interesting factoid ... the original of the title to our property is handwritten – and resides in our safe.

If there are questions I'll be happy to take them after the meeting.

TREASURERS' REPORT of 2021

Pledging for 2021 as of January 6 stands at 63 pledges for \$251,960. This compares to a total of 57 pledges for \$232,394 received last year. So far the average pledge for 2021 increased to \$5,039 compared to \$4,469 last year. Note that a few pledges are always received into spring, so an increase in the total number for 2022 may be expected if previous year's experience is repeated.

In the Operating Fund for 2021

GIVING was Down \$16,407 from \$322,898 in 2020 to \$306,491 [in 2021](#).

INCOME was Down \$25,331 from \$352,596 in 2020 to \$327,265 in 2021.

EXPENSES were Down \$50,613 from \$389,213 in 2020 to \$338,600 in 2021.

OPERATING FUND BALANCE was -\$36,616 in 2020 compared to -\$11,335 in 2021.

Note that the Operating Fund balance improvement was contributed to by several factors that continued from 2020. Most notably the COVID-19 virus.....

- . caused the closure of the church to all services, hence a loss of loose offerings.
- . reduced room rental income.
- . caused a loss of income from in-person attendees and guests at our normal services, although some members are mailing their contributions to the office.

TOTAL CASH ASSETS, as of Dec 31, 2021 at \$306,765 are **Down** \$17,497 from 2020's total of \$324,262. Our present investment total (a subset of total cash assets) is \$198,946, up \$4,447 from last years' \$194,499. **Note** that the decrease in total cash assets reflects facilities projects that were paid for during the year.

Notes on the 2022 budget: The format of the budget presented in this year's annual report is the format used each month by session to track all of the categories of spending so that adjustments in spending priorities can be made during the year. Thus for the commissions you can see their detailed spending categories listed. Early in each year these commissions apportion their total budget to these categories so detailed spending patterns can be tracked. When this occurs these apportionments are also shown on the operating fund report.

Thanks to all who give - you make it possible to do what we believe our church is called to do.

Respectfully,
Bill Grosse

	2021 Actual	2021 Budget	Act to Bud	2022 Budget
OPER FUND INCOME				
Pledged & Other Giving	306,491.53	325,000.00	-18,508.47	325,000
Per Capita Income	3,246.14	1,500.00	1,746.14	4,000
Loose Offerings	543.08	700.00	-156.92	1,500
Interest & Invest Earnings	363.30	500.00	-136.70	800
Room Use Income	7,103.00	10,000.00	-2,897.00	5,000
Reimbursements	7,311.94	675.00	6,636.94	600
Misc Ops Income	2,206.95	1,000.00	1,206.95	10,000
TOTAL OPER FUND INCOME	327,265.94	339,375.00	-12,109.06	346,900

Expense

PERSONNEL SERVICES COMP				
Pastor Salary	51,000.00	51,000	0.00	51,000
Pastor Housing	21,000.00	21,000	0.00	21,000
Pastor Pens & Med	24,542.21	27,000	-2,457.79	27,000
Pastor Prof Dvpmt & Books	0.00	500	-500.00	500
Pastor Auto	0.00	0	0.00	0
Pastor Sabbatical	0.00	0	0.00	10,000
Pastor - Other	0.00	0	0.00	0
Communications Mgr	22,276.80	22,468	-191.20	23,232
Music Director	18,499.92	18,500	-0.08	19,129
Organist	16,378.08	16,491	-112.92	17,052
Office Coordinator	5,997.60	8,000	-2,002.40	8,272
Financial Secretary	8,556.96	8,474	82.96	8,762
Childrens Ministry Director	0.00	0	0.00	0
Custodian	32,110.65	32,313	-202.35	33,412
Child Caregivers	0.00	300	-300.00	
Other Staff	0.00	500	-500.00	500
TOTAL COMPENSATION	200,362.22	206,546.00	-6,183.78	219,858

BENEFITS

FT Employee Medical Benefits	5,527.23	5,522.00	5.23	6,000.00
Medicare	2,550.12	2,442.00	108.12	2,800.00
Workmans Comp	3,912.65	3,089.00	823.65	4,300.00
FICA	10,903.94	10,440.00	463.94	11,900.00
TOTAL BENEFITS	22,893.94	21,493.00	1,400.94	25000

TOTAL PERSONNEL SERVICES	223,256.16	228,039.00	-4,782.84	244,858.36
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ADMINISTRATION COMMISSION

Facilities

Consumables + Restroom	1,561.99	6,000.00	-4,438.01	2,500
Consumables + Food Service				6,000
Garbage Collection	4,413.77	4,850.00	-436.23	4,800
Insurance	14,564.50	22,000.00	-7,435.50	23,000
Maintenance & Repair	13,653.81	17,400.00	-3,746.19	22,500
Utilities - Electricity	4,836.06	6,500.00	-1,663.94	5,000
Utilities - Gas	3,827.87	8,700.00	-4,872.13	5,500
Utilities - Water & Sewer	5,986.02	4,500.00	1,486.02	6,100
Utilities - Communication	8,567.35	7,900.00	667.35	9,000
Landscape Services Downtown Everett Association	3,292.00	3,000.00	292.00	0 3,500
Total FACILITIES	60,703.37	80,850.00	-20,146.63	87,900

OFFICE SERVICES

Computers				3,000
Office Equipment	8,789.41	7,000.00	1,789.41	7,000
Per-Capita—Presbytery, Syn- od, GA	10,144.92	10,536.00	-391.08	10,536
Postage	657.66	586.00	71.66	600
Room Use Expense	0.00	30.00	-30.00	
Supplies	1,726.55	5,770.00	-4,043.45	2,000
Misc & CCLI Copyright cover	3,804.32	2,667.00	1,137.32	2,500
Other	0.00	0.00	0.00	
Total OFFICE SERVICES	25,122.86	26,589.00	-1,466.14	22,636

Total ADMINISTRATION COMMISSION	85,826.23	107,439.00	-21,612.77	110,536.00
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DISCIPLESHIP COMMISSION

CHRISTIAN FORMATION

Sunday School - Youth	0.00	0.00	0.00	0
Sunday School - Adult	0.00	0.00	0.00	200
Junior Estuary Angels	0.00	0.00	0.00	0
Nursery	0.00	100.00	-100.00	1,600
Confirmation	0.00	0.00	0.00	0
Lent	0.00	100.00	-100.00	100
Holy Week	0.00	100.00	-100.00	100
Advent	0.00	100.00	-100.00	0
Earth Series	0.00	0.00	0.00	0
Special Events - Youth	0.00	0.00	0.00	0
All Church Retreat	0.00	0.00	0.00	0
All Church Picnic	0.00	0.00	0.00	200
Library	0.00	500.00	-500.00	500
Movie Nights	0.00	0.00	0.00	0
Triennium	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0
Total CHRISTIAN FOR- MATION	0.00	900.00	-900.00	2,700

MEMBER MINISTRIES

Coffee Ministry	0.00	0.00	0.00	0
Deacons	0.00	300.00	-300.00	500
Sr Pres Adult Ministries	0.00	300.00	-300.00	500
OPOP/Evangelism				<u>500</u>
Total MEMBER MINISTRIES	0.00	600.00	-600.00	1,500

Total DISCIPLESHIP COMMISSION **0.00** **1,500.00** **-1,500.00** **4,200.00**

SERVICE COMMISSION

MISSIONS

Dinner at the Bell	5,883.01	10,000.00	-4,116.99	10,000
Other	<u>19,000.00</u>	<u>17,500.00</u>	<u>1,500.00</u>	<u>10,500</u>
Total MISSIONS	24,883.01	27,500.00	-2,616.99	20,500

Total SERVICE COMMISSION **24,883.01** **27,500.00** **-2,616.99** **20,500**

WORSHIP COMMISSION

WORSHIP & MUSIC

Advertising	0.00	300.00	-300.00	300
Audio & Visual	0.00	350.00	-350.00	350
Chancel Guild - New Banners	0.00	100.00	-100.00	0
Music Purchase	0.00	500.00	-500.00	500
Instrument Maintenance	284.90	1,000.00	-715.10	1,000
Pulpit Supply	1,000.00	1,200.00	-200.00	1,200
Accompanist	<u>2,850.00</u>	<u>0.00</u>	<u>2,850.00</u>	<u>0</u>
Total WORSHIP & MUSIC	4,134.90	3,450.00	684.90	3,350
Total WORSHIP COMMISSION	4,134.90	3,450.00	684.90	3,350
Misc - Reconciliation Discrepancies	500.00			
TOTAL EXPENSE	338,600.30	367,928.00	-29,327.70	383,444
NET OPERATING BALANCE	-11,334.36	-28,553.00	17,218.64	-36,544.36

TERMS OF CALL FOR 2022

for

Rev. Dr. Alan D. Dorway

Compensation

Salary	\$51,000
Housing	21,000
Board of Pensions	<u>27,000</u>
Total Compensation	\$99,000

Other Benefits (Vouchered)

Professional Development	500
Other	<u>0</u>
Total Benefits	\$ 500

Total Compensation & Benefits \$99,500

Sabbatical \$10,000

Total Pastor for 2022 \$109,500

Vacation (1 month minimum)	30 days @ 2.5 days/month
Study Leave Time (3 yr. accrual limit)	14 days @ 1.2 days/month

Proposed Bylaw Change

To the Congregation of the First Presbyterian Church of Everett,

In 2021, Leslie Sutin and I, Pastor Alan, fulfilled our yearly information upload to the PC (USA) website. We included information on our membership, our annual report, and budget. Last year, a special section from our Northwest Coast Presbytery was adding our bylaws to the mix. We found that our last official update to our bylaws was done in 2002.

Bylaws are written rules for conduct of a corporation or any organization. Bylaws generally provide for meetings, elections of a board of directors and officers, filling vacancies, notices, types and duties of officers, committees, and other routine conduct. Bylaws are, in effect, a contract among members, and must be formally adopted and/or amended.

Over the past 20 years, different groups have reviewed and tackled our bylaws in a good faith attempt to keep them viable and reflect our practice. However, none of the work was moved from the session to the congregation for vote. Yes, a section here or there was adopted, but it was apparent we needed to do the work to update, consolidate, and modernize our bylaws.

In a letter to the congregation before the 2002 Congregational Meeting, our session stated:

“The proposed updated bylaws and the older version are attached for your review. The proposed version makes no essential substantive changes to the provisions of the former, rather seeks to:

Enable easier and more efficient reference.

Provide more intuitive connections among related subjects.

Provide consistency of coverage between bylaws (which provide for) and rules (which implement).

Better differentiate between the bylaws and session rules.

Prevent outright conflicts between various parts of the bylaws.

Harmonize nomenclature.

Focus on the art and necessity of effective governance.

Session has approved presenting the proposal to the congregation for adoption.”

We have included a .pdf of our official bylaws approved on February 24, 2002. As you can see, we have enabled easier and more efficient references. We have updated language, condensed sections and where we were in violation of our Book of Order, we adjusted. Overall, we have transformed our bylaws to reflect the congregation we are now. We thank Elizabeth Nelson for her hard work on this document and session’s conversation that refined the document we share today.

Peace, *Alan*

**BYLAWS
Of the FIRST PRESBYTERIAN CHURCH
Everett, Washington**

ARTICLE I – Statement of Purpose

The First Presbyterian Church of Everett Washington has been called by God and organized to proclaim and teach the good news of Jesus Christ, to minister to members of the congregation and residents of the community, and to exercise compassion and promote justice and peace in the world.

ARTICLE II – Relationship to the Presbyterian Church (U.S.A.)

The First Presbyterian Church is a member of the Presbytery of North Puget Sound in the Synod of Alaska and Northwest of the Presbyterian Church (U.S.A.)

ARTICLE III – Governance of this Church

This church shall be governed in accordance with the *Constitution of the Presbyterian Church (U.S.A.)*, which consists of the Book of Confessions and the Book of Order. Consistent with that Constitution, these bylaws shall provide specific guidance for this church. The current version of Robert's Rules of Order shall be used for parliamentary guidance.

ARTICLE IV – Organization of this Church - This church shall consist of a congregation, which shall call a pastor(s) to provide inspiration, comfort and leadership. It shall elect two boards to administer its affairs: the Session, which shall have the overall responsibility and authority to govern this church; and the Deacons, who shall exercise a ministry of compassion.

Section 1. Pastoral Leadership - Pastors of this church shall be guided by the Book of Order with respect to their authority and responsibilities. The Senior Pastor shall be Moderator of the Session. The Associate Pastor shall act as Moderator in the absence of the Senior Pastor.

Section 2. Session - In accordance with the Book of Order (G10.0102) the Session shall have the authority over, and responsibility for, all activities and aspects of this church. In order to carry this role the Session shall:

- (A) Be constituted of 12 Elders, a Clerk, and a Moderator.
- (B) Develop and maintain policies according to which this church shall be managed and maintain a Policy Manual to achieve management consistency.
- (C) Create committees and task forces to which certain needed functions and responsibilities shall be delegated.
- (D) Adopt operating budgets that reflect program plans for defined periods and publish a review of program and budget results in the annual report.
- (E) Serve as Trustees of the Corporation

Section 3. Deacons - The Deacons shall maintain an active program of ministry to the congregation and members of the local community. In order to carry out this role the Deacons shall:

- (A) Be constituted of 15 deacons who shall elect each year a moderator, vice-moderator, secretary and treasurer from among themselves.
- (B) Be authorized to operate a Deacons' Fund for benevolent use. The fund will receive income from fund-raising activities and special church service offerings as authorized by the Session.
- (C) Provide for an intergenerational ministry by reserving an additional member position for a Youth Deacon. This position is reserved for an available active member of the congregation of age 14 through 18. The youth is nominated to serve a single January-to-December term and shall not serve consecutive terms.

Section 4. Other Internal Organizations - Such organizations may be authorized by the Session to fulfill necessary roles within or in behalf of this church. Such authorized organizations shall be listed in the Directory. Examples are Presbyterian Women and the Busy Bee Preschool.

ARTICLE V -- Officers of this Church

Section 1. Elders and Deacons are elected by the congregation and ordained to their respective roles in the church. Elders are representative of the congregation and exercise independent judgment, prayerfully developed, in all matters over which they must rule. They are elected according to Section 4 below.

Section 2. Clerk of Session - The Clerk provides administrative support to the Session and is the official recorder of its meetings. The clerk is annually appointed by the Moderator with advice and consent of the Session. The clerk must be an ordained elder and may serve whether or not elected to the current Session.

Section 3. Terms of Office - The total membership of the Session and of the Board of Deacons shall be divided into three classes, one class of which shall be elected each year for a three-year term. Officers who have served six continuous years shall be ineligible to be elected to the same office for one year following their active service. (See Art IV Sec 3 (C) re: filling the Youth Deacon position.)

Section 4. Election of Officers shall take place at least annually in a stated meeting of the congregation. Candidates shall be placed in nomination by the Nominating Committee (Article VI), and nominations of willing candidates shall be accepted from the floor. Candidates shall be active members of this church.

ARTICLE VI -- Nominating Committee shall locate and submit qualified and willing candidates for election to the Session and Board of Deacons. Active officers of this church must be in the minority on the Nominating Committee.

Section 1. Committee membership shall consist of:

- (A) 2 elders appointed by and from among the Session.
- (B) 1 deacon appointed by and from among the Board of Deacons.
- (C) 1 member appointed by and from among the Presbyterian Women.
- (D) 3 members elected by and from among the congregation.
- (E) 2 alternates elected by and from among the congregation.
- (F) Members in (D) and (E) may not be active officers.

Section 2. Election of congregational members shall take place at a congregational meeting. Nominations for members and alternates shall be received from the floor.

Section 3. Operation of the committee -- The committee serves for one year, beginning within 60 days of its establishment. Alternate members are expected to attend committee meetings but have no vote until they become active by replacing an elected member. The committee chairperson shall be chosen by and from among the membership. The senior pastor shall be an ex-officio member. The committee provides nominations to fill classes of church officers and to fill occasional vacant unexpired terms of longer than one year. The committee is expected to familiarize candidates with the roles and responsibilities of the offices being filled and to verify candidate's willingness to serve. The committee chairperson places selected candidates into nomination at congregational meetings.

ARTICLE VII -- Incorporation - In accordance with the laws of the State of Washington, the congregation shall maintain this church as a non-profit corporation in the state of Washington. The Session shall act as the Trustees of the Corporation, shall appoint its officers and shall report corporate matters annually to the congregation.

Section 1. Function of the Corporation shall be to represent this church before the state with respect to legal, financial, property and contractual matters. Subject to congregational authorization and Presbytery approval, the corporation may execute mortgages, notes, or other documents necessary to conclude authorized business. Members of the congregation voting on corporate matters must have attained legal age as specified in state law.

Section 2. Officers of the Corporation shall be President, Vice President, Secretary, and Treasurer -- all appointed by the Session.

ARTICLE VIII -- Meetings of this Church.

Section 1. Annual Meeting. There shall be an annual meeting of the congregation and Corporation on a Sunday selected during January or February. The agendas shall contain at least the following: For action -- terms of call for the pastor(s), electing members to serve on the nominating committee, new or unfinished business. For information -- annual reports from the Session and other organizations of this church, financial report for the preceding year, budget for the current year, designation of Corporate Officers.

Section 2. Election Meetings A meeting of the congregation shall be called by the Session in October or November to elect elders and deacons. Election to fill vacant elder and/or deacon positions may also occur at a Special Meeting called for that purpose.

Section 3. Special Meetings of the congregation may be called by the Session. Such call shall clearly state the purpose of the special meeting, and the agenda shall be restricted to that specified in the call. Notice provisions of Section 4 shall normally apply but may be reduced by the Session to meet extraordinary needs.

Section 4. Notice of Meetings shall state the purpose for the meeting and be given in printed and verbal form on at least the two preceding Sundays and shall be provided via the newsletter or special mailing to local members at least two weeks prior to the meeting.

Section 5. Conduct of Meetings

- (A) A **Quorum** shall be fifteen percent of the active membership of the church
- (B) The **Moderator** shall be the Senior Pastor or Associate Pastor in the absence of the Senior Pastor.
- (C) The **Minutes** shall be recorded by the Clerk of Session or alternate designated by the Moderator, will be attested to by the Moderator and the Clerk of Session, and be placed in the minute book of the Session.
- (D) If a **meeting of the Corporation** is included within the Annual Meeting, it shall be moderated by the President of the Corporation. (A) and (C) above also apply.

ARTICLE IX – Amendments – These bylaws may be amended at a meeting of the congregation by a vote of no less than two-thirds of the members present. A printed distribution of the proposed amendments shall have been made in the notice of the meeting per VIII-4. Amendments to these bylaws shall be subject to the Articles of Incorporation, the laws of the State of Washington, and the Constitution of the Presbyterian Church (USA). Clarifications of ambiguity shall be resolved by the Session, subject to the same guidance.

ARTICLE X – Effective Date – These bylaws shall be effective on the date approved and shall supercede all prior versions. The effective date shall appear on each page. Thereafter currency shall be reflected according to Article XI.

ARTICLE XI – Documentation – A table of amendments with title, subject and effective date shall be maintained as an attachment to these bylaws.

End

**Proposed updated bylaws of The First Presbyterian Church of Everett.
These have been reviewed and passed to the congregation for adoption
during the annual meeting on January 30, 2022.**

BYLAWS

THE FIRST PRESBYTERIAN CHURCH OF EVERETT

Everett, Washington

ARTICLE I – Statement of Purpose

The First Presbyterian Church of Everett, Washington has been called by God and organized to:

Proclaim and teach the good news of Jesus Christ,

Minister to members of the congregation and residents of the community, and
Exercise compassion and promote justice and peace in the world.

ARTICLE II – Relationship to the Presbyterian Church (USA)

The First Presbyterian Church of Everett is a member of the Northwest Coast Presbytery.

ARTICLE III – Governance of this Church

This church shall be governed in accordance with *The Constitution of the Presbyterian Church (USA)*, which consists of the “Book of Confessions” and the “Book of Order.” These Bylaws are subordinate to *The Constitution of the Presbyterian Church (USA)*. The current version of “Robert’s Rules of Order” shall be used for parliamentary procedure.

ARTICLE IV – Organization of this Church

Section 1. Members – Categories of membership shall be defined in the “Book of Order” at G-1.04. Active members shall have a voice and vote on all matters brought before the church.

Section 2. Pastoral Leadership – Categories of pastoral leadership shall be as defined in the “Book of Order” at G-2.05.

Section 3. Session – The session shall consist of nine ruling elders, elected in classes of three for a three-year term. Session shall have authority over, and responsibility for, all activities and aspects of this church, exercising the powers listed in the “Book of Order” at G-3.02. Ruling elders serving on the session shall also serve as directors of the corporation (see Article VII). Together, session will:

Develop and maintain policies, expressed in a Policy Manual, through which the church shall be managed,

Create committees and task forces to which certain functions and responsibilities shall be delegated, and

Adopt operating budgets that reflect program plans for defined periods, publishing a review of program and budget results in the annual report.

Section 4. Deacons – The deacons shall consist of nine members, elected in classes of three for a three-year term. The deacons shall maintain an active program of ministry, for the congregation and for members of the local community, in accordance with the “Book of Order” at G-2.02. The session will authorize funds (raised from fund-raising activities and special church service offerings) to a Deacon’s Fund, which the deacons will operate for benevolent use.

Section 5. Other Internal Organizations – Such organizations may be authorized by session to fulfill necessary roles within or on behalf of the church. Such authorized organizations shall be listed in the Directory; i.e., Presbyterian Women, and Senior Presbyterian Adult Ministry (SPAM).

ARTICLE V – Officers of this Church

Section 1. Elders and Deacons – Elders and deacons are elected by the congregation and ordained to their respective roles in the church. They are representative of the congregation and exercise their prayerfully developed and independent judgment in all matters where they are involved. They are elected according to the “Book of Order” at G-2.04.

Section 2. Moderator of the Session – The pastor of a congregation shall be the moderator of the session of that congregation. In congregations where there are co-pastors, they shall both be considered moderators and have provisions for designating who presides at a particular meeting. If it is impractical for the pastor to moderate, they shall invite another minister of the Word and Sacrament who is a member of the presbytery, or a person authorized by the presbytery to serve as moderator. If there is no installed pastor, or if the installed pastor is unable to invite another moderator, the presbytery shall make provision for a moderator. (“Book of Order” G-3.0104)

Section 3. Clerk of Session – The clerk provides administrative support to the session, officially recording its meetings and transactions, keeping rolls of membership and attendance, and preserving records. The clerk must be an ordained elder, either currently or during a prior term. The clerk of session must be elected by the session for such term as it may determine.

Section 4. Treasurer – The treasurer is elected annually by the session to perform the duties incident to the Office of Treasurer, including safekeeping of all funds and assets, overseeing all monetary transactions, and filing tax and other financial reports required by law.

Section 5. Terms of Office – The total membership of the session and of the deacons shall be divided into three classes, one class of which shall be elected each year for a three-year term. Officers who have served six continuous years shall be ineligible to be elected to the same office for one year following their active service.

Section 6. Election of Officers – Election of officers shall take place at least annually in a called meeting of the congregation. Candidates shall be placed in nomination by the nominating committee, and nominations of other willing candidates shall be accepted from the floor. All candidates shall be active members of this church.

ARTICLE VI – Nominating Committee

Ruling elders and deacons shall be nominated by a committee elected by the congregation, drawn from and representative of its membership. (“Book of Order” G-2.0401)

Section 1. Committee Makeup –The nominating committee may include as many as seven voting members and two alternate members.

The composition of the nominating committee shall meet the following requirements:

- 1) The committee shall consist of a minimum of three persons; 2) At least one member of the committee shall be an elder currently serving on session; and, 3) A majority of those persons on the committee who are eligible to vote shall not currently be serving on session.

The nominating committee should include a deacon.

Section 2. Election of members – Elections shall take place at a congregational meeting. Nominations for members and alternates shall be received from the floor. An additional member position of youth deacon may be nominated at this time. The nominee shall be an active member of the congregation, aged 14 to 18 years. The period served is a single term which runs from January to December and is non-consecutive.

Section 3. Operation of the committee – The nominating committee serves for one year with the serving member of session as moderator. Alternate members are expected to attend committee meetings. Alternate members have no vote until they become active by replacing an elected member. The pastor shall be an ex-officio member. The committee provides nominations to fill classes of church officers, and to fill vacant unexpired terms if longer than one year. The committee is expected to familiarize candidates with the roles and responsibilities of the offices being filled and to verify the candidate’s willingness to serve.

ARTICLE VII – Incorporation

In accordance with the laws of the State of Washington, this church shall be maintained as a non-profit corporation in the State of Washington. The ruling elders shall be the trustees and/or directors of the corporation, electing its officers and reporting corporate matters annually to the congregation.

Section 1. Function of the Corporation – The corporation so formed, or the individual trustees, shall have the following powers:

- 1) To receive, hold, encumber, manage, and transfer property, real or personal, for the congregation, provided that in buying, selling, and mortgaging real property the trustees shall act only after the approval of the congregation, granted in a duly constituted meeting
- 2) To accept and execute deeds of title to such property
- 3) To hold and defend title to such property
- 4) To manage any permanent special funds for the furtherance of the purposes of the congregation, all subject to the authority of the session and under the provisions of *The Constitution of the Presbyterian Church (USA)*

The powers and duties of the trustees shall not infringe upon the powers and duties of the session or the board of deacons. (“Book of Order” G-4.0101)

Section 2. Officers of the Corporation – The clerk of session shall be the secretary. The treasurer elected by the session shall be the treasurer. A president who is a ruling elder on the session shall be elected annually by the session.

ARTICLE VIII – Meetings of this Church

Section 1. Annual Meeting – There shall be an annual meeting of the congregation and corporation, held on a Sunday in January or February, with notice on two successive Sundays. The agenda shall contain at least one of the following:

For Action – Terms of call for the pastor, election of members to serve on the nominating committee, new or unfinished business, and/or

For Information – Annual reports from the session and/or other organizations of this church, financial reports of the preceding year, budget for the current year, designation of corporate officers.

Section 2. Election Meetings – A meeting of the congregation shall be called by the session annually to elect elders and deacons. Elections to fill vacant elder and/or deacon positions may also occur at a special meeting called for that purpose.

Section 3. Special Meetings – Meetings of the congregation shall be called by the session, by the presbytery, or by the session when requested by one fourth of the active members on the roll of the congregation. The call shall clearly state the purpose of the special meeting, and the agenda shall be restricted to that specified in the call. Notice provisions (see Section 4) shall normally apply but may be reduced by session to meet extraordinary needs.

Section 4. Notice of Meetings – Public notice of the meeting shall state the purpose for the meeting and be given in printed and verbal form on at least two preceding Sundays. The meeting may be held on the day of the second notice.

Section 5. Conduct of Meetings – The meeting will be conducted according to the following:

(A) Quorum shall be fifteen percent of the active membership of the church

(B) The minutes shall be recorded by the clerk of session, be attested by the moderator and the clerk of session, and be placed in the minutes of the session

ARTICLE IX – Electronic Meetings

Meetings of the session and the congregation may be held by telephonic or electronic means. This is optional only if conditions provide for simultaneous aural communication among all participating members, equivalent to that of meetings held in a single room or area. Participation by this method constitutes presence in person at a meeting. Electronic meetings shall be subject to all rules adopted by the session to govern them, which may include any reasonable limitations on and requirements for participation.

ARTICLE X – Amendments

These Bylaws may be amended at a meeting of the congregation by a majority vote of no less than two-thirds of the members present. A printed distribution of the proposed amendments shall have been made in the notice of the meeting (see Article VIII, Section 4). Amendments to these Bylaws shall be subject to the Articles of Incorporation, the laws of the State of Washington, and *The Constitution of the Presbyterian Church (USA)*. Clarifications of ambiguity shall be resolved by the session.

ARTICLE XI – Effective Date

These Bylaws shall be effective on the date approved and shall supersede all prior versions. The effective date shall appear on each page.

ARTICLE XII – Documentation

A table of amendments with title, subject, and effective date shall be maintained as an attachment to these Bylaws.

End

The First Presbyterian Church of Everett

2022 Staff and Leadership

Rev. Dr. Alan Dorway	Pastor
Steven Torrence	Director of Music Ministries
Gary Norris	Organist
Sondra Santos	Communications Director
Doreen Solberg	Office Coordinator
Linda Senter	Financial Secretary
Ari Kohler	Custodian

Elders

Class of 2022	Class of 2023	Class of 2024
Marne Larson	Debbie Roberts	Steve Hammond
Bill Grosse	Elizabeth Nelson	Jamie Hunter
John Gebert	Roy Yates	Jan Weakley

Deacons

Class of 2022	Class of 2023	Class of 2024
Lisa Comstock	Sonya Beardsley	Ed Pearson
Bob Barren	Amy Farnham	Doris Pearson
Barbara Barren	Mike Davis	Susan Davis

